



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

11 Laurier St./11, rue Laurier

Gatineau

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**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Business Transformation and Systems Integration  
Service/Division de transformation des opérations et  
d'intégrat  
Special Procurement Initiative Dir  
Dir. des initiatives spéciales  
d'approvisionnement  
Terrasses de la Chaudière 4th Floor  
10 Wellington Street  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> Project Management Services Services en gestion de projet	
<b>Solicitation No. - N° de l'invitation</b> EN912-212869/A	<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> 20212869	<b>Date</b> 2021-07-20
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$XE-685-39655	
<b>File No. - N° de dossier</b> 685xe.EN912-212869	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Daylight Saving Time EDT <b>on - le 2021-08-11</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Ferrier, Heather	<b>Buyer Id - Id de l'acheteur</b> 685xe
<b>Telephone No. - N° de téléphone</b> (613) 408-0259 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

Solicitation No. - N° de l'invitation  
EN912-212869/A  
Client Ref. No. - N° de réf. du client  
EN912-212869

Amd. No. - N° de la modif.  
004  
File No. - N° du dossier  
685xe.EN912-212869/A

Buyer ID - Id de l'acheteur  
685xe  
CCC No./N° CCC - FMS No./N° VME

## SOLICITATION AMENDMENT 004

This Solicitation Amendment is issued to modify the solicitation document and provide Questions and Answers 38-61 regarding Request for Proposal (RFP) EN912-212869/A.

### MODIFICATIONS TO THE RFP SOLICITATION DOCUMENT:

1. **At Attachment 4.1, page 96, M1 to M3, Corporate Mandatory Criteria:**

**DELETE:**

ID	Corporate Mandatory Criteria	Met / Not Met	Substantiation & Cross Reference to the Bid Submission																																				
M1	<p>The Bidder must demonstrate its contract experience, through Billable Days<sup>1</sup>, in supplying resources under all Resource Categories, as identified in the table below.</p> <p><i><sup>1</sup>Billable Days are defined as working days billed to external clients. A workday day is equivalent to seven and a half (7.5) hours or more per day.</i></p> <table><tr><th>TBIPS ID</th><th>RESOURCE CATEGORY</th><th>LEVEL OF EXPERTISE</th><th>MINIMUM NUMBER OF BILLABLE DAYS</th></tr><tr><td>B.1</td><td>Business Analyst</td><td>3</td><td>1,500</td></tr><tr><td>B.2</td><td>Business Architect</td><td>3</td><td>800</td></tr><tr><td>B.3</td><td>Business Consultant</td><td>3</td><td>400</td></tr><tr><td>P.1</td><td>Change Management Consultant</td><td>3</td><td>1,000</td></tr><tr><td>P.7</td><td>Project Coordinator</td><td>2</td><td>400</td></tr><tr><td>P.9</td><td>Project Manager</td><td>3</td><td>3,800</td></tr><tr><td>P.9</td><td>Project Manager</td><td>2</td><td>2,000</td></tr><tr><td>P.10</td><td>Project Scheduler</td><td>2</td><td>400</td></tr></table> <p>To be accepted:</p> <ol style="list-style-type: none"><li>1. The Bidder must meet the Minimum Number of Billable Days per Resource Category, as identified in Table above;</li><li>2. The Billable Days must have been provided in support of Information Management or Information Technology contracts;</li><li>3. The Billable Days must have been provided under a maximum of five (5) distinct and separate contracts<sup>2</sup>.</li></ol>	TBIPS ID	RESOURCE CATEGORY	LEVEL OF EXPERTISE	MINIMUM NUMBER OF BILLABLE DAYS	B.1	Business Analyst	3	1,500	B.2	Business Architect	3	800	B.3	Business Consultant	3	400	P.1	Change Management Consultant	3	1,000	P.7	Project Coordinator	2	400	P.9	Project Manager	3	3,800	P.9	Project Manager	2	2,000	P.10	Project Scheduler	2	400		
TBIPS ID	RESOURCE CATEGORY	LEVEL OF EXPERTISE	MINIMUM NUMBER OF BILLABLE DAYS																																				
B.1	Business Analyst	3	1,500																																				
B.2	Business Architect	3	800																																				
B.3	Business Consultant	3	400																																				
P.1	Change Management Consultant	3	1,000																																				
P.7	Project Coordinator	2	400																																				
P.9	Project Manager	3	3,800																																				
P.9	Project Manager	2	2,000																																				
P.10	Project Scheduler	2	400																																				

ID	Corporate Mandatory Criteria	Met / Not Met	Substantiation & Cross Reference to the Bid Submission
	<p><i><b><u>2If the Bidder references more than five (5) contracts, <b>Canada</b> will select the first five (5) contract references</u> provided to evaluate the Bidder.</b></i></p> <ol style="list-style-type: none"> <li>4. Each contract must have been for a single external customer, with whom the Bidder deals at arm's length;</li> <li>5. The Billable Days for each contract must have occurred within the five (5) years preceding the posting date of this bid solicitation;</li> <li>6. Each contract must have a total billing value of \$2M or more;</li> <li>7. The Bidder must identify (by first and last name) each resource whose Billable Days are included as part of the Bidder's total Billable Days claimed;</li> <li>8. Canada will automatically consider the same referenced resource categories, procured through the TBIPS contracting vehicle, to be 50% aligned with the SOW tasks of this requirement. If the Bidder's reference contract does not have a Statement of Work with a list of detailed tasks, the Bidder must provide a list of tasks performed under the reference contract that can be confirmed and validated by the Client Reference for the reference contract. The list of tasks provided by the Bidder must clearly demonstrate that they are the same or similar to the tasks listed in the SOW of this requirement.</li> <li>9. For each demonstrated task, the Bidder must cross-reference to the associated tasks listed in Annex A for that Resource Category of that level;</li> </ol> <p><i>Notes to the Bidder:</i></p> <ol style="list-style-type: none"> <li>(i) <i>It is the Bidder's responsibility to ensure it has obtained any required permissions to divulge any information about persons named in its bid.</i></li> <li>(ii) <i>The Bidder must have been the prime contractor, rather than a subcontractor, for all contracts it references. This means that the Bidder was contracted the services directly by the client organization. If the Bidder's contract was to perform work which another entity had itself first contracted to perform, the Bidder will not be considered the prime contractor. For example, Z (customer) contracted with Y for services. Y, in turn, entered into a contract with X to provide all or part of these services to Z. In this example, Y is a prime contractor and X is a subcontractor.</i></li> <li>(iii) <i>A Supply Arrangement or Standing Offer is not a contract and therefore any reference to this type of document will not be accepted for the purpose of evaluating contract experience. For example if the Bidder references it's Task-Based Informatics Professional Services Supply Arrangement (TBIPS</i></li> </ol>		

Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
 Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
 File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
 CCC No./N° CCC - FMS No./N° VME

ID	Corporate Mandatory Criteria	Met / Not Met	Substantiation & Cross Reference to the Bid Submission
	<p><i>SA) number such as EN578-055605/XXX/EL for the purpose of demonstrating experience under the evaluation criteria, Canada will disregard this experience because it does not relate to a specific contract.</i></p> <p>The Bidder must complete both "Appendix A1 to Attachment 4.1" (Bidders Response Template for Billable Days) and "Appendix B to Attachment 4.1" (Bidders Response Template for Contract/Project Reference) for each contract/project reference submitted as part of its response to M1.</p>		
M2	<p>The Bidder must demonstrate revenues of at least five million dollars (\$5,000,000) in Informatics professional services in <u>each</u> of the five (5) consecutive twelve (12) month periods within the five (5) years preceding the posting date of this bid solicitation.</p> <p>The bidder must complete "Appendix A2 to Attachment 4.1" (Bidders Response Template for Annual Revenues) and "Appendix B to Attachment 4.1" (Bidders Response Template for Contract/Project Reference) for each contract/project reference used as part of its response to M2.</p>		
M3	<p>The Bidder must demonstrate one contract experience in supplying ten (10) resources or more within a period of ninety (90) consecutive days within the five (5) years preceding the posting date of this bid solicitation.</p> <p>To be accepted:</p> <ul style="list-style-type: none"> <li>a. The contract must be one of the contracts referenced in response to meet Criterion M1;</li> <li>b. The start date for all ten (10) resources or more must have occurred within the same ninety (90) day period within the five (5) years preceding the posting date of this bid solicitation; and</li> <li>c. Each resource must have remained on the contract for at least three (3) months.</li> </ul> <p>The ninety (90) day period referred to above can be any ninety (90) day period, within which ten (10) resources or more started Work. The ninety (90) day period starts when the first resource commences Work and ends ninety (90) days thereafter. All ten (10) resources or more must have commenced Work under the contract during this ninety (90) day period.</p> <p>The bidder must complete "Appendix A3 to Attachment 4.1" (Bidders Response Template for Supplying Multiple Resources within ninety [90] Days).</p>		

**INSERT:**

ID	Corporate Mandatory Criteria	Met / Not Met	Substantiation & Cross Reference to the Bid Submission																																				
M1	<p>The Bidder must demonstrate its contract experience, through Billable Days<sup>1</sup>, in supplying resources under all Resource Categories, as identified in the table below.</p> <p><i><sup>1</sup>Billable Days are defined as working days billed to external clients. A workday day is equivalent to seven and a half (7.5) hours or more per day.</i></p> <table border="1" data-bbox="282 728 1073 1230"> <thead> <tr> <th>TBIPS ID</th><th>RESOURCE CATEGORY</th><th>LEVEL OF EXPERTISE</th><th>MINIMUM NUMBER OF BILLABLE DAYS</th></tr> </thead> <tbody> <tr> <td>B.1</td><td>Business Analyst</td><td>3</td><td>1,500</td></tr> <tr> <td>B.2</td><td>Business Architect</td><td>3</td><td>800</td></tr> <tr> <td>B.3</td><td>Business Consultant</td><td>3</td><td>400</td></tr> <tr> <td>P.1</td><td>Change Management Consultant</td><td>3</td><td>1,000</td></tr> <tr> <td>P.7</td><td>Project Coordinator</td><td>2</td><td>400</td></tr> <tr> <td>P.9</td><td>Project Manager</td><td>3</td><td>3,800</td></tr> <tr> <td>P.9</td><td>Project Manager</td><td>2</td><td>2,000</td></tr> <tr> <td>P.10</td><td>Project Scheduler</td><td>2</td><td>400</td></tr> </tbody> </table> <p>To be accepted:</p> <ol style="list-style-type: none"> <li>The Bidder must meet the Minimum Number of Billable Days per Resource Category, as identified in Table above;</li> <li>The Billable Days must have been provided in support of Information Management or Information Technology contracts;</li> <li>The Billable Days must have been provided under a maximum of five (5) distinct and separate contracts<sup>2</sup>.</li> </ol> <p><i><sup>2</sup>If the Bidder references more than five (5) contracts, <b><u>Canada will select the first five (5) contract references</u></b> provided to evaluate the Bidder.</i></p> <ol style="list-style-type: none"> <li>Each contract must have been for a single external customer, with whom the Bidder deals at arm's length;</li> <li>The Billable Days for each contract must have occurred within the five (5) years preceding the posting date of this bid solicitation;</li> <li>Each contract must have a total billing value of \$2M or more;</li> </ol>	TBIPS ID	RESOURCE CATEGORY	LEVEL OF EXPERTISE	MINIMUM NUMBER OF BILLABLE DAYS	B.1	Business Analyst	3	1,500	B.2	Business Architect	3	800	B.3	Business Consultant	3	400	P.1	Change Management Consultant	3	1,000	P.7	Project Coordinator	2	400	P.9	Project Manager	3	3,800	P.9	Project Manager	2	2,000	P.10	Project Scheduler	2	400		
TBIPS ID	RESOURCE CATEGORY	LEVEL OF EXPERTISE	MINIMUM NUMBER OF BILLABLE DAYS																																				
B.1	Business Analyst	3	1,500																																				
B.2	Business Architect	3	800																																				
B.3	Business Consultant	3	400																																				
P.1	Change Management Consultant	3	1,000																																				
P.7	Project Coordinator	2	400																																				
P.9	Project Manager	3	3,800																																				
P.9	Project Manager	2	2,000																																				
P.10	Project Scheduler	2	400																																				

ID	Corporate Mandatory Criteria	Met / Not Met	Substantiation & Cross Reference to the Bid Submission
	<p>7. The Bidder must identify (by first and last name) each resource whose Billable Days are included as part of the Bidder's total Billable Days claimed;</p> <p>8. Canada will automatically consider the same referenced resource categories, procured through the TBIPS contracting vehicle, to be 50% aligned with the SOW tasks of this requirement. If the Bidder's reference contract does not have a Statement of Work with a list of detailed tasks, the Bidder must provide a list of tasks performed under the reference contract that can be confirmed and validated by the Client Reference for the reference contract. The list of tasks provided by the Bidder must clearly demonstrate that they are the same or similar to the tasks listed in the SOW of this requirement.</p> <p>9. For each demonstrated task, the Bidder must cross-reference to the associated tasks listed in Annex A for that Resource Category of that level;</p> <p><i>Notes to the Bidder:</i></p> <p>(iv) <i>It is the Bidder's responsibility to ensure it has obtained any required permissions to divulge any information about persons named in its bid.</i></p> <p>(v) <i>The Bidder must have been the prime contractor, rather than a subcontractor, for all contracts it references. This means that the Bidder was contracted the services directly by the client organization. If the Bidder's contract was to perform work which another entity had itself first contracted to perform, the Bidder will not be considered the prime contractor. For example, Z (customer) contracted with Y for services. Y, in turn, entered into a contract with X to provide all or part of these services to Z. In this example, Y is a prime contractor and X is a subcontractor.</i></p> <p>(vi) <i>A Supply Arrangement or Standing Offer is not a contract and therefore any reference to this type of document will not be accepted for the purpose of evaluating contract experience. For example if the Bidder references it's Task-Based Informatics Professional Services Supply Arrangement (TBIPS SA) number such as EN578-055605/XXX/EL for the purpose of demonstrating experience under the evaluation criteria, Canada will disregard this experience because it does not relate to a specific contract.</i></p> <p>10. Bidders may use ongoing contracts to substantiate the requirements, as long as the contract has been active for a minimum of twelve (12) months as of the bid closing date.</p> <p>The Bidder must complete both "Appendix A1 to Attachment 4.1" (Bidders Response Template for Billable Days) and "Appendix B to</p>		

Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
 Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
 File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
 CCC No./N° CCC - FMS No./N° VME

ID	Corporate Mandatory Criteria	Met / Not Met	Substantiation & Cross Reference to the Bid Submission
	Attachment 4.1" (Bidders Response Template for Contract/Project Reference) for each contract/project reference submitted as part of its response to M1.		
M2	<p>The Bidder must demonstrate revenues of at least five million dollars (\$5,000,000) in Informatics professional services in <u>each</u> of the five (5) consecutive twelve (12) month periods within the five (5) years preceding the posting date of this bid solicitation.</p> <p>The bidder must complete "Appendix A2 to Attachment 4.1" (Bidders Response Template for Annual Revenues) and "Appendix B to Attachment 4.1" (Bidders Response Template for Contract/Project Reference) for each contract/project reference used as part of its response to M2.</p> <p>Bidders may use ongoing contracts to substantiate the requirements, as long as the contract has been active for a minimum of twelve (12) months as of the bid closing date.</p>		
M3	<p>The Bidder must demonstrate one contract experience in supplying ten (10) resources or more within a period of ninety (90) consecutive days within the five (5) years preceding the posting date of this bid solicitation.</p> <p>To be accepted:</p> <ul style="list-style-type: none"> <li>d. The contract must be one of the contracts referenced in response to meet Criterion M1;</li> <li>e. The start date for all ten (10) resources or more must have occurred within the same ninety (90) day period within the five (5) years preceding the posting date of this bid solicitation; and</li> <li>f. Each resource must have remained on the contract for at least three (3) months.</li> </ul> <p>The ninety (90) day period referred to above can be any ninety (90) day period, within which ten (10) resources or more started Work. The ninety (90) day period starts when the first resource commences Work and ends ninety (90) days thereafter. All ten (10) resources or more must have commenced Work under the contract during this ninety (90) day period.</p> <p>Bidders may use ongoing contracts to substantiate the requirements, as long as the contract has been active for a minimum of twelve (12) months as of the bid closing date.</p>		

ID	Corporate Mandatory Criteria	Met / Not Met	Substantiation & Cross Reference to the Bid Submission
	The bidder must complete "Appendix A3 to Attachment 4.1" (Bidders Response Template for Supplying Multiple Resources within ninety [90] Days).		

**2. At Appendix C to Annex A, page 82, R4, P.9 Project Manager (Level 2):**

**DELETE:**

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Résumé, & Self Score
R4	<p>The Contractor should demonstrate by showing proof that the proposed resource has valid project management designation(s) in one (1) or more of the following:</p> <ul style="list-style-type: none"> <li>Project Management Professional (PMP) Certification;</li> <li>Certified Management Consultant (CMC) Certification;</li> <li>PRINCE2 (Foundation) Accreditation;</li> <li>PRINCE2 (Practitioner) Accreditation;</li> <li>Master's degree in Project Management from an accredited university.</li> </ul> <p>Proof of valid certification, accreditation or degree must be included in response to the issuance of a draft TA.</p>	<ul style="list-style-type: none"> <li>PMP certification = 20 points;</li> <li>CMC Certification = 20 points;</li> <li>PRINCE2 (Foundation) Accreditation = 10 points;</li> <li>PRINCE2 (Practitioner) Accreditation = 20 points;</li> <li>Master's in Project Management = 30 points.</li> </ul> <p>Any combination of PMP certification, CMC certification, one of the PRINCE2 accreditations, and the Master's degree in Project Management can be used to achieve a maximum ceiling of 40 points.</p>	40	



**INSERT:**

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Résumé, & Self Score
R4	<p>The Contractor should demonstrate by showing proof that the proposed resource has valid project management designation(s) in one (1) or more of the following:</p> <ul style="list-style-type: none"> <li>Project Management Professional (PMP) Certification;</li> <li>Certified Management Consultant (CMC) Certification;</li> <li>Information Technology Infrastructure Library (ITIL) or Project Management Institute - Agile Certified Practitioner (PMI-ACP) Certificate;</li> <li>PRINCE2 (Foundation) Accreditation;</li> <li>PRINCE2 (Practitioner) Accreditation;</li> <li>Master's degree in Project Management from an accredited university.</li> </ul> <p>Proof of valid certification, certificate, accreditation or degree must be included in response to the issuance of a draft TA.</p>	<ul style="list-style-type: none"> <li>PMP certification = 20 points;</li> <li>CMC Certification = 20 points;</li> <li>Information Technology Infrastructure Library (ITIL) or Project Management Institute - Agile Certified Practitioner (PMI-ACP) Certificate = 20 points;</li> <li>PRINCE2 (Foundation) Accreditation = 10 points;</li> <li>PRINCE2 (Practitioner) Accreditation = 20 points;</li> <li>Master's in Project Management = 30 points.</li> </ul> <p>Any combination of PMP certification, ITIL or PMI – ACP certificate, CMC certification, one of the PRINCE2 accreditations, and the Master's degree in Project Management can be used to achieve a maximum ceiling of 40 points.</p>	40	

**3. At Attachment 4.2, page 126, R4, P.9 Project Manager (Level 2):**

Solicitation No. - N° de l'invitation  
EN912-212869/A  
Client Ref. No. - N° de réf. du client  
EN912-212869

Amd. No. - N° de la modif.  
004  
File No. - N° du dossier  
685xe.EN912-212869/A

Buyer ID - Id de l'acheteur  
685xe  
CCC No./N° CCC - FMS No./N° VME

**DELETE:**

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Bid Submission, & Self Score
R4	<p>The Bidder should demonstrate by showing proof that the proposed resource has valid project management designation(s) in one or more of the following:</p> <ul style="list-style-type: none"> <li>Project Management Professional (PMP) Certification;</li> <li>Certified Management Consultant (CMC) Certification;</li> <li>PRINCE2 (Foundation) Accreditation;</li> <li>PRINCE2 (Practitioner) Accreditation;</li> <li>Master's degree in Project Management from an accredited university.</li> </ul> <p>Proof of valid certification, accreditation, or degree must be included with the bid to be considered.</p>	<ul style="list-style-type: none"> <li>PMP Certification = 20 points;</li> <li>CMC Certification = 20 points;</li> <li>PRINCE2 (Foundation) Accreditation = 10 points;</li> <li>PRINCE2 (Practitioner) Accreditation = 20 points;</li> <li>Master's Degree in Project Management = 30 points.</li> </ul> <p>Any combination of PMP certification, CMC certification, one of the PRINCE2 accreditations, and the Master's degree in Project Management can be used to achieve a maximum ceiling of 40 points.</p>	40	

**INSERT:**

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Bid Submission, & Self Score
R4	<p>The Bidder should demonstrate by showing proof that the proposed resource has valid</p>	<ul style="list-style-type: none"> <li>PMP Certification = 20 points;</li> </ul>	40	

Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
 Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
 File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
 CCC No./N° CCC - FMS No./N° VME

<b>Resource Name:</b>				
<b>ID</b>	<b>Resource Point-Rated Criteria</b>	<b>Point Allocation</b>	<b>Maximum Points</b>	<b>Substantiation, Cross Reference to Bid Submission, &amp; Self Score</b>
	<p>project management designation(s) in one or more of the following:</p> <ul style="list-style-type: none"> <li>• Project Management Professional (PMP) Certification;</li> <li>• Certified Management Consultant (CMC) Certification;</li> <li>• Information Technology Infrastructure Library (ITIL) or Project Management Institute - Agile Certified Practitioner (PMI-ACP) Certificate;</li> <li>• PRINCE2 (Foundation) Accreditation;</li> <li>• PRINCE2 (Practitioner) Accreditation;</li> <li>• Master's degree in Project Management from an accredited university.</li> </ul> <p>Proof of valid certification, certificate, accreditation, or degree must be included with the bid to be considered.</p>	<ul style="list-style-type: none"> <li>• CMC Certification = 20 points;</li> <li>• Information Technology Infrastructure Library (ITIL) or Project Management Institute - Agile Certified Practitioner (PMI-ACP) Certificate = 20 points;</li> <li>• PRINCE2 (Foundation) Accreditation = 10 points;</li> <li>• PRINCE2 (Practitioner) Accreditation = 20 points;</li> <li>• Master's Degree in Project Management = 30 points.</li> </ul> <p>Any combination of PMP certification, ITIL or PMI – ACP certificate, CMC certification, one of the PRINCE2 accreditations, and the Master's degree in Project Management can be used to achieve a maximum ceiling of 40 points.</p>		

**4. At page 5, Part 1, 1.2 (j) Summary:**

**DELETE:**

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED
B.1 Business Analyst	LEVEL 3	3
B.2 Business Architect	LEVEL 3	3
B.3 Business Consultant	LEVEL 3	6
P.1 Change Management Consultant	LEVEL 3	3
P.7 Project Coordinator	LEVEL 2	3
P.9 Project Manager	LEVEL 3	27
P.9 Project Manager	LEVEL 2	6
P.10 Project Scheduler	LEVEL 2	3

**INSERT:**

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED
B.1 Business Analyst	LEVEL 3	1
B.2 Business Architect	LEVEL 3	1
B.3 Business Consultant	LEVEL 3	2
P.1 Change Management Consultant	LEVEL 3	1
P.7 Project Coordinator	LEVEL 2	1
P.9 Project Manager	LEVEL 3	6
P.9 Project Manager	LEVEL 2	2
P.10 Project Scheduler	LEVEL 2	1

**5. At Annex A Statement of Work (SOW), Section 4.1 Scope of Work, Estimated # of Resources Required, Table on pages 51 and 52:**

Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
 Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
 File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
 CCC No./N° CCC - FMS No./N° VME

**DELETE:**

<b>TBIPS ID</b>	<b>Resource Category</b>	<b>Level of Expertise</b>	<b>Estimated # of Resources Required within the Initial Contract Period (2 years)</b>	<b>Estimated # of Resources Required within the First Option Period (1 year)</b>	<b>Estimated # of Resources Required within the Second Option Period (1 year)</b>
B.1	Business Analyst	3	1	1	1
B.2	Business Architect	3	1	1	1
B.3	Business Consultant	3	2	2	2
P.1	Change Management Consultant	3	1	1	1
P.7	Project Coordinator	2	1	1	1
P.9	Project Manager	3	9	9	9
P.9	Project Manager	2	2	2	2
P.10	Project Scheduler	2	1	1	1

**INSERT:**

<b>TBIPS ID</b>	<b>Resource Category</b>	<b>Level of Expertise</b>	<b>Estimated # of Resources Required within the Initial Contract Period (2 years)</b>	<b>Estimated # of Resources Required within the First Option Period (1 year)</b>	<b>Estimated # of Resources Required within the Second Option Period (1 year)</b>
B.1	Business Analyst	3	1	1	1
B.2	Business Architect	3	1	1	1
B.3	Business Consultant	3	2	2	2

P.1	Change Management Consultant	3	1	1	1
P.7	Project Coordinator	2	1	1	1
P.9	Project Manager	3	6	6	6
P.9	Project Manager	2	2	2	2
P.10	Project Scheduler	2	1	1	1

**6. At Attachment 4.2 Point-Rated Technical Criteria – Resource Point-Rated Criteria, P.9 Project Manager, Level 3, R4 (page 123):**

**DELETE:**

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Bid Submission, & Self Score
R4	<p>The Bidder should demonstrate by showing proof that the proposed resource has valid project management designation(s) in one or more of the following:</p> <ul style="list-style-type: none"> <li>• Certified Management Consultant (CMC) Certification</li> <li>• PRINCE2 (Foundation) Accreditation</li> <li>• PRINCE2 (Practitioner) Accreditation</li> <li>• Master's degree in Project Management from an accredited university</li> </ul> <p>Proof of valid certification, accreditation, or degree must be included with the bid to be considered.</p>	<ul style="list-style-type: none"> <li>• CMC Certification = 20 points;</li> <li>• PRINCE2 (Foundation) Accreditation = 10 points;</li> <li>• PRINCE2 (Practitioner) Accreditation = 20 points;</li> <li>• Master's Degree in project management = 30 points.</li> </ul> <p>Any combination of CMC certification, one of the PRINCE2 accreditations, and the Master's degree in Project Management can be used to achieve a maximum ceiling of 40 points.</p>	40	

**INSERT:**

<b>Resource Name:</b>				
<b>ID</b>	<b>Resource Point-Rated Criteria</b>	<b>Point Allocation</b>	<b>Maximum Points</b>	<b>Substantiation, Cross Reference to Bid Submission, &amp; Self Score</b>
R4	<p>The Bidder should demonstrate by showing proof that the proposed resource has valid project management designation(s) in one or more of the following:</p> <ul style="list-style-type: none"> <li>• Certified Management Consultant (CMC) Certification</li> <li>• PRINCE2 (Foundation) Accreditation</li> <li>• PRINCE2 (Practitioner) Accreditation</li> <li>• Master's degree in Business Administration (MBA) from an accredited university</li> <li>• Master's degree in Project Management from an accredited university</li> </ul> <p>Proof of valid certification, accreditation, or degree must be included with the bid to be considered.</p>	<ul style="list-style-type: none"> <li>• CMC Certification = 20 points;</li> <li>• PRINCE2 (Foundation) Accreditation = 10 points;</li> <li>• PRINCE2 (Practitioner) Accreditation = 20 points;</li> <li>• Master's Degree in business administration = 30 points.</li> <li>• Master's Degree in project management = 30 points.</li> </ul> <p>Any combination of CMC certification, one of the PRINCE2 accreditations, the Master's degree in Business Administration and the Master's degree in Project Management can be used to achieve a maximum ceiling of 40 points.</p>	40	

**7. At Appendix C to Annex A, 2.0 Point-Rated Resource Assessment Criteria, P.9 Project Manager, Level 3, R4 (page 80):**

**DELETE:**

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Résumé, & Self Score
R4	<p>The Contractor should demonstrate by showing proof that the proposed resource has valid project management designation(s) in one or more of the following:</p> <ul style="list-style-type: none"> <li>Certified Management Consultant (CMC) Certification</li> <li>PRINCE2 (Foundation) Accreditation</li> <li>PRINCE2 (Practitioner) Accreditation</li> <li>Master's degree in Project Management from an accredited university</li> </ul> <p>Proof of valid certification, accreditation or degree must be included in response to the issuance of a draft TA.</p>	<ul style="list-style-type: none"> <li>CMC Certification = 20 points;</li> <li>PRINCE2 (Foundation) Accreditation = 10 points;</li> <li>PRINCE2 (Practitioner) Accreditation = 20 points;</li> <li>Master's Degree in project management = 30 points.</li> </ul> <p>Any combination of CMC certification, one of the PRINCE2 accreditations, and the Masters degree in Project Management can be used to achieve a maximum ceiling of 40 points.</p>	40	

**INSERT:**

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Résumé, & Self Score
R4	<p>The Contractor should demonstrate by showing proof that the proposed resource has valid project management designation(s) in one or more of the following:</p>	<ul style="list-style-type: none"> <li>CMC Certification = 20 points;</li> <li>PRINCE2 (Foundation) Accreditation = 10 points;</li> <li>PRINCE2 (Practitioner)</li> </ul>	40	



Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
 Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
 File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
 CCC No./N° CCC - FMS No./N° VME

	<ul style="list-style-type: none"> <li>• Certified Management Consultant (CMC) Certification</li> <li>• PRINCE2 (Foundation) Accreditation</li> <li>• PRINCE2 (Practitioner) Accreditation</li> <li>• Master's degree in Business Administration (MBA)</li> <li>• Master's degree in Project Management from an accredited university</li> </ul> <p>Proof of valid certification, accreditation or degree must be included in response to the issuance of a draft TA.</p>	<p>Accreditation = 20 points;</p> <ul style="list-style-type: none"> <li>• Master's Degree in business administration = 30 points;</li> <li>• Master's Degree in project management = 30 points.</li> </ul> <p>Any combination of CMC certification, one of the PRINCE2 accreditations, Masters degree in Business Administration and the Masters degree in Project Management can be used to achieve a maximum ceiling of 40 points.</p>		
--	---	---	--	--

**8. At Attachment 4.2 Point-Rated Technical Criteria – Resource Point-Rated Criteria, P.9 Project Manager, Level 2, R3 (pages 125 and 126):**

**DELETE:**

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Bid Submission, & Self Score
R3	The Bidder should demonstrate that the proposed resource has a minimum of six (6) months of consecutive experience as a Project Manager on government (federal, provincial, municipal or Crown Corporation) project(s) for the implementation of either SAP or PeopleSoft within the last ten (10) years as of the TA issuance date.	<ul style="list-style-type: none"> <li>• Less than 6 months = 0 points;</li> <li>• Greater than or equal to 6 but less than 12 months = 10 points;</li> <li>• Greater than or equal to 12 but less than 18 months = 20 points;</li> <li>• Greater than or equal to 18 but less than</li> </ul>	40	

Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
 Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
 File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
 CCC No./N° CCC - FMS No./N° VME

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Bid Submission, & Self Score
		24 months = 30 points; • 24 months and above = 40 points.		

**INSERT:**

Resource Name:				
ID	Resource Point-Rated Criteria	Point Allocation	Maximum Points	Substantiation, Cross Reference to Bid Submission, & Self Score
R3	The Bidder should demonstrate that the proposed resource has a minimum of six (6) months of consecutive experience as a Project Manager on government (federal, provincial, municipal or Crown Corporation) project(s) for the implementation of either SAP or PeopleSoft within the last ten (10) years as of the posting date of the bid solicitation.	• Less than 6 months = 0 points; • Greater than or equal to 6 but less than 12 months = 10 points; • Greater than or equal to 12 but less than 18 months = 20 points; • Greater than or equal to 18 but less than 24 months = 30 points; • 24 months and above = 40 points.	40	

**TRACKING LOG OF INDUSTRY QUESTIONS AND ANSWERS PROVIDED TO DATE:**

Q#	QUESTIONS	ANSWERS
38	In regards to rated requirement R3 for the Change Management Consultant Level 3 (page 120 of 129), would the Crown agree to	Per Request for Proposal (RFP) amendment 001, Modifications to the RFP Solicitation Document, Items 2 and 3, a note was added to the R3 criteria that Prosci is

	modify the rating scale to provide full points to candidates with ITIL v3.0 Practitioner, Change Management Consultant <u>and</u> PROSCI certification ?	an acceptable certification and is categorized as Expert Level with a point allocation 30 points.
<b>39</b>	In regards to rated requirement R4 for the Project Manager Level 3 (page 123 of 129), would the Crown agree to modify the rating scale to provide full points to candidates with "any combination of <u>PMP certification</u> , CMC certification, one of the Prince 2 accreditations, and the Master's degree in Project Management" ? This would also provide consistency with rated requirement R4 of the Project Manager Level 2.	Criteria remains the same
<b>40</b>	In regards to Corporate Requirement R1 (page 110 of 129), can the Crown provide additional instructions to bidders to clarify the meaning of the requirement and expected demonstrated experience. If a firm provides his proposal in a format from an enterprise software application (MS Word) it will be awarded the 1 point available?	<p>Per Request for Proposal (RFP) amendment 002, Tracking Log of Industry Questions and Answers Provided to Date, Questions and Answer # 33, see below:</p> <p>1. In criteria R1, the Crown identified examples of products as being documents such as reports or presentations. TA responses, invoices, and quarterly reports would also be acceptable products.</p> <p>2. For R1, the response should be more than the Bidder must provide a statement that all products produced by the Bidder will be in accessible format. The Bidder should identify their products as well as how they meet the definition of accessible format. For example, bidders should identify the enterprise software used for their products that meets the definition of accessible format in the criteria for R1.</p>
<b>41</b>	In regards to Corporate Requirement R2 (page 110 of 129), can the Crown provide additional instructions to bidders to clarify the meaning of the requirement and expected demonstrated experience. If a firm web site meets CLF 2.0 standards, will it be awarded the 1 point available?	<p>Per Request for Proposal (RFP) amendment 002, Tracking Log of Industry Questions and Answers Provided to Date, Questions and Answer # 33, see below:</p> <p>For R2, a screen shot is an acceptable method of capturing the website area where accessibility accommodations are posted. Note that the accessibility accommodations need to be in accordance with the clarification of accessibility accommodation in the criteria for R2.</p>

Solicitation No. - N° de l'invitation  
EN912-212869/A  
Client Ref. No. - N° de réf. du client  
EN912-212869

Amd. No. - N° de la modif.  
004  
File No. - N° du dossier  
685xe.EN912-212869/A

Buyer ID - Id de l'acheteur  
685xe  
CCC No./N° CCC - FMS No./N° VME

42	Would it be possible to provide a 2 weeks extension to allow firms to prepare a quality proposal considering the magnitude of corporate and resource requirements?	Extension until August 11, 2021
43	Since there has been no amendment released to date addressing and the responses to the questions we submitted are critical to prepare a compliant bid, will the Crown please confirm that you will extend the closing date to August 6, 2021 to enable us to address the responses to questions.	Extension until August 11, 2021
44	<p>Page 14 of the RFP states:</p> <p><b>“(iv) Previous Similar Projects:</b> Where the bid must include a description of previous similar projects: ... (ii) a project must have been completed by the bid closing date;”</p> <p>Given that all contracts for the Corporate Mandatory Criteria (M1, M2 and M3) must have been active within the last five (5) years, and that similar contracts to the SOW are typically valid for multiple years, would the Crown please confirm that Bidders may use ongoing contracts to substantiate the requirements, as long as the contract has been active for a minimum of twelve (12) months as of the bid closing date, and amend the requirement accordingly?</p>	Yes. Please see heading “Modifications to the RFP Solicitation Document”, item 1, for amendments to Attachment 4.1 Corporate Mandatory Criteria M1 to M3 (page 95).
45	Regarding the R4 criteria for the Project Manager – Level 2, in our experience it is very uncommon for an intermediate level resource to possess this combination of Certifications and in particular a Master's Degree in Project	Yes. Please see heading “Modifications to the RFP Solicitation Document”, items 2 and 3 above, for amendments to Project Manager – Level 2, R4 criteria.

	<p>Management. As such, we feel the requirement as written may preclude otherwise qualified candidates with the requisite SAP/Peoplesoft experience, from consideration.</p> <p>Given that this is a large supply arrangement designed to ensure the delivery of multiple qualified resources, will the crown consider expanding R4 for the Project Manager – Level 2 to provide points if the proposed resource holds either an ITIL Certificate or a PMI–ACP Agile Certified Practitioner Certificate?</p>							
<b>46</b>	<p>Given the amount of effort required to respond to the corporate requirements and the resource requirements for eight (8) resources and the fact that the first set of questions was released with only one (1) week left before bid deadline, we respectfully request a three-week extension of the closing date to allow bidders enough time to react to changes made by the client.</p>	Extension until August 11, 2021						
<b>47</b>	<p>In AMD001, which was released on July 13, three (3) full weeks into the bid solicitation period, PSPC has provided Bidders with confusing responses to a number of questions regarding the total number of resources to be proposed <u>at the time of bid submission</u>:</p> <p>In Question 8, a Bidder asked PSPC to confirm “the total number of resources to be proposed <u>at the time of bid submission</u> is eight (8)”. PSPC responded with the total number of resources required for the <b>contract period/option period</b>, and did not answer the question posed.</p> <p>In Question 10, a Bidder asked for an extension on the grounds that PSPC's request for eight (8)</p>	<p>Just a clarification as this seems to be a recurring question.</p> <p>There are 8 categories. Resources are to be proposed for each category. Breakdown is below. Please note that the PM 3 category has decreased from 9 requested GRIDS to 6.</p> <table border="1"> <thead> <tr> <th>RESOURCE CATEGORY</th><th>LEVEL OF EXPERTISE</th><th>ESTIMATED NUMBER OF RESOURCES REQUIRED</th></tr> </thead> <tbody> <tr> <td>B.1 Business Analyst</td><td>LEVEL 3</td><td>1 resource to be submitted with GRID found in attachment 4.1</td></tr> </tbody> </table>	RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED	B.1 Business Analyst	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1
RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED						
B.1 Business Analyst	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1						

<p>resources, along with the mandatory corporate requirements and references, requires a large and detailed proposal response. PSPC responded again that “the number of resources <b>for the contract period and option years</b> is 18 not 8.”</p> <p>In Question 16, another Bidder also asked the client to confirm that “the 8 resources presented to fulfill the criteria are required to be available upon award of the contract”, and PSPC responded “The number of resources required <b>for the contract period</b> is 18 as opposed to 8 as identified in your question.”</p> <p>The RFP does not include a requirement for Bidders to provide 18 resources <u>at the time of bid submission</u>. In fact, what it says is:</p> <p><b>3.2.a.(v) For Proposed Resources:</b> The technical bid must include résumés for the resources <u>as identified in Attachment "4.1"</u>. (p14)</p> <p><b>4.2(c) Number of Resources Evaluated:</b> Only a certain number of resources per Resource Category will be evaluated as part of this bid solicitation <u>as identified in Attachment 4.1</u>. Additional Resources will only be assessed after contract award once specific tasks are requested of the Contractor. (p22)</p> <p>Attachment 4.1, Mandatory Technical Criteria, includes <b>one grid</b> per resource category, and at no point are there instructions for Bidders to duplicate these grids or demonstrate the experience of more than one resource per grid. In each requirement, PSPC has referred to “<u>the</u> proposed resource” rather than “each proposed resource”, which also leads Bidders to conclude that</p>	B.2 Business Architect	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1
	B.3 Business Consultant	LEVEL 3	2 resource to be submitted with GRID found in attachment 4.1
	P.1 Change Management Consultant	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1
	P.7 Project Coordinator	LEVEL 2	1 resource to be submitted with GRID found in attachment 4.1
	P.9 Project Manager	LEVEL 3	6 resources to be submitted with GRID found in attachment 4.1
	P.9 Project Manager	LEVEL 2	2 resources to be submitted with GRID found in attachment 4.1
	P.10 Project Scheduler	LEVEL 2	1 resource to be submitted with GRID found in attachment 4.1

Solicitation No. - N° de l'invitation  
EN912-212869/A  
Client Ref. No. - N° de réf. du client  
EN912-212869

Amd. No. - N° de la modif.  
004  
File No. - N° du dossier  
685xe.EN912-212869/A

Buyer ID - Id de l'acheteur  
685xe  
CCC No./N° CCC - FMS No./N° VME

	<p>PSPC is seeking one resource per category.</p> <p>In light of the above, please confirm that Bidders must provide <b>eight (8) resources</b>, one for each grid provided in Attachment 4.1, for evaluation <u>at the time of bid submission</u>, and that the additional 10 resources PSPC has <i>estimated</i> needing over the contract and option periods will be assessed at the time of Task Authorization.</p>	
48	<p>This large complex RFP has been active for three (3) weeks without any feedback from PSPC despite there being over 30 requests for clarification, many of which (as is obvious from the Q&amp;A released this morning) had a significant impact on industry's ability to prepare compliant proposals. Furthermore, there are at least four (4) questions (those submitted by the Bidder on Tuesday, June 29<sup>th</sup> and Friday, July 9<sup>th</sup>) that have not been addressed at this point. That PSPC has declined five (5) separate requests for extension is outrageous and will have the effect of making it impossible for several Bidders who are eminently qualified to perform the work to provide proposal responses.</p> <p>To ensure that PSPC receives proposals from anyone other than the current incumbent, who we note has been providing the same or similar services to PSPC since February 2010 under contracts EN260-093401/001/XE and EN912-182003/001/XE, please confirm you will extend the bid closing deadline by <b>three (3) weeks</b>, thus allowing the Crown sufficient time to provide feedback to Bidders, and Bidders sufficient time to assess and incorporate that feedback into their proposals.</p>	<p>Extension until August 11, 2021.</p>

<p><b>49</b></p>	<p>With respect to amendment # 1 questions 8, 10, and 16 all refer to 18 resources being required to support the contract. However, Question # 8 in particular is asking the Crown to confirm how many resources are required to be presented at the time of solicitation?</p> <p>Section 4.2 Technical Evaluation (c) (RFP page 22 of 129) states:</p> <p><b>Number of Resources Evaluated:</b>        Only a certain number of resources per Resource Category will be evaluated as part of this bid solicitation as identified in Attachment 4.1. Additional Resources will only be assessed after contract award once specific tasks are requested of the Contractor. After contract award, the Task Authorization process will be in accordance with Part 7 – Resulting Contract Clauses, the Article titled “Task Authorization”. When a Task Authorization Form (TA Form) is issued, the Contractor will be requested to propose a resource to satisfy the specific requirement based on the TA Form’s Statement of Work. The proposed resource will then be assessed against the criteria identified in the Contract’s Statement of Work in accordance with Appendix C of Annex A.</p> <p>At attachment 4.1 Mandatory Technical Criteria, Resource Mandatory Criteria (RFP page 98 of 129), the Crown has provide one table for each of the 8 resource categories. So based on amendment # 1, modifications to the RFP Solicitation Document (1) Page 5, Part 1, 1.2 (j) Summary, we understand that 18 resources are required to support the contract, however can the Crown please confirm that as per the</p>	<p>Just a clarification as this seems to be a recurring question.</p> <p>There are 8 categories. Resources are to be proposed for each category. Breakdown is below. Please note that the PM 3 category has decreased from 9 requested GRIDS to 6.</p> <table border="1"> <thead> <tr> <th>RESOURCE CATEGORY</th><th>LEVEL OF EXPERTISE</th><th>ESTIMATED NUMBER OF RESOURCES REQUIRED</th></tr> </thead> <tbody> <tr> <td>B.1 Business Analyst</td><td>LEVEL 3</td><td>1 resource to be submitted with GRID found in attachment 4.1</td></tr> <tr> <td>B.2 Business Architect</td><td>LEVEL 3</td><td>1 resource to be submitted with GRID found in attachment 4.1</td></tr> <tr> <td>B.3 Business Consultant</td><td>LEVEL 3</td><td>2 resource to be submitted with GRID found in attachment 4.1</td></tr> <tr> <td>P.1 Change Management Consultant</td><td>LEVEL 3</td><td>1 resource to be submitted with GRID found in attachment 4.1</td></tr> <tr> <td>P.7 Project Coordinator</td><td>LEVEL 2</td><td>1 resource to be submitted with GRID found in attachment 4.1</td></tr> <tr> <td>P.9 Project Manager</td><td>LEVEL 3</td><td>6 resources to be submitted</td></tr> </tbody> </table>	RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED	B.1 Business Analyst	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1	B.2 Business Architect	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1	B.3 Business Consultant	LEVEL 3	2 resource to be submitted with GRID found in attachment 4.1	P.1 Change Management Consultant	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1	P.7 Project Coordinator	LEVEL 2	1 resource to be submitted with GRID found in attachment 4.1	P.9 Project Manager	LEVEL 3	6 resources to be submitted
RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED																					
B.1 Business Analyst	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1																					
B.2 Business Architect	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1																					
B.3 Business Consultant	LEVEL 3	2 resource to be submitted with GRID found in attachment 4.1																					
P.1 Change Management Consultant	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1																					
P.7 Project Coordinator	LEVEL 2	1 resource to be submitted with GRID found in attachment 4.1																					
P.9 Project Manager	LEVEL 3	6 resources to be submitted																					



Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
 Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
 File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
 CCC No./N° CCC - FMS No./N° VME

	RFP instructions (Section 4.2 Technical Evaluation (c)), only 8 resources are being evaluated as part of this RFP submission?				with GRID found in attachment 4.1
			P.9 Project Manager	LEVEL 2	2 resources to be submitted with GRID found in attachment 4.1
			P.10 Project Scheduler	LEVEL 2	1 resource to be submitted with GRID found in attachment 4.1
<b>50</b>	This RFP requires corporate information as well as the submission of 8 resources at the time of bid closing. Many of the mandatory and rated requirements against the vendor organization and its 8 resources requires a significant amount of detail in order to demonstrate compliance. Additionally there are several outstanding questions that have been submitted where vendors are awaiting responses that will impact their approach to responses. As a result, we are respectfully requesting that the Crown please extend the closing date of this RFP so that vendors can appropriately address questions in subsequent amendments and to ensure the Crown receives quality responses that will reflect the best overall value to them?	Extension until August 11, 2021.			
<b>51</b>	Can the Crown please confirm that the hourly billings incurred over the last 5 years for a resource can be used to meet billable hours for any resource category against Corporate M1 requirements, as long as a vendor	Correct			

	can demonstrate that the tasks conducted by the resource (a) maps to 50% of that tasks for the category we are proposing them against and (b) that their billable hours have not been double counted between different categories?																									
<b>52</b>	<b>Reference 2: RFP Attachment 4.2 Point-Rated Technical Criteria – Resource Point-Rated Criteria, P.9 Project Manager, Level 3, R4 (page 123 of 129)</b> Considering PSPC is interested in securing expert PM services related to PSPC initiatives, would PSPC consider an MBA, combined with over 20 years of Project Manager experience of which more than 5 years were in the Accounting, Banking and Compensation Branch, as an equivalency for a Masters of Project Management, coupled with a valid PMP, in order to score full points for R4?	The Crown will accept a Master's Degree in Business Administration (MBA) for this criteria with a corresponding point allocation of 30 points.  Amendment to criteria in "Modifications to the RFP Solicitation Document" items #6 and 7 above.																								
<b>53</b>	<b>Reference 3: RFP Attachment 4.2 Point-Rated Technical Criteria – Resource Point-Rated Criteria R3, P.9 Project Manager, Level 2 (pages 125 &amp; 126 of 129)</b> Would PSPC please clarify if the timeframe requested is actually within the last ten (10) years as of the posting date of this bid solicitation instead of a TA issuance date?	Confirmed. Note that the criteria in Attachment 4.1 and 4.2 refer to the posting date of the bid solicitation for bid submissions whereas criteria in Appendix C to Annex A refer to the draft TA issuance date and apply to the successful bidder/contractor in the resulting contract.  Amendment to criteria in "Modifications to the RFP Solicitation Document" item #8 above.																								
<b>54</b>	<b>Reference 4: RFP Attachments 4.1 Mandatory Technical Criteria (pages 95 to 103 of 129) &amp; 4.2 Point-Rated Technical Criteria – Resource Point-Rated Criteria (pages 110 to 128 of 129)</b> Would PSPC please confirm how many resource resumes are required for this submission?	Just a clarification as this seems to be a recurring question.  There are 8 categories. Resources are to be proposed for each category. Breakdown is below. Please note that the PM 3 category has decreased from 9 requested GRIDS to 6. <table border="1" data-bbox="852 1690 1388 1827"> <thead> <tr> <th>RESOURCE CATEGORY</th><th>LEVEL OF EXPERTISE</th><th>ESTIMATED NUMBER OF RESOURCES REQUIRED</th></tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED																					
RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED																								

Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
 Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
 File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
 CCC No./N° CCC - FMS No./N° VME

			B.1 Business Analyst	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1
			B.2 Business Architect	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1
			B.3 Business Consultant	LEVEL 3	2 resource to be submitted with GRID found in attachment 4.1
			P.1 Change Management Consultant	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1
			P.7 Project Coordinator	LEVEL 2	1 resource to be submitted with GRID found in attachment 4.1
			P.9 Project Manager	LEVEL 3	6 resources to be submitted with GRID found in attachment 4.1
			P.9 Project Manager	LEVEL 2	2 resources to be submitted with GRID found in attachment 4.1
			P.10 Project Scheduler	LEVEL 2	1 resource to be submitted

					with GRID found in attachment 4.1															
55	<p>It is common with a Tier 2 TBIPS requirement for the number of resources that the Crown anticipates requiring over the course of the resulting contract to differ from the number of resources Bidders are asked to submit with their proposals at solicitation close.</p> <p>While the RFP initially described a requirement for an estimated 54 resources (in 1.2 Summary, (j), page 5) over the course of the resulting contract (amended in A1 to 18 resources), our firm assumed that as per 3.2 Section I: Technical Bid (page 13-14 of 129), at the time of bid closing, 8 resources were required in bid submissions for evaluation, as bidders were required to substantiate compliance with Attachments 4.1 (Mandatory Technical Criteria) and 4.2 (Point-Rated Technical Criteria) which contain 8 grids for 8 classifications/levels of resources. Our further assumption was that additional required resources would be called up through the TA process after contract award.</p> <p>In Amendment #1 at Q&amp;A #8, #10, and #16, it is clear that the vendor community interpreted the requirement similarly. However the Crown's response has now created some confusion. With all 3 answers, the Crown has indicated that 18 resources are required for the contract period, but has not specifically stated how many resources Bidder's are required to submit at solicitation close for evaluation purposes.</p>	<p>Just a clarification as this seems to be a recurring question.</p> <p>There are 8 categories. Resources are to be proposed for each category. Breakdown is below. Please note that the PM 3 category has decreased from 9 requested GRIDS to 6.</p> <table><tr><th>RESOURCE CATEGORY</th><th>LEVEL OF EXPERTISE</th><th>ESTIMATED NUMBER OF RESOURCES REQUIRED</th></tr><tr><td>B.1 Business Analyst</td><td>LEVEL 3</td><td>1 resource to be submitted with GRID found in attachment 4.1</td></tr><tr><td>B.2 Business Architect</td><td>LEVEL 3</td><td>1 resource to be submitted with GRID found in attachment 4.1</td></tr><tr><td>B.3 Business Consultant</td><td>LEVEL 3</td><td>2 resource to be submitted with GRID found in attachment 4.1</td></tr><tr><td>P.1 Change Management Consultant</td><td>LEVEL 3</td><td>1 resource to be submitted with GRID found in attachment 4.1</td></tr><tr><td>P.7 Project Coordinator</td><td>LEVEL 2</td><td>1 resource to be submitted with GRID found in</td></tr></table>	RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED	B.1 Business Analyst	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1	B.2 Business Architect	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1	B.3 Business Consultant	LEVEL 3	2 resource to be submitted with GRID found in attachment 4.1	P.1 Change Management Consultant	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1	P.7 Project Coordinator	LEVEL 2	1 resource to be submitted with GRID found in
RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED																		
B.1 Business Analyst	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1																		
B.2 Business Architect	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1																		
B.3 Business Consultant	LEVEL 3	2 resource to be submitted with GRID found in attachment 4.1																		
P.1 Change Management Consultant	LEVEL 3	1 resource to be submitted with GRID found in attachment 4.1																		
P.7 Project Coordinator	LEVEL 2	1 resource to be submitted with GRID found in																		

	<b>Could the Crown please provide clarity on the number of resources that Bidders are required to submit at solicitation close for evaluation purposes?</b>			attachment 4.1
		P.9 Project Manager	LEVEL 3	6 resources to be submitted with GRID found in attachment 4.1
		P.9 Project Manager	LEVEL 2	2 resources to be submitted with GRID found in attachment 4.1
		P.10 Project Scheduler	LEVEL 2	1 resource to be submitted with GRID found in attachment 4.1
<b>56</b>	<p>Re: Part 5, 5.1, (b) Professional Services Resources (page 28 of 129) and Amendment #1, Q&amp;A 16:</p> <p>Given the typical timeframe for evaluation and award of Tier 2 TBIPS RFPs (and with a bid validity period requirement of 180 days), it is impossible for most Bidders to certify at solicitation close that every individual proposed in its bid will be available to perform the work. As written, this clause significantly favours the incumbent bidder (as they are likely the only firm who would be able to secure a future availability commitment from the existing resources).</p> <p><b>Could the Crown please confirm that in the interest of a fair, open and transparent procurement process that should a submitted resource become unavailable to the</b></p>	<p>Yes the crown will accept replacement resources from the successful bidder/resulting contractor in accordance with the terms in conditions of the contract with focus on General Conditions 2035 (2020-05-08), Article 08 Replacement of specific individuals.</p>		

	<p><b>successful Bidder at the contract award stage, the Crown will accept replacement resources as per Part 7, 7.3 Task Authorization (page 33 of 129) – within 5 working days of notification?</b></p>	
<b>57</b>	<p>This is a complex RFP. Preparing a thorough and compliant response requires a significant investment of Bidders' resources. The corporate mandatory criteria require a significant volume of information be compiled and submitted (ex. task mapping for each named resource under multiple reference contracts to the RFP #EN912-212869/A SoW as opposed to mapping a single category under a reference contract to the TBIPS category description – including mapping for the resources under equivalent resource categories – which, again, appears to favour the incumbent bidder).</p> <p>Additionally, the RFP was posted to <a href="http://www.buyandsell.gc.ca">www.buyandsell.gc.ca</a> on June 21<sup>st</sup> – our firm submitted our first question on June 25<sup>th</sup> and despite numerous attempts to follow-up on our outstanding questions (by both email and voice mail), Q&amp;A were not released until July 13<sup>th</sup>. The answers to our questions were critical in determining whether we were compliant with the mandatory criteria and, therefore, able and willing to invest the resources into bid preparation. As well, we have been given very limited time to review and digest the first round of questions before the question period closes (7 calendar days before close – July 14<sup>th</sup>).</p> <p><b>In the interest of a fair and open competitive process, would the Crown provide a minimum 2-week extension to bid close?</b></p>	<p>Extension until August 11, 2021.</p>

<p><b>58</b></p>	<p>The Business Analyst Level 3, rated criteria R2 asks for:</p> <p>The Contractor should demonstrate that the proposed resource has Business Analyst experience within the context of major project(s)*.</p> <p>*Major project is defined as a project that exceeds \$100 million.</p> <p>Points will be allocated based on the length of the experience as follows:</p> <p>3 months and under = 0 point        Over 3 months to 5 years = 4 points        Over 5 years to 10 years = 6 points        Over 10 years to 15 years = 8 points        Over 15 years = 10 points</p> <p>In order to achieve full points a consultant will have to demonstrate over 15 years or 180 months of experience working on major projects defined as a project that exceeds 100 million. It is uncommon for a Business Analyst consultant to have that much experience on projects of that scale and for that duration. In order to demonstrate that a Business Analyst has experience with large scale projects would the Crown accept 5 projects (of 6 month minimum duration) that each exceeds \$100 million with the following point structure?</p> <p>1 project- 2 points        2 projects- 4 points        3 projects- 6 points        4 projects- 8 points        5 projects- 10 points</p>	<p>Attachment 4.2 Point-Rated Technical Criteria, Section B.1. Business Analyst (Level 3), R2, identifies the Resource Point-Rated Criteria, Point Allocation, and Maximum Points (pages 112 and 113) as follows:</p> <p><b>Resource Point-Rated Criteria</b></p> <p>The Bidder should demonstrate that the proposed resource has a minimum of one (1) year of consecutive experience in performing any task specified in Section "R1", above, in support of a government (federal, provincial, municipal or Crown Corporation) project where the project value was at least \$20M.</p> <p><b>Point Allocation</b></p> <ul style="list-style-type: none"> <li>• Project value \$20M or less = 0 points;</li> <li>• Project value greater than \$20M but less than \$ 50M = 25 points;</li> <li>• Project value greater than or equal to \$50M but less than \$75M = 50 points;</li> <li>• Project value greater than or equal to \$75M but less than \$100M = 75 points;</li> <li>• Project value \$100M or greater = 100 points.</li> </ul> <p><b>Maximum Points</b>        100</p> <p>The Crown is unclear on the supplier question as there is no reference to major projects or a corresponding definition (e.g. project that exceeds \$100 million) in either B.1. Business Analyst point-rated requirements R1 or R2. The proposed point allocation in the supplier question is a maximum of 10 and the existing point allocation for this criteria is 100. Could you please provide more clarity on the changes being sought to the criteria and the point allocation of a maximum 10 points.</p>
<p><b>59</b></p>	<p>Amendment 1 of this solicitation modified the R3 requirement for Change Management Consultants to include a note which reads "Note: Prosci is an</p>	<p>Yes, confirmed. Per Request for Proposal (RFP) amendment 001, Modifications to the RFP Solicitation Document, Items 2 and 3, a note was added to the R3 criteria that Prosci is an acceptable certification and is</p>

Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
 Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
 File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
 CCC No./N° CCC - FMS No./N° VME

	<p>acceptable certification and is categorized as Expert Level.” (Questions 21 and 25 requested this change)</p> <p>Amendment 2 modified the M4 and R3 requirements to be read as “The Contractor must demonstrate as of the draft TA issuance date, by providing a copy of the certification, that the proposed resource holds an Information Technology Infrastructure Library (ITIL) 3.0 OR 4.0 certification at a minimum of Foundation Level.” This however, no longer includes the addition of the Prosci certification becoming acceptable for full points. Can the Crown confirm that if a bidder presents a resource with a Prosci Certification for the Change Management Consultant that they will receive full points for R3?</p>	<p>categorized as Expert Level with a point allocation 30 points.</p>
<b>60</b>	<p>The Q&amp;A for amendment 1 held 4 different bidders request an extension to the closing date and the Q&amp;A for the second amendment shows 2 more firms that requested an extension to the closing date and all were denied. This is highly unusual for RFPs that require few resources, let alone a bid that requires the substantial time investment to grid 8 resources plus corporate requirements, especially during COVID times. Can the Crown please explain why no extensions are being granted?</p>	<p>Extension will be granted until August 11, 2021.</p>
<b>61</b>	<p>Please refer to QA11, AMD001. This answer does not clearly answer the crux of the question which pertained to experience with Pay Administration and HR. Can PSPC please explain why with a Statement of Work that so clearly details a Pay/HR context that:          (a) none of the corporate evaluation criteria requires any pay administration experience?</p>	<p>To confirm, PSPC CS Pay is looking for resources to deliver on projects that will support the regular business cycle of various initiatives. PSPC is not asking for HR to Pay experience but rather resources with PM experiences and backgrounds. See page P. 63 to 84 for the criteria which is generic in nature and does not require HR to Pay Stabilization for all 8 categories.</p>



Solicitation No. - N° de l'invitation  
**EN912-212869/A**  
Client Ref. No. - N° de réf. du client  
**EN912-212869**

Amd. No. - N° de la modif.  
**004**  
File No. - N° du dossier  
**685xe.EN912-212869/A**

Buyer ID - Id de l'acheteur  
**685xe**  
CCC No./N° CCC - FMS No./N° VME

	(b) none of the COTS experience in resource evaluation grids call for the COTS of the technical environment (i.e. PeopleSoft and SAP)?	
--	--	--