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11 Laurier St., / 11, rue Laurier

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Core 0B2 / Noyau 0B2

Gatineau

Québec

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

Informatics Professional Services - EL Division/Services
professionnels en informatique - division EL

Terrasses de la Chaudière 4th Floor

10 Wellington Street

Gatineau

Québec

K1A 0S5

Title - Sujet TBIPS - PSAB	
Solicitation No. - N° de l'invitation 47419-206529/A	Amendment No. - N° modif. 004
Client Reference No. - N° de référence du client 1000346529	Date 2019-06-14
GETS Reference No. - N° de référence de SEAG PW-\$\$EL-632-35770	
File No. - N° de dossier 632el.47419-206529	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-06-25	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes	
Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Lapalme, Francis	Buyer Id - Id de l'acheteur 632el
Telephone No. - N° de téléphone (613) 858-9912 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

The purpose of amendment number 004 is to respond to vendors' questions and to provide revisions to the subject Request for Proposal (RFP).

Question 1:

In corporate mandatory M.2 the Crown requests billable days for all identified resource categories. To be accepted:

- 1) The work billed for a given resource category must include at least 50% of the associated tasks listed in Article 5 of Annex A – Statement of Work for the same resource category (as per M.2 item #4); and
- 2) Subsequently in Appendix B of Attachment 2 suppliers are requested to list the Category of Personnel and Level, tasks from Article 5 of Annex A – SOW, and tasks performed under the contract, including substantiation.

Can the crown please confirm that where a supplier is providing days billed in the same category and level as requested (ie. I.7 Platform Analyst, Level 3) that the tasks from Article 5 of Annex A – SOW and tasks performed under the contract, including substantiation are not required and that these substantiations are only required for the mapping of equivalent categories.

Response 1:

Canada confirms that where a supplier is providing days billed in the same category and level as requested (i.e. I.7 Platform Analyst, Level 3), the “tasks from Article 5 of Annex A – SOW” and “tasks performed under the contract, including substantiation”, as mentioned under Section 3 of Appendix B of Attachment 2, are not required.

The substantiations required under Section 3 of Appendix B of Attachment 2 are only required for the mapping of resource category names different than the requested TBIPS resource categories under corporate mandatory requirement M.2.

Question 2:

Application Architect requirement **M2**

Would the crown accept a Bachelor of Commerce university degree with a major in Management Information Systems/Data Processing and has over 10 years' experience as an Application Architect.

Response 2:

Please see revisions to Attachment 2 and Appendix C to Annex A.

Question 3:

For M2 and R1, Corporate Requirements:

Could the Crown please clarify whether the Bidder is expected to map at least 50% of the tasks to the Statement of Work in cases where they are using the same TBIPS resource category and level, or only in cases where a “similar” resource category is used (e.g. a Programmer/Analyst for the Programmer/Software Developer category).

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Response 3:

Please see Response 1.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

ATTACHMENT 2 – REVISION 2
BID EVALUATION CRITERIA - MANDATORY REQUIREMENTS

Technical proposals will be evaluated in accordance with the following evaluation criteria. Substantiation of mandatory requirements must not simply be a repetition of the criteria, but must explain and demonstrate how the Bidder meets the requirement. Where Canada determines that the substantiation of a mandatory requirement is not complete, the Bidder will be considered non-responsive.

Original Solicitation Closing Date = 2019-06-25

1.0 WORKSTREAM 1

1.1 MANDATORY CORPORATE REQUIREMENTS

ID	Corporate Mandatory Criteria	Bidder's response	
		Met Y/N	Demonstrated Experience (Bidders to insert data)
M.1 ^{PB}	<p>The Bidder must demonstrate that it has been awarded 2 informatics professional services contracts*, within the last 5 years prior to the Original Solicitation Closing Date, that met the following criteria:</p> <ul style="list-style-type: none"> (1) The contract was in support of an IM/IT system project. A summary of the scope and key responsibilities must be provided; (2) The contract value** was \$2,000,000.00 minimum. <p>*The above requirement must be demonstrated in a signed letter by the client. The name of the client and the name of a contact person at the client must be provided in the letter. It is requested that an email and phone number also be provided. It is also requested that the description of the informatics professional services be limited to 1 paragraph and the contract title or serial number be included.</p> <p>**value is defined as either the amount specified in the limitation of expenditure article of the contract, plus applicable taxes, or the total price in the contract, whichever is the highest.</p>		

M.2 PB

The Bidder must demonstrate the Minimum Billable Days for ALL the resource categories identified below.

To be accepted:

- 1) The billable days must have been for the delivery of informatics professional services;
- 2) For each resource category, the billable days must have occurred, in a 60-month period, within the past 7 years prior to the Original Solicitation Closing Date;
- 3) The billable days for all resource categories must have been provided under a maximum of **58** contracts;
- 4) The work billed for a given resource category must include at least 50% of the associated tasks listed in Article 5 of Annex A - Statement of Work for the same resource category; and
- 5) The Bidder must provide a completed Billable Days Response Template (Appendix A) as well as a Bidder's Response Template for Corporate References (Appendix B) provided in this attachment for each Resource Category.

Resource Category	Minimum Billable Days per Resource Category (1 billable day = 7.5 hours)
A.1 - Application/Software Architect – Level 3	500
A.6 - Programmer/Software Developer – Level 2 or Level 3 or any combination thereof	1000
A.8 - System Analyst – Level 3	500
A.13 - Web Designer Consultant – Level 2	500
I.7 - Platform Analyst - Level 3	500
I.11 - Technology Architect - Level 3	500
B.1 - Business Analyst - Level 3	500
B.6 - Business System Analyst - Level 2 or Level 3 or any combination thereof	1000
B.14 - Technical Writer – Level 2 or Level 3 or any combination thereof	500
P.5 - Project Executive – Level 3	500



1.2 MANDATORY RESOURCE REQUIREMENTS

The Bidder must propose one (1) resource for each of the following resource categories and include an up to date résumé for each of the proposed resources.

1.2.1 A.1 – Application/Software Architect – Level 3

Name of proposed Resource: _____				
The Bidder MUST demonstrate that the proposed Application/Software Architect – Level 3 has:				
Criteria	Mandatory Requirement	Bidder's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1 ^{PB}	<p>A minimum of ten (10) years of experience designing and documenting architectural specifications for interfaces or integration between new and existing systems.</p> <p>For each project referenced*, the Bidder should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization - Scope, objectives, and project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2 ^{PB}	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>Or</p> <p>A Bachelor of Commerce degree with a major in Management Information Systems/Data Processing.</p> <p>The Bidder should provide a readable copy of the degree/diploma in English or French with its bid.</p>			

1.2.2 A.6 - Programmer/Software Developer – Level 3

Name of proposed Resource: _____				
The Bidder MUST demonstrate that the proposed Programmer/Software Developer – Level 3 has:				
Criteria	Mandatory Requirement	Bidder's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1 	<p>A minimum of seven (7) years of experience as a Programmer/Software Developer in developing either web or mobile applications or any combination thereof using one or any combination of the following programming languages:</p> <ul style="list-style-type: none"> - Java - JavaScript - HTML 5 - CSS - C++ - Objective C - C# - Kotlin - React - .NET <p>For each project referenced*, the Bidder should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, and project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2 	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Bidder should provide a readable copy of the degree/diploma in English or French with its bid.</p>			

2.0 WORKSTREAM 2

2.1 MANDATORY RESOURCE REQUIREMENTS

The Bidder must propose one (1) resource for the following resource category and include an up to date résumé for the proposed resource.

2.1.1 C.1 – Strategic Information Technology Security Planning and Protection Consultant – Level 3

Name of proposed Resource: _____				
The Bidder MUST demonstrate that the proposed Strategic Information Technology Security Planning and Protection Consultant – Level 3 has:				
Criteria	Mandatory Requirement	Bidder's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1 <small>PB</small>	<p>A minimum of seven (7) years of experience in completing initiatives that support an IT Security and Cyber Protection program.</p> <p>For each project referenced*, the Bidder should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, and project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2 <small>PB</small>	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Bidder should provide a readable copy of the degree/diploma in English or French with its bid.</p>			

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APPENDIX A OF ATTACHMENT 2
RFP BILLABLE DAYS RESPONSE TABLE

Bidder Name: _____

By providing a response, the Bidder certifies that billable days provided occurred during the billing period indicated below for ALL of the resource categories listed.

RESOURCE CATEGORY	NUMBER OF BILLABLE DAYS			
	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)
A.1 - Application/Software Architect – Level 3				
A.6 - Programmer/Software Developer – Level 2 or Level 3 or any combination thereof				
A.8 - System Analyst – Level 3				
A.13 - Web Designer Consultant – Level 2				
I.7 - Platform Analyst - Level 3				
I.11 - Technology Architect - Level 3				
B.1 - Business Analyst - Level 3				

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NUMBER OF BILLABLE DAYS				
	Cross Reference to Contract Reference # _____	Cross Reference to Contract Reference # _____	Cross Reference to Contract Reference # _____	Cross Reference to Contract Reference # _____
RESOURCE CATEGORY	Billing Period: _/_/____ (dd/mm/yy) To _/_/____ (dd/mm/yy)	Billing Period: _/_/____ (dd/mm/yy) To _/_/____ (dd/mm/yy)	Billing Period: _/_/____ (dd/mm/yy) To _/_/____ (dd/mm/yy)	Billing Period: _/_/____ (dd/mm/yy) To _/_/____ (dd/mm/yy)
B.6 - Business System Analyst - Level 2 or Level 3 or any combination thereof				
B.14 - Technical Writer – Level 2 or Level 3 or any combination thereof				
P.5 - Project Executive – Level 3				

APPENDIX B OF ATTACHMENT 2

BIDDER'S RESPONSE TEMPLATE FOR CORPORATE REFERENCES

To meet M.2 of attachment 2, the Bidder must have demonstrated contract experience in supplying all of the resource categories or similar resource categories, for the required Minimum Billable Days per category, in a 60-month period, within the past 7 years prior to the Original Solicitation Closing Date. All resources provided must have completed at least 50% of the tasks detailed in Article 5 of Annex A (SOW), for the resource category for which they were provided.

The substantiation must not simply be a repetition of the tasks, but must explain responsibilities and demonstrate how the Bidder carried out the work while performing the tasks.

Bidder Name: _____ Bidder Contract Reference #: _____

SECTION 1: CLIENT INFORMATION

Government client (Yes/No)

Client Organization Name

Client Contact Name

Address

Telephone

Fax

E-mail

SECTION 2: CONTRACT INFORMATION

Contract Value

Award Date

Expiry Date

Description of requirement:

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SECTION 3: RESOURCE DETAILS

Category of Personnel and Level	Task from Article 5 of Annex A - SOW	Task performed under the contract, including substantiation

APPENDIX C TO ANNEX A – REVISION 1
RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Annex. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that Canada can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

Note to Bidders: Any resulting contract would only list the applicable Workstream(s) below that is(are) awarded to the successful bidder(s) in accordance with the evaluation methodology set out in this bid solicitation.

WORKSTREAM 1

1.0 MANDATORY RESOURCE REQUIREMENTS

1.1 A.1 – Application Software Architect – Level 3

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Application/Software Architect – Level 3 has:				
Criteria	Mandatory Requirement	Contractor’s response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of ten (10) years of experience designing and documenting architectural specifications for interfaces or integration between new and existing systems.</p> <p>For each project referenced*, the Contractor should provide the following details including, but not limited to:</p> <ul style="list-style-type: none"> - Name & description of client organization - Scope, objectives, project time frame - Description of the roles & responsibilities proposed resources in the project, process, or initiative. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			

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Name of proposed Resource: _____

The Contractor MUST demonstrate that the proposed Application/Software Architect – Level 3 has:

Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.2	A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering. Or A Bachelor of Commerce degree with a major in Management Information Systems/Data Processing. The Contractor should provide a readable copy of the degree/diploma in English or French with its response.			

1.2 B.14 - Technical Writer – Level 3

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Technical Writer – Level 3 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of ten (10) years of experience as a technical writer in the preparation of technical specifications for Requests for Proposals for IM/IT application development projects.</p> <p>For each project referenced*, the Contractor should provide the following details including but limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.3 B.14 – Technical Writer – Level 2

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Technical Writer – Level 2 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of seven (7) years of experience as a technical writer in the preparation of technical specifications for Requests for Proposals for IM/IT application development projects.</p> <p>For each project referenced*, the Contractor should provide the following:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.4 I.11 - Technology Architect – Level 3

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Technology Architect – Level 3 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of ten (10) years of experience as a Technology Architect developing technical architectures, frameworks and strategies to meet the business requirements and application requirements.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.5 P.5 - Project Executive – Level 3

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Project Executive – Level 3 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of ten (10) years of experience as a Project Executive.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A minimum of ten (10) years of experience in documenting project deliverables, objectives, determining budget requirements and resolving issues related to a project.</p> <p>For each project referenced*, the Contractor should provide the following:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			

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M.3	<p>The proposed resource must be a member in good standing of one of the following recognized Professional Certifications:</p> <ul style="list-style-type: none">a) PMPb) Prosci ADKARc) ITIL <p>The Contractor should provide a readable copy of the certification in English or French with its response.</p>			
M.4	<p>A college or university degree or post-secondary diploma in Business Administration, Information Technology, Computer Science, Electrical Engineering, Economics or Commerce.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.6 A.8 – System Analyst – Level 3

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed System Analyst – Level 3 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of seven (7) years of experience developing requirements, feasibility, costs, designs, and specification documents for IM/IT systems.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.7 A.6 - Programmer/Software Developer – Level 3

<p>Name of proposed Resource: _____</p>				
<p>The Contractor MUST demonstrate that the proposed Programmer/Software Developer – Level 3 has:</p>				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of seven (7) years of experience as a Programmer/Software Developer in developing either web or mobile applications or any combination thereof using one or any combination of the following programming languages:</p> <ul style="list-style-type: none"> - Java - JavaScript - HTML 5 - CSS - C++ - Objective C - C# - Kotlin - React - .NET <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.8 A.6 - Programmer/Software Developer – Level 2

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Programmer/Software Developer – Level 2 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of three (3) years of experience as a Programmer/Software Developer in developing either web or mobile applications or any combination thereof using one or any combination of the following programming languages:</p> <ul style="list-style-type: none"> - Java - JavaScript - HTML 5 - CSS - C++ - Objective C - C# - Kotlin - React - .NET <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.9 I.7 - Platform Analyst – Level 3

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Platform Analyst – Level 3 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>The proposed resource must have a minimum ten (10) years of experience as a platform analyst, developing and documenting detailed statement of requirements for the proposed platform(s).</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.10 B.1 - Business Analyst – Level 3

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Business Analyst – Level 3 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>The proposed resource must have a minimum of ten (10) years of experience performing business analyses of functional requirements to identify information, procedures, decision flows and documenting statements of requirements.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma in Business Administration, Commerce, Economics, Information Technology, Computer Science or Electrical Engineering</p> <p>The Contractor must provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.11 B.6 - Business System Analyst – Level 3

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Business System Analyst – Level 3 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of ten (10) years of experience performing business analyses of functional requirements to identify information, procedures, and decision flows.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.12 B.6 - Business Systems Analyst – Level 2

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Business System Analyst – Level 2 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of five (5) years of experience performing business analyses of functional requirements to identify information, procedures, and decision flows.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

1.13 A.13 - Web Designer – Level 2

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Web Designer – Level 2 has:				
Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of five (5) years in completing initiatives that support Web Content Accessibility Guidelines.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

2.0 POINT RATED RESOURCE REQUIREMENTS

2.1 A.1 - Application/Software Architect – Level 3

<p>Name of proposed Resource: _____</p> <p>The Contractor SHOULD demonstrate that the proposed Application/Software Architect – Level 3 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>More than five (5) years of experience as an application/software architect developing technical architectures, frameworks and strategies for application development projects to meet business and application requirements.</p> <p>For each project referenced*, the Contractor should provide the following details, including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	

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R.2	<p>Experience, in excess of M.1, designing and documenting architectural specifications for interfaces or integration between new and existing systems.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none">- Name and description of client organization;- Scope, objectives, project time frame; and- Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none">• 0 to 10 years = 0 points• 10+ to 11 years = 1 point• 11+ to 12 years = 2 points• 12+ to 13 years = 3 points• 13+ to 14 years = 4 points• 14+ years = 5 points	
Total Points Available	10			
Minimum Pass Mark	7			

2.2 B.14 - Technical Writer – Level 3

<p>Name of proposed Resource: _____</p> <p>The Contractor SHOULD demonstrate that the proposed Technical Writer – Level 3 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>More than ten (10) years of experience in developing technical documentation.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 10 years = 0 points • 10+ to 11 years = 1 point • 11+ to 12 years = 2 points • 12+ to 13 years = 3 points • 13+ to 14 years = 4 points • 14+ years = 5 points 	
R.2	<p>Experience, within the past ten (10) years prior to the TA issuance date, in creating or authoring internal documentation and contract deliverables in support of large scale IM/IT application development projects*.</p> <p>For each project referenced**, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and 	/15	<ul style="list-style-type: none"> • 0 to 6 months = 0 points • 6+ months to 1 year = 1 point • 1+ to 2 years = 2 point • 2+ to 3 years = 3 points • 3+ to 4 years = 4 points • 4+ to 5 years = 5 points • 5+ to 6 years = 6 points • 6+ to 7 years = 7 points • 7+ to 8 years = 8 points • 8+ to 9 years = 9 points • 9+ years = 10 points <p>AND</p> <ul style="list-style-type: none"> ➤ 0 project = 0 points ➤ 1 project = 1 point 	

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	<p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*A large scale IM/IT application project is defined as an enterprise-wide application system project that operates in a corporate environment such as a business or government, designed to satisfy the needs of a large organization of 1000 employees or more rather than individual users. The project must have been valued over \$5 million dollars with a minimum of 18 months or longer to implement.</p> <p>**Each project referenced must be a minimum of 6 months duration to be considered.</p>		<ul style="list-style-type: none">➤ 2 projects = 2 points➤ 3 projects = 3 points➤ 4 projects = 4 points➤ 5+ projects = 5 points	
Total Points Available	20			
Minimum Pass Mark	14			

2.3 B.14 - Technical Writer – Level 2

<p>Name of proposed Resource: _____</p>				
<p>The Contractor SHOULD demonstrate that the proposed Technical Writer – Level 2 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>More than five (5) years of experience in developing technical documentation.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced* must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	
R.2	<p>Experience, within the past seven (7) years prior to the TA issuance date, in creating or authoring internal documentation and contract deliverables in support of large scale IM/IT application development projects*.</p> <p>For each project referenced**, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and 	/15	<ul style="list-style-type: none"> • 0 to 6 months = 0 points • 6+ months to 1 year = 2 points • 1+ to 2 years = 4 points • 2+ to 3 years = 6 points • 3+ to 4 years = 8 points • 4+ years = 10 points <p>AND</p> <ul style="list-style-type: none"> ➤ 0 project = 0 points ➤ 1 project = 1 point ➤ 2 projects = 2 points ➤ 3 projects = 3 points ➤ 4 projects = 4 points ➤ 5+ projects = 5 points 	

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	<p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*A large scale IM/IT application project is defined as an enterprise-wide application system project that operates in a corporate environment such as a business or government, designed to satisfy the needs of a large organization of 1000 employees or more rather than individual users. The project must have been valued over \$5 million dollars with a minimum of 18 months or longer to implement.</p> <p>**Each project referenced must be a minimum of 6 months duration to be considered.</p>			
Total Points Available	20			
Minimum Pass Mark	14			

2.4 I.11 - Technology Architect – Level 3

<p>Name of proposed Resource: _____</p>				
<p>The Contractor SHOULD demonstrate that the proposed Technology Architect – Level 3 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>A minimum of ten (10) years of experience in analyzing and evaluating current and alternative technology solutions to meet business requirements.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 10 years = 0 points • 10+ to 11 years = 1 point • 11+ to 12 years = 2 points • 12+ to 13 years = 3 points • 13+ to 14 years = 4 points • 14+ years = 5 points 	
R.2	<p>More than five (5) years of experience in providing support to application or technical support teams, reviewing application and program design or technical design to ensure adherence to standards and recommendation of improvements.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; 	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 points • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	

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	<p>- Scope, objectives, project time frame; and</p> <p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
Total Points Available		10		
Minimum Pass Mark		7		

2.5 P.5 - Project Executive – Level 3

<p>Name of proposed Resource: _____</p>				
<p>The Contractor SHOULD demonstrate that the proposed Project Executive – Level 3 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>Experience, in excess of M.1, as a Project Executive.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 10 years = 0 points • 10+ to 11 years = 1 point • 11+ to 12 years = 2 points • 12+ to 13 years = 3 points • 13+ to 14 years = 4 points • 14+ years = 5 points 	
R.2	<p>More than seven (7) years of experience preparing detailed project plans, charts, change management and communication plans, tables and diagrams to assist in analyzing or displaying problems; working with a variety of standard project management tools.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and 	/5	<ul style="list-style-type: none"> • 0 to 7 years = 0 points • 7+ to 8 years = 1 point • 8+ to 9 years = 2 points • 9+ to 10 years = 3 points • 10+ to 11 years = 4 points • 11+ years = 5 points 	

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	<p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
R.3	<p>Experience, in excess of M.2, in documenting project deliverables, objectives, determining budget requirements and resolving issues related to a project.</p> <p>For each project referenced*, the Contractor should provide the following project details including but not limited to:</p> <p>- Name and description of client organization;</p> <p>- Scope, objectives, project time frame; and</p> <p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	<p>/5</p>	<ul style="list-style-type: none">• 0 to 10 years = 0 points• 10+ to 11 years = 1 point• 11+ to 12 years = 2 points• 12+ to 13 years = 3 points• 13+ to 14 years = 4 points• 14+ years = 5 points	
Total Points Available		15		
Minimum Pass Mark		10		

2.6 A.8 - System Analyst – Level 3

<p>Name of proposed Resource: _____</p>				
<p>The Contractor SHOULD demonstrate that the proposed System Analyst – Level 3 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>Experience, in excess of M.1, developing requirements, feasibility, costs, designs, and specification documents for IM/IT systems.</p> <p>For each project referenced, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 7 years = 0 points • 7+ to 8 years = 1 point • 8+ to 9 years = 2 points • 9+ to 10 years = 3 points • 10+ to 11 years = 4 points • 11+ years = 5 points 	
R.2	<p>More than seven (7) years of experience implementing systems to support projects, departments, organizations or businesses.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and 	/5	<ul style="list-style-type: none"> • 0 to 7 years = 0 points • 7+ to 8 years = 1 point • 8+ to 9 years = 2 points • 9+ to 10 years = 3 points • 10+ to 11 years = 4 points • 11+ years = 5 points 	

	<p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
R.3	<p>More than five (5) years of experience translating business requirements into systems design and specifications.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	
R.4	<p>More than five (5) years of experience developing technical specifications for systems development, designing and implementation.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. 	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	

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	*Each project referenced must be a minimum of 6 months duration to be considered.			
Total Points Available		20		
Minimum Pass Mark		14		

2.7 A.6 - Programmer/Software Developer – Level 3

<p>Name of proposed Resource: _____</p>				
<p>The Contractor SHOULD demonstrate that the proposed Programmer/Software Developer – Level 3 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>More than seven (7) years of experience as a Programmer/Software Developer, developing and modifying code and software using one or any combination of the following programming languages:</p> <ul style="list-style-type: none"> - Java - JavaScript - HTML 5 - CSS - C++ - Objective C - C# - Kotlin - React - .NET - JEE - Angular <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 7 years = 0 points • 7+ to 8 years = 1 point • 8+ to 9 years = 2 points • 9+ to 10 years = 3 points • 10+ to 11 years = 4 points • 11+ years = 5 points 	

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R.2	<p>Experience, in excess of M.1, as a Programmer/Software Developer in developing either web or mobile applications or any combination thereof using one or any combination of the following programming languages:</p> <ul style="list-style-type: none">- Java- JavaScript- HTML 5- CSS- C++- Objective C- C#- Kotlin- React- .NET <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none">- Name and description of client organization;- Scope, objectives, project time frame; and- Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none">• 0 to 7 years = 0 points• 7+ to 8 years = 1 point• 8+ to 9 years = 2 points• 9+ to 10 years = 3 points• 10+ to 11 years = 4 points• 11+ years = 5 points	
Total Points Available	10			
Minimum Pass Mark	7			

2.8 A.6 - Programmer/Software Developer – Level 2

<p>Name of proposed Resource: _____</p>				
<p>The Contractor SHOULD demonstrate that the proposed Programmer/Software Developer – Level 2 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>More than three (3) years of experience as a Programmer/Software Developer, developing and modifying code and software using one or any combination of the following programming languages:</p> <ul style="list-style-type: none"> - Java - JavaScript - HTML 5 - CSS - C++ - Objective C - C# - Kotlin - React - .NET - JEE - Angular <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 3 years = 0 points • 3+ to 4 years = 1 point • 4+ to 5 years = 2 points • 5+ to 6 years = 3 points • 6+ to 7 years = 4 points • 7+ years = 5 points 	

<p>R.2</p>	<p>Experience, in excess of M.1, as a Programmer/Software Developer in developing either web or mobile applications or any combination thereof using one or any combination of the following programming languages:</p> <ul style="list-style-type: none"> - Java - JavaScript - HTML 5 - CSS - C++ - Objective C - C# - Kotlin - React - .NET <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	<p>/5</p>	<ul style="list-style-type: none"> • 0 to 3 years = 0 points • 3+ to 4 years = 1 point • 4+ to 5 years = 2 points • 5+ to 6 years = 3 points • 6+ to 7 years = 4 points • 7+ years = 5 points 	
<p>Total Points Available</p>	<p>10</p>			
<p>Minimum Pass Mark</p>	<p>7</p>			

2.9 I.7 – Platform Analyst – Level 3

<p>Name of proposed Resource: _____</p>				
<p>The Contractor SHOULD demonstrate that the proposed Platform Analyst – Level 3 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>Experience as a platform analyst, in excess of M.1, developing and documenting detailed statement of requirements for the proposed platform(s).</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 10 years = 0 points • 10+ to 11 years = 1 point • 11+ to 12 years = 2 points • 12+ to 13 years = 3 points • 13+ to 14 years = 4 points • 14+ years = 5 points 	
R.2	<p>More than five (5) years of experience in analyzing functional requirements, procedures and decision flows.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and 	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	

	<p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
R.3	<p>More than five (5) years of experience in defining and documenting interfaces of manual to automated operations with sub-systems, to external systems and between new and existing (legacy) systems.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <p>- Name and description of client organization;</p> <p>- Scope, objectives, project time frame; and</p> <p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	
Total Points Available	15			
Minimum Pass Mark	10			

2.10 B.1 - Business Analyst – Level 3

<p>Name of proposed Resource: _____</p> <p>The Contractor SHOULD demonstrate that the proposed Business Analyst – Level 3 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>Experience, in excess of M.1, performing business analyses of functional requirements to identify information, procedures, decision flows and documenting statements of requirements.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 10 years = 0 points • 10+ to 11 years = 1 point • 11+ to 12 years = 2 points • 12+ to 13 years = 3 points • 13+ to 14 years = 4 points • 14+ years = 5 points 	

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R.2	<p>More than five (5) years of experience evaluating procedures and methods, identifying and documenting items such as, but not limited to, database content, structure and application subsystems.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none">- Name and description of client organization;- Scope, objectives, project time frame; and- Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none">• 0 to 5 years = 0 points• 5+ to 6 years = 1 point• 6+ to 7 years = 2 points• 7+ to 8 years = 3 points• 8+ to 9 years = 4 points• 9+ years = 5 points	
Total Points Available	10			
Minimum Pass Mark	7			

2.11 B.6 - Business System Analyst – Level 3

<p>Name of proposed Resource: _____</p> <p>The Contractor SHOULD demonstrate that the proposed Business System Analyst – Level 3 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>Experience, in excess of M.1, performing business analyses of functional requirements to identify information, procedures, and decision flows.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 10 years = 0 points • 10+ to 11 years = 1 point • 11+ to 12 years = 2 points • 12+ to 13 years = 3 points • 13+ to 14 years = 4 points • 14+ years = 5 points 	
R.2	<p>More than five (5) years of experience evaluating procedures and methods, identifying and documenting items such as, but not limited to, database content, structure and application subsystems.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p>	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	

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	<p>- Name and description of client organization;</p> <p>- Scope, objectives, project time frame; and</p> <p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
R.3	<p>More than five (5) years of experience, within the last ten (10) years prior to the TA issuance date, performing facilitation activities during requirements gathering in conjunction with the business clients, partners and project team members to ensure business process components are properly identified and documented.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <p>- Name and description of client organization;</p> <p>- Scope, objectives, project time frame; and</p> <p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none">• 0 to 5 years = 0 points• 5+ to 6 years = 1 point• 6+ to 7 years = 2 points• 7+ to 8 years = 3 points• 8+ to 9 years = 4 points• 9+ years = 5 points	
Total Points Available		15		
Minimum Pass Mark		10		

2.12 B.6 - Business System Analyst – Level 2

Name of proposed Resource: _____

The Contractor SHOULD demonstrate that the proposed Business System Analyst – Level 2 has:

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
<p>R.1</p>	<p>Experience, in excess of M.1, performing business analyses of functional requirements to identify information, procedures, and decision flows.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	<p>/5</p>	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	
<p>R.2</p>	<p>More than three (3) years of experience evaluating procedures and methods, identifying and documenting items such as, but not limited to, database content, structure and application subsystems.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p>	<p>/5</p>	<ul style="list-style-type: none"> • 0 to 3 years = 0 points • 3+ to 4 years = 1 point • 4+ to 5 years = 2 points • 5+ to 6 years = 3 points • 6+ to 7 years = 4 points • 7+ years = 5 points 	

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	<p>- Name and description of client organization;</p> <p>- Scope, objectives, project time frame; and</p> <p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
<p>R.3</p>	<p>More than three (3) years of experience, within the last ten (10) years prior to the TA issuance date, performing facilitation activities during requirements gathering in conjunction with the business clients, partners and project team members to ensure business process components are properly identified and documented.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <p>- Name and description of client organization;</p> <p>- Scope, objectives, project time frame; and</p> <p>- Description of the project, roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	<p>/5</p>	<ul style="list-style-type: none"> • 0 to 3 years = 0 points • 3+ to 4 years = 1 point • 4+ to 5 years = 2 points • 5+ to 6 years = 3 points • 6+ to 7 years = 4 points • 7+ years = 5 points 	
<p>Total Points Available</p>	<p>15</p>			
<p>Minimum Pass Mark</p>	<p>10</p>			

2.13 A.13 - Web Designer – Level 2

<p>Name of proposed Resource: _____</p> <p>The Contractor SHOULD demonstrate that the proposed Web Designer – Level 2 has:</p>				
Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	<p>A minimum of five (5) years in completing initiatives that support Web Content Accessibility Guidelines.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	
R.2	<p>A minimum of five (5) years in completing initiatives that support Web Content Accessibility Guidelines for web applications.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and 	/5	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	

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	<p>- Description of the roles and responsibilities of the proposed resource.</p> <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
Total Points Available		10		
Minimum Pass Mark		7		

WORKSTREAM 2

1.0 MANDATORY RESOURCE REQUIREMENTS

1.1 C.1 - Strategic Information Technology Security Planning and Protection Consultant – Level 3

Name of proposed Resource: _____				
The Contractor MUST demonstrate that the proposed Strategic Information Technology Security Planning and Protection Consultant – Level 3 has:				
Criteria	Mandatory Requirement	Contractor’s response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	<p>A minimum of seven (7) years of experience in completing initiatives that support an IT Security and Cyber Protection program.</p> <p>For each project referenced*, the Contractor should provide the following details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, and project time frame; and - Description of the roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>			
M.2	<p>A college or university degree or post-secondary diploma in Information Technology, Computer Science or Electrical Engineering.</p> <p>The Contractor should provide a readable copy of the degree/diploma in English or French with its response.</p>			

2.0 RATED RESOURCE REQUIREMENTS

2.1 C.1 - Strategic Information Technology Security Planning and Protection Consultant – Level 3

Name of proposed Resource: _____

The Contractor **SHOULD** demonstrate that the proposed Strategic Information Technology Security Planning and Protection Consultant – Level 3 has:

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
<p>R.1</p>	<p>Experience, in excess of M.1, in completing initiatives that support an IT Security and Cyber Protection program.</p> <p>For each referenced project*, the Contractor should provide the following project details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	<p>/5</p>	<ul style="list-style-type: none"> • 0 to 7 years = 0 points • 7+ to 8 years = 1 point • 8+ to 9 years = 2 points • 9+ to 10 years = 3 points • 10+ to 11 years = 4 points • 11+ years = 5 points 	

<p>R.2</p>	<p>More than five (5) years of experience in the development of one or any combination of the following security programs and postures:</p> <ul style="list-style-type: none"> - Biometrics - RFID - access control - mobile security <p>For each referenced project*, the Contractor should provide the following project details including but not limited to:</p> <ul style="list-style-type: none"> - Name and description of client organization; - Scope, objectives, project time frame; and - Description of the project, roles and responsibilities of the proposed resource. <p>*Each project referenced must be a minimum of 6 months duration to be considered.</p>	<p>/5</p>	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	
<p>R.3</p>	<p>More than five (5) years of experience, within the last ten (10) years prior to the TA issuance date, performing facilitation activities during requirements gathering in conjunction with the business clients, partners and project team members to ensure business process components are properly identified and documented.</p> <p>For each project referenced*, the Contractor should provide the following project details including but not limited to:</p> <ul style="list-style-type: none"> - Name & description of client organization; - Scope, objectives, project time frame; and 	<p>/5</p>	<ul style="list-style-type: none"> • 0 to 5 years = 0 points • 5+ to 6 years = 1 point • 6+ to 7 years = 2 points • 7+ to 8 years = 3 points • 8+ to 9 years = 4 points • 9+ years = 5 points 	

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	- Description of the project, roles and responsibilities of the proposed resource. *Each project referenced must be a minimum of 6 months duration to be considered.			
Total Points Available		15		
Minimum Pass Mark		10		