



Questions & Answers

Title: Business Analyst, level 2 and level 3	
Solicitation Number: ISED-201532	Date: January 25, 2022

NO	Questions	Answers
1	<p>Has there been an incumbent within the past twelve months (or greater) either as a Term, Casual, or Agency Contract (THS, TSPS, TBIPS) performing these or similar duties?</p> <p style="margin-left: 40px;">a. If so, who is the incumbent Vendor and have they been invited?</p> <p style="margin-left: 40px;">b. If so, can you provide the number of days worked on said contract along with the dollar value?</p>	<p>Yes, there have been incumbents through an existing contract (TSPS) within the past twelve months.</p> <p style="margin-left: 40px;">a. The incumbent vendor was Veritaaq. They were invited.</p> <p style="margin-left: 40px;">b. The number of days worked is complex as there were various resources for various periods of time. For the initial contract year and option years, there has been between 1 to 3 contractors engaged at any time, with the dollar value as \$1,769,911.00.</p>
2	<p>In the subject RFP the point rated grids for the Senior Business Analyst resource and the Intermediate Business Analyst resource appear to be the same. Is this a mistake or are they meant to have the same criteria?</p>	<p>Yes, the Point-Rated Evaluation grid for Intermediate and Senior are the same. Clients must meet the Mandatory Criteria requirements before proceeding to the Point-Rated Evaluation.</p>
3	<p>At RFP page 46 of 60, , Flexible grid - TSPS Category :2.1 Business Analyst - Intermediate, can you please confirm the scoring for FG3 is for Intermediate resources and that the min pass mark and sub total are correct for an intermediate Business Analyst (flex grid sub total indicates Senior Business Analyst) ?</p>	<p>FG3 of page 46 of 60, should state "Intermediate Business Analyst". RFP is amended accordingly to correct this error. Scoring for FG3 is for Intermediate resources.</p>



4	At RFP page 48 of 60, PR1 - should the sub elements be labelled as PR1a-q versus PR1r to hh?	Correct, sub elements should be labelled PR1a-q. RFP is amended accordingly to correct this error.
5	At RFP page 49 of 60, PR3 -should the sub elements be labelled as PR3a-e versus PR3f-j?	Correct, sub elements should be labelled PR3a-e. RFP is amended accordingly to correct this error.
6	For PR3 for both the Senior and Intermediate grids, can the Crown please confirm that candidates do not need to have experience with all 5 business process modelling techniques listed? Can the Crown also confirm that the 9+ years of experience can be achieved using a combination of techniques and that the candidates do not need to have 9+ years with each technique they have experience with?	<p>Correct, candidates are not required to have experiences in all PR3a-PR3e business process modelling techniques.</p> <p>Yes, this can be achieved with a combination of techniques. To get 10 points, they need to have 9 years or more of experience using any of the techniques and they should be stated in the response. This is counted by the years of professional work experience, not the amount of time spent on each technique.</p>
7	Page 5 - Kindly let us know if we are required to submit 2 resumes (1 per Role) or 5 resumes (3 for Senior, 2 for Intermediate) in total?	Bidders are required to submit two resumes, one for Senior and one for Intermediate.
8	<p>As per the July 1st, 2021 communication sent to industry by Public Services and Procurement Canada (PSPC), Contract Security Program (CSP), upcoming changes mean it will only be possible to duplicate or start a Reliability Status or Security Clearance once a contract has been awarded. In addition, bidders and their subcontractors will only be eligible for registration into the CSP once the bid receiving unit confirms that the bid is technically compliant. As a result of these changes, PSPC noted that organizations will not be required to meet security requirements during the bid solicitation process.</p> <p>Given these updates, please confirm that resources submitted for the initial bid are not required to have an active Federal Government Security Clearance.</p>	<p>Yes, we can confirm that PSPC-led procurement processes will no longer require bidders to hold the necessary security clearances at the date of bid closing in their bid solicitation documents.</p> <p>As stated, “Bidders will have until the date of the contract award to obtain the necessary security clearances”.</p> <p>We are aiming to award this contract shortly after the bid submission process.</p>



9	Under Criteria #FG2, please let us know if it is allowed for the candidates to get certifications by the contract start date?	No, bidders must include a copy of the certification in their proposal.
10	Under Criteria #FG2, please let us know if ITIL4 is considered a recognized business analysis certification.	No.
11	For references, we assume that you will consider all government agencies experience at all levels of the government including provincial and municipal government	For CM1, Federal and Provincial government organizations are accepted only (not Municipal). For all the mandatory criteria (M1-M5), references must be as stated in the RFP.
12	On page 34, kindly let us know if CM1 is part of the mandatory requirements for this RFP and refers to the corporation's experiences, or the experiences of the suggested Business Analysts?	Yes, CM1 is part of the mandatory requirements for the RFP and refers to the corporation.
13	Due to the large size of the RFP, we request to provide 1 week extension.	Deadline is extended to February 11, 2022 2PM
14	Under 8.0 Work Location, please let us know if remote work will be accepted for these roles.	<p>In Annex A, Section 8.0 states: "The contractor will carry out the work on Innovation, Science and Economic Development premises located at 235 Queen Street, Ottawa or through telework as determined by Innovation Canada."</p> <p>In other words, if determined by Innovation Canada, the contractor may work remotely.</p>