

Request for Proposal RFP No. 1048-2025 Vendor of Record for Professional Services to Implement Salesforce Solutions

Thank you for joining us. The meeting will begin shortly.

Proponents Meeting
Virtual Meeting
December 12, 2025

Land Acknowledgement

I would like to acknowledge that we are in Treaty One Territory, the home and traditional lands of the Anishinaabe (Ojibwe), Ininew (Cree), and Dakota peoples, and in the National Homeland of the Red River Métis. Our drinking water comes from Shoal Lake 40 First Nation, in Treaty Three Territory.

Agenda

- Introductions
- Schedule A and NRFP
 - Description of Project
 - Contact Person
 - Request for Information (RFI)
 - Timelines
 - RFP Process Stages
 - Documents
 - Weighting for Components
 - Contract Term and Extensions
- Schedule B
 - Conditions of Award
- Schedule C
 - Intent to Bid
- Schedule D
 - Pricing Form
- Questions and Answers

Notes

- This session will be recorded.
- If any statements from this presentation disagree with statements in the RFP, the RFP will take precedence.
- Responses provided to questions asked today are only binding if issued via addendum.
- Presentation questions will be answered at the end of the presentation. Please utilize the MS Teams “raise hand” icon to indicate a question. Other questions must be submitted through Merx.
- The presentation, names and companies, and Q&A's will be posted on MERX.

Introductions

City of Winnipeg

Derrick Saedel	Project Manager
Nasir Noor	Manager of IT for Public Works / Contract Administrator
Andrew Burton	Manager of IT for Property Planning and Development
Oyeronke Ajibade	Procurement Specialist, Purchasing Division

Schedule A – Data Sheet

A1.01- Description of Goods and/or Services

- The City is seeking to procure Vendor of Record for Professional Services to Implement Salesforce Solutions, predominantly focusing on, but not limited to, Licenses, Permits, and Inspections (LPI).
- The Goods and/or Services will include and shall be provided in accordance with Schedule B – High Level Business Goals and Schedule D – Pricing Proposal.

Schedule A – Data Sheet

A1.03- Contact Person and Requests for Information

Contact Person is: Nasir Noor

The Contact Person may be contacted via email or phone:

Email: Nasir.Noor@winnipeg.ca

Phone: 204-471-5905

NRFP – Negotiated Request for Proposal

Proponents are required to submit all questions regarding the RFP through question-and-answer section on MERX for this RFP.

Proponents are required to submit all other communications regarding the RFP Documents, the RFP Process, and their Proposals in writing to the contact person named in Schedule A – Data Sheet (the “Contact Person”) using the communication method specified in Schedule A – Data Sheet. During the RFP Process, Proponents shall contact the City only through the Contact Person.

NRFP

Section 4 – The RFP Process

4.1 Requests for Information (RFI)

- submitting questions or requests for clarifications or information
- submit all RFIs through MERX using MERX Q&A (Question and Answer) functionality and in accordance with the deadlines set out in the Schedule A – Data Sheet;
- The City will respond to RFIs using MERX Q&A functionality and in accordance with the schedule set out in Schedule A – Data Sheet.

4.2 Addenda/Changes to the RFP Documents

- The City will issue each Addendum at least two (2) Business Days prior to the deadline for any stage or will provide at least two (2) Business Days by extending the deadline for each respective stage.

1048-2025 - Vendor of Record for Professional Services to Implement Salesforce Solutions

Time Left to Bid

46d 16h 03m

?

Notice

Categories

Amendments

Documents

Q & A

Document Request List

Audit

Basic Information

Reference Number

0000308588

Solicitation Type

NRFP - Negotiated Request for Proposal (Formal)

Title

Vendor of Record for Professional Services to Implement Salesforce Solutions

Agreement Types

Canada-European Union Comprehensive Economic and Trade Agreement(CETA)
Canadian Free Trade Agreement (CFTA)
New West Partnership Trade Agreement (NWPTA)

Issuing Organization

[The City of Winnipeg](#)

Solicitation Number

1048-2025

Source ID

PU.MU.MB.559625.C113359

Schedule A – Data Sheet

A2.01 – Stage 1 Timeline

Issuance of RFP Documents

November 28, 2025

Registration Deadline for Proponents Meeting

December 8, 2025, 4:00 PM CT

Proponents Meeting

December 12, 2025, at 1:00 PM CT

Deadline for Proponents to submit RFIs

January 9, 2026, 4:00 PM CT

Deadline for City to post RFI responses

January 19, 2026, 4:00 PM CT

Intent to Bid Deadline

January 26, 2026 at 12:00 pm CT

Deadline to submit confidentiality agreement

Not Applicable

Anticipated date range for Stage 2 – Written Response

March 26, 2026

Anticipated date range for Stage 3 – Demonstration

April 26, 2026

Anticipated Stage 4 – Pricing Proposal Submission Deadline

May 26, 2026, at 12:00 noon CT

Anticipated Stage 5 – Negotiations Proponent selection

June 26th, 2026

NRFP

Section 3 – RFP Process Stages

3.1 Overview

3.1.1 The RFP Process will proceed in the following five stages:

- (a) Stage 1 – Intent to Bid;
- (b) Stage 1.5 – Additional Screening
- (c) Stage 2 – Short List;
- (d) Stage 3 – Demonstration;
- (e) Stage 4 – Pricing Proposal; and
- (f) Stage 5 – Negotiations.

as described in further detail in this Section 3 - RFP PROCESS STAGES.

NRFP

Section 3 – RFP Process Stages

	Stage 1 Intent to Bid	Stage 1.5 Additional Screening	Stage 2 Short List	Stage 3 Demonstration	Stage 4 Pricing Proposal	Stage 5 Negotiations
	Posting on MERX	Additional Screening Form <i>Optional stage at the City's discretion</i>	Interview / Written Response <i>Optional stage at the City's discretion</i>	Scripted Demo <i>Optional stage at the City's discretion</i>	Pricing Proposal	Negotiation
Documents to Post/Reference	- RFP Documents	Additional Screening Form	<ul style="list-style-type: none"> - Detailed City Objectives and Requirements (sent to Proponents who have moved to Stage 2 in advance) - Any related questions (either as an Interview Script or Request for Written Response) or clarifications for Proponents (as written addenda or Q&A responses on MERX) 	<ul style="list-style-type: none"> - Demo Scripts (sent to Proponents who have moved to Stage 3 in advance) 	- RFP Documents	- Contractual Documents as determined by negotiation process
Proponent Deliverables	- Intent to Bid (Schedule C)	Questionnaire form to be completed by Proponents if more Proponents submit an Intent to Bid Form than are permitted to proceed to Stage 2 per Schedule A - Data Sheet	<ul style="list-style-type: none"> - If using the Interview process: no written documents to submit, however Interview will be recorded - If using the Written Response process: provide a written response in the designated format 	<ul style="list-style-type: none"> - No documents to submit - Provision of solution demo via video-conference - Demo will be recorded 	<ul style="list-style-type: none"> - Pricing Form (including pricing model) - Pricing Proposal Submission Form 	- Contractual Documents as determined by negotiation process

Non-Binding Process

- The process is non-binding, meaning no contract is formed at this stage. There is no Contract A created.
- Proponents may withdraw their submissions at any time during the process (RFP section 7.3).
- The purpose of the this NRFP process is to find a negotiations proponent (RFP section 1.1.4).

NRFP

Section 2 – The RFP Documents

SECTION 2 - THE RFP DOCUMENTS

2.1 Request for Proposals Documents

2.1.1 The Request for Proposals documents (the “**RFP Documents**”) are:

- (a) the Request for Proposal (the “**RFP**”);
- (b) Schedule A – Data Sheet;
- (c) Schedule B – High Level Business Goals;
- (d) Schedule C – Intent to Bid Form;
- (e) Schedule D – Pricing Form;
- (f) Schedule E – Pricing Proposal Submission Form;
- (g) Schedule F – Standard Legal Terms (including all related schedules, appendices and attachments thereto) (the “**Standard Legal Terms**”);
- (h) Addenda to the RFP Documents, if any.

Schedule A – Data Sheet

A2.15 - Weighting for Components of Overall Score

Component of Overall Score	Weight
Stage 2 – Short List	40%
Stage 3 - Demonstration	20%
Stage 4 - Pricing Proposal	40%

Schedule A – Data Sheet

A3.01- Contract Term and Extensions

Vendor of Record	
Proposed Contract Length	18 Months (1.5 Years)
Number of mutually agreed one-year extensions	Ten (10)
Anticipated contract start date	Date of award

Schedule B – High Level Business Goals

General Scope / Professional Services Objectives / Conditions of Award

- B0.3 – The City is seeking to select a "vendor of record" for professional service to implement solutions using Salesforce platform with a particular focus on use-cases to manage Permits, Licenses, and Inspections services.
- P9 - The vendor must be fully certified and authorized by Salesforce to develop, configure, and implement solutions using Salesforce platform.
- P13 - Vendor must have experience implementing Public Sector Solutions and Communities for public sector organizations of similar size or industry in Canada and US
- The Negotiations Proponent **shall** meet the **Conditions of Award** to the satisfaction of the City.

Schedule C – Intent to Bid Form

C1 Intent to Bid

- C1.2 - We confirm that we are able to meet the City's Procurement Objectives as set out in the RFP (including Schedule B – High Level Business Goals and Schedule A – Data Sheet) to the RFP, including
 - (a)the City's objectives for the Goods and/or Services;
 - (b)the City's Conditions for Award; and
 - (c)the City's Affordability Threshold (if applicable)

Schedule D – Pricing Form

Overview

Roles and Weights for Composite Rate				
Role	Description	Weight (%)	Role Description	Hourly Rate (\$)
Developer (Dev)	2–5 years' experience; implements Salesforce LPI configurations, moderate coding, workflow automation.	30%	Majority of hands-on work; mid-level tasks.	
Senior Developer / Architect (SD)	5+ years; leads technical design, complex coding, integrations, and mentoring.	25%	Handles advanced work, architecture, and oversight.	
Business Analyst (BA)	Gathers requirements, writes user stories, maps workflows.	15%	Capturing requirements and processes accurately.	
Project Manager (PM)	Manages timelines, resources, communication, risk.	10%	Ensures smooth project delivery.	
QA Tester (QA)	Develops/executes test plans, scripts, regression testing.	15%	Ensures quality and compliance.	
UX/UI Designer (UX)	Creates wireframes, mockups, and user-flow diagrams for portals and dashboards.	5%	Design effort for citizen-facing interfaces.	
Overhead / Other	If vendor's costing structure includes costs in addition to charges for the roles identified above, indicate it here as "Hourly Rate". This will be added to the Composite Rate. See "Instructions".	N/A	This per hour cost will be added to the Composite Rate in full. See "Instructions".	

Questions and Answers

Request for Proposal RFP No. 1048-2025

Vendor of Record for Professional Services to Implement Salesforce Solutions

Contact information

Nasir Noor

Email: Nasir.Noor@winnipeg.ca

Phone: 204-471-5905