

# BC Bid Replacement Project

Information Briefing for DM Shauna Brouwer  
January 25, 2021



# Agenda

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- Strategic Overview
- Scope of Transformation
- Keystone Information
- Project Review
- Project Roadmap
- Change Management

# BC Bid Replacement Project



## A key action helping government achieve the goals of the BC Procurement Strategy

- BC Bid is the portal through which all government procurement opportunities are posted for vendors to bid
- The existing BC Bid application has been assessed by the OCIO as the most at-risk application in government and must be replaced
- BC Bid is the consistent touchpoint in our procurement system for both vendors and government buyers
- Replacing BC Bid is a foundational enabler of future procurement system modernization and transformation



### Benefits for Government

Access to data will help government manage procurement strategically, creating **best value** from BC government procurements.

Automation and operational process improvements will create **greater capacity** for the Province's procurement practitioners.

### Benefits for Vendors

Increased transparency will create **more opportunity** for small, medium and large sized suppliers to do business in British Columbia.

Automation and process improvement will make it **easier to do business with government.**

# Transformation



Current State		Future State	
<b>BC Bid</b>	<ul style="list-style-type: none"><li>Doesn't meet the modern eProcurement requirements for users</li></ul>		<ul style="list-style-type: none"><li>Modern solution compliant with Province's systems standards/policies and offers increased reliability</li></ul>
<b>Public Portal</b>	<ul style="list-style-type: none"><li>Limited search and navigation capabilities</li></ul>		<ul style="list-style-type: none"><li>Improved search capabilities and more effective navigation</li></ul>
<b>Procurement</b>	<ul style="list-style-type: none"><li>Off-line procurement planning and preparation</li><li>Communication with proponents done via email</li></ul>		<ul style="list-style-type: none"><li>Automated work flows and standardized templates to increase efficiency</li><li>Communication with proponents done within the system</li></ul>
<b>Reporting</b>	<ul style="list-style-type: none"><li>Manual reporting</li><li>No formal analytics</li></ul>		<ul style="list-style-type: none"><li>Enhanced analytics to support business decisions and identify opportunities for value optimization</li></ul>
<b>Support</b>	<ul style="list-style-type: none"><li>Manual triage and contact tracking</li><li>Contact limited to phone and email</li></ul>		<ul style="list-style-type: none"><li>New service standards</li><li>Contact options will expand to include on-line self-service with auto ticketing system</li></ul>



# Keystone Information



## Contract signed

December 11, 2018

## Term

- 3 years
- Optional 2 year extension
- Renewal decision 90 days prior to expiry

## Scope

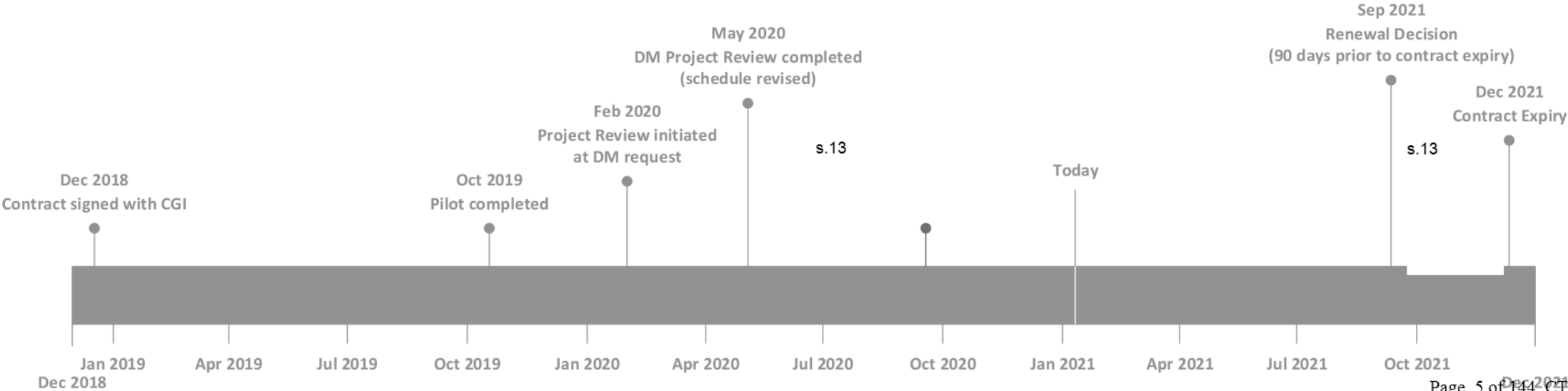
- In scope: Procurement & Procurement Spend Analytics
- Potential scope: Contract Management & Supplier Management

## Go live date

s.13

## Financial model

s.17



# Project Review



**A project review was conducted during Feb – June 2020 to assess:**

- Implementation and delivery plan
- Role of the system integrator
- Contract obligations and vendor management approach
- Ability to achieve procurement transformation goals
- Alternative options

**The review resulted in findings related to the:**



**Ivalua application:** Shifting to another product was not recommended



**System Integrator:** Challenges were identified related to CGI's role as the System Integrator



**Internal:** Challenges were identified related to the Province's internal management approach and project governance

# Current status



## Actions to address Project Review findings



### Ivalua application:

- No changes required

### System Integrator:



- Confirmed expectations with CGI
- Increased cadence of executive vendor governance
- Developed new plan and schedule for application go-live<sup>6.13</sup>



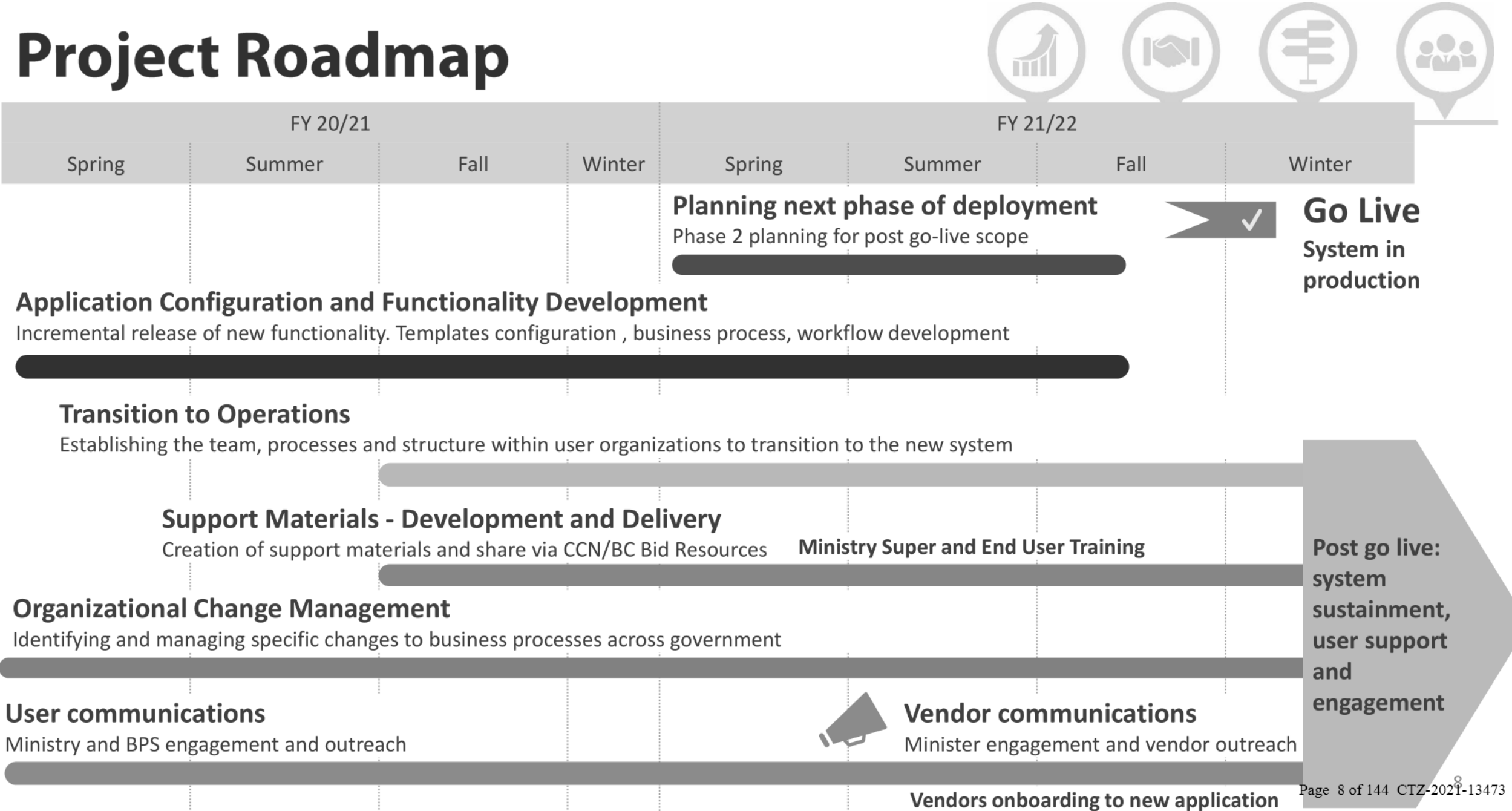
### Internal:

- Project resourcing gaps addressed within financial constraints
- Changed internal governance
- Changed project management approach

## Current Status

- Project reset successful, significant progress towards go-live
- Monitoring team capacity and burnout
- High touch contract management
- Relationship has improved and is maintained through bi-weekly CGI executive calls
- Focus on preparing PSB readiness for operational transition
- Re-baselining plan and schedule to reflect new information and complexity identified since project reset

# Project Roadmap



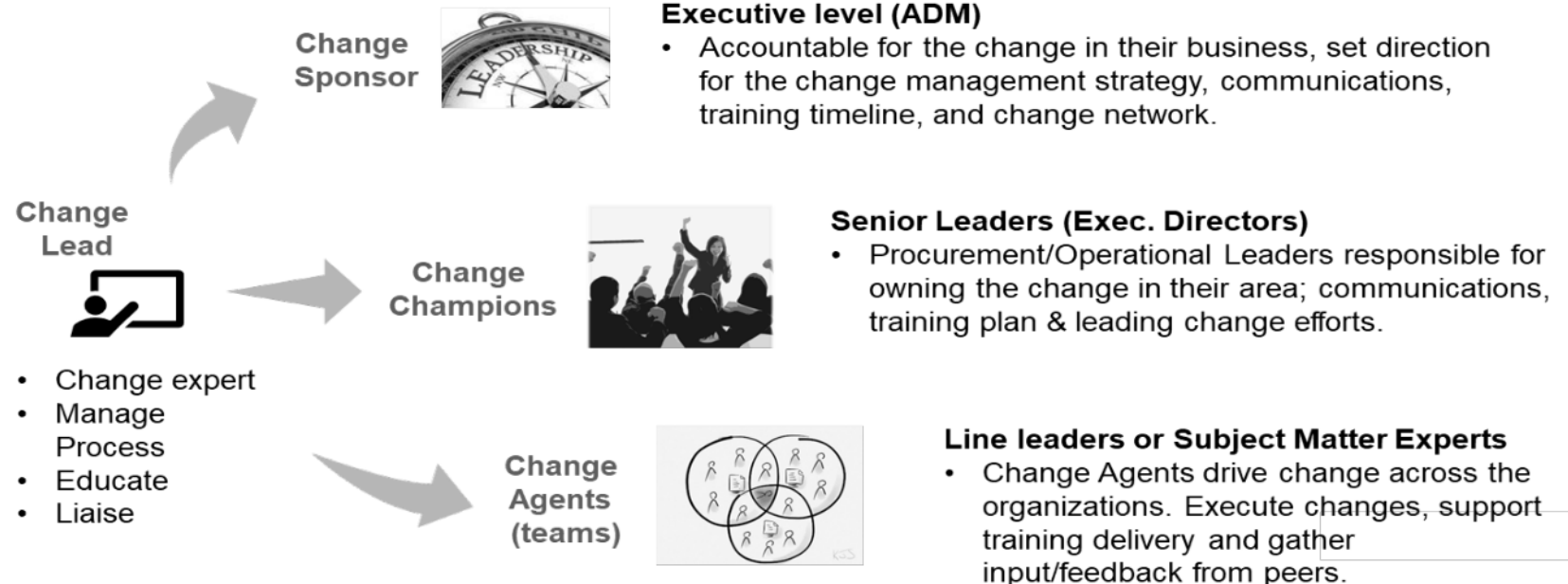
# Change Management



- Key element in supporting Ministry readiness for the new application
- Integrated approach that includes business impact assessment, training development and delivery (train the trainer), and communications
- Enabled by a cross government change network
- Distributed model, each ministry is accountable for managing change and training their users

## Change Network:

- Created through ADMCST
- Participants from every B.C. Ministry
- Focussed on preparing ministries and users to use the new BC Bid application



# Communication Approach



- A staggered campaign approach to ensure the right amount of information is delivered at the appropriate time

1

2

3

4

5

Campaign:	Product Development (November - February)	Transition Planning (March-June)	Training & Onboarding (July-October)	Go-Live s.13	Ongoing Support (November and on)
Topics:	Timeline Project scope How to get involved	Cutover Plan Commodity Codes Prep for onboarding	Training Onboarding Dual environments	New BC Bid is live Training Ongoing support	Future functionality Decommission old BC Bid Ongoing support & training

- Engagement ongoing with Ministries and BPS leveraging existing channels
- Increased engagement will occur through late spring and into summer including with vendors

# Financial Summary

s.12; s.13; s.17



# Key Topics

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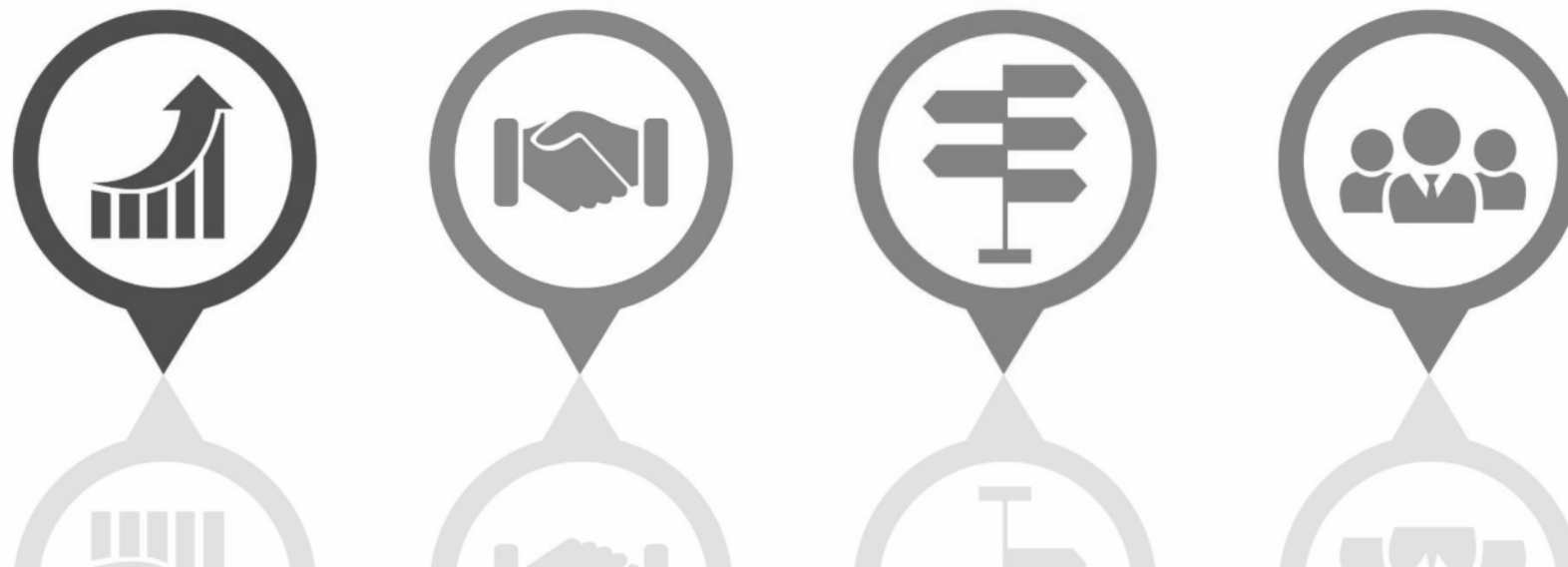
- TB submission for operational funding
- End-of-term planning for current contract
- Alignment with Enterprise Contract Management
- Spend Analytics – alignment of vision with Ministry of Finance



# BC Bid Replacement Project

Update Briefing for DM Shauna Brouwer

May 7, 2021



# Purpose

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- To update the Deputy Minister on:
  - BC BID Replacement Project activities leading to launch
  - Stakeholder expectations/management strategies
  - Project risks and mitigation strategies
  - Current project finances and projections
  - Post-launch activities

# Agenda



- Background Context
  - Strategic Overview
  - Transformation
- Project Status
  - Confirmed Launch Date
  - Replanning
  - Revised Baseline
  - Assumptions
  - Scope – Phase 1 + 2
  - Managing Risk
- Stakeholder Expectations
  - Resistance
  - Change Management
  - Principles
  - Supporting Stakeholders
- PSB Transition to Operations
- Contracts
  - CGI Keystone info
  - CGI Spend
  - Ministry/CGI Contract Governance
  - Escalations
  - CGI End of Term
  - OGMA Contract
- Project Finance
  - Financial Summary
  - Closing FY 2020-2021
  - FY Forecast 2021-22
- Coming Up
  - Key Upcoming Activities
  - Phase Two Planning



# Background Context

# BC Bid Replacement Project



## A key action helping government achieve the goals of the BC Procurement Strategy

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# Transformation



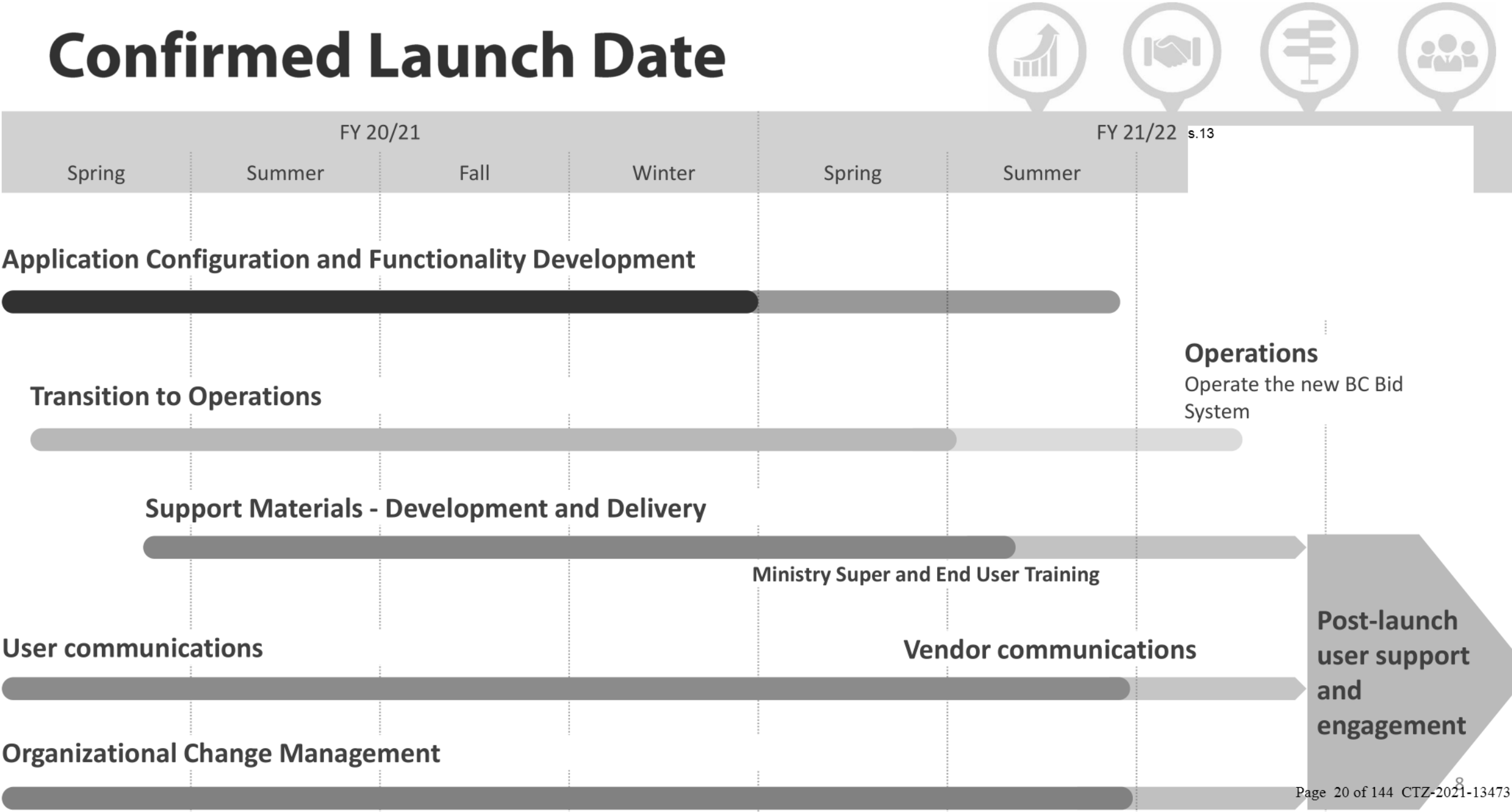
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# Project Status

Path to Go-Live

# Confirmed Launch Date





# Replanning Complete

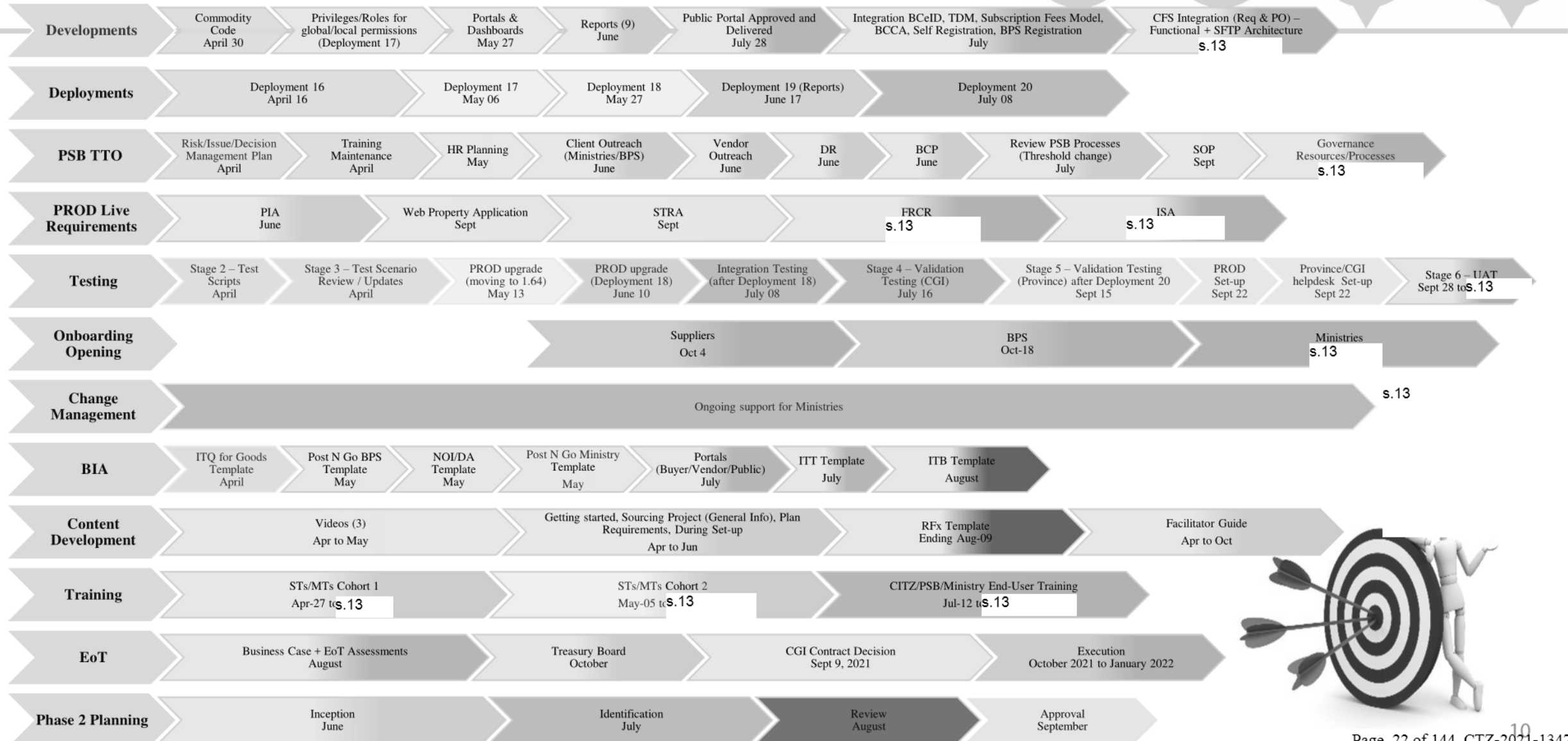


- Full workstream reviews
- Reduced scope where possible
  - reducing number of Business Impact Assessment sessions
  - blending Rfx covered in training sessions
- Still addressing capacity issues
- Tightly choreographed rollout plan



# Revised Baseline (with end dates)

April May June July **Aug** Sept Oct Nov



# Assumptions - for revised baseline



- Training Schedule starts on time, stays on track (1 Super Trainer resource still outstanding)
- Last Review by PGO/Legal/Product Owner/Product Manager can be done post go-live
- Additional resources are provided ASAP: UX, 2 x BAs, Test Lead, Super Trainer and PSB providing resources/priority to complete Transition activities
- Development complete within the current deployment schedule – No additional Deployment (all defect tickets are completed)
- CFS can go live - <sup>s.13</sup>
- No new scope (only defects from now until go-live)
- No push back from MOTI on the freeze of the environment (April 30) and we are able to obtain commitment to move forward
- Ministries using eForms convert to CFS
- Integration Testing, CGI and Province Testing before UAT
- Back ups for project resource's vacations are available
- No additional staff loss/sickness for key resources
- PSB Access to CFS PO for amendment is not going to impact the integration (with some potential rework), and not creating business impacts at the helpdesk
- PSB Transition To Operations is completed on time
- BPS Access Agreement is completed and in place
- Business Impact Assessment for BPS is completed on time
- <sup>s.13; s.14</sup>
- Records Management: data retention of 3 years is approved
- GCPE completes any approval required on time
- BC Bid Resources Knowledge Management project has defined a location for training materials, tools, etc.
- Commodity codes are mapped sufficiently to conduct business at go-live
- CPPM Chapter 6 changes and Records Management must be in phase 2
- Outstanding Ivalua tickets will not impact go-live
- Budget is sufficient for the resources for go-live and phase 2
- End Of Term contract activities do not impact negatively the resources focused on the go-live activities

# Scope



## Scope at go-live

### Modules

- Sourcing module, Analytics module (limited to operational reporting only)

### Integrations

- IDIR Government Buyers, BCeID BPS, Buyers / Suppliers
- \*Bid Central (BCCA) and Alberta Purchasing Connection cross-posting
- \*Requisition/Purchase Order integration with CFS
- Express Pay (Supplier Fees)

### Templates

- \*Post'nGo, ITT, ITQ, RFP, RFQ, RFI, NOI, Post'n Go ITB (timber sales)

## Phase 2

- Spend Analytics in production
- spend data for post go-live
- BMO Card spend data is not associated to Commodity Codes, CFS STOBs and Supplier information.
- SAP Integration (Spend Analytics)
- CFS integration (Related to Spend Analytics) - Pending decision from OCIO
- Supplier User Experience (SiteMinder, URL Redirection) – enhancement to the integration with SiteMinder
- Blanket Purchase Agreements (BPA) Need to be set up in CFS
- Supplier Number Development – CFS
- SPA Portal for CETA
- e-Bonding for ITT
- CFS Spend Analytics
- Alignment of org structure (Charts of Account) between Ivalua and CAS
- CivicInfoBC Integration requirements
- MIRR – First Nations (list of First Nation Communities)
- Planning and Scheduling
- BPS Evaluation, Response forms and others functionality
- Engineering ES
- All other templates

# Scope



## Scope at go-live

Portal	<ul style="list-style-type: none"><li>• Out of the box functionality with accessibility requirements</li><li>• Public Portal / Evaluations + bid results / Records Management</li></ul>
Training	<ul style="list-style-type: none"><li>• Cross government training and change management</li><li>• BC Bid Resources updated</li></ul>
Commodity Codes	<ul style="list-style-type: none"><li>• Commodity codes (UNSPSC) in Ivalua and CFS</li></ul>
Operational Support	<ul style="list-style-type: none"><li>• CGI helpdesk with internal operational sustainment model</li></ul>
Data Migration	
Going Province-Wide	
Backlog items/gaps	
Reporting	

## Phase 2

- Discussion forum enhancements
- Landing Page enhancements
- Public Portal enhancements
- New content development for new templates
- Commodity Code integration – Ph 1 is only using UNSCPSC Codes
- PCard data not mapped to Commodity Codes
- BMO Purchasing card data is also used by the BPS
- SOP / Processes to be completed (from Phase 1)
- Decommissioning Old Bc Bid
- Post GoLive migration
- Data reconciliation at OGMA roll-off
- Chapter 6 changes
- Warranty defect fixes
- 3, 4 defect tickets
- Structural Fixes (Saving, Workflows, Amendments, etc.)
- UX Enhancements (already log)
- Spend data (pending Province decision at ADM Level)
- Supplier Analytics
- Reports from Phase 1 (ITT - All in One Report, ITB and Operational Reports)
- Reports (from Governance Approval Process)

\*existing BC Bid functionality

# Managing Risk



RISK	MITIGATION
No margin for delays of any kind, in any area of the project	Rigorous project management practices and strong leadership support with clear escalation process is in place
Project resources (Province and CGI) are at maximum capacity and need to monitor closely to ensure team does not burnout and continue to meet key project deliverables	Additional project resources requests submitted (Province) Focus on team morale, communications and recognition
CGI needs to meet expectations when it comes to training deliverables	Escalation through Contract governance, establishing stricter material approval gates, additional facilitator joining team
MoTI has high expectations for the Ivalua tool to achieve support of their current internal processes – extensive testing of ITT template taking more time than anticipated.	Rapid Response meetings set up twice/week to quickly work through issues as well as a Governance tier (ADM level) to expedite decisions
Fiscal Year end delayed client focus on Business Impact Assessment (BIA)	BIA material available, team coaching is offered, progress is discussed in 1:1 meetings with Change Champions
Ministries won't be prepared for the change.	1:1 transition planning meetings to support ministries



# Stakeholder Expectations

# Resistance



- **Some ministries expressing little to no concern, while others are resistant:**
  - to making changes to current state processes and moving to digital procurement
  - expecting the eProcurement application to fully replicate offline procurement processes
- We're seeing:
  - Resistance to using corporate templates
  - Users wanting forms to look the same as their current (own unique) forms
  - Preference for printing/faxing forms vs. working within the application
  - Some doubt about success of project



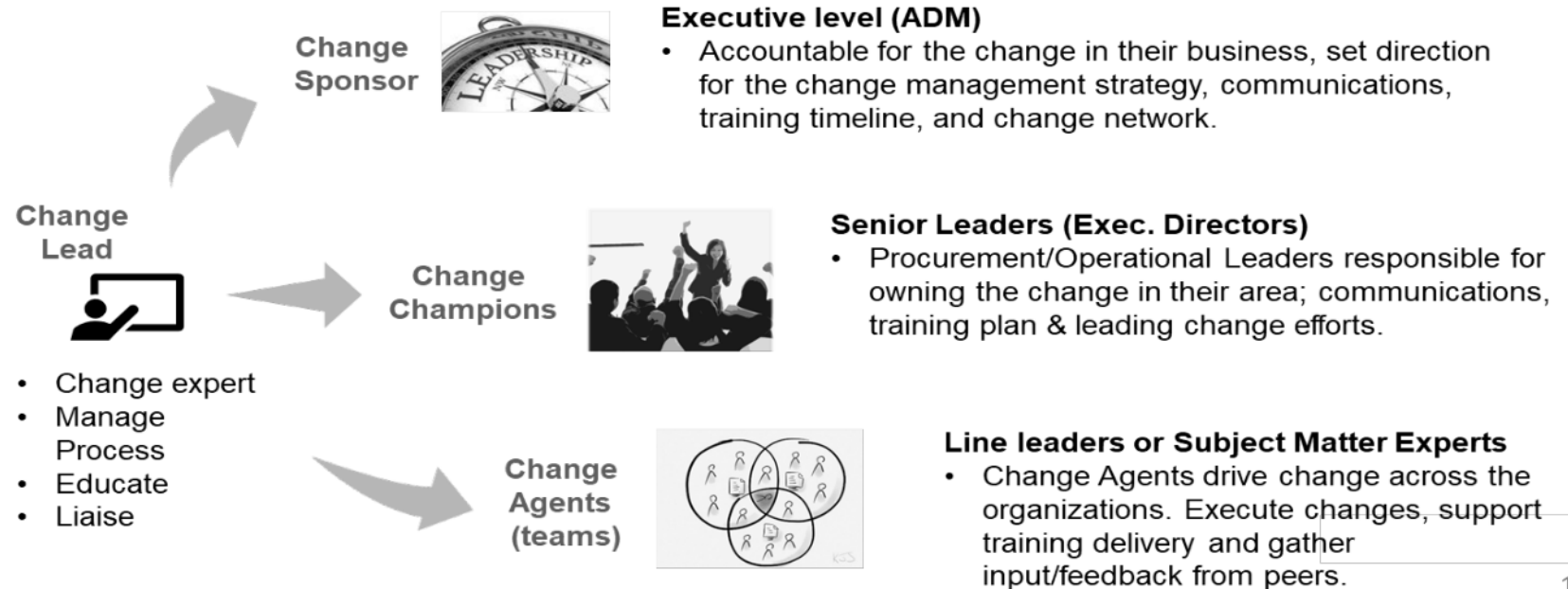
# Change Management



- Key element in managing expectations and supporting ministry readiness for the new application
- Integrated approach includes business impact assessment, training and communications
- Enabled by a cross government change network
- Distributed model, each ministry is accountable for managing change and training their users

## Change Network:

- Created through ADMCST
- Participants from every B.C. Ministry
- Focussed on preparing ministries and users to use the new BC Bid application



# Principles

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- As part of Change Management Strategy, working to keep strong line of sight on what we are working to achieve ...
  - Moving BC Procurement into the digital age
  - Building a system that we can maintain – that's financially viable
  - Building the 'minimum' to accommodate trade agreements
  - Implementing an out-of-the-box solution – configuration, not customization
  - Not looking to replicate existing system

# Supporting Stakeholders



- User Experience Testing (UX)
- Ministry Business Impact Assessments
  - Continue through July
  - Post 'n go, RFIs, ITQ, ITB, NOI, ITT, Contract Award
- User Acceptance Testing (UAT)
- End-to-End Demo sessions
  - To be posted for Change Network reference
  - Incorporated into training modules
- Super Trainer/Ministry Trainer Training
- Change Champion Network
  - Change Champion Monthly Meetings
  - Quarterly 1:1s with Change Lead
  - Change Management Tools, Templates
  - Business Readiness Checklist
  - Newsletter \*new\*
  - Template communications
- BPS preparation
  - BPS Advisory Group Meetings
  - Business Impact Assessment sessions
  - User Support (self-serve)
- Supplier preparation
  - User Support (self-serve)
- Executive Engagement
  - ADMP / CFOC / ADMCST / DMCPSC



# PSB Transition To Operations

# PSB Transition to Operations



- PSB Transition to Operations is established and integrated as one of the four key workstreams within BC Bid Project team
- Planning involves
  - Changes to PSB organization, service model and resource composition
  - Updates to Standard Operating Procedures
  - Updates to Business Continuity and Disaster Recovery Plans
- New resource requirements are anticipated for the BC Bid Help Desk, training, and ongoing system and application maintenance



# Contracts

# CGI Keystone Information



## Contract signed

December 11, 2018

## Term

- 3 years
- Optional 2 year extension
- Renewal decision 90 days prior to expiry

## Scope

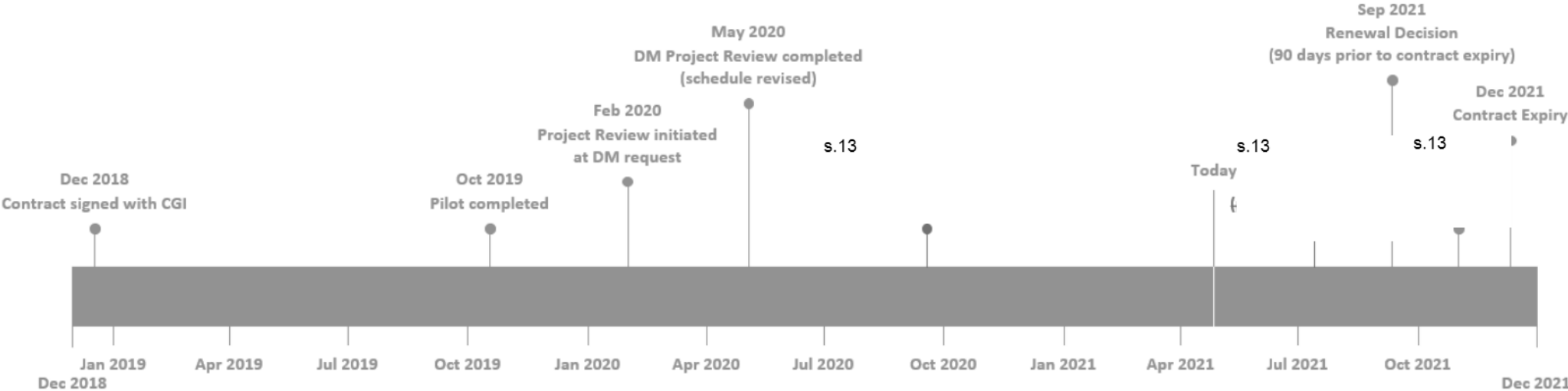
- In scope:**  
Procurement & Procurement Spend Analytics
- Potential scope:**  
Contract Management & Supplier Management

## Go live date

s.13

## Financial model

s.17



# CGI Spend



## CGI Contract Overview - \$ Thousands

s.13; s.17

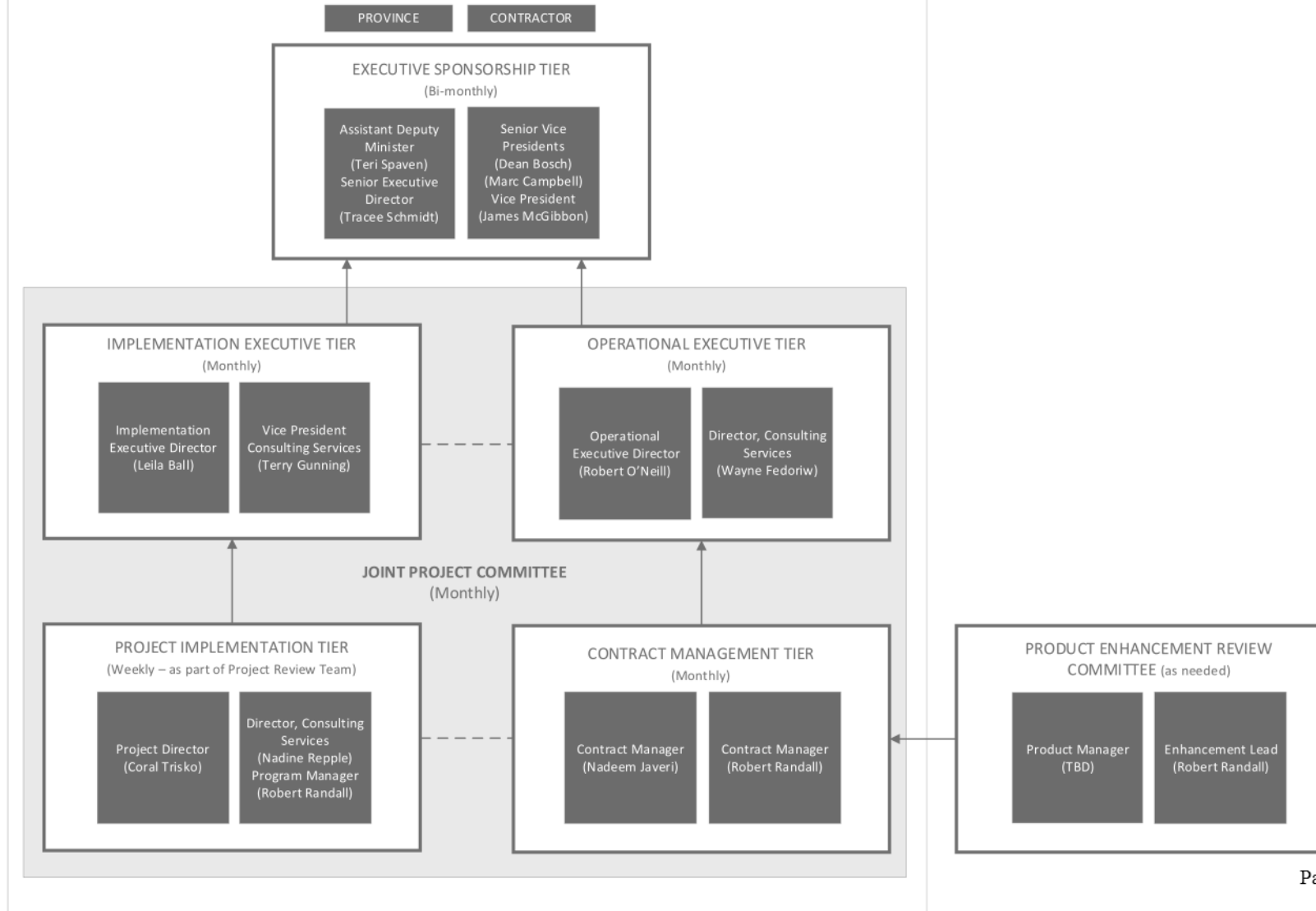


# Ministry/CGI Contract Governance



## PROJECT GOVERNANCE

## CONTRACT GOVERNANCE



# Key Escalations



- Escalated CGI Resources for training
- Escalated Training Material – quality of deliverables
- Escalated Supplier User Experience Redirect (Siteminder)
- Escalated Ticket alignments for go-live (remaining workload – agreement on outstanding work and prioritization)
- Security Logs – OCIO requirements are not being met and need to be
- MOTI expectations and issues – being addressed by Project Sponsor



# CGI Contract - End of Term

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End of Term work has begun:

- Contract ends December 14, 2021
- Extension likely option
- Assessment in progress by Deetken (contractor)
- End of Term Assessment to be delivered by end of May

# OGMA Contract

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- Contract - <sup>s.17</sup> ending Dec. 31, 2021
- Services include support and application maintenance for the current BC Bid
- Province has the ability to extend the OGMA contract for two more 1-year terms

s.13; s.17

- Once all data has been migrated and we have turned off the system, OCIO will delete the data and turn off the servers



# Project Finance

# Financial Summary



## BC Bid Replacement Overview - \$ Thousands

s.17

**s.17**

# FY 2021/2022 Forecast



## Assumptions

s.17

## Next steps

s.13





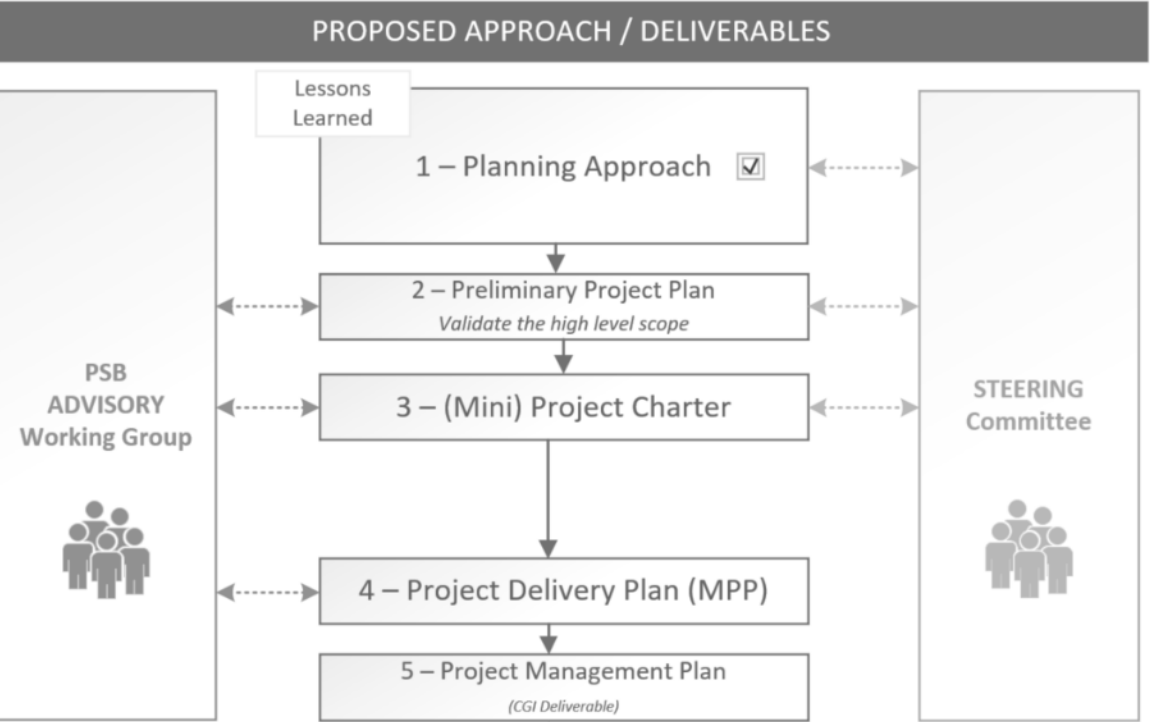
# Coming Up

# Key Upcoming Activities



Stream	Deliverables	Timeline
Training	Training	Ongoing to Nov 19
Development	Testing – Stage 4: Validation Testing (CGI)	May 28 to July 16
Deployment	Deployment / 4 remaining deployments	July 08 (last)
Development	Testing – Stage 5: Validation Testing (Province)	July 19 to Sep 15
Technical	Testing - Stage 6: UAT Testing	Sept 28 to Nov 4
Onboarding	Supplier onboarding/registration open	Oct 4
Onboarding	BPS onboarding/registration open	Oct 18
Onboarding	Ministries onboarding/registration open	Nov 2
Assessment	Assessments Requirements/Approvals (PIA, STRA, FRCR, ISA, BPS Agreement, BCP, DRP)	By Nov 8
Technical	CFS Integration in PROD	Nov 19
<b>READY</b>	<b>BC Bid Live in PROD (Open for opportunities)</b>	s.13

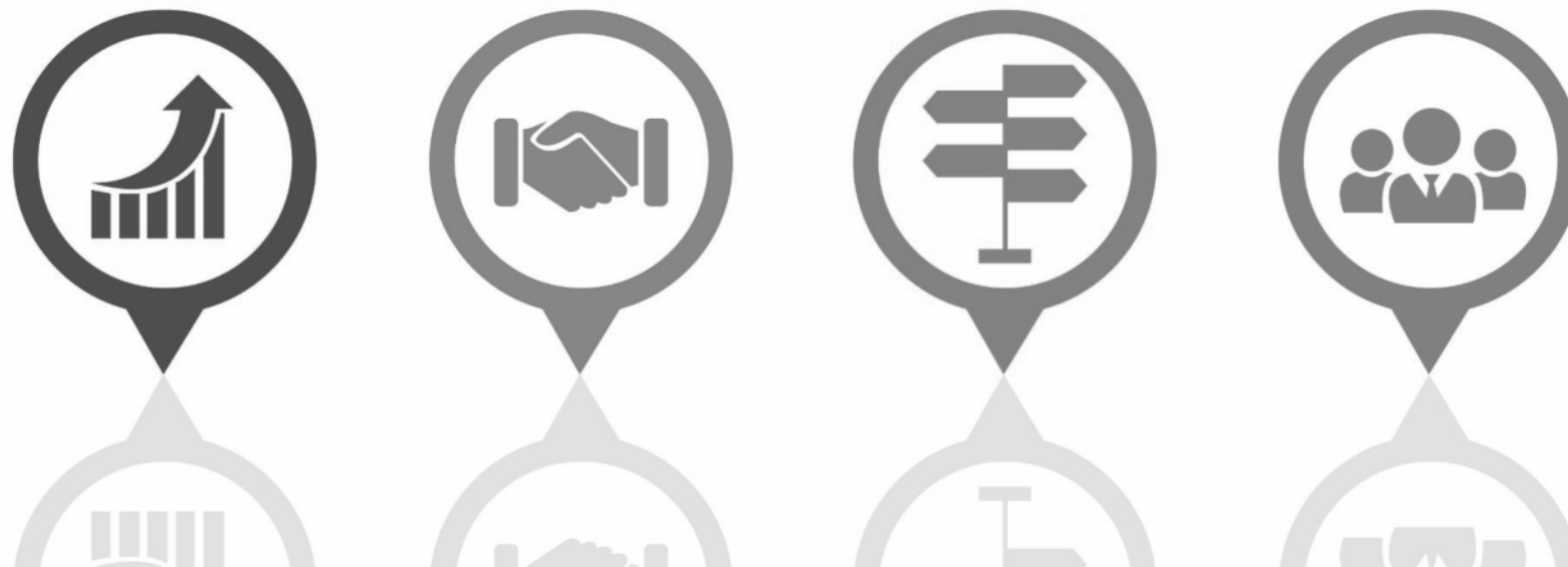
# Phase 2 Planning



# BC Bid Replacement Project

Update Briefing for DM Shauna Brouwer

May 12, 2021



# Purpose

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- To update the Deputy Minister on:
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  - Project risks and mitigation strategies
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# Agenda



- BC Bid Project Stages
- Phase 1
  - Schedule
  - Workstreams
  - Risk Management
  - Governance
  - Change Management
  - Stakeholder Support
- PSB Operations
- Scope – Phases 1 & 2
- Phase 2 Planning Approach
- Contract
  - CGI Keystone info
  - CGI Spend
- Project Financial Summary
- Key Upcoming Activities

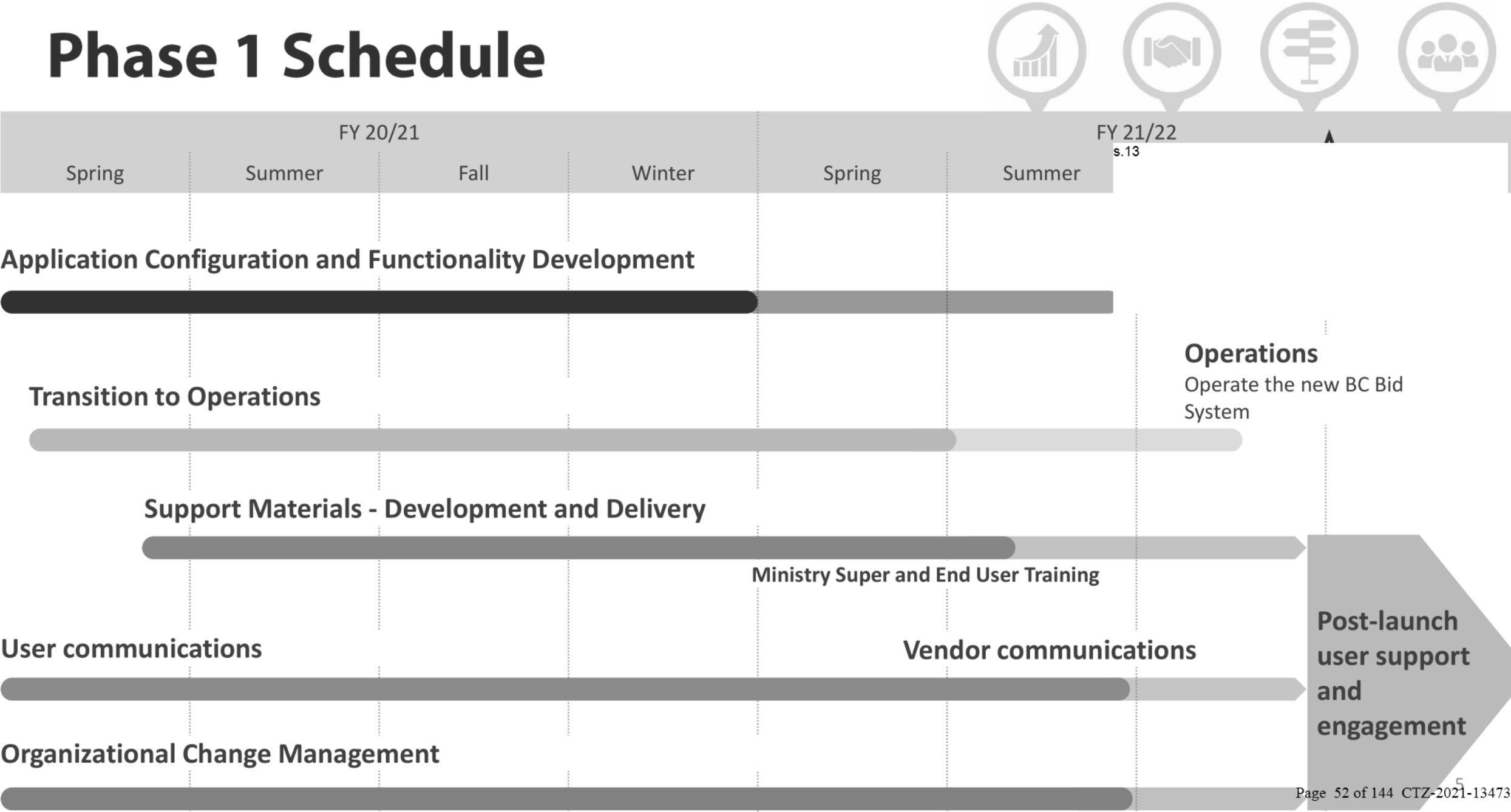
# BC Bid Project Stages

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- BC Bid Replacement
  - Phase 1 – Go-Live and Onboarding
  - Phase 2 – Requirements Completion
  - PSB Operations – Implementation and Stabilization
- Service Provider Contract
  - Current Contract End-of-Term and Extension Option
  - Procurement Planning and Execution (future contract)

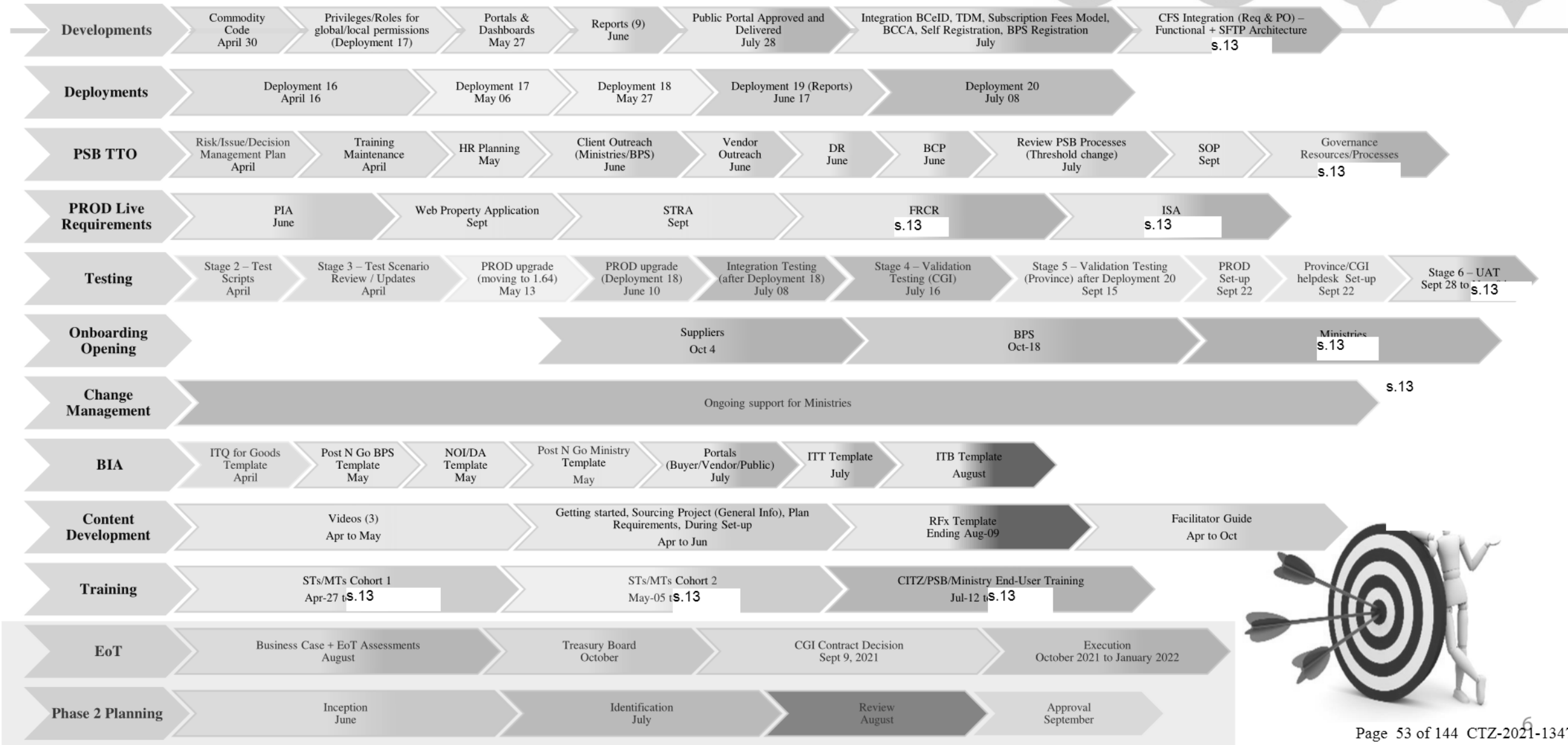
# Phase 1 Schedule





# Phase 1 Workstreams

April May June July **Aug** Sept Oct Nov

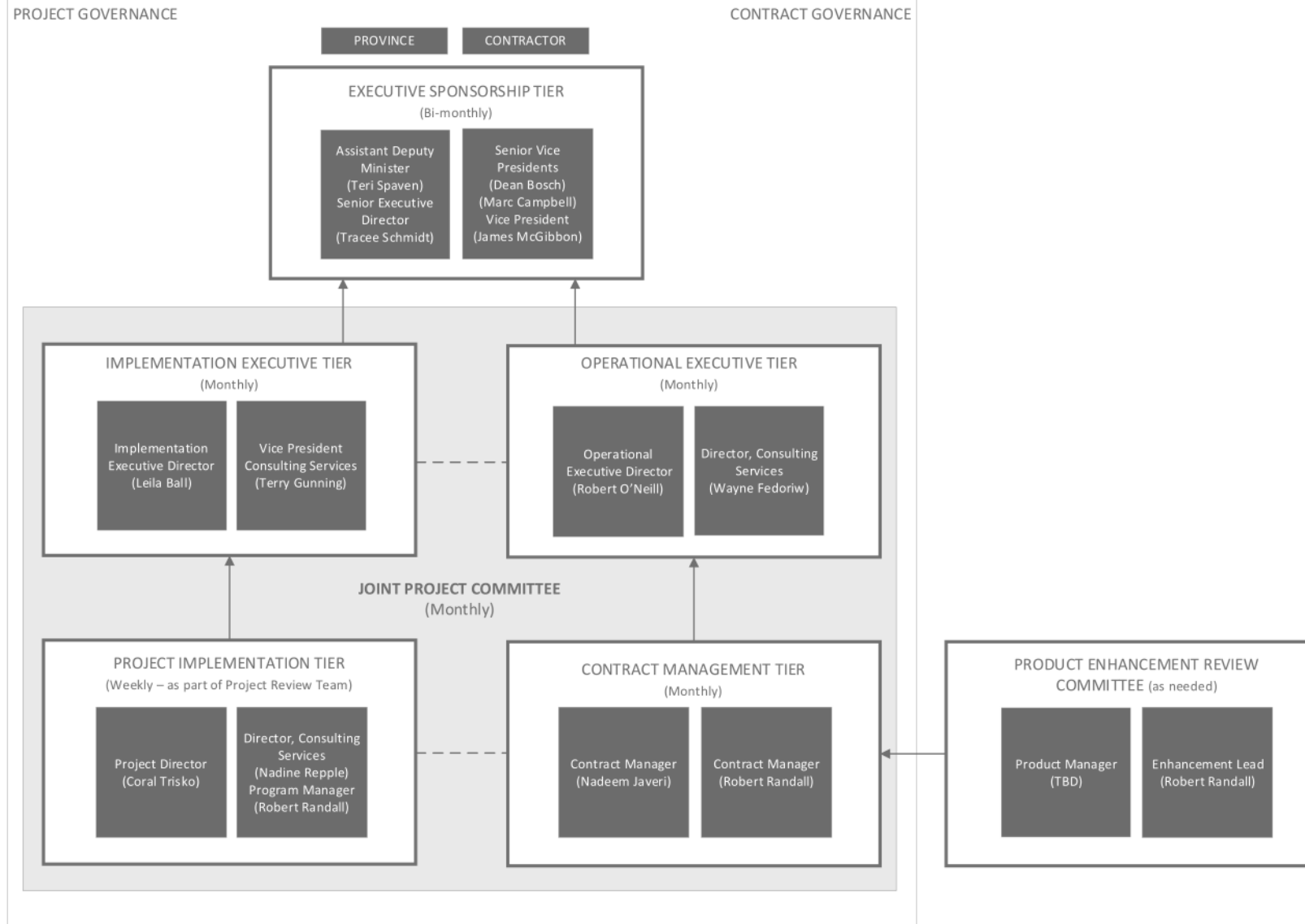


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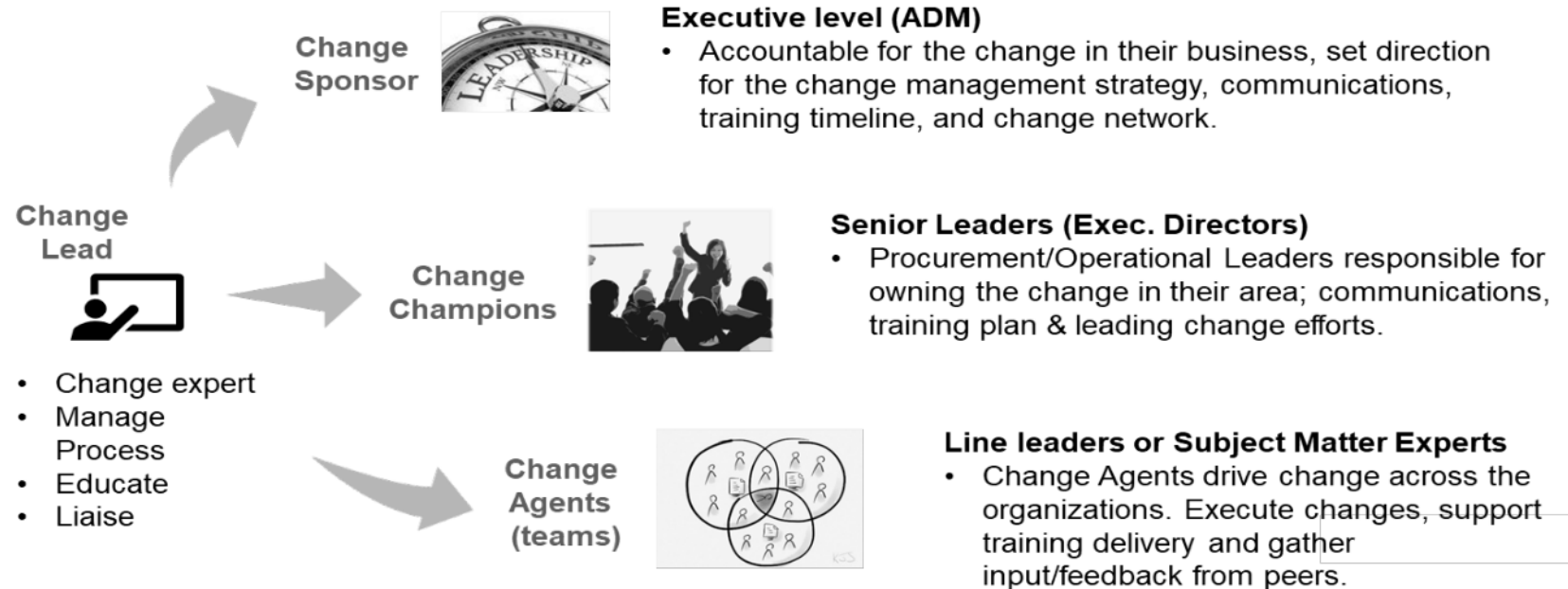
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# PSB Operations

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- Implementation Requires:
  - Changes to PSB organization, service model and resource composition
  - Updates to Standard Operating Procedures
  - Updates to Business Continuity and Disaster Recovery Plans
  - Full branch change management planning and support
  
- New resource requirements are anticipated for:
  - BC Bid Help Desk
  - Training
  - Ongoing system and application maintenance
  - Supplemental capacity during cut-over and stabilization period

# Scope – Phases 1 & 2

Red indicates new or added work due to complexity



## Phase 1

### For Public

- Accessible Public Portal with Evaluations and Bid Results, improved search

### For Buyers

- Templates - ITT, ITQ, RFP, RFQ, RFI, NOI, ITB for timber sales, Post'n Go
- Operational reporting (MOTI ITT Reporting)
- IDIR (govt) and BCeID (BPS) Access
- Integration to CFS for Purchase Orders and Requisitions
- Records Management
- Cross government training, change management
- Updated BC Bid Resources
- CGI Helpdesk and PSB Helpdesk - IVR upgrade, added staff
- BC Construction Association IDIR integration repairs

### For Suppliers

- Express Pay
- BCeID access
- Integration with Bid Central and Alberta Purchasing Connection
- International Standard for Commodity codes (UNSPSC)

## Phase 2

### For Public

- Public Portal and landing page improvements, including additional UX feedback

### For Buyers

- Spend and Supplier Analytics, Integration with SAP and CFS (pending decision)
- All other templates, e-Bonding for ITT, Blanket Purchase Agreements
- Functional Requirements - Planning and Scheduling, BPS Evaluation, Response Forms, Chart of Accounts Coding, Further Commodity Code integration, Purchase Card Spend Data, Equipment Engineering Services Requirements
- Reports - ITT All in One, ITB and Operational Reports
- Chapter 6 Changes
- Training for New Templates
- Clean-up Old BC Bid - migrate, decommission, reconcile data
- Tickets – Priority 3, 4, Defects, Structural Fixes, Save, Workflows, Amendments

### For Suppliers

- Single Point of Access for CETA, integration with CivicInfoBC
- Supplier Number Development
- Improved Functions – Discussion forum, List of First Nations Communities, Navigation (return to previous page after supplier logs in to account)

# Phase 2 Planning Approach





# CGI Keystone Information



## Contract signed

December 11, 2018

## Term

3 years

Optional 2 year extension

Renewal decision 90 days prior to expiry

## Scope

**In scope:**  
Procurement & Procurement Spend Analytics

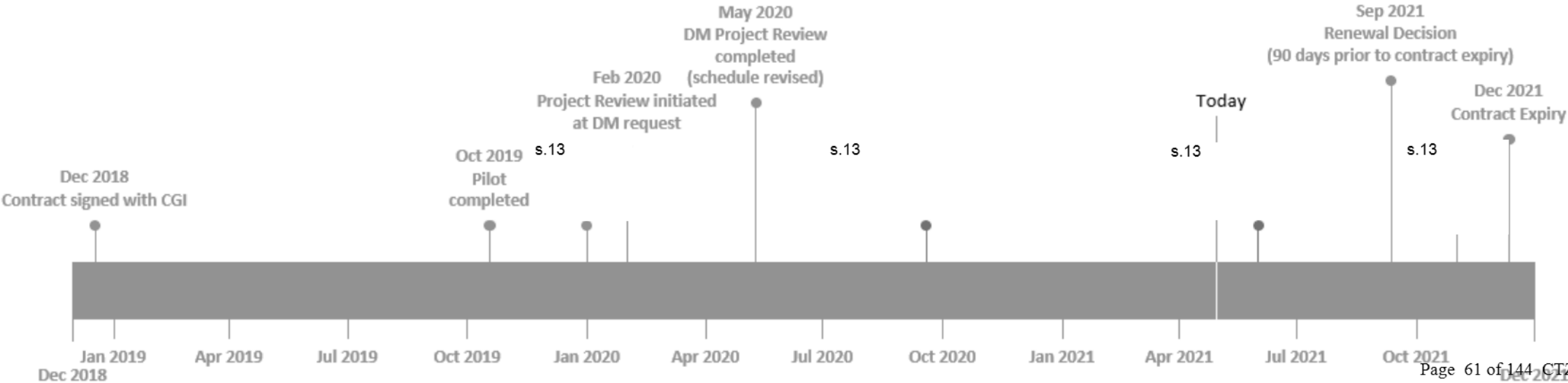
**Potential scope:**  
Contract Management & Supplier Management

## Go live date

s.13

## Financial model

s.17



# Financial Summary



s.17 BC Bid Replacement Overview - \$ Thousands

# Key Upcoming Activities



Stream	Deliverables	Timeline
Training	Training	Ongoing to Nov 19
Development	Testing – Stage 4: Validation Testing (CGI)	May 28 to July 16
Deployment	4 remaining deployments	July 08 (last)
Development	Testing – Stage 5: Validation Testing (Province)	July 19 to Sep 15
Technical	Testing – Stage 6: User Acceptance Testing	Sept 28 to Nov 4
Onboarding	<b>Supplier</b> onboarding/registration open	Oct 4
Onboarding	<b>BPS</b> onboarding/registration open	Oct 18
Onboarding	<b>Ministries</b> onboarding/registration open	Nov 2
Assessment	Assessments and Agreements Completion (PIA, STRA, FRCR, ISA, BPS Agreement, BCP, DRP)	By Nov 8
Technical	CFS Integration in PROD	Nov 19
<b>READY</b>	<b>BC Bid Live in PROD (Open for opportunities)</b>	s.13

# PSD

## DM Briefing – BC Bid Replacement Project Options **July 13, 2021**



Ministry of  
Citizens' Services

# Purpose

- Follow up on previous discussion on shifting to a new approach
- Present options for shifting the current BC Bid Replacement launch plan
- To seek direction on the option for moving forward & communication approach before July 16

# Agenda

- Public Commitments
- Why We Need a New Approach
- Current State of Readiness
- Options Analysis Activities
- Considerations
- Options to Shift Approach
- Options Analysis Summary
- Recommendation
- Current State Budget
- Next steps

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# Public Commitments

Launch of a modernized BC Bid Application, with public commitments that include:

- ✓ Greater automation and process improvements.
- ✓ Standardized templates and workflows for government buyers, increasing efficiencies by reducing errors and time spent on manual tasks.
- ✓ Easier navigation/improved search for suppliers - to find opportunities, submit eBids directly within the system, manage their dashboard of opportunities and communicate with government buyers.
- ✓ Increased access to data, improving government's ability to strategically manage procurement and generate best value from procurements.

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# Why We Need a New Approach

- Risks have been realized, e.g.
  - Scope – push to emulate current functionality
  - Resources – significant turnover
  - Defects – increasing, not reduced
  - Clients – seeing training gaps

= Timeline & Quality Issues with the revised / reduced scope plan.

ISSUE	IMPACT / URGENCY	
Project Resource Gaps	↑	↑
System Development Issues	↑	↑
Vendor Issues	↑	↑
Client Readiness - Business Impacts “hitting home”	↑	↑
MOTI Requirements	↑	↑
Chapter 6 Implementation	↑	↑



# Current State of Readiness

- The Province believes configuration will not be completed by <sup>s.13</sup> with CGI's current release plan
  - Testing over summer and fall will uncover defects – no time to fix these before <sup>s.13</sup>
  - End users will not be trained on the whole system by <sup>s.13</sup>
- Significant work has been completed - estimated 70% of reduced scope has been configured
  - The balance of the reduced scope are the most difficult pieces of development
  - Does not include scope previously removed to get to launch
- Some client requirements are still not met (MOTI, printing) (progress has been made)
- Resourcing issues impede the progress
  - Significant burnout and morale issues remain
  - Staff filling multiple roles - impacting quality and job satisfaction
  - Attrition is continuing at high rate

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# Options Analysis Activities

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# Considerations

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# Options to Shift Approach

Option*	Scope	Earliest Launch Date
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# Options Analysis Summary

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# Recommendation: Option 2

Scenario 2 (Ivalua)	Implications
<p data-bbox="275 405 417 505"><b>Launch (TBC)</b></p> <p data-bbox="122 576 575 733">Continue Development and evaluate project approach</p>	<p data-bbox="637 291 848 327"><b>RATIONALE:</b></p> <ul data-bbox="637 355 2448 919" style="list-style-type: none"><li>• Moves us over to a more modern solution for improved user experience, tools, search, event tracking, and reporting</li><li>• Alleviates some pressure for Change Network and end users – provides more time for learning and adapting</li><li>• Can better test whole system once ready with end-to-end functionality</li><li>• Provides additional time to work with MoTI to replace automated solutions</li><li>• We do not “go live” with functionality that is unacceptable to Province</li><li>• Mitigates technical and security risk by moving off the old BC Bid</li><li>• Aligns to the outcomes identified in the public commitments</li><li>• With a contract extension, could negotiate an early “off ramp” before end of contract if issues not addressed</li><li>• Provides time to assess delivery model and shift to new service provider or insource some services</li></ul> <p data-bbox="637 983 733 1019"><b>CONS:</b></p> <ul data-bbox="637 1048 2270 1212" style="list-style-type: none"><li>• Risk that Province will not fund further development – product will not meet objectives if not completed</li><li>• Prolongs operational impacts for PSB while staff remain on project</li><li>• Province is “forced” into an extension with the current provider; issues may continue</li></ul>

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# Current State Budget

s.12; s.13; s.17

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# Next Steps

s.13; s.14

## Communicate & Manage the Change

- Message shift in schedule to core government, BPS and Suppliers
- Message to Change Champions to address training and change pressures
- Prepare key messages for public, media and other stakeholders

## Validate Plan - immediately

- Engage with CGI and other stakeholders to plan details
- Re-baseline Integrated Project Plan, budget/funding, resourcing
- Contract extension decision by end of August

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# Supplemental Slides

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# Analysis of Options

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# Analysis of Options

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# Analysis of Options

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# Option Highlights

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# Key Messaging

- We recognize the challenges associated with preparing to roll out an application that is still in development.
- It's difficult for the team, working hard to meet our fall deadline and for client ministries who are trying to learn, and train, on a system that keeps changing.
- We've made a decision to adjust our approach, reduce some of this pressure on everyone involved - and take the time we need to do this right.
- First, we're moving out the launch date to <sup>s.13</sup> allowing the team to finish and test the configured templates that are most developed. From there we'll prioritize and roll out each fully configured template, in turn – using Post 'n Go for the others as an interim measure.
- A comprehensive training program will resume once the templates are complete – and fully tested – ensuring trainers and end users feel confident in the system they'll transition to <sup>s.13</sup>

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## Biggs, Jackie CITZ:EX

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**From:** Wu, Gail CITZ:EX  
**Sent:** July 13, 2021 11:44 AM  
**To:** Jarmson, Lindsay CITZ:EX  
**Subject:** July 13 DM Briefing on BC Bid Material  
**Attachments:** 2021-07-13 DM Briefing - BC Bid Options - Final.pdf

Thank you,  
Gail



Procurement  
and Supply

**Gail Wu**

Executive Administrative Assistant to ADM, Teri Spaven  
*ph:* 250-216-4136 | *uc:* 778-698-1610 | *e:* [Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)  
Ministry of Citizens' Services

# PSD

DM Briefing – BC Bid Project **June 2021**



Ministry of  
Citizens' Services



# Purpose

- To update the Deputy Minister on emerging issues impacting the current BC Bid Replacement launch plan
- To get approval on shifting the approach for launch

# Agenda

- Current Commitment & Plan
- Issues & Implications
- New Approach
- Next Steps

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# Public Commitment

- Launch of a modernized BC Bid Application “this year”, with stakeholders trained and ready to use a system that includes:
  - ✓ Greater automation and process improvements.
  - ✓ Standardized templates and workflows for government buyers, increasing efficiencies by reducing errors and time spent on manual tasks.
  - ✓ Easier navigation/improved search for suppliers - to find opportunities, submit eBids directly within the system, manage their dashboard of opportunities and communicate with government buyers.
  - ✓ Increased access to data, improving government’s ability to strategically manage procurement and generate best value from B.C. government procurements.

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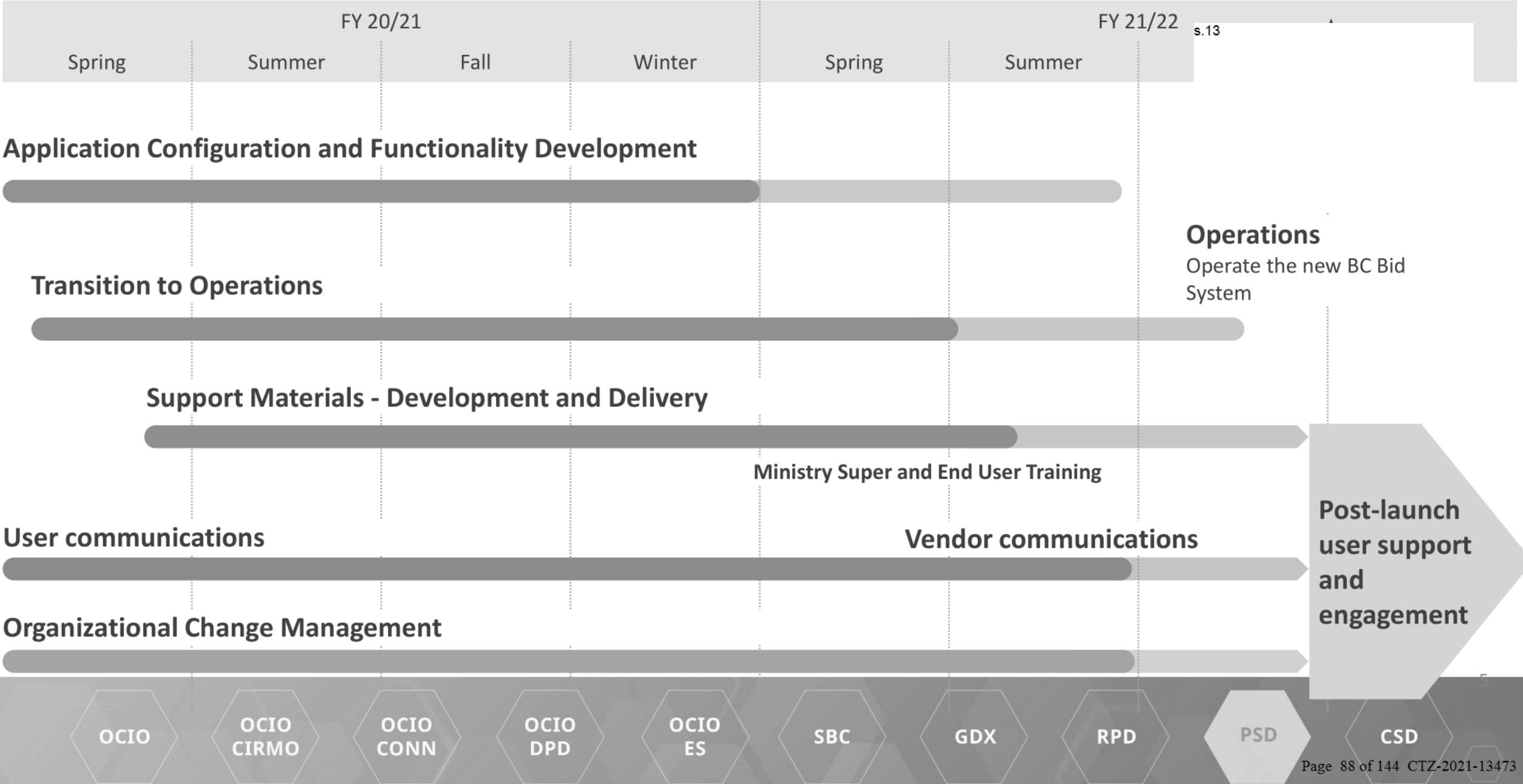
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# Timeline (at Jan 2021)



# Issues & Implications

- Risks have been realized, e.g.
  - Scope – push to emulate current functionality
  - Resources – significant turnover
  - Defects – increasing, not reduced
  - Clients – seeing training gaps
- Impacts application delivery and timeline
- Recommending shift in delivery approach

ISSUE	IMPACT / URGENCY	
Project Resource Gaps	↑	↑
System Development Issues	↑	↑
Vendor Issues	↑	↑
Client Readiness - Business Impacts “hitting home”	↑	↑
MOTI Requirements	↑	↑
Chapter 6 Implementation	↑	↑

# MOTI Requirements

## CONCERNS

- Tender Module Functionality
  - Outstanding defects
  - Pricing grid functionality
  - No solution for printing from Ivalua
  - Requires new manual processes
- Legal requirements
  - 8 issues outstanding *(of 26 identified)*
- End-to-end testing not until August
- Time to complete training

## IMPACTS

- Estimating 3 new FTEs to address construction tender operational impacts
- No automation for hard-copy tender bidders
  - Requires custom development and funding
- Inadequate time for assessing module readiness, mapping future state processes, developing training materials and training prior to Go-Live
- All defects will not be resolved for go-live
- Not clear on industry impacts
- Continuation of rapid resolution meetings for legal issues

# Contract Challenges

- BC Bid team taking on more roles to support success – significant stress

s.13; s.14

- 
- Original proposal underestimated effort – delivery delays
  - Missing proposed functionality – created a 'Phase 3', tendering for MOTI, printing
  - Contingency in current plan is gone
  - Compression wiped out time for testing, training, change implementation
- Multiple rejected deliverables – quality impacts
  - Plan for<sup>s.13</sup> application delivery rejected as unachievable
  - Training plan rejected as incomplete
  - Defect rate not decreasing as 'go-live' approaches

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# New Launch Plan

- Move away from current plan, e.g.
  - Change go-live date
  - Add capacity
  - Change accountabilities and responsibility (Ministry and CGI)
- Shift the launch approach, e.g.
  - Limit functionality at go-live
  - Roll out templates iteratively
  - Allow ministries more time for change



# Advantages of Shifting Plan

- Client-centred approach
- Higher quality product
- Better training
- More time for ministries to make process changes
- Less stress and time pressure on the project team and across government
- Narrower scope of issues and risks for operations during startup
- Maintains the spirit of the public commitments

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# Disadvantages and Risks

- No going back to original full launch approach
- Benefits will be phased in over time – could lose momentum on business process changes
- Potential loss of confidence and trust in CITZ's ability to deliver
- Dependent on contract negotiations for remaining deliverables
- Does not alleviate all risk

# Next Steps

## Decision

- Request DM direction to move away from existing plan immediately

## Actions

s.13; s.14

- 
- Adjust delivery plan
- Update HR plan, assemble resource request
- Assess MOTI impact - jointly brief MOTI/CITZ executive
- Pre-brief DMCPSC key members
- DMCPSC June 29th for heads-up
- Engage stakeholders
- DMCPSC July 27th with revised plan and resource request

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# Supplemental Material

Monday, June 21, 2021

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# Assumptions (at Jan 2021)

- Training Schedule starts on time, stays on track (1 Super Trainer resource still outstanding)
- Last Review by PGO/Legal/Product Owner/Product Manager can be done post go-live
- Additional resources are provided ASAP: UX, 2 x BAs, Test Lead, Super Trainer and PSB providing resources/priority to complete Transition activities
- Development complete within the current deployment schedule – No additional Deployment (all defect tickets are completed)
- CFS can go live – <sup>s.13</sup>
- No new scope (only defects from now until go-live)
- No push back from MOTI on the freeze of the environment (April 30) and we are able to obtain commitment to move forward
- Ministries using eForms convert to CFS
- Integration Testing, CGI and Province Testing before UAT
- Back ups for project resource's vacations are available
- No additional staff loss/sickness for key resources
- PSB Access to CFS PO for amendment is not going to impact the integration (with some potential rework), and not creating business impacts at the helpdesk
- PSB Transition To Operations is completed on time
- BPS Access Agreement is completed and in place
- Business Impact Assessment for BPS is completed on time
- s.13; s.14
- Records Management: data retention of 3 years is approved
- GCPE completes any approval required on time
- BC Bid Resources Knowledge Management project has defined a location for training materials, tools, etc.
- Commodity codes are mapped sufficiently to conduct business at go-live
- CPPM Chapter 6 changes and Records Management must be in phase 2
- Outstanding Ivalua tickets will not impact go-live
- Budget is sufficient for the resources for go-live and phase 2
- End Of Term contract activities do not impact negatively the resources focused on the go-live activities

# Changes since Jan 2021

- Training Schedule starts on time, stays on track
- Last Review by PGO/Legal/Product Owner/Product Manager can be done post go-live
- Additional resources are provided ASAP: UX, 2 x BAs, Test Lead, Super Trainer and PSB providing resources/priority to complete Transition activities
- Development complete within the current deployment schedule – No additional Deployment (all defect tickets are completed)
- CFS can go live - <sup>s.13</sup>
- No new scope (only defects from now until go-live)
- No push back from MOTI on the freeze of the environment and we are able to obtain commitment to move forward
- Ministries using eForms convert to CFS
- Integration Testing, CGI and Province Testing before UAT
- Back ups for project resource's vacations are available
- No additional staff loss/sickness for key resources
- PSB Access to CFS PO for amendment is not going to impact the integration (with some potential rework), and not creating business impacts at the helpdesk
- PSB Transition To Operations is completed on time
- BPS Access Agreement is completed and in place
- Business Impact Assessment for BPS is completed on time
- s.13; s.14
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- Commodity codes are mapped sufficiently to conduct business at go-live
- CPPM Chapter 6 changes and Records Management must be in phase 2
- Outstanding Ivalua tickets will not impact go-live
- Budget is sufficient for the resources for go-live and phase 2
- End Of Term contract activities do not impact negatively the resources focused on the go-live activities
- GDPR requirements
- Engineering Equipment Service (EES)

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**ID: 13665, Title: Meeting Materials: DM Briefing - BC Bid Next Steps May 12****Approval Route:** ED Leila > Sr ED Tracee > Gail > ADM Teri > Gail > DMO**Assigned To:** Deputy Minister's Office, **Rush:** No **Category:** Meeting Materials - Presentations**Signature:** Assistant Deputy Minister**Branch:** PSD-STB **Other Number:** **Link:****Due Date:** 5/6/2021 **Date Completed:** N/A **Date Initiated:** 4/27/2021

Title	Comments	Date
Molyneux, Jennifer CITZ:EX [Assignee] forwarded an eApprovals item to Deputy Minister's Office, CITZ for action	Moved meeting up to Tuesday, May 11th. Meeting material saved to DMO LAN and printed for DM's meeting package. Please save eApp history to DMO LAN and return eApp to PSD. Thanks.	5/10/2021, 8:47:13 AM
Cook, Jeannette CITZ:EX [Assignee] forwarded an eApprovals item to Molyneux, Jennifer CITZ:EX for action		5/10/2021, 8:35:55 AM
Brouwer, Shauna [Assignee] approved the item and forwarded it to Cook, Jeannette CITZ:EX for action	Need this briefing before estimates thx	5/10/2021, 8:01:05 AM
Cook, Jeannette CITZ:EX [Assignee] forwarded an eApprovals item to Brouwer, Shauna for action	Material for review for DM briefing on May 12.	5/7/2021, 4:05:45 PM
Jarmson, Lindsay [Colleague of Deputy Minister's Office, CITZ] forwarded an eApprovals item to Cook, Jeannette CITZ:EX for action	For your R/A	5/6/2021, 4:33:49 PM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Deputy Minister's Office, CITZ for action	Approved by Teri with comment. Thank you.	5/6/2021, 2:50:35 PM
Wu, Gail CITZ:EX made some changes to this item's details		5/6/2021, 2:48:45 PM
Spaven, Teri CITZ:EX [Assignee] approved the item and forwarded it to Wu, Gail CITZ:EX for action	approved. We only have a half hour with Shauna so will start with the presentation and supplemental is for her info. We can schedule a further briefing if there is lots of discussion/questions.	5/6/2021, 2:12:43 PM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Spaven, Teri CITZ:EX for action	For your review and approval. Due back to DMO today. Thank you.	5/6/2021, 1:23:46 PM
Schmidt, Tracee CITZ:EX [Assignee] approved the item and forwarded it to Wu, Gail CITZ:EX for action	Approved	5/6/2021, 12:27:45 PM
Ball, Leila M CITZ:EX [Assignee] approved the item and forwarded it to Schmidt, Tracee CITZ:EX for action	Updated budget slide and scope slide	5/6/2021, 12:16:58 PM
Ball, Leila M CITZ:EX deleted a document: 2021-05-07 - DM Briefing - BC Bid Replacement Project - Presentation.pptx	Replaced with updated version	5/6/2021, 12:12:30 PM
Ball, Leila M CITZ:EX added a document: 2021-05-12 - DM Briefing - BC Bid Replacement Project - Presentation.pptx		5/6/2021, 12:12:12 PM
Wu, Gail CITZ:EX [Colleague of Spaven, Teri CITZ:EX] forwarded an eApprovals item to Ball, Leila M CITZ:EX for action	For update please. Due back to ADMO by noon May 6. Thank you.	5/5/2021, 2:27:17 PM
Jarmson, Lindsay added a document: RE_Meeting Request_ DM Briefing on BC Bid.msg		5/3/2021, 4:03:27 PM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Spaven, Teri CITZ:EX for action	For your review and approval. Due to DMO by May 6. Thank you.	5/3/2021, 3:25:10 PM
Wu, Gail CITZ:EX made some changes to this item's details		5/3/2021, 3:24:30 PM

Title	Comments	Date
Schmidt, Tracee CITZ:EX [Assignee] approved the item and forwarded it to Wu, Gail CITZ:EX for action	Approved	5/3/2021, 3:22:24 PM
Ball, Leila M CITZ:EX [Assignee] approved the item and forwarded it to Schmidt, Tracee CITZ:EX for action	Updated with more condensed presentation. Other decks remain as background/supplemental material.	5/3/2021, 9:38:46 AM
Ball, Leila M CITZ:EX added a document: 2021-05-07 - DM Briefing - BC Bid Replacement Project - Presentation.pptx		5/3/2021, 9:37:59 AM
Ball, Leila M CITZ:EX added a document: 114483 - DM Briefing - BC Bid Replacement Project - Final submitted.pptx		4/29/2021, 12:23:24 PM
Schmidt, Tracee CITZ:EX [Assignee] forwarded an eApprovals item to Ball, Leila M CITZ:EX for action	Include the Jan 25 deck as background. Make this deck into a supplemental deck and have a deck with just the speaking slides - we don't get through in 30 min. On the governance slide, change Audra to TBD	4/29/2021, 10:24:42 AM
Ball, Leila M CITZ:EX [Assignee] approved the item and forwarded it to Schmidt, Tracee CITZ:EX for action	Hi Tracee, for Shauna briefing. We only have half an hour and this deck is too long but provides a great overview. We'll need to focus on a few key slides but wanted to leave them in for reference. Let me know if you see any changes needed. thanks.	4/29/2021, 9:00:30 AM
McKinnon, Anne [Assignee] forwarded an eApprovals item to Ball, Leila M CITZ:EX for action	Added in some examples of ministry resistance and ways we're working to deal with it, and support clients along, in speaking notes	4/28/2021, 8:39:44 PM
Ball, Leila M CITZ:EX [Assignee] forwarded an eApprovals item to McKinnon, Anne for action	Overall looks good, made some edits for consideration. Thank you!	4/28/2021, 7:20:31 PM
McKinnon, Anne [Assignee] forwarded an eApprovals item to Ball, Leila M CITZ:EX for action		4/27/2021, 4:31:29 PM
McKinnon, Anne added a document: 2021-05-07 - DM Briefing - BC Bid Replacement Project.pptx		4/27/2021, 4:29:22 PM
Ball, Leila M CITZ:EX [Assignee] forwarded an eApprovals item to McKinnon, Anne for action		4/27/2021, 4:27:46 PM
McKinnon, Anne added a document: 2021-05-07 - DM Briefing - BC Bid Replacement Project.pptx		4/27/2021, 3:15:30 PM
McKinnon, Anne has created a new eApprovals item and assigned it to Ball, Leila M CITZ:EX		4/27/2021, 3:15:29 PM
McKinnon, Anne created this item	Leila, this is to move to Tracee for 29. Includes feedback from Stream Leads and Coral. Pls advise where adjustments may be needed (or additional notes page scripting required)	4/27/2021, 3:15:29 PM



**ID: 14835, Title: DM Briefing - BC Bid Project Update June 22, 2021****Approval Route:** Project Dir Coral Trisko > Leila Ball > Tracee Schmidt > Teri Spaven > DMO**Assigned To:** Wu, Gail CITZ:EX **Rush:** No **Category:** Meeting Materials - Presentations **Signature:** Deputy Minister**Branch:** PSD-PTB **Other Number:** **Link:****Due Date:** 6/18/2021 **Date Completed:** N/A **Date Initiated:** 6/10/2021

Title	Comments	Date
Jarmson, Lindsay [Colleague of Deputy Minister's Office, CITZ] forwarded an eApprovals item to Wu, Gail CITZ:EX for action	FOR FILES AND CLOSING thank you	6/22/2021, 10:05:21 AM
Cook, Jeannette CITZ:EX [Assignee] forwarded an eApprovals item to Deputy Minister's Office, CITZ for action	Thx. Pls save / return for files. thx.	6/22/2021, 9:57:24 AM
Jarmson, Lindsay [Colleague of Deputy Minister's Office, CITZ] forwarded an eApprovals item to Cook, Jeannette CITZ:EX for action	Re-printed for SB and saved on LAN for BC Bid update today with Shauna	6/22/2021, 8:43:46 AM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Deputy Minister's Office, CITZ for action	Update on slide 7. Teri has reviewed and approved via email. Thank you.	6/22/2021, 8:41:33 AM
Wu, Gail CITZ:EX added a document: 2021-06-22 DM Briefing - BC Bid Replacement Project FINAL.pdf		6/22/2021, 8:40:38 AM
Wu, Gail CITZ:EX deleted a document: 2021-06-22 DM Briefing - BC Bid Replacement Project.pdf		6/22/2021, 8:40:34 AM
Jarmson, Lindsay [Colleague of Cook, Jeannette CITZ:EX] forwarded an eApprovals item to Wu, Gail CITZ:EX for action	as requested	6/22/2021, 8:36:34 AM
Brouwer, Shauna [Assignee] approved the item and forwarded it to Cook, Jeannette CITZ:EX for action	Please book a briefing - we will also after need to discuss with the MO. Would also like to know the impacts on the budget - into \$13	6/21/2021, 1:50:04 PM
Cook, Jeannette CITZ:EX [Assignee] forwarded an eApprovals item to Brouwer, Shauna for action	Material for review for June 22 DM briefing.	6/18/2021, 4:22:18 PM
Jarmson, Lindsay [Colleague of Deputy Minister's Office, CITZ] forwarded an eApprovals item to Cook, Jeannette CITZ:EX for action	BF'd for SB - FYI for review and approval	6/18/2021, 12:19:00 PM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Deputy Minister's Office, CITZ for action	Update as requested. Thank you.	6/18/2021, 10:44:43 AM
Wu, Gail CITZ:EX added a document: 2021-06-22 DM Briefing - BC Bid Replacement Project.pdf		6/18/2021, 10:43:14 AM
Wu, Gail CITZ:EX deleted a document: DM Briefing - BC Bid Replacement Project.pdf		6/18/2021, 10:43:12 AM
Jarmson, Lindsay [Colleague of Deputy Minister's Office, CITZ] forwarded an eApprovals item to Wu, Gail CITZ:EX for action	Request to place PPT in PSD's divisional template found on CITZ Hub, Thank you!	6/18/2021, 10:31:45 AM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Deputy Minister's Office, CITZ for action	For DM briefing on June 22. Approved by Teri. Thank you.	6/18/2021, 9:28:56 AM
Wu, Gail CITZ:EX added a document: DM Briefing - BC Bid Replacement Project.pdf		6/18/2021, 9:28:06 AM
Wu, Gail CITZ:EX deleted a document: 2021-06-18 - DM Briefing - BC Bid Replacement Project.pptx		6/18/2021, 9:28:04 AM
Wu, Gail CITZ:EX made some changes to this item's details		6/18/2021, 9:26:35 AM
Spaven, Teri CITZ:EX [Assignee] approved the item and forwarded it to Wu, Gail CITZ:EX for action	No Comment	6/18/2021, 9:02:18 AM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Spaven, Teri CITZ:EX for action	Updated as requested. For your review and approval. Due to DMO by noon today. Thank you.	6/18/2021, 8:51:11 AM
Schmidt, Tracee CITZ:EX [Assignee] approved the item and forwarded it to Wu, Gail CITZ:EX for action	Teri - please review slide on contract issues - NEW	6/17/2021, 9:16:27 PM
Ball, Leila M CITZ:EX [Assignee] approved the item and forwarded it to Schmidt, Tracee CITZ:EX for action	added CGI slide	6/17/2021, 6:53:25 PM

Title	Comments	Date
Schmidt, Tracee CITZ:EX [Assignee] forwarded an eApprovals item to Ball, Leila M CITZ:EX for action	Please add slide on CGI issues	6/17/2021, 2:29:28 PM
Jarmson, Lindsay [Colleague of Schmidt, Tracee CITZ:EX] added a comment	UPDATE Briefing now on Tuesday, please forward eApp to DMO by noon tomorrow (June 18)	6/17/2021, 2:27:12 PM
Jarmson, Lindsay made some changes to this item's details		6/17/2021, 2:26:26 PM
Wu, Gail CITZ:EX [Colleague of Spaven, Teri CITZ:EX] forwarded an eApprovals item to Schmidt, Tracee CITZ:EX for action	For updates please. Due back to ADMO asap. Thank you.	6/17/2021, 1:32:35 PM
Jarmson, Lindsay made some changes to this item's details		6/17/2021, 10:55:17 AM
Wu, Gail CITZ:EX made some changes to this item's details		6/17/2021, 8:41:10 AM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Spaven, Teri CITZ:EX for action	Updated as requested. For your review and approval. Due to DMO by noon June 18. Thank you.	6/17/2021, 8:40:03 AM
Wu, Gail CITZ:EX made some changes to this item's details		6/17/2021, 8:39:35 AM
Schmidt, Tracee CITZ:EX [Assignee] approved the item and forwarded it to Wu, Gail CITZ:EX for action	Approved	6/16/2021, 6:24:29 PM
Ball, Leila M CITZ:EX [Assignee] approved the item and forwarded it to Schmidt, Tracee CITZ:EX for action	edits as requested.	6/16/2021, 5:42:14 PM
Wu, Gail CITZ:EX [Colleague of Spaven, Teri CITZ:EX] forwarded an eApprovals item to Ball, Leila M CITZ:EX for action	For edits please. Due back to ADMO asap. Thank you.	6/16/2021, 11:14:14 AM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Spaven, Teri CITZ:EX for action	Meeting material for 10:30 meeting on June 16. For your review and approval after the meeting. Thank you.	6/16/2021, 9:02:21 AM
Wu, Gail CITZ:EX made some changes to this item's details		6/16/2021, 9:01:11 AM
Schmidt, Tracee CITZ:EX [Assignee] approved the item and forwarded it to Wu, Gail CITZ:EX for action	Approved for pre-brief with Teri	6/15/2021, 10:20:29 PM
Ball, Leila M CITZ:EX [Assignee] approved the item and forwarded it to Schmidt, Tracee CITZ:EX for action	For review. Updated following input from team. Added MOTI slide.	6/15/2021, 8:15:06 PM
Trisko, Coral [Assignee] approved the item and forwarded it to Ball, Leila M CITZ:EX for action	No Comment	6/11/2021, 9:18:28 AM
Trisko, Coral [Assignee] added a comment	I have added some comments and made a few edits, tried to highlight in red.	6/11/2021, 9:18:06 AM
McKinnon, Anne has created a new eApprovals item and assigned it to Trisko, Coral		6/10/2021, 3:32:02 PM
McKinnon, Anne created this item	Revised as per group meeting earlier today. For review and approval pls.	6/10/2021, 3:32:02 PM
McKinnon, Anne added a document: 2021-06-18 - DM Briefing - BC Bid Replacement Project.pptx		6/10/2021, 3:32:02 PM

**ID: 15551, Title: Meeting Material - DM Briefing: BC Bid July 13, 2021****Approval Route:** ED Ball > S. ED Schmidt > Gail > ADM Spaven > Gail > DMO**Assigned To:** Cook, Jeannette CITZ:EX **Rush:** No **Category:** Meeting Materials - Presentations **Signature:** Deputy Minister**Branch:** PSD-STB **Other Number:** **Link:****Due Date:** 7/13/2021 **Date Completed:** N/A **Date Initiated:** 7/8/2021

Title	Comments	Date
Jarmson, Lindsay [Colleague of Deputy Minister's Office, CITZ] forwarded an eApprovals item to Cook, Jeannette CITZ:EX for action	FYI - saved and printed for SB for today	7/13/2021, 11:04:55 AM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Deputy Minister's Office, CITZ for action	Approved by Teri. Thank you.	7/13/2021, 10:39:00 AM
Wu, Gail CITZ:EX added a document: 2021-07-13 DM Briefing - BC Bid Options - Final.pdf		7/13/2021, 10:37:57 AM
Wu, Gail CITZ:EX deleted a document: 2021-07-13 DM Briefing - BC Bid Options - Final.pptx		7/13/2021, 10:37:55 AM
Spaven, Teri CITZ:EX [Assignee] approved the item and forwarded it to Wu, Gail CITZ:EX for action	approved, pending note re: slide 9	7/13/2021, 9:49:08 AM
Wu, Gail CITZ:EX added a document: 2021-07-13 DM Briefing - BC Bid Options - Final.pptx		7/13/2021, 9:00:18 AM
Wu, Gail CITZ:EX deleted a document: 2021-07-13 DM Briefing - BC Bid Options v3.pptx		7/13/2021, 9:00:14 AM
Wu, Gail CITZ:EX [Assignee] forwarded an eApprovals item to Spaven, Teri CITZ:EX for action	For your review and approval. Thank you.	7/13/2021, 8:47:34 AM
Wu, Gail CITZ:EX made some changes to this item's details		7/13/2021, 8:46:56 AM
Wu, Gail CITZ:EX made some changes to this item's details		7/13/2021, 8:46:18 AM
Schmidt, Tracee CITZ:EX [Assignee] approved the item and forwarded it to Wu, Gail CITZ:EX for action	Approved	7/12/2021, 8:49:19 PM
Ball, Leila M CITZ:EX [Assignee] approved the item and forwarded it to Schmidt, Tracee CITZ:EX for action	updated with new content	7/12/2021, 4:40:30 PM
Ball, Leila M CITZ:EX added a document: 2021-07-13 DM Briefing - BC Bid Options v3.pptx		7/12/2021, 4:36:20 PM
Ball, Leila M CITZ:EX deleted a document: 2021-07-13 DM Briefing - BC Bid Options.pptx	replaced with updated version	7/12/2021, 4:35:56 PM
Schmidt, Tracee CITZ:EX [Assignee] forwarded an eApprovals item to Ball, Leila M CITZ:EX for action	Sending back so you can upload the new deck	7/12/2021, 2:52:14 PM
Ball, Leila M CITZ:EX [Assignee] approved the item and forwarded it to Schmidt, Tracee CITZ:EX for action	Made additional edits, added budget slide. Approved.	7/8/2021, 11:29:05 PM
McKinnon, Anne created this item	Updated sans Budget Slide for Leila input. Thanks!	7/8/2021, 6:11:26 PM
McKinnon, Anne added a document: 2021-07-13 DM Briefing - BC Bid Options.pptx		7/8/2021, 6:11:26 PM
McKinnon, Anne has created a new eApprovals item and assigned it to Ball, Leila M CITZ:EX		7/8/2021, 6:11:26 PM

**From:** CFSMail, CITZ  
**Sent:** May 18, 2021 4:15 PM  
**To:** CITZ FASB Contacts; CITZ FASB Alt Contacts  
**Cc:** CITZ FASB BAC Contacts; CITZ CSD FASB FPRO  
**Subject:** FW: Financial Information Bulletin #2/22 BC Bid Replacement Project Update

## FINANCIAL & ADMINISTRATIVE SERVICES BRANCH

Information Bulletin #2/22

May 18, 2021

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### BC Bid Replacement Project Update

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*FASB Contacts: Please share with all BC Bid users (procurement and contract staff) in your program area.*

#### What's happening

One key action that came from the BC Procurement Strategy was the need to replace and modernize BC Bid. FASB has been working closely with the divisional financial directors and the BC Bid project team to identify users of BC Bid in the ministry. Please review the information below for the latest updates as well as opportunities to get involved in the BC Bid Replacement Project. Several anticipated enhancements in the new BC Bid include automated workflows, standardized templates & processes, and online evaluation and consensus. An overview of the project was provided in the November 2020 Financial Contacts Meeting.

#### Highlights for Go-live include:

NOTE: This only applies to contracts that need to go through BC Bid

- Standardized templates - you will no longer need to search for the most updated paper template. The corporate templates are standard workflows in the new BC Bid.
- Increased interaction with Corporate Financial System (CFS) – users will interact directly with CFS to create requisitions and apply Expense Authority (EA) approval.
- Managing your historical records in the new BC Bid - historical records from April 2012 will be moved into the new BC Bid application in alignment with government records management policy. Organizations should begin the process of saving and storing important records now.
- Commodity code mapping - the United Nations Standard Products and Services Code ([UNSPSC](#)) classification system will be adopted across government with the launch of the new BC Bid. The Goods and Services Identification Number (GSIN) system will no longer be used. This change will provide improved spend analysis, enhanced sourcing opportunities, and product awareness.

#### What's next for the Project

- Ministry Trainers have been identified - each designated divisional lead will be contacted by the BC Bid project team to participate in training.
- Phase 2 Planning - the scope of the work in this phase includes completion of all other standard templates, procurement spend analytics and integrations, chapter 6, project scheduling & planning, and any customization or design of public portal.
- Technical integrations and application configuration activities are ongoing.

## How to get involved

The BC Bid Replacement Project team is working towards a new launch date of November 2021.

Representatives from the divisions have been invited to attend Business Impact Assessments (BIA). There will be additional BIAs and User Experience (UX) sessions offered to outline changes between the current state and future BC Bid on a variety of topics which may impact business process/procedures.

- BIA sessions will be offered through July. Registration is available through the [BIA Calendar](#) when new dates become available.
- UX testing will take place in late April/May – if you are interested contact [Kathy Dyer](#) to be added to the session list for a sneak peek at the new BC Bid.

## Resources

- [Records Management and the FOIPPA](#)
- [How to Save Documents – Buyers Guide](#)
- [BC Procurement Strategy](#)

Another bulletin will follow to share the April newsletter from the BC Bid Project team.

Please contact [Kathy Dyer](#) should you require any additional information or for assistance locating your Designated Divisional Trainer.

***This bulletin has been posted to our [website](#).***

### CFSMail

Financial & Administrative Services Branch  
Corporate Services Division

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Ministry of Citizens' Services  
E317, 4000 Seymour Pl  
Fax: 250.952.8286  
Email: [CFSMail@gov.bc.ca](mailto:CFSMail@gov.bc.ca)

## Biggs, Jackie CITZ:EX

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**From:** Molyneux, Jennifer CITZ:EX  
**Sent:** July 6, 2021 8:33 AM  
**To:** Kubisheski, Carlee TRAN:EX  
**Subject:** RE: FOR ACTION | BCBIId - Replacement of Government Online Procurement System

Hi Carlee,

I don't have anything scheduled regarding BC Bid with Transportation staff in the calendar.

---

**From:** Kubisheski, Carlee TRAN:EX <Carlee.Kubisheski@gov.bc.ca>  
**Sent:** July 6, 2021 8:14 AM  
**To:** Molyneux, Jennifer CITZ:EX <Jennifer.Molyneux@gov.bc.ca>  
**Subject:** FOR ACTION | BCBIId - Replacement of Government Online Procurement System

Hi Jennifer, can you please confirm if we have a BCBIId meeting scheduled with you? I don't see anything but staff have asked me.

**Carlee Kubisheski** | Senior Executive Assistant  
Ministry of Transportation and Infrastructure

**Biggs, Jackie CITZ:EX**

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**From:** CFSMail, CITZ  
**Sent:** June 17, 2021 1:18 PM  
**To:** CITZ FASB Contacts; CITZ FASB BAC Contacts  
**Cc:** CITZ FASB Alt Contacts; CITZ CSD FASB ALL STAFF  
**Subject:** Financial Information Bulletin #5/22 BC Bid Replacement Project Update - June Newsletter

## **FINANCIAL & ADMINISTRATIVE SERVICES BRANCH**

**Information Bulletin #5/22**

**June 17, 2021**

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### **BC Bid Replacement Project Update - June Newsletter**

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***FASB Contacts: Please share with all BC Bid users and procurement staff in your program area.***

Please see the following update from the BC Bid project team.

### Modernizing the way goods and services are purchased



### Stay informed. Get involved

This Fall we're launching a new BC Bid, modernizing our procurement tool with automated, standardized and streamlined workflows. Read on for the latest project updates and opportunities to get involved.

#### What's happening...

- Super Trainer Training
- Business Impact Assessments
- Onboarding/Registration – planning
- PSB Procurement Forecasting



### Training

- BC Bid Super Trainer Cohort 1 is focused on a 'Train the Trainer' module teaching Super Trainers to train other trainers and end users.
- Cohort 2 training starts June 29<sup>th</sup>.
- Cohort 2 training schedule will mirror the pattern of the first cohort, with:
  - Every 3 Weeks, a 3-hour training session
  - Weekly 1.5-hour Q & A sessions
- All Trainers will have access to the training Environment and training materials on the [Training SharePoint](#).

### Business Impact Assessment (BIA)

- A BIA describes the difference between the current and future state of procurement processes in BC Bid so you can prepare for necessary business changes.
- June 23 & 29 – Notice of Intent (NOI) and Contract Award Notice (CAN).
- Register through the [BIA Calendar](#)



- ➡ If you're unable to attend, materials are posted to the [Change Network SharePoint](#) and decision points flagged in the [Action Planning Template](#). [Reach out](#) if you have questions, need clarification, or would like further support.

## Onboarding opening dates



- All existing BC Bid BPS Buyers and Suppliers will get an invitation/instruction on how to set up accounts in the new application.
- Once registered, users will need to wait until go-live in order to post, bid, and/or award opportunities.
- Core Government IDIRs are automatically loaded over to the new BC Bid application.
- Resources will be available on the BC Bid Resources page and the BC Bid Help Desk will be available for support.
- \*More details to come on onboarding and migration!

## Procurement Services Branch Forecasting

Thank you to all ministries taking part in the Procurement Services Branch forecasting activity. The Phase 1 pilot is now complete and Phase 2 planning kicks off June 16th. The purpose of this effort is to ensure PSB has the appropriate resources to support your procurement activity this fiscal, while also helping you get ready for the implementation of the new BC Bid.

## Thanks Change Network

For identifying testers for end to end User Testing. Testing will run for 3 weeks (October-November) with feedback prioritized for action post-launch. The BC Bid team is compiling the final User Testing list to share at the July Change Champion meeting.

## BC Bid tools & templates

Here is the list and links of the tools, templates, and other assets to help and support you navigate the changes and prepare for the new BC Bid.

[BIA Materials Data](#)

[BIA Sessions Calendar Meeting Materials](#)

[BC Bid Videos Tools and Templates](#)

## BC Bid Replacement June Calendar

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3 Change Champion Mtg  Super Trainer: QA	4	5
6	7	8	9	10 BC Bid Train the Trainer – Day 1 (Cohort 1)	11 BC Bid Train the Trainer - Day 2 (Cohort 1)	12
13	14	15 BC Bid Train the Trainer - (Cohort 1)	16 BC Bid Train the Trainer - (Cohort 1)	17 BC Bid Train the Trainer - (Cohort 1)	18	19
20	21	22 BC Bid Super Trainer - Demo # 3 RFQ – RFx (Cohort 1)	23 <a href="#">BIA: Notice of Intent (NOI) and Contract Award Notice (CAN)</a>	25	26	27
28	29 <a href="#">BIA: Notice of Intent (NOI) and Contract Award Notice (CAN)</a>	30				



Please contact [CFS Mail](#) or [Kathy Dyer](#) if you require any additional information, or for assistance locating your Designated Divisional Trainer.

*This bulletin has been posted to our [website](#)*

CFSMail  
Financial & Administrative Services Branch - *Results That Count*  
Corporate Services Division

Ministry of Citizens' Services  
E317, 4000 Seymour Pl.,  
Email: [CFSMail@gov.bc.ca](mailto:CFSMail@gov.bc.ca)

**From:** [CFSMail, CITZ](#)  
**To:** [CITZ FASB Contacts](#); [CITZ FASB Alt Contacts](#)  
**Cc:** [CITZ FASB BAC Contacts](#); [CITZ CSD FASB FPRO](#)  
**Subject:** FW: Financial Information Bulletin #2/22 BC Bid Replacement Project Update  
**Date:** May 18, 2021 4:14:35 PM

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# FINANCIAL & ADMINISTRATIVE SERVICES BRANCH

Information Bulletin #2/22

May 18, 2021

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## BC Bid Replacement Project Update

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***FASB Contacts: Please share with all BC Bid users (procurement and contract staff) in your program area.***

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## Resources

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- [BC Procurement Strategy](#)

Another bulletin will follow to share the April newsletter from the BC Bid Project team.

Please contact [Kathy Dyer](#) should you require any additional information or for assistance locating your Designated Divisional Trainer.

***This bulletin has been posted to our [website](#).***

### CFSMail

Financial & Administrative Services Branch  
Corporate Services Division

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Ministry of Citizens' Services  
E317, 4000 Seymour Pl  
Fax: 250.952.8286  
Email: [CFSMail@gov.bc.ca](mailto:CFSMail@gov.bc.ca)

## Biggs, Jackie CITZ:EX

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**From:** Molyneux, Jennifer CITZ:EX  
**Sent:** June 17, 2021 1:50 PM  
**To:** Jarmson, Lindsay CITZ:EX  
**Subject:** FW: Meeting Request: BC Bid Project Briefing

FYI – we'll be getting the material tomorrow by noon. This meeting is now on Tuesday.

---

**From:** Molyneux, Jennifer CITZ:EX  
**Sent:** June 17, 2021 10:23 AM  
**To:** Wu, Gail CITZ:EX <Gail.Wu@gov.bc.ca>; Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca>  
**Subject:** RE: Meeting Request: BC Bid Project Briefing

FYI – meeting has been moved to June 29. Meeting material due to DMO June 25<sup>th</sup>. Thanks.

---

**From:** Molyneux, Jennifer CITZ:EX  
**Sent:** June 16, 2021 3:08 PM  
**To:** Wu, Gail CITZ:EX <Gail.Wu@gov.bc.ca>  
**Cc:** Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca>  
**Subject:** RE: Meeting Request: BC Bid Project Briefing

Thanks Gail. I've scheduled for June 21 at 3:30 pm. If we can have the eApp for Friday, June 18<sup>th</sup>, that would be wonderful as we'll be getting Shauna's meeting package put together this date in the afternoon.

---

**From:** Wu, Gail CITZ:EX <Gail.Wu@gov.bc.ca>  
**Sent:** June 16, 2021 11:31 AM  
**To:** Molyneux, Jennifer CITZ:EX <Jennifer.Molyneux@gov.bc.ca>  
**Cc:** Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca>  
**Subject:** Meeting Request: BC Bid Project Briefing

Hi Jen,

Could we please request a meeting with Shauna to brief her on BC Bid project asap?

Subject: BC Bid Project Briefing  
Length: 1 hour  
Attendees: Shauna, Teri, Tracee Schmidt, Leila Ball  
Meeting material: eApp 14835

Thank you,

**Gail Wu**  
Executive Administrative Assistant  
Assistant Deputy Minister's Office  
Procurement and Supply Division  
Ministry of Citizens' Services  
Phone: 778.698.1610 | Mobile 250.216.4136

## Biggs, Jackie CITZ:EX

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**From:** Wu, Gail CITZ:EX  
**Sent:** July 2, 2021 12:34 PM  
**To:** Molyneux, Jennifer CITZ:EX  
**Subject:** FW: Meeting Request: DM Briefing - BC Bid

Hi Jen,

We don't need Coral and Julie for the DM briefing. Just Teri, Tracee and Leila please. 😊

Thank you,  
Gail

---

**From:** Wu, Gail CITZ:EX  
**Sent:** July 2, 2021 10:32  
**To:** Molyneux, Jennifer CITZ:EX <Jennifer.Molyneux@gov.bc.ca>  
**Cc:** Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca>  
**Subject:** Meeting Request: DM Briefing - BC Bid

Hi Jen,

Could we please request a 30 minutes briefing with Shauna on July 13<sup>th</sup> if possible?

Subject: DM Briefing - Options for BC Bid

Attendees: Teri, Coral Trisko, Julie Bui, Leila Ball, Tracee Schmidt

Material: we are preparing a deck, once I have the eApp number I will let you and Lindsay know

Thank you,  
Gail



Procurement  
and Supply

**Gail Wu**

Executive Administrative Assistant to ADM, Teri Spaven  
*ph:* 250-216-4136 | *uc:* 778-698-1610 | *e:* [Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)  
Ministry of Citizens' Services

## Biggs, Jackie CITZ:EX

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**From:** Wu, Gail CITZ:EX  
**Sent:** July 12, 2021 12:03 PM  
**To:** Cook, Jeannette CITZ:EX  
**Cc:** Jarmson, Lindsay CITZ:EX; Molyneux, Jennifer CITZ:EX  
**Subject:** RE: July 13 @13:30 Shauna, Teri, Tracee and Leila re: BC Bid

Thank you Jeannette!

Confirmed that we will be walking in the material. 😊

Thanks,  
Gail

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**From:** Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>  
**Sent:** July 12, 2021 11:51  
**To:** Wu, Gail CITZ:EX <Gail.Wu@gov.bc.ca>  
**Cc:** Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca>; Molyneux, Jennifer CITZ:EX <Jennifer.Molyneux@gov.bc.ca>  
**Subject:** RE: July 13 @13:30 Shauna, Teri, Tracee and Leila re: BC Bid

Hi Gail – updated the calendar. 😊

JC

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**From:** Wu, Gail CITZ:EX <Gail.Wu@gov.bc.ca>  
**Sent:** July 12, 2021 9:38 AM  
**To:** Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>  
**Cc:** Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca>; Molyneux, Jennifer CITZ:EX <Jennifer.Molyneux@gov.bc.ca>  
**Subject:** July 13 @13:30 Shauna, Teri, Tracee and Leila re: BC Bid

Hi Jeannette,

Could you please extend this meeting to 1 hour using Shauna's 1:1 with Teri at 1pm?

We are finalizing material and will try to have something ready to send to Shauna by noon today, if it will be later than that then we will walk it in. I will keep you up-to-date on timing.

Also wondering if there is any chance we can reschedule Teri's 1:1 with Shauna to another time this week? With Shauna s.22 totally understand if there is no availability.

Thank you,  
Gail



Procurement  
and Supply

**Gail Wu**

Executive Administrative Assistant to ADM, Teri Spaven  
ph: 250-216-4136 | uc: 778-698-1610 | e: [Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)  
Ministry of Citizens' Services



## Biggs, Jackie CITZ:EX

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**From:** Wu, Gail CITZ:EX  
**Sent:** May 3, 2021 3:26 PM  
**To:** Jarmson, Lindsay CITZ:EX  
**Subject:** RE: Meeting Request: DM Briefing on BC Bid

Hi Lindsay,

Sorry about this but is it possible to replace eApp 13325 with 13665 please? The branch created a duplicate so everything and eApp history are in eApp 13665 now. Sorry for the inconvenience!

Thank you,  
Gail

---

**From:** Jarmson, Lindsay CITZ:EX  
**Sent:** April 29, 2021 10:15 AM  
**To:** Wu, Gail CITZ:EX  
**Cc:** Molyneux, Jennifer CITZ:EX  
**Subject:** RE: Meeting Request: DM Briefing on BC Bid

Yes! Thank you for letting me know – I changed the due date to MAY 6<sup>th</sup> 😊

Thank you Gail!

**Lindsay Jarmson** | Administrative Coordinator  
Deputy Minister's Office | Ministry of Citizens' Services  
**Ph:** 250-978-9741 | **e:** [lindsay.jarmson@gov.bc.ca](mailto:lindsay.jarmson@gov.bc.ca)

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**From:** Wu, Gail CITZ:EX <[Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)>  
**Sent:** April 29, 2021 10:03 AM  
**To:** Jarmson, Lindsay CITZ:EX <[Lindsay.Jarmson@gov.bc.ca](mailto:Lindsay.Jarmson@gov.bc.ca)>  
**Subject:** RE: Meeting Request: DM Briefing on BC Bid

Morning Lindsay,

Thanks for the reminder! The meeting has been rescheduled to May 12<sup>th</sup>. Is there any chance we can move the due date to DMO to May 6<sup>th</sup> or May 7<sup>th</sup> please? The team is still working on it. 😊

Thank you,  
Gail

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**From:** Jarmson, Lindsay CITZ:EX <[Lindsay.Jarmson@gov.bc.ca](mailto:Lindsay.Jarmson@gov.bc.ca)>  
**Sent:** April 29, 2021 9:59 AM  
**To:** Wu, Gail CITZ:EX <[Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)>  
**Subject:** RE: Meeting Request: DM Briefing on BC Bid

Hi Gail

Just sending a nudge your way as this is due to DMO tomorrow 😊 – eApp 13325

Thank you!

**Lindsay Jarmson** | Administrative Coordinator  
Deputy Minister's Office | Ministry of Citizens' Services  
*Ph:* 250-978-9741 | *e:* [lindsay.jarmson@gov.bc.ca](mailto:lindsay.jarmson@gov.bc.ca)

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**From:** Wu, Gail CITZ:EX <[Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)>  
**Sent:** April 16, 2021 2:15 PM  
**To:** Jarmson, Lindsay CITZ:EX <[Lindsay.Jarmson@gov.bc.ca](mailto:Lindsay.Jarmson@gov.bc.ca)>  
**Subject:** RE: Meeting Request: DM Briefing on BC Bid

Hi Lindsay,

Yes please send me an eApp for materials.

Thank you,  
Gail

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**From:** Jarmson, Lindsay CITZ:EX <[Lindsay.Jarmson@gov.bc.ca](mailto:Lindsay.Jarmson@gov.bc.ca)>  
**Sent:** April 16, 2021 1:13 PM  
**To:** Molyneux, Jennifer CITZ:EX <[Jennifer.Molyneux@gov.bc.ca](mailto:Jennifer.Molyneux@gov.bc.ca)>; Wu, Gail CITZ:EX <[Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)>  
**Subject:** RE: Meeting Request: DM Briefing on BC Bid

Just following up on this one as well – will an Eapp be needed?

**Lindsay Jarmson** | Administrative Coordinator  
Deputy Minister's Office | Ministry of Citizens' Services  
*Ph:* 250-978-9741 | *e:* [lindsay.jarmson@gov.bc.ca](mailto:lindsay.jarmson@gov.bc.ca)

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**From:** Molyneux, Jennifer CITZ:EX <[Jennifer.Molyneux@gov.bc.ca](mailto:Jennifer.Molyneux@gov.bc.ca)>  
**Sent:** April 14, 2021 11:57 AM  
**To:** Wu, Gail CITZ:EX <[Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)>  
**Cc:** Jarmson, Lindsay CITZ:EX <[Lindsay.Jarmson@gov.bc.ca](mailto:Lindsay.Jarmson@gov.bc.ca)>  
**Subject:** RE: Meeting Request: DM Briefing on BC Bid

Hi Gail,

Scheduled for May 7 at 2:15 pm. Once you've confirmed how material will be submitted, please let us know and if you need an eApp, Lindsay can send you one.

Thanks.

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**From:** Wu, Gail CITZ:EX <[Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)>  
**Sent:** April 14, 2021 11:50 AM  
**To:** Molyneux, Jennifer CITZ:EX <[Jennifer.Molyneux@gov.bc.ca](mailto:Jennifer.Molyneux@gov.bc.ca)>  
**Subject:** RE: Meeting Request: DM Briefing on BC Bid

Hi Jen,

Yes the first week of May is totally good!

Thank you!

Gail

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**From:** Molyneux, Jennifer CITZ:EX <[Jennifer.Molyneux@gov.bc.ca](mailto:Jennifer.Molyneux@gov.bc.ca)>  
**Sent:** April 14, 2021 11:16 AM  
**To:** Wu, Gail CITZ:EX <[Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)>  
**Subject:** RE: Meeting Request: DM Briefing on BC Bid

Hi Gail,

Executive Review Panels are scheduled for the last week of April. Okay to push this to the first week of May?

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**From:** Wu, Gail CITZ:EX <[Gail.Wu@gov.bc.ca](mailto:Gail.Wu@gov.bc.ca)>  
**Sent:** April 14, 2021 8:43 AM  
**To:** Molyneux, Jennifer CITZ:EX <[Jennifer.Molyneux@gov.bc.ca](mailto:Jennifer.Molyneux@gov.bc.ca)>  
**Subject:** Meeting Request: DM Briefing on BC Bid

Morning Jen,

Teri would like to request a meeting with Shauna to brief her on next steps for BC Bid. Could we please get 30 minutes with Shauna later the week of April 26<sup>th</sup> please?

Attendees: Shauna, Teri, Tracee Schmidt, Leila Ball

I will confirm if materials will be sent to DMO in advance or walked in.

Thank you,

**Gail Wu**

Executive Administrative Assistant  
Assistant Deputy Minister's Office  
Procurement and Supply Division  
Ministry of Citizens' Services  
Phone: 778.698.1610 | Mobile 250.216.4136

## Biggs, Jackie CITZ:EX

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**From:** Molyneux, Jennifer CITZ:EX  
**Sent:** April 6, 2021 3:02 PM  
**To:** Brouwer, Shauna CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX; Furtado, Angelina CITZ:EX; Spaven, Teri CITZ:EX; Jarmson, Lindsay CITZ:EX  
**Subject:** RE: UPDATE: CITZ Media Request: BC Bid

Hi Shauna,

This is now with you in eApprovals. It's number 13120. Thanks.

---

**From:** Spaven, Teri CITZ:EX <Teri.Spaven@gov.bc.ca>  
**Sent:** April 6, 2021 11:31 AM  
**To:** Brouwer, Shauna CITZ:EX <Shauna.Brouwer@gov.bc.ca>  
**Cc:** Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>; Furtado, Angelina CITZ:EX <Angelina.Furtado@gov.bc.ca>; Molyneux, Jennifer CITZ:EX <Jennifer.Molyneux@gov.bc.ca>  
**Subject:** UPDATE: CITZ Media Request: BC Bid

I had flagged for you on the weekend as the Tyee had reached out to our contractors; however, they have now posted the article indicating no response / refusal of information from the Province.

We will be sending an eapp through today with suggested responses to reporter questions surrounding BC Bid. While that is happening we are providing a draft to GCPE for comment.

---

**From:** Stewart, Courtney GCPE:EX <Courtney.Stewart@gov.bc.ca>  
**Sent:** April 6, 2021 11:08 AM  
**To:** Ball, Leila M CITZ:EX <Leila.Ball@gov.bc.ca>; Brooke, Daisy GCPE:EX <Daisy.Brooke@gov.bc.ca>; Schmidt, Tracee CITZ:EX <Tracee.Schmidt@gov.bc.ca>  
**Cc:** McKinnon, Anne CITZ:EX <Anne.McKinnon@gov.bc.ca>; Spaven, Teri CITZ:EX <Teri.Spaven@gov.bc.ca>  
**Subject:** RE: CITZ Media Request: BC Bid

I recommend we still get the response below approved by ADM and the MO and I'll provide it to the reporter. I will apologize for the delay and will see if he will adjust the sentence in his story about us not responding to his media request.

The issues re: FOI remain, and we will need clarity on why the fee estimates were over \$2,000.

Thanks,

Courtney

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**From:** Ball, Leila M CITZ:EX <Leila.Ball@gov.bc.ca>  
**Sent:** April 6, 2021 11:06 AM  
**To:** Stewart, Courtney GCPE:EX <Courtney.Stewart@gov.bc.ca>; Brooke, Daisy GCPE:EX <Daisy.Brooke@gov.bc.ca>; Schmidt, Tracee CITZ:EX <Tracee.Schmidt@gov.bc.ca>  
**Cc:** McKinnon, Anne CITZ:EX <Anne.McKinnon@gov.bc.ca>; Spaven, Teri CITZ:EX <Teri.Spaven@gov.bc.ca>  
**Subject:** RE: CITZ Media Request: BC Bid

Hi Courtney and Daisy, what's the protocol for the next steps on this?

---

**From:** Stewart, Courtney GCPE:EX <[Courtney.Stewart@gov.bc.ca](mailto:Courtney.Stewart@gov.bc.ca)>  
**Sent:** April 6, 2021 11:00 AM  
**To:** Brooke, Daisy GCPE:EX <[Daisy.Brooke@gov.bc.ca](mailto:Daisy.Brooke@gov.bc.ca)>; Schmidt, Tracee CITZ:EX <[Tracee.Schmidt@gov.bc.ca](mailto:Tracee.Schmidt@gov.bc.ca)>  
**Cc:** Ball, Leila M CITZ:EX <[Leila.Ball@gov.bc.ca](mailto:Leila.Ball@gov.bc.ca)>; McKinnon, Anne CITZ:EX <[Anne.McKinnon@gov.bc.ca](mailto:Anne.McKinnon@gov.bc.ca)>  
**Subject:** RE: CITZ Media Request: BC Bid

It appears we are too late. The reporter wrote that we "refused" to give him the information.

[https://thetyee.ca/News/2021/04/06/Secrecy-Shrouds-Provinces-Overdue-BC-Bid-Tech-Project/?utm\\_source=twitter&utm\\_medium=social&utm\\_content=040621-1&utm\\_campaign=editorial](https://thetyee.ca/News/2021/04/06/Secrecy-Shrouds-Provinces-Overdue-BC-Bid-Tech-Project/?utm_source=twitter&utm_medium=social&utm_content=040621-1&utm_campaign=editorial)

Courtney

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**From:** Brooke, Daisy GCPE:EX <[Daisy.Brooke@gov.bc.ca](mailto:Daisy.Brooke@gov.bc.ca)>  
**Sent:** April 6, 2021 10:19 AM  
**To:** Schmidt, Tracee CITZ:EX <[Tracee.Schmidt@gov.bc.ca](mailto:Tracee.Schmidt@gov.bc.ca)>  
**Cc:** Ball, Leila M CITZ:EX <[Leila.Ball@gov.bc.ca](mailto:Leila.Ball@gov.bc.ca)>; Stewart, Courtney GCPE:EX <[Courtney.Stewart@gov.bc.ca](mailto:Courtney.Stewart@gov.bc.ca)>; McKinnon, Anne CITZ:EX <[Anne.McKinnon@gov.bc.ca](mailto:Anne.McKinnon@gov.bc.ca)>  
**Subject:** RE: CITZ Media Request: BC Bid

Good morning, Tracee.

Following up the revised response for the below BC Bid media inquiry. Anne has approved. Okay with you?

Thanks,  
Daisy

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**From:** McKinnon, Anne CITZ:EX <[Anne.McKinnon@gov.bc.ca](mailto:Anne.McKinnon@gov.bc.ca)>  
**Sent:** April 1, 2021 5:27 PM  
**To:** Brooke, Daisy GCPE:EX <[Daisy.Brooke@gov.bc.ca](mailto:Daisy.Brooke@gov.bc.ca)>; Schmidt, Tracee CITZ:EX <[Tracee.Schmidt@gov.bc.ca](mailto:Tracee.Schmidt@gov.bc.ca)>  
**Cc:** Ball, Leila M CITZ:EX <[Leila.Ball@gov.bc.ca](mailto:Leila.Ball@gov.bc.ca)>; Emerson, Kim GCPE:EX <[Kim.Emerson@gov.bc.ca](mailto:Kim.Emerson@gov.bc.ca)>; Stewart, Courtney GCPE:EX <[Courtney.Stewart@gov.bc.ca](mailto:Courtney.Stewart@gov.bc.ca)>  
**Subject:** RE: CITZ Media Request: BC Bid

I'm good with it  
Thanks Daisy

---

**From:** Brooke, Daisy GCPE:EX <[Daisy.Brooke@gov.bc.ca](mailto:Daisy.Brooke@gov.bc.ca)>  
**Sent:** April 1, 2021 5:10 PM  
**To:** Schmidt, Tracee CITZ:EX <[Tracee.Schmidt@gov.bc.ca](mailto:Tracee.Schmidt@gov.bc.ca)>; McKinnon, Anne CITZ:EX <[Anne.McKinnon@gov.bc.ca](mailto:Anne.McKinnon@gov.bc.ca)>  
**Cc:** Ball, Leila M CITZ:EX <[Leila.Ball@gov.bc.ca](mailto:Leila.Ball@gov.bc.ca)>; Emerson, Kim GCPE:EX <[Kim.Emerson@gov.bc.ca](mailto:Kim.Emerson@gov.bc.ca)>; Stewart, Courtney GCPE:EX <[Courtney.Stewart@gov.bc.ca](mailto:Courtney.Stewart@gov.bc.ca)>  
**Subject:** RE: CITZ Media Request: BC Bid

Thanks for the call and clarification on some of the points, Anne!

Below are the revised and shortened bullets. Okay with you and Tracee?

## 1) Where is the project at and why it appears to have been delayed?

- Initial project timelines had the new BC Bid system launching in 2020; however, an unprecedented global pandemic and the complexity associated with changing decades-old processes and procedures have shifted the completion date to late fall 2021.
- Current activity underway includes ongoing application configuration and technical integrations, user experience and user acceptance testing, as well as stakeholder engagement to prepare buyers and suppliers to use the new system.
- The Ministry of Citizens' Services is working diligently to complete this work over the coming months, while also training clients to ensure they're ready to use the features of the new system.
- The new system will modernize how businesses of all sizes access and respond to government opportunities, while also improving how suppliers are informed of the status of procurements.
- Buyers will be able to create procurements, obtain approvals and complete evaluations within the new system – saving them time and money.

## 2) Any background on the project cost, changes there may have been to the contract?

- The contract with CGI is for \$8.9 million over three years.
- Aside from a small change order of less than \$45,000, to meet some unique business needs, the project has remained on budget.

### Reporter

Andrew MacLeod, Reporter

The Tyee

[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)

250-885-7662

**Deadline** ASAP

### Request

As you know the BC Bid replacement has been underway for some time:

<https://www2.gov.bc.ca/gov/content/governments/services-for-government/bc-bid-resources/support-services/procurement-transformation/bc-bid-replacement-project/project-updates>

I'm looking for an update, preferably from the minister, on where the project is at and why it appears to have been delayed.

Beyond that, any background you can give me on the project cost, changes there may have been to the contract, etc. would be welcome.

Thanks for your help.

### Recommendation

## Background

---

**From:** Schmidt, Tracee CITZ:EX <[Tracee.Schmidt@gov.bc.ca](mailto:Tracee.Schmidt@gov.bc.ca)>

**Sent:** March 31, 2021 8:08 PM

**To:** McKinnon, Anne CITZ:EX <[Anne.McKinnon@gov.bc.ca](mailto:Anne.McKinnon@gov.bc.ca)>; Brooke, Daisy GCPE:EX <[Daisy.Brooke@gov.bc.ca](mailto:Daisy.Brooke@gov.bc.ca)>

**Cc:** Ball, Leila M CITZ:EX <[Leila.Ball@gov.bc.ca](mailto:Leila.Ball@gov.bc.ca)>; Emerson, Kim GCPE:EX <[Kim.Emerson@gov.bc.ca](mailto:Kim.Emerson@gov.bc.ca)>; Stewart, Courtney GCPE:EX <[Courtney.Stewart@gov.bc.ca](mailto:Courtney.Stewart@gov.bc.ca)>

**Subject:** RE: CITZ Media Request: BC Bid

Thanks, Anne!

---

**From:** McKinnon, Anne CITZ:EX <[Anne.McKinnon@gov.bc.ca](mailto:Anne.McKinnon@gov.bc.ca)>

**Sent:** March 31, 2021 5:28 PM

**To:** Brooke, Daisy GCPE:EX <[Daisy.Brooke@gov.bc.ca](mailto:Daisy.Brooke@gov.bc.ca)>

**Cc:** Ball, Leila M CITZ:EX <[Leila.Ball@gov.bc.ca](mailto:Leila.Ball@gov.bc.ca)>; Emerson, Kim GCPE:EX <[Kim.Emerson@gov.bc.ca](mailto:Kim.Emerson@gov.bc.ca)>; Stewart, Courtney GCPE:EX <[Courtney.Stewart@gov.bc.ca](mailto:Courtney.Stewart@gov.bc.ca)>; Schmidt, Tracee CITZ:EX <[Tracee.Schmidt@gov.bc.ca](mailto:Tracee.Schmidt@gov.bc.ca)>

**Subject:** CITZ Media Request: BC Bid

Hi Daisy, I've answered the media questions, providing some additional background.

Please see the explanatory note at bottom about costs.

Thanks,

Anne

\*\*\*\*\*

### 1) Where is the project at and why it appears to have been delayed?

- BC Bid is the key interface between buyers and vendors in B.C. government procurement. It's a 25-year-old system, which no longer meets the needs of buyers and suppliers.
- Replacing it is a big task.
- It's critical that we get this right, which means taking the time required to test user experience, configure the application and plan the roll out to our clients.
- We are working diligently to complete this work over the coming months, while also training our clients to ensure they're ready to capitalize on all the features of this new tool.
- We are now targeting a launch late this Fall.
- The new system will modernize how businesses of all sizes access and respond to government opportunities, while also improving how suppliers are informed of the status of procurements.

- Buyers will be able to create procurements, obtain approvals and complete evaluations within the new system – saving them time and money. Standardized and consistent templates across government will support efficiencies and reduce risk (eg. Legal).

**Additional Background:**

Work on the new BC Bid application began in January 2019.

In Fall 2019, government completed a successful pilot of the new BC Bid system that informed implementation and identified additional issues and complexities to be addressed before implementation.

Initial project timelines had the new BC Bid system launching in 2020; however, an unprecedented global pandemic and the complexity associated with changing decades-old processes and procedures have shifted implementation to 2021.

Current activity underway includes ongoing application configuration and technical integrations, User Experience and User Acceptance testing, as well as stakeholder engagement to prepare buyers and suppliers to use the new system.

**2) Any background on the project cost, changes there may have been to the contract?**

- The contract with CGI is for \$8.9 million over three years.
- A change order less than \$50,000 exceeded that amount - done to satisfy one ministry's unique business requirements.

**Additional Background:**

As the system integrator for the BC Bid replacement project, CGI is implementing the new system using modules of the Ivalua Procure to Pay application.

CGI is a Canadian Company:

- CGI's Western Business Unit is based in BC and is leading the project, with the majority of staffing and resources based in Victoria;
- CGI's Ivalua Centre of Excellence and CGI's Help Desk are in Ontario.
- Ivalua provides industry-leading solutions for procurement technology.
- Ivalua has sub-contracted with Cogeco to host BC's application in Montreal.

**Explanatory Note for GCPE:**

- While we reference the one change order that impacted cost, two have been put through (second within original contract ceiling).
- s.13; s.17

○



## Biggs, Jackie CITZ:EX

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**From:** Brooke, Daisy GCPE:EX  
**Sent:** July 23, 2021 3:59 PM  
**To:** Dicks, Beverly J CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX; Wey, Melody GCPE:EX; Emerson, Kim GCPE:EX  
**Subject:** RE: URGENT APPROVAL - FOLLOW UP CITZ Media Request - BC Bid

Thank you for the quick approval, Bev. Have a wonderful weekend!

---

**From:** Dicks, Beverly J CITZ:EX <Beverly.Dicks@gov.bc.ca>  
**Sent:** July 23, 2021 3:59 PM  
**To:** Brooke, Daisy GCPE:EX <Daisy.Brooke@gov.bc.ca>  
**Cc:** Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>; Wey, Melody GCPE:EX <Melody.Wey@gov.bc.ca>; Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>  
**Subject:** RE: URGENT APPROVAL - FOLLOW UP CITZ Media Request - BC Bid

Approved.

---

**From:** Brooke, Daisy GCPE:EX <Daisy.Brooke@gov.bc.ca>  
**Sent:** July 23, 2021 3:34 PM  
**To:** Dicks, Beverly J CITZ:EX <Beverly.Dicks@gov.bc.ca>  
**Cc:** Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>; Wey, Melody GCPE:EX <Melody.Wey@gov.bc.ca>; Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>  
**Subject:** URGENT APPROVAL - FOLLOW UP CITZ Media Request - BC Bid  
**Importance:** High

Hello Bev,

The Tyee reporter has come back with the below follow up questions. Teri has approved the suggested response. Please let us know if this works for you.

Thank you,  
Daisy

Could you please clarify, is CGI and/or Ivalua still on the job?

When's the projected completion date?

- CGI is still on the job and we'll have more to say about the status of the project in the months to come.

### Reporter

Andrew MacLeod, Reporter  
The Tyee

**Deadline** Thursday, July 22, 2021 4:00 PM

### **Request**

I was hoping to please get an update on the BC Bid replacement project.

What is the completion date for the CGI/Ivalua system? What is it's current status? Any change in the last few months? Has the cost stayed the same? What are the next steps?

Thank you in advance for your help.

### **Recommendation**

### **Provided on Background**

Hello Andrew

This information is being provided to you on a background basis. If you need to attribute it, you can say it came from the Ministry of Citizens' Services.

- Replacing BC Bid is a big job. It's the primary interface between buyers and vendors in B.C. government procurement.
- It is not just about putting a new IT system in place, we are modernizing our procurement processes at the same time and ensuring we have robust security in place.
- The Province continues to work diligently to complete this work over the coming months.
- The cost of the contract has not changed since your previous inquiry.
- It is critical that government get this right, which means taking time to test it with the people who use it and adjusting to meet their needs.

Michael Olson:

I understand that the contract with CGI expires December 31, 2021. Am I correct in assuming that's the scheduled completion date, including testing etc? If yes, can we adjust the bullet about completion to say:

- The project remains on schedule, and the Province continues to work diligently to complete this work over the coming months.

-

Tracee Shmidt's response to this question and to what was said to staff.

s.13

**Reporter**

Andrew MacLeod, Reporter

The Tyee

[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)

250-885-7662

**Deadline** ASAP

**Responded** Wednesday, April 7, 2021 7:24 AM

**Request**

As you know the BC Bid replacement has been underway for some time:

<https://www2.gov.bc.ca/gov/content/governments/services-for-government/bc-bid-resources/support-services/procurement-transformation/bc-bid-replacement-project/project-updates>

I'm looking for an update, preferably from the minister, on where the project is at and why it appears to have been delayed.

Beyond that, any background you can give me on the project cost, changes there may have been to the contract, etc. would be welcome.

Thanks for your help.

**Response**

1) Where is the project at and why it appears to have been delayed?

- Current activity underway includes ongoing application configuration and technical integrations, user experience and user acceptance testing, as well as stakeholder engagement to prepare buyers and suppliers to use the new system.
- The Ministry of Citizens' Services is working diligently to complete this work over the coming months, while also training clients to ensure they're ready to use the features of the new system.
- The new system will modernize how businesses of all sizes access and respond to government opportunities, while also improving how suppliers are informed of the status of procurements.
- Buyers will be able to create procurements, obtain approvals and complete evaluations within the new system – saving them time and money.
- The complexity associated with changing decades-old processes and procedures, coupled with the challenges presented by the unprecedented global pandemic, have shifted the completion date to late fall 2021.

2) Any background on the project cost, changes there may have been to the contract?

- The contract with CGI is for \$8.9 million over three years.
- Aside from a small change order of less than \$45,000, to meet some unique business needs, the project has remained on budget.

## Biggs, Jackie CITZ:EX

---

**From:** Emerson, Kim GCPE:EX  
**Sent:** July 22, 2021 4:20 PM  
**To:** Lawal, Kassandra CITZ:EX; Scott, Samantha CITZ:EX; Copeland, Alison CITZ:EX; Olson, Michael GCPE:EX  
**Cc:** Wey, Melody GCPE:EX; Brooke, Daisy GCPE:EX  
**Subject:** BC Bid facts for urgent review

Here is everything together. Bottom of the page is the original request from this reporter on April 7. Also here is the current request and recommended response along with Michael Olson's thoughts on timing. Tracee Schmidt's answer to the timing highlighted by Michael as well as a response to what staff have been told.

s.22

### ***Kim Emerson***

Communications Manager  
Ministry of Citizens' Services  
(Cell) 250-812-8768

### **Reporter**

Andrew MacLeod, Reporter  
The Tyee  
[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)  
250-885-7662

**Deadline** Thursday, July 22, 2021 4:00 PM

### **Request**

I was hoping to please get an update on the BC Bid replacement project.  
What is the completion date for the CGI/Ivalua system? What is it's current status? Any change in the last few months?  
Has the cost stayed the same? What are the next steps?

Thank you in advance for your help.

### **Recommendation**

### **Provide Background**

Hello Andrew

This information is being provided to you on a background basis. If you need to attribute it, you can say it came from the Ministry of Citizens' Services.

- Replacing BC Bid is a big job. It's the primary interface between buyers and vendors in B.C. government procurement.
- It is not just about putting a new IT system in place, we are modernizing our procurement processes at the same time and ensuring we have robust security in place.

- The Province continues to work diligently to complete this work over the coming months.
- The cost of the contract has not changed since your previous inquiry.
- It is critical that government get this right, which means taking time to test it with the people who use it and adjusting to meet their needs.

Michael Olson:

I understand that the contract with CGI expires December 31, 2021. Am I correct in assuming that's the scheduled completion date, including testing etc? If yes, can we adjust the bullet about completion to say:

- The project remains on schedule, and the Province continues to work diligently to complete this work over the coming months.

-

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Tracee Shmidt's response to this question and to what was said to staff.

s.13

Tracee

**Reporter**

Andrew MacLeod, Reporter

The Tyee

[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)

250-885-7662

**Deadline** ASAP

**Responded** Wednesday, April 7, 2021 7:24 AM

**Request**

As you know the BC Bid replacement has been underway for some time:

<https://www2.gov.bc.ca/gov/content/governments/services-for-government/bc-bid-resources/support-services/procurement-transformation/bc-bid-replacement-project/project-updates>

I'm looking for an update, preferably from the minister, on where the project is at and why it appears to have been delayed.

Beyond that, any background you can give me on the project cost, changes there may have been to the contract, etc. would be welcome.

Thanks for your help.

**Response**

1) Where is the project at and why it appears to have been delayed?

- Current activity underway includes ongoing application configuration and technical integrations, user experience and user acceptance testing, as well as stakeholder engagement to prepare buyers and suppliers to use the new system.
- The Ministry of Citizens' Services is working diligently to complete this work over the coming months, while also training clients to ensure they're ready to use the features of the new system.
- The new system will modernize how businesses of all sizes access and respond to government opportunities, while also improving how suppliers are informed of the status of procurements.
- Buyers will be able to create procurements, obtain approvals and complete evaluations within the new system – saving them time and money.
- The complexity associated with changing decades-old processes and procedures, coupled with the challenges presented by the unprecedented global pandemic, have shifted the completion date to late fall 2021.

2) Any background on the project cost, changes there may have been to the contract?

- The contract with CGI is for \$8.9 million over three years.
- Aside from a small change order of less than \$45,000, to meet some unique business needs, the project has remained on budget.

## Biggs, Jackie CITZ:EX

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**From:** Emerson, Kim GCPE:EX  
**Sent:** July 23, 2021 4:04 PM  
**To:** Lawal, Kassandra CITZ:EX; Scott, Samantha CITZ:EX; Copeland, Alison CITZ:EX; Olson, Michael GCPE:EX  
**Cc:** Wey, Melody GCPE:EX; Brooke, Daisy GCPE:EX  
**Subject:** CITZ Follow-up Media Request: BC Bid-Need approval

Hello

Here is a follow up question from the reporter regarding BC Bid. Need this before end of day today.

Thank you,  
Kim

---

**From:** Kim Emerson <Kim.Emerson@gov.bc.ca>  
**Sent:** July 23, 2021 4:01 PM  
**To:** Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>  
**Subject:** CITZ Follow-up Media Request: BC Bid

### Reporter

Andrew MacLeod, Reporter  
The Tyee  
[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)  
250-885-7662

**Deadline** ASAP

### Request

Could you please clarify, is CGI and/or Ivalua still on the job?

When's the projected completion date?

All the best

### Recommendation

- CGI is still on the job and we'll have more to say about the status of the project in the months to come.

### Background

This is a follow-up to a media request from July 20, 2021.

#### REQUEST:

I was hoping to please get an update on the BC Bid replacement project.

What is the completion date for the CGI/Ivalua system? What is it's current status? Any change in the last few

months? Has the cost stayed the same? What are the next steps?

Thank you in advance for your help.

*RESPONSE:*

Provided Background

Hello Andrew

This information is being provided to you on a background basis. If you need to attribute it, you can say it came from the Ministry of Citizens' Services.

- Replacing BC Bid is a big job. It's the primary interface between buyers and vendors in B.C. government procurement.
- It is not just about putting a new IT system in place, we are modernizing our procurement processes at the same time and ensuring we have robust security in place.
- The Province continues to work diligently to complete this work over the coming months.
- The cost of the contract has not changed since your previous inquiry.
- It is critical that government get this right, which means taking time to test it with the people who use it and adjusting to meet their needs.



## Biggs, Jackie CITZ:EX

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**From:** Emerson, Kim GCPE:EX  
**Sent:** July 22, 2021 4:08 PM  
**To:** Lawal, Cassandra CITZ:EX; Scott, Samantha CITZ:EX; Copeland, Alison CITZ:EX; Olson, Michael GCPE:EX  
**Cc:** Wey, Melody GCPE:EX; Brooke, Daisy GCPE:EX  
**Subject:** CITZ Media Request: BC Bid "the first one"

Hello Cassandra

This is the first media request related to BC Bid.

Kim

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**From:** Kim Emerson <Kim.Emerson@gov.bc.ca>  
**Sent:** July 22, 2021 4:05 PM  
**To:** Stewart, Courtney GCPE:EX <Courtney.Stewart@gov.bc.ca>  
**Subject:** CITZ Media Request: BC Bid

### Reporter

Andrew MacLeod, Reporter  
The Tyee  
[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)  
250-885-7662

**Deadline** ASAP

**Responded** Wednesday, April 7, 2021 7:24 AM

### Request

As you know the BC Bid replacement has been underway for some time:

<https://www2.gov.bc.ca/gov/content/governments/services-for-government/bc-bid-resources/support-services/procurement-transformation/bc-bid-replacement-project/project-updates>

I'm looking for an update, preferably from the minister, on where the project is at and why it appears to have been delayed.

Beyond that, any background you can give me on the project cost, changes there may have been to the contract, etc. would be welcome.

Thanks for your help.

### Response

1) Where is the project at and why it appears to have been delayed?

- Current activity underway includes ongoing application configuration and technical integrations, user experience and user acceptance testing, as well as stakeholder engagement to prepare buyers and suppliers to use the new system.
- The Ministry of Citizens' Services is working diligently to complete this work over the coming months, while also training clients to ensure they're ready to use the features of the new system.

- The new system will modernize how businesses of all sizes access and respond to government opportunities, while also improving how suppliers are informed of the status of procurements.
- Buyers will be able to create procurements, obtain approvals and complete evaluations within the new system – saving them time and money.
- The complexity associated with changing decades-old processes and procedures, coupled with the challenges presented by the unprecedented global pandemic, have shifted the completion date to late fall 2021.

2) Any background on the project cost, changes there may have been to the contract?

- The contract with CGI is for \$8.9 million over three years.
- Aside from a small change order of less than \$45,000, to meet some unique business needs, the project has remained on budget.

## Biggs, Jackie CITZ:EX

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**From:** Emerson, Kim GCPE:EX  
**Sent:** July 22, 2021 2:49 PM  
**To:** Lawal, Kassandra CITZ:EX; Scott, Samantha CITZ:EX; Olson, Michael GCPE:EX; Copeland, Alison CITZ:EX  
**Cc:** Wey, Melody GCPE:EX; Brooke, Daisy GCPE:EX  
**Subject:** FW: Media request/BC Bid

Hello

We have had this media request come in. The response has been approved through Tracee Schmidt.

### ***Kim Emerson***

Communications Manager  
Ministry of Citizens' Services  
(Cell) 250-812-8768

### **Reporter**

Andrew MacLeod, Reporter  
The Tyee  
[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)  
250-885-7662

**Deadline** Thursday, July 22, 2021 4:00 PM

### **Request**

I was hoping to please get an update on the BC Bid replacement project.  
What is the completion date for the CGI/Ivalua system? What is it's current status? Any change in the last few months?  
Has the cost stayed the same? What are the next steps?

Thank you in advance for your help.

### **Recommendation**

### **Provide Background**

Hello Andrew

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- It is critical that government get this right, which means taking time to test it with the people who use it and adjusting to meet their needs.

## Biggs, Jackie CITZ:EX

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**From:** Emerson, Kim GCPE:EX  
**Sent:** July 22, 2021 4:12 PM  
**To:** Lawal, Kassandra CITZ:EX; Scott, Samantha CITZ:EX; Copeland, Alison CITZ:EX; Olson, Michael GCPE:EX  
**Cc:** Wey, Melody GCPE:EX; Brooke, Daisy GCPE:EX  
**Subject:** Media request/BC Bid Review required. (time line)

Please see Tracee's response (highlighted) to Michael's suggestion on a timeline for BC Bid.

Kim

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**From:** Schmidt, Tracee CITZ:EX <Tracee.Schmidt@gov.bc.ca>  
**Sent:** July 22, 2021 3:24 PM  
**To:** Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>; Ball, Leila M CITZ:EX <Leila.Ball@gov.bc.ca>  
**Cc:** Wey, Melody GCPE:EX <Melody.Wey@gov.bc.ca>; Brooke, Daisy GCPE:EX <Daisy.Brooke@gov.bc.ca>  
**Subject:** RE: Media request/BC Bid Review required.

s.13

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**From:** Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>  
**Sent:** July 22, 2021 3:21 PM  
**To:** Schmidt, Tracee CITZ:EX <Tracee.Schmidt@gov.bc.ca>; Ball, Leila M CITZ:EX <Leila.Ball@gov.bc.ca>  
**Cc:** Wey, Melody GCPE:EX <Melody.Wey@gov.bc.ca>; Brooke, Daisy GCPE:EX <Daisy.Brooke@gov.bc.ca>  
**Subject:** FW: Media request/BC Bid Review required.

Hello

We have had a question come back from the Issues Management team about this reply to the reporter on BC Bid.

Can you answer this as soon as possible please.

Thank you,  
Kim

---

**From:** Olson, Michael GCPE:EX <Michael.Olson@gov.bc.ca>  
**Sent:** July 22, 2021 3:10 PM  
**To:** Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>; Lawal, Kassandra CITZ:EX <Kassandra.Lawal@gov.bc.ca>; Scott, Samantha CITZ:EX <Samantha.Scott@gov.bc.ca>; Copeland, Alison CITZ:EX <Alison.Copeland@gov.bc.ca>  
**Cc:** Wey, Melody GCPE:EX <Melody.Wey@gov.bc.ca>; Brooke, Daisy GCPE:EX <Daisy.Brooke@gov.bc.ca>  
**Subject:** RE: Media request/BC Bid

I understand that the contract with CGI expires December 31, 2021. Am I correct in assuming that's the scheduled completion date, including testing etc? If yes, can we adjust the bullet about completion to say:

- The project remains on schedule, and the Province continues to work diligently to complete this work over the coming months.

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**From:** Emerson, Kim GCPE:EX <[Kim.Emerson@gov.bc.ca](mailto:Kim.Emerson@gov.bc.ca)>

**Sent:** July 22, 2021 2:49 PM

**To:** Lawal, Kassandra CITZ:EX <[Kassandra.Lawal@gov.bc.ca](mailto:Kassandra.Lawal@gov.bc.ca)>; Scott, Samantha CITZ:EX <[Samantha.Scott@gov.bc.ca](mailto:Samantha.Scott@gov.bc.ca)>; Olson, Michael GCPE:EX <[Michael.Olson@gov.bc.ca](mailto:Michael.Olson@gov.bc.ca)>; Copeland, Alison CITZ:EX <[Alison.Copeland@gov.bc.ca](mailto:Alison.Copeland@gov.bc.ca)>

**Cc:** Wey, Melody GCPE:EX <[Melody.Wey@gov.bc.ca](mailto:Melody.Wey@gov.bc.ca)>; Brooke, Daisy GCPE:EX <[Daisy.Brooke@gov.bc.ca](mailto:Daisy.Brooke@gov.bc.ca)>

**Subject:** FW: Media request/BC Bid

Hello

We have had this media request come in. The response has been approved through Tracee Schmidt.

***Kim Emerson***

Communications Manager

Ministry of Citizens' Services

(Cell) 250-812-8768

**Reporter**

Andrew MacLeod, Reporter

The Tyee

[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)

250-885-7662

**Deadline** Thursday, July 22, 2021 4:00 PM

**Request**

I was hoping to please get an update on the BC Bid replacement project.

What is the completion date for the CGI/Ivalua system? What is it's current status? Any change in the last few months?

Has the cost stayed the same? What are the next steps?

Thank you in advance for your help.

**Recommendation**

**Provide Background**

Hello Andrew

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## Biggs, Jackie CITZ:EX

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**From:** Lawal, Cassandra CITZ:EX  
**Sent:** July 22, 2021 4:48 PM  
**To:** Emerson, Kim GCPE:EX; Scott, Samantha CITZ:EX; Copeland, Alison CITZ:EX; Olson, Michael GCPE:EX  
**Cc:** Wey, Melody GCPE:EX; Brooke, Daisy GCPE:EX  
**Subject:** RE: BC Bid facts for urgent review

Approved highlighted response below.

(I think meant to say Provided "on" Background – I edited there.)

### **Kassandra Lawal**

Office 778-974-6009 | Cell 778-678-3776

[kassandra.lawal@gov.bc.ca](mailto:kassandra.lawal@gov.bc.ca)

---

**From:** Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>  
**Sent:** July 22, 2021 4:20 PM  
**To:** Lawal, Cassandra CITZ:EX <Kassandra.Lawal@gov.bc.ca>; Scott, Samantha CITZ:EX <Samantha.Scott@gov.bc.ca>; Copeland, Alison CITZ:EX <Alison.Copeland@gov.bc.ca>; Olson, Michael GCPE:EX <Michael.Olson@gov.bc.ca>  
**Cc:** Wey, Melody GCPE:EX <Melody.Wey@gov.bc.ca>; Brooke, Daisy GCPE:EX <Daisy.Brooke@gov.bc.ca>  
**Subject:** BC Bid facts for urgent review

Here is everything together. Bottom of the page is the original request from this reporter on April 7. Also here is the current request and recommended response along with Michael Olson's thoughts on timing. Tracee Schmidt's answer to the timing highlighted by Michael as well as a response to what staff have been told.

s.22

### **Kim Emerson**

Communications Manager

Ministry of Citizens' Services

(Cell) 250-812-8768

### **Reporter**

Andrew MacLeod, Reporter

The Tyee

[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)

250-885-7662

**Deadline** Thursday, July 22, 2021 4:00 PM

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## Recommendation

### Provided on Background

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- The project remains on schedule, and the Province continues to work diligently to complete this work over the coming months.

-

---

Tracee Shmidt's response to this question and to what was said to staff.

s.13

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## Reporter

Andrew MacLeod, Reporter

The Tyee

[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)

250-885-7662

**Deadline** ASAP

**Responded** Wednesday, April 7, 2021 7:24 AM

**Request**

As you know the BC Bid replacement has been underway for some time:

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I'm looking for an update, preferably from the minister, on where the project is at and why it appears to have been delayed.

Beyond that, any background you can give me on the project cost, changes there may have been to the contract, etc. would be welcome.

Thanks for your help.

**Response**

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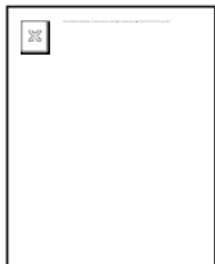
## Biggs, Jackie CITZ:EX

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**From:** Beare, Lisa CITZ:EX  
**Sent:** July 27, 2021 2:06 PM  
**To:** Lawal, Cassandra CITZ:EX  
**Subject:** Re: FOR ASAP APPROVAL -- Follow-up Media Request: BC Bid-Need approval

Agreed. Approved

**Honourable Lisa Beare**, Minister  
Ministry of Citizens' Services  
250-356-8247



On Jul 27, 2021, at 5:00 PM, Lawal, Cassandra CITZ:EX <Kassandra.Lawal@gov.bc.ca> wrote:

Hi Minister

Below is a re-drafted response re BC Bid media request. In the green I would recommend an edit to "We will be happy to provide you with further updates as this project proceeds over the coming months." Let me know your thoughts.

Kass

Hi Andrew- thanks for your patience with us. Here's information for you, if you'd like to quote from the following, please attribute Lisa Beare, Minister of Citizens' Services:

- We are working diligently on replacing and modernizing BC Bid. This is a large and complex project with many moving pieces. Right now, we are looking ahead and planning for deliverables that are coming up over the fall and winter months. We are taking our time to get this project right to make sure BC Bid will meet the needs of the people who need and rely on it. We will have more to say in the months to come.

Thanks again Andrew. I'd like to note that this is a moving project. This is where we are right now, and we will update you as this project proceeds.

**Kassandra Lawal**

Office 778-974-6009 | Cell 778-678-3776

**Reporter**

Andrew MacLeod, Reporter

The Tyee

[amacleod@thetyee.ca](mailto:amacleod@thetyee.ca)

250-885-7662

**Deadline** ASAP

**Request**

Could you please clarify, is CGI and/or Ivalua still on the job?

When's the projected completion date?

All the best

**Background**

This is a follow-up to a media request from July 20, 2021.

*REQUEST:*

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Thank you in advance for your help.

*RESPONSE:*

Provided Background

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