



Position: Senior Application Software Architect
Reference #: 9144
Department: Shared Services Canada
Security Clearance: Secret
Location: National Capital Region
Pay rate is negotiable
Contract Length: 1 year + Two 1-year options
Language: English OR French

Statement Of Work

1. Introduction

Shared Service Canada (SSC) provides enterprise IT services across the Government of Canada and enables core Government of Canada business by delivering service to departments. As part of SSC's overall service enhancements, various projects are initiated on a regular basis (either by partner departments or by SSC) to implement new technologies, mitigate deficiencies, or bring in new digital solutions such as cloud technologies.

As with many organizations, SSC requires strong project oversight and project management to ensure efficient use of taxpayers' funds and to monitor the benefits that the projects are delivering to partner departments. The department currently relies on a series of tools (COTS) as well as office productivity suite to report on project health to senior management at SSC and to track deadlines.

Although the current Project Portfolio Management and reporting processes do provide oversight and visibility into the department's projects, a more efficient way forward is being explored that provides a more integrated and seamless interaction with various other processes as dependencies (such as TBS led departmental IT planning, financial tracking, and other SSC internal platforms).

2. Objectives

To provide an assessment of SSC's options for overall Project Portfolio Management and make recommendations on a way forward as well as considerations around each option.

3. Scope of Work

The Contractor must provide IM/IT professional services on an as and when required basis in the National Capital Region (NCR) as via this contract. An engagement will be sought to deliver on the objectives of the SoW. The scope of work will be focused on the delivery of the assessment report outlining options and considerations on how the department should proceed.

4. Tasks

Tasks will include, but are not limited, to the following:

- Reviewing existing process and products that are being used across SSC.
- Engaging as needed with clients and stakeholders.
- Analyze, assess, and make recommendations on the implementation of the PPM solution within FME initiative.
- Identify and assess COTS tools interoperability and integration opportunities.
- Identify opportunities to centralize project related data and to increase reporting efficiencies.
- Recognize technical debt reduction opportunities.
- Participate in meetings and discussions (in person and virtually) as needed.
- Provide regular status updates on deliverables and elements at play.

5. Deliverables

The technical documentation must be created by the contactor by using Microsoft Word, Excel, PowerPoint, Project and/or Visio. The final report must contain:

- Assessment of the current state of products used for PPM and reporting.
- Recommendations on a future state of products
 - Considerations associated to these recommendations.
- Participate to the deployment of the integrate PMIS based on the recommendation

6. Technical Environment

SSC operates various existing products to provide project management and oversight.

- Clarity is used to capture and store project metrics and progress
- MS Project is used to manage project schedules and related data
- SAP is used for project and departmental financials
- Excel is currently used to support ad-hoc project reporting.

7. Language

The work is expected to be performed in English and/or French as needed.

8. Location of Work

The work will be performed remotely, in accordance with SSC's current COVID 19 measures in place but this may change depending on the SSC policy currently under development regarding workplace. In such case, a notify will sent accordingly. There is a possibility that the resource may need to travel within the National Capital Area.

Constraints

Candidate must possess a valid Government of Canada secret security clearance.

Mandatory Criteria

Mandatory Requirement A.1 APPLICATION/SOFTWARE ARCHITECT		Met (Y/N)	Cross Reference to Resume
M1	The proposed resource(s) must demonstrate a minimum of five (5) years cumulative experience in managing or overseeing Project Portfolio/Program Management within Canadian Federal Government Departments.		
M2	The proposed resource(s) must possess a University Degree in an Information Technology or Business discipline from a recognized post-secondary institution. A copy of the University Degree must be provided to the Crown.		
M3	The proposed resource(s) must hold a valid Secret security clearance certificate at the time of the bid submission.		

Point Rated Criteria

	Point-Rated Criteria	Points	Cross Reference to Resume
R1.	<p>The Bidder should demonstrate how the proposed resource has 10 years of experience leading a cross-departmental, multidisciplinary IM/ IT initiative.</p> <p>Maximum 10 Points</p>	10	
R2	<p>The Bidder should demonstrate how the proposed resource has have experience with Clarity (CA)</p> <p>1 to 3 projects= 10 points 4 or more 7= 20 points 8+ projects= 40 points</p> <p>Maximum Points 40 Points</p>	40	
R3	<p>The Bidder should demonstrate how the proposed resource has have experience with SAP (specially PS module)</p> <p>1 to 2 projects = 0 points 3 to 4 projects = 5 points 5+ projects = 10 points</p> <p>Maximum Points 10 Points</p>	10	
R4	<p>The Bidder should demonstrate how the proposed resource has experience in providing advice as a Program Manager for a in the Federal, Provincial, or Municipal government .</p> <p>Program value: \$5M-\$9.9M = 10 points Program value: +\$20M = 20 points</p> <p>Maximum Value 20 Points</p>	20	
R5	<p>The Bidder should demonstrate that the proposed resource(s) currently holds a valid Project Management Professional (PMP) or other project management certification in good standing.</p>		

	Point-Rated Criteria	Points	Cross Reference to Resume
	A copy of the certificate is required as evidence and must be provided with the bidder's proposal.		
	Total Points	90	
	Minimum Pass Mark (70%)	63	