

# Canadian Numbering Administration Consortium (CNAC)

## Change to CNA RFP Section 4.17

**OTTAWA - January 24, 2018** – The Canadian Numbering Administration Consortium (CNAC) today issued a revision to its Request for Proposals (RFP) that was issued on January 5, 2018 requesting proposals from prospective vendors to perform the role of Canadian Numbering Administrator (CNA) for the five year term commencing on January 1, 2019.

The CNAC is issuing this revision to change the requirements in Section 4.17 Preparation Period, Transition Plan and Implementation Schedule. The attached document contains the revised Section 4.17 which replaces the original section in the CNA RFP.

Vendors interested in obtaining a copy of the RFP may download it from the CNAC web site at [www.cnac.ca](http://www.cnac.ca) where additional information on Canadian numbering administration may be obtained.

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#### **4.17 Preparation Period, Transition Plan and Implementation Schedule**

Prospective vendors shall provide a proposed transition plan and schedule for the prospective vendor to assume the functions of the CNA which satisfy the following requirements:

1. The new Vendor must be in a position to fully assume all CNA functions on 1 January 2019.
2. The new Vendor must provide status reports to CNAC on at least a monthly basis from the date of being selected as the new Vendor until all functions are assumed.
3. The new Vendor shall prepare the final transition plan to CNAC setting out its detailed plans to take over the functions of the CNA (e.g., hire staff, rent premises, purchase equipment and software systems, consulting with the existing CNA vendor regarding systems and data transfers, etc.) and such plan shall be delivered to CNAC no later than 30 working days (the vendor preparation period) following the date selected as the new Vendor.
4. CNAC shall review, and if acceptable, approve or modify the final transition plan within 10 working days from the date of receipt from the new Vendor.

Prospective Vendors should assume cooperation from the existing CNA in the development and implementation of the 'final' transition plan.

All prospective vendors should include in their proposals a "proposed" transition plan and schedule indicating the main tasks to be undertaken and the time required. In particular, all prospective vendors should indicate compliance with the overall periods for preparation, development and approval of the "final" transition plan and implementing the "final" transition plan as required. The "final" transition plan, including a detailed schedule of meetings and tasks, will be developed by the successful vendor, after its selection and during consultations with the existing CNA vendor and CNAC, as appropriate.