



# “Open by Default” Portal Pilot Procurement Call for Proposals (CFP) - Amendment

**Date:** August 10, 2017

**Solicitation No.:** 24062-180072/B

**Amendment No.:** 003

**GETS Reference Number:** PW-17-00788470

**Closing date:** Please refer to the tender notice on BuyandSell.gc.ca

**Proposal Submission details are included in this Call for Proposals document.**

**Issuing Office:**

Public Services and Procurement Canada  
Place du Portage  
11 Laurier St.

Gatineau, Québec K1A 0S5

E-mail : [TPSGC.PAOUVERTPARDEFAUT-AOPENBYDEFAULT.PWGSC@TPSGC-PWGSC.GC.CA](mailto:TPSGC.PAOUVERTPARDEFAUT-AOPENBYDEFAULT.PWGSC@TPSGC-PWGSC.GC.CA)

This amendment is raised to amend the Call for Proposals and respond to questions received as follows;

1. On page 12 of 44 of the Call for Proposals, at article 4.3.1.2

DELETE: "Presentations and question and answer sessions will be held in a public forum."

INSERT: "Presentations and question and answer sessions will be held privately in the presence of the Centre of Expertise panel members and Government of Canada employees."

2. On page 26 of 44 of the Call for Proposals, at Attachment 1 Questions and Answers:

INSERT:

- Q12. What will the role be for the current OpenData team managing the open by default initiative? Can they play a role in executing the efforts from this initiative?

Is this webinar about the Agile procurement aspect of this initiative or will it also discuss the actual Open By Default call for proposals, and the needs outlined by TBS?

- A12. The Open by Default pilot portal is managed by the Open Government team at the Treasury Board of Canada Secretariat. The same team is responsible for managing Open.Canada.ca as a whole, including by coordinating the Government of Canada's efforts relating to open data, and will be involved in implementing the outcomes of the current procurement process.

The purpose of the Webinar is to discuss the Open by Default Procurement Pilot (Call for Proposals). The scope of the requirement outlined in this CFP solicitation will be reviewed during the webinar and questions will be answered. It is recommended that Bidders who intend to submit a proposal participate

- Q13. To perform work what is the criteria to be accepted for Agile PM contracts? Please note, to achieve ACP certification you first have to do perform 1500 hours of approved work related time then you are allowed to write the test.

- A13. For this Call for Proposals, we are seeking an innovative, effective solution that will improve the usability of our Open by Default portal. We are not requiring Bidders to be prepared to perform work in an agile way. That said, nobody will be eliminated if they do happen to be an Agile-certified PM. The requirements for the work are laid out in the Statement of Work and the criteria used to assess Proposals is contained in the Call for Proposals under the Evaluation Criteria.

- Q14. Could you clarify the maximum funding available for a Contract resulting from the CFP? \$75,000.000 or \$75,000? In the English document, the 3 zeros following the decimal point creates ambiguity.

- A14. The maximum funding is available for any Contract resulting from the CFP is \$75,000.00 (Applicable taxes extra).

- Q15. What will you be doing to ensure accessibility of interactive elements

- A15. The Government of Canada's [Standard on Web Accessibility](#) requires that all web pages conform to the five [Web Content Accessibility Guidelines](#) (WCAG 2.0) requirements. This ensures that all facets of the interface are as distinguishable and operable to a person with a disability as to a person without.

Bidders may submit proposals that align with the challenge and improve usability for people with disabilities.

- Q16. I would like to know if data about research funding (e.g. amounts, awardees, dates and so on) will be available in the portal.
- A16. For questions about the data and information available on the portal, you may submit an inquiry through the portal's Feedback page accessible here:  
<http://open.canada.ca/en/forms/contact-us>
- Q17. From a technology / information / data perspective, will it be credible for a company in BC to readily engage with Federal opportunities, or will it have to have a presence in Ottawa to really be in the running?
- A17. While the Open by Default pilot portal CFP requires bidders to be Canada-based, Ottawa-based companies will not be favoured over bidders from elsewhere in Canada. Potential travel costs associated with participating in the Proposal Presentation stage of this procurement process (Stage 2, as per the CFP) will be reimbursed for one representative of each pre-qualified bidder
- Q18. Are there opportunities for private vendors to collaborate on bids? For example, can a data migration specialist work with a web designer on a collaborative solution?
- A18. Bidders may submit proposals as a joint venture in accordance with article 17 of SACC Manual Clause [2003](#) (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements.
- Q19. May we submit a proposal for a portion of work based on our current specialty?
- A19. Unfortunately, we can only accept complete Proposals that meet the requirements described in the Call for Proposals.
- Q20. Will there be multiple bidders selected for this program?
- A20. Initially, only one contract will be awarded; however, additional contracts may be awarded within the bid validity period.
- Q21. Are Canadian refugees located outside Canada allowed to participate?
- A21. Proposals must meet the Canadian Content requirements detailed in article 5.1.2.1 of Part 5 of the Call for Proposals.
- Q22. Would you consider helping us develop a Standing Offer (SO) by specialty (i.e. category - data management, migration, mobile, UXdesign, and synchronization solutions)?
- A22. General information on Selling to the Government of Canada, including bidding on Requests for Standing Offers, can be found at the following website:  
<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada>
- Q23. Will the Government of Canada publish the database API?
- A23. Canada interpreted this question as will there be a 'database API', in which case the answer is, these are already provided for open.canada.ca and information is available here: <https://github.com/open-data/open-data> . No further APIs will be created or published for the Open by Default Pilot Portal.

- Q24. What is the existing web architecture and technology that may need to be integrated with?
- A24. Please see Section 4.1 of the CFP, namely "Existing Open Government Website Digital Infrastructure."
- Q25. Has the GoC considered successful recent portal implementations as models for this procurement? Specifically, we would point to the portals implemented by Global Affairs Canada in support of the softwood lumber industry as well as the enterprise portal implemented by NRCan.
- A25. The Government of Canada's work on open government is supported by robust interdepartmental collaboration. Given the unique nature of Open.Canada.ca, we have elected to pursue a custom solution in this case.
- Q26. Is your intention to build this portal solution entirely using open source products or will you consider COTS offerings that add value to the software stack you have proposed?
- A26. No, Canada will not consider COTS solutions as part of this procurement process. As per Section 4.6 of the CFP, the solution must be open source.
- Q27. In order to provide a "best of breed" solution that maximizes ease of posting and document management, it would be advantageous to better understand the current information handling and network architecture of the organizations involved, and to anticipate any information security requirements and/or vulnerabilities that are of concern. Will this sort of supporting information be made available to bidders, to allow varying solutions to be considered and ultimately proposed?
- A27. Canada will not be providing further information on how Government of Canada departments and agencies handle information or on the internal network infrastructure used by those departments, as that is beyond the scope of this exercise.
- Q28. I have read the CFP, and have a question regarding one of the challenges that has been listed in section 1.3. In this section, the limited capability for visualization of information and data assets was listed. The way I interpreted this challenge is that a data asset/information processing tool is needed to complete this challenge. However, wouldn't this challenge would be more applicable towards the authors and analytical department who wrote these draft proposals? Please let me know if I misinterpreted the language and clarify the confusion for me.
- A28. While the departments and agencies that originate data and information that are available through Open.Canada.ca certainly could provide visualizations of their content, this requirement seeks to make more automated options available. With almost 120,000 data sets, it may not be effective for data and information owners to develop custom visualizations for each of their records.
- Q29. The challenge did not address the current file uploading system that you guys are using. Do you mind providing me with some information on this component? Are there any existing firewalls or uploading systems already in place that we need to integrate into our solution?
- A29. The Open Government Portal is a two tier web application. There are two distinct web applications: the Open Government Portal which is open to the public, and the limited access Open Government Registry which is used by accredited users in Government of Canada departments and agencies to register their open data, open information, and other records. Note that users are simply registering their records; the assets themselves are

hosted on a variety of public Government of Canada servers. Once registered and approved for publication, the metadata information from the Registry is automatically published to the Open Government Portal. The Registry is not reachable from the public Internet. Canada does not anticipate the need for changes to the Registry to integrate proposed Solutions.

- Q30. What is the existing web architecture and technology that may need to be integrated with?
- A30. Please refer to Section 4.1 in Annex A of the CFP solicitation document, namely “Existing Open Government Website Digital Infrastructure” for more details.
- Q31. Has the GoC considered successful recent portal implementations as models for this procurement? Specifically, we would point to the portals implemented by Global Affairs Canada in support of the softwood lumber industry as well as the enterprise portal implemented by NRCan.
- A31. Canada’s work on Open Government is supported by robust interdepartmental collaboration. Given the unique nature of Open.Canada.ca, this requirements pursues a custom solution.
- Q32. Can you describe the tasks involved in the current process to index the assets?
- A32. The Open Government Portal is a two tier web application. There are two distinct web applications: the Open Government Portal which is open to the public, and the limited access Open Government Registry which is used by accredited users in Government of Canada departments and agencies to register their open data, open information, and other records. To facilitate indexing, accredited users are required to manually provide metadata for each asset. Once registered and approved for publication, the information from the Registry is automatically published to the Open Government Portal.
- Q33. Can you describe how the current integrations with OpenText’s Content Server and other internal document repositories work?
- A33. The Open by Default Pilot Portal is a separate, beta-stage instance within the Open Government website based on a clone of the Open Government website. A sandbox is built within OpenText’s Content Server and documents are currently pushed from the sandbox to the Open by Default Pilot Portal; the push process is expected to be replaced by an automated harvester in the coming months.
- Q34. Are you able to provide a sample of plain language queries received through the portal?
- A34. No data on queries received are collected at this time. All analytics currently collected are available at <http://open.canada.ca/en/content/open-government-analytics>.
- Q35. Do you have a list of document types that are in need of a web-based preview function?
- A35. Document types available through Open.Canada.ca include: CSV/TXT, GeoTIFF, KML/KMZ, RDF, RSS/GeoRSS, SHP, XLS, XML, DOC, PPT and PDF.
- Q36. Can you describe how filter topics such as Organization and Keywords are selected?
- A36. Filter topics are manually provided by accredited users on behalf of data and information owners as part of the process of registering assets for release. Accredited users manually complete a form according to an established open data metadata element set. Information that is collected through this process includes things like the collection type (e.g., non-spatial), title, publisher, contact information, description, keywords, maintenance and

update frequency, publication date, and format. Controlled vocabularies are applied whenever possible.

Q37. Can you describe the process a publisher must take to submit a document to the system?

A37. Accredited users can submit records through the Open Government Registry, which is only available to Government of Canada users. To submit records, federal departments and agencies must seek approval from their Information Management Senior Officer (IMSO). Once approved, accredited users access the registry and proceed with the following steps:

- Select to add Open Data Records or Open Information Records
- Enter metadata according to the Open Government Metadata Application Profile
- Complete a registration form that includes confirmation that the record has been approved by the IMSO and is ready for publication
- Add the resource or related item by providing a link to wherever the resource is hosted (must be on a Government of Canada server) or, in some select cases, upload the file
- Indicate any related records

Q38. Is it possible to provide a list of all mandatory fields required to submit a document?

A38. Mandatory fields for both open data (structured information) and open information (unstructured information) include: Collection Type; Title (English); Title (French); Publisher - Current Organization Name; Contact Email; Description (English); Description (French); Keywords (English); Keywords (French); Subject (Enter all that apply from list); Maintenance and Update Frequency; Date Published; Jurisdiction; Licence; Access Restrictions; IMSO Approval Ready to Publish; Title English (Resource); Title French (Resource); Language (Resource); Download URL (Resource); Resource Type; Format (Resource); Title English (Related Item); Title French (Related Item); Language (Related Item); Download URL (Related Item); Related Record Relationship Type; Related Record Type.

Q39. What parts of the site are hosted by Drupal?

A39. The content management system on Open.Canada.ca is hosted by Drupal. This includes content like landing pages, blogs, informational pages, and the access to information and proactive disclosure section of the site.

Most of the pages on open.canada.ca are hosted by Drupal, with the exception of the following, search pages which are powered by CKAN:

- Open Government Portal Search page: <http://open.canada.ca/data/en/dataset>
- Open by Default Search Page: <http://pilot.open.canada.ca/ckan/en/dataset>

Q40. Will the successful firm have access to a subject matter expert (SME) for any particular data set associated with this project?

A40. The successful bidder will have access to the Client, the Treasury Board of Canada Secretariat, throughout the contract period, as defined in Section 3.1 of the CFP. The successful bidder may request information relating to particular data sets from the Client if required.

**All other terms and conditions remain the same.**