



Questions and Answers

Q: Would you consider a 1 week extension to the submission deadline?

A: Unfortunately, we cannot provide an extension to the RFQ Submission deadline. CNAM did attempt to obtain an extension from FCM for the deadline to submit the complete MAMP 4 Submission, but the request was denied, and therefore to meet its MAMP 4 Submission deadline of November 3, 2021, we are unable to extend the deadline for the RFQ Submission.

Q: Are the firms that have staff on the CNAM Board precluded from bidding on this RFQ?

A: Submissions to the CNAM MAMP 4 RFQ are open to all respondents. CNAM has taken extensive efforts to ensure RFQ process is transparent and free from conflicts of interest by ensuring an independent submission evaluation process. The evaluation team will only include public sector CNAM Board representatives (no consulting/advisory services firm representatives), as well as our Executive Director. All information provided to the full Board has been disclosed publicly in the RFQ documentation so that all respondents would have the same level of information. Any future conflicts of interest that arise from delivery of the program will be addressed in line with our Conflict of Interest policy and CNAM bylaws, as they arise.

Q: RE: the Asset Onboarding Tool: Why is a web-based solution preferred over excel?

A: A web-based solution was envisioned as more flexible and user-friendly. However, respondents are invited to share why an Excel-based alternative may be useful. We are open to suggestions!

Q: RE: the Asset Onboarding Tool: The RFQ states this tool is intended for a smaller municipality – do you have a threshold on what you define to be a small municipality?

A: There is no specific threshold we are working with. We are aiming to support the target market for FCM's MAMP program, and recognize that larger municipalities may have more complex requirements and/or in-house staff to support this type of process. The aim is to gear the tool for those with limited in-house capacity and expertise, and support municipalities with almost no IT systems or tools (i.e. Excel-based asset inventory) as well as those municipalities with multiple systems that use asset data. Small municipalities will span this spectrum.

Request for Quotation (RFQ)
Canadian Network of Asset Managers
Program Delivery for CNAM's Municipal Asset Management Program (MAMP) 4



Q: RE: the Asset Onboarding Tool: What are the limitations on use of the Asset Onboarding Tool after this project is done? Will it be publicly available as a free resource? Or will CNAM maintain ownership and access?

A: Without a funding agreement in place yet with FCM, we can for now assume the same intellectual property (IP) and ownership requirements as past rounds of MAMP funding. Simply put, CNAM would own the IP for the tool, but FCM has a perpetual license to use and distribute the tool (like all MAMP partner grant deliverables). This will be determined in negotiation of the final funding agreement with FCM for MAMP 4.

Q: Please explain the Program Manager's responsibilities with respect to Program Delivery. Does the Program Manager assume responsibility and/or liability for the delivery of Program Delivery scopes of work and/or outcomes and/or deliverables on behalf of the contractors delivering C1/C2/C3? If so, what guarantees, warranties, or other contractual protections are to be provided by Program Delivery sub-contractors to the Program Manager and how will this be accomplished?

A: Contractual relationships will be between each subcontractor and our Executive Director, and as such all subcontractors will formally report to that individual. However, practically speaking the Program Manager will be responsible to coordinate with all other subcontractors through delivery of the program. Should issues/situations with the other subcontractors arise that are preventing the Program Manager from achieving program outcomes, our Executive Director and our MAMP Steering Committee (comprised of Board and Committee members) will step in to ensure they are resolved. Specific guarantees, warranties and other contractual protections will be negotiated with the Program Manager upon award.

Q: Do you want to consider French translation/delivery for any deliverables as part of any of the scopes of work?

A: Yes. Note that prior years' requests through the FCM MAMP funding mechanism related to translation have not been fully funded and have been descoped by FCM from our original submissions to prior rounds of MAMP funding. However, our goal as an association is to improve our accessibility and relevance for all Canadian public infrastructure asset managers.