

THIRD NOTICE TO PROSPECTIVE VENDORS

12 March 2018

Release of Further Information

On 3 March 2018, CNAC provided its responses to vendor questions to all prospective vendors that had submitted letters of intent to CNAC and/or participated in the CNA Information Session.

The RFP process allows any prospective vendor to submit a response to the RFP on or before the proposal deadline even if such vendor had not previously submitted a letter of intent to CNAC indicating that it was considering submitting a proposal.

As there may be other prospective vendors that CNAC is not aware of at this time, CNAC is making its responses to vendor questions as well as the CNA Information Session presentation available on the CNAC web page. This will ensure that all prospective vendors have access to all available information in relation to the RFP.

Accordingly, CNAC has directed the CNA to post both documents to the CNAC web page.

CNAC has additional confidential information regarding the CNA operations that will be made available to the prospective vendor that is selected by CNAC to become the new CNA.

Existing CNA Staff

CNAC has been advised by Leidos Canada Inc. (the existing CNA) that they have authorized the current CNA employees to discuss with prospective vendors regarding opportunities for future employment with prospective vendors in the event that one of the prospective vendors is awarded the contract by CNAC for the next term. Prospective vendors interested in contacting existing CNA staff are directed to contact such employees at Leidos Canada at (613) 563-7242 during normal business hours to schedule a time for a call or meeting after Leidos Canada's normal business hours. Prospective vendors are reminded that the current CNA staff are not permitted to discuss matters confidential to CNAC and to Leidos Canada and should limit any discussions to discussing future employment opportunities. Prospective vendors that encounter difficulties in reaching Leidos Canada CNA staff should contact Doug Birdwise of CNAC at (613) 830-0081.

CNAC wishes to advise prospective vendors that it intends to evaluate each of the proposals received on the assumption that each of the prospective vendors will have the opportunity to offer to hire any of the existing Leidos Canada CNA staff that wish to continue to work in this role in the event that the prospective vendor is selected as the new CNA.

New Question Process Added to RFP and Change in Deadline Dates

As a result of additional information being added to the public record of this RFP, CNAC is including a further opportunity for prospective vendors to ask additional questions regarding the RFP process as well as the duties and functions of the CNA, including any questions regarding the specific tasks of the CNA employees.

Prospective Vendors will have until Friday March 16, 2018 to ask additional questions to CNAC. CNAC will publish answers to all questions received by no later than Wednesday March 21, 2018.

As a result of adding the additional questions round to the RFP process, CNAC is extending the deadline date for proposals by two (2) weeks with proposals now required to be submitted to CNAC by no later than April 6, 2018.

The revised RFP Schedule

Note: Revised date to deliver proposals to CNAC is **April 6, 2018**

CNA RFP SCHEDULE			
#	Event/Activity	Start Date	End Date
1	CNAC issues RFP		05-Jan-18
2	Vendor review of RFP	05-Jan-18	09-Feb-18
3	Due Date for Receipt of Written Questions from Vendors		09-Feb-18
4	Due Date for Receipt of Vendor Letter of Intent to Respond		09-Feb-18
5	CNAC RFP Committee develops & sends responses to vendors	09-Feb-18	2 -Mar-18
5A	Due Date for Receipt of Written Additional Questions from Vendors		16-Mar-18
5B	CNAC RFP Committee develops & sends responses to Vendors additional questions	16-Mar-18	21-Mar-18
6	Due Date for CNAC receipt of Vendor Proposals		6-Apr-18
7	CNAC RFP Committee reviews proposals & creates short list of prospective vendors	6-Apr-18	18-Apr-18
8	CNAC RFP Committee develops & sends list of questions to short list of vendors	18-Apr-18	25-Apr-18
9	Due Date for receipt of Short List Vendors' Responses to CNAC Questions		09-May-18
10	CNAC RFP Committee review of vendor responses to questions	09-May-18	18-May-18
11	CNAC RFP Committee preparation for vendor presentations	09-May 18	18-May-18
12	Vendor presentations to CNAC RFP Committee	22-May-18	25-May-18
13	CNAC RFP Committee review and assessment of vendor Proposals	28-May-18	22-Jun-18
14	CNAC RFP Committee recommendation of vendor to CNAC Board	25-Jun-18	29-Jun-18
15	CNAC Board Meeting to approve recommendations re: Vendor		29-Jun-18
16	Contract negotiations with selected vendor	3-Jul-18	3-Aug-18
17	CNAC Board Meeting to approve contract		17-Aug-18
18	Sign contract		31-Aug-18

Douglas Birdwise

CNAC Business Manager