

NOTICE OF PROPOSED PROCUREMENT (NPP)
For
TASK BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS)

GSIN: D302A ADP SYSTEM DEVELOPMENT SERVICES

TITLE: Task-Based Informatics Professional Services Supply Arrangement: Requirement of One (1) Business Analyst level 2 and two (2) Business Transformation Architects level 3 to support DFO VMS enhancement.

Reference Number: 30002823

Solicitation Number: 30002823

Organization Name: Department of Fisheries and Oceans Canada

Anticipated Start Date: Upon Contract Award

Contract Duration:

The initial contract period will be from the date of the contract award to March 31st, 2023.

Business Transformation Architect level 3 – Technical/Business Expert - 975 hours

Business Transformation Architect level 3 – User Research, Usability and User Interface Design Expert - 863 hours

Business Analyst Level 2 – testing, Communications and Training – 1050 hours

Option 1 Period starting from April 1, 2023 to March 31, 2024.

Business Transformation Architect level 3 – Technical/Business Expert - 780 hours

Business Transformation Architect level 3 – User Research, Usability and User Interface Design Expert - 653 hours

Business Analyst Level 2 – testing, Communications and Training – 788 hours

Solicitation Method: Competitive

Applicable Trade Agreements: *World Trade Organization Agreement on Government Procurement (WTO-AGP), the Canada-Chile Free Trade Agreement (CCFTA), the Canada-Peru Free Trade Agreement (CPFTA), the Canada-Colombia Free Trade Agreement (CCoIFTA), the Canada-Panama Free Trade Agreement (CPanFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), Canada Korea Free Trade Agreement (CKFTA) and the Canadian Free Trade Agreement (CFTA).*

Comprehensive Land Claim Agreement Applies: No

Number of Contracts: 1

Requirement Details

Tendering Procedure: Selective Tendering

This requirement is open only to those TBIPS Supply Arrangement Holders who qualified under Tier 1 for services in the *National Capital* Region for the following categories:

Two (2) Level 3 - B.7 Business Transformation Architect
One (1) Level 2 – B.1 Business Analyst

The following SA Holders have been invited to submit a proposal:

Accenture Inc.

Adhartas Consulting Inc.

Adirondack Information Management Inc., Amita Corporation, Artempt Personnel Services Inc, The AIM Group Inc, in Joint Venture

Adirondack Informatino Management Inc., Valcom Consulting Group Inc, FlexEDGE Consulting Inc. in Joint Venture

Alivaktuk Consulting Inc. & Navpoint Consulting Group Inc. in JV

BBG Management Corporation

Donna Cona Inc

Donna Conna Inc., IBM Canada Ltd in Joint Venture

MNP LLP

QA Consultants Inc.

SEASI Consulting Inc.

Symbiotic Group Inc.

Thales Canada Inc.

The Barrington Consulting Group Inc.

Unisys Canada Inc.

Description of Work:

The Contractors must support the VMS renewal project, perform as part of the project team and support the business operational implementation of changes as a result of the project. At a minimum, execute the following tasks and provide the following services, as required throughout the contract:

Business Transformation Architect – Level 3 – Technical and Business Expert:

- Provide support to the Project Lead(s) and the Project Manager (PM) in the elaboration of the scope and requirements of the project;
- Document the “as-is” (current) and “to-be” (future) states of the VMS system;
- Analyze business processes related to both current state and future state status, providing recommended process and business rules to be applied to the “to-be” state for development efforts, keeping it mind and/or aligning it to relevant government technology standards;
- Facilitate meetings with appropriate parties as required to verify information on current business processes and requirements, and use verified information to confirm completed “to-be” states of business processes and system functionalities;
- Support content input for draft user-interface screens and forms developed by UX/UI expert;
- Conduct requirements elaboration workshops or remote conferences with regional subject matter experts (SME) on current business practices and system business rules, as necessary or required;
- Update, elaborate and manage requirements in Azure DevOps for traceability and system design of components, features and functions;
- Facilitate Joint Application Development (JAD) or Joint Requirement Discussion (JRD) sessions and workshops, as necessary or required;
- Support the PM and Project Authority with related project and business process workshops, analysis and project artifacts documentation;
- Provide input to communications, training and change management plans; and,
- Develop presentation materials and supporting documentation for senior management, as required.

Business Transformation Architect – Level 3 – UX/UI Usability, Research and Design Expert :

- Execute the required UX/UI phases to feed the enhancement requirements of the VMS application;
- Translate business requirements into prototypes used to define critical and priority user-interface enhancement requirements for the application, including but not limited to the navigational menus and links within the application;
- Analyze application information for application usability testing;
- Provide design recommendations resulting from application usability testing;
- Develop user interface documents that guides product/application development;
- Review/validate, refine and/or define required business processes that support/guide the use of the application;
- Document standard operating procedures for UX/usability/optimization methods, strategies, techniques and activities of value;
- Evaluate existing procedures and methods to identify candidate processes for re-design and suggest a recommended course of action;
- Provide expert advice in developing and integrating process and information models between business processes to eliminate information and process redundancies;
- Identify, recommend new business processes and provide expert advice on implementing new processes and organizational changes;
- Develop use cases, user stories and/or user acceptance testing (UAT) criteria for use in development efforts;
- Provide input to Business Acceptance Testing (BAT) strategies and plans;
- Collect feedback from UAT activities and prepare analysis for consumption of business product owner and development team;
- Execute post-launch user testing and measurement of results; and,
- Develop presentation material and supporting documentation for senior management, as required.

Business Analyst (Level 2):

but

- Support content input for draft system screens and web forms developed by EFM SI UX designer;
- Analyze existing business processes and identify opportunities for improvements and standardization;
- Identify the required modifications to existing processes and develop communications, training and change management plans;
- Facilitate continuous or change management workshops to support related business process workshops, analysis and artifacts production;
- Develop Business Acceptance Testing (BAT) criteria and scripts for verification of developed and modified system functionalities;
- Plan and conduct BAT on developed product solutions, including data entry, process flow and document issuance;
- Implement product testing with regional and national subject matter experts (SMEs), collect feedback and prepare analysis for consumption of business product owner and development team;
- Assess completed development against the defined BAT and UAT criteria; and,
- Develop presentation material and supporting documentation for senior management, as required.

NOTE:

- Bidders must submit a bid for all resource categories

Security Requirement: Common PS SRCL #06 Applies
Minimum Corporate Security Required: Designated Organization Screening (DOS)
Minimum Resource Security Required: Enhanced Reliability

Contract Authority

Name: *Emmanuelle Porter*

Email: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca

Inquiries

Inquiries regarding this RFP requirement must be submitted to the Contracting Authority named above. Request for Proposal (RFP) documents will be e-mailed directly from the Contracting Authority to the Qualified Supply Arrangement Holders who are being invited to bid on this requirement. BIDDERS ARE ADVISED THAT "BUYANDSELL.GC.CA" IS NOT RESPONSIBLE FOR THE DISTRIBUTION OF SOLICITATION DOCUMENTS. The Crown retains the right to negotiate with any supplier on any procurement. Documents may be submitted in either official language.

NOTE: Task-Based Informatics Professional Services (TBIPS) Method of Supply is refreshed three (3) times per year. If you wish to find out how you can be a "Qualified SA Holder", please contact RCNMDAI.-NCRIMOS@pwgsc.gc.ca