

# RFP FOR GOVERNANCE, RISK, AND COMPLIANCE CONSULTING SERVICES POOL

## Amendment 3 – Questions and Answers

July 16, 2025

### RFP - General

1. If an Offeror is a member of another optional-use contract pool, does the WSIB see any conflict in participation in both pools if separate teams are used?
  - A. It is possible for a Contractor to be in multiple optional-use pools without a conflict, but any conflict determination will be made based on the facts and circumstances at the time.
2. If an Offeror has deep capabilities and experience in most the areas listed in the RFP, may it include a competent partner as part of its submission? If so, how would the WSIB view this?
  - A. Offerors should only apply for those subject areas in which the Offeror itself has expertise or experience. As the current RFP is to establish a Pool of Contractors for subsequent projects on an as-needed basis, it is the WSIB's intent to evaluate each Offeror on its own merits, and not on its ability to partner with other qualified entities.

### Certifications & Assurances (Ex. C)

3. Will WSIB please revise Clause 2, *Price Warrant*, to ask Offerors to certify that the costs quoted for services are consistent with the Offerors' commercial pricing practices and are Offerors' best value pricing for anticipated services?
  - A. The WSIB is seeking the best pricing available from Contractors. The price warrant language is standard in WSIB solicitations. Therefore, the WSIB declines to make changes to the language of Exhibit C.

### References (Ex. E)

4. Are a minimum of five references to be provided? Or five references with one additional reference from a recently completed, terminated or expired contract for a total of six references?
  - A. There should be a total of five references provided. Of those five, one should be from a recently completed, terminated or expired contract (i.e., not a current client).
5. Does "When Retained" refer to the specific project described in the "Description of work performed" or when we first established a relationship with the firm?
  - A. If the date of retention for the specific project is different than the date when services were first provided, please provide both.
6. Does "Number of Years Retained" refer to the specific project described in the "Description of work performed" or when the last project was completed with the firm?
  - A. If the total number of years retained by the reference and the number of years spent on the specific project is different, please provide both.
7. If there were two relevant projects at a firm, would you like one or two entries?
  - A. Offerors may list multiple projects at a single reference entity if those projects are unrelated both in terms of (1) the nature of the work being performed and (2) the staff at the client reference managing the services or project.

## Sample Contract (Ex. F)

8. The Sample Contract provided indicates the total payment under the Contract should not exceed \$250,000. Is that because this is a sample contract, or would this dollar amount be addressed when a PWR is issued?
  - A. The \$250,000 “do not exceed” amount in the Sample Contract represents a cap on the total compensation the WSIB will pay for the services provided under the Contract. This will apply to limit the total compensation that the WSIB will pay for all PWOs issued under a Contract. Fees paid for when services are performed will separately be included in PWOs that result from the PWR process. These are also typically expressed as “do not exceed” amounts that are significantly lower than the Contract’s “do not exceed” amount. However, the sum of amounts paid to a given Contractor under one or more PWOs will not exceed the Contract’s “do not exceed” amount.

Any capitalized terms used in this Amendment and not defined herein shall have the meaning given to them in the RFP.

All other terms and conditions of the RFP remain in full force and effect.