ProServices Supply Arrangement Overview

The Government of Canada purchases professional services through contract vehicles such as standing offers (SO) and supply arrangements (SA). In some cases, the use of an SO or SA is mandatory. For professional services contracts under $100,000, the ProServices SA is an essential contract vehicle and will be for years to come. The other related mandatory contract vehicles include the Task and Solutions Professional Services (TSPS) Task-Based SA, the TSPS Solutions-Based SA, the Task-Based Informatics Professional Services (TBIPS) SA, and the Solutions-Based Informatics Professional Services (SBIPS) SA.

Supply Arrangement (SA) Name and Description	Solicitation Highlights
ProServices SA The ProServices Supply Arrangement is a mandatory procurement tool for most purchases of professional services under the CKFTA threshold ($100,000 from January 1, 2020 to December 31, 2021). ProServices is based on three other Government of Canada Methods of Supply: • TBIPS SA • TSPS Task-Based SA • Alternative Dispute Resolution SO ProServices includes both IT and non-IT categories. See Tables 1 and 2 below. By qualifying for ProServices, your firm becomes eligible to provide services to the federal government for contracts valued at $100,000 and under. Specific contracts are typically awarded using a best value (technical + financial) evaluation.	The current ProServices RFSA was posted on April 16, 2018 and is open for bids indefinitely. Submissions for new suppliers or existing suppliers looking to add categories are due quarterly, on the last business day of the month, in March, June, September and December. The solicitation can be found at: https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZT-002-33463 Key Criteria: • One (1) year in business • A reference client contact (no project write-up necessary) for categories you have supplied in the past five (5) years. • Security clearance (prior to SA award) A proposal requires both an email submission (to be provided when requested) and the entry of data into the Centralized Professional Services System (CPSS).

TPC Proposal Support Packages for ProServices

The Proposal Centre offers a number of options to support your success in obtaining a ProServices Supply Arrangement:

Level of Support	Services Included	Cost (HST or GST Extra)
Full Turnkey Support	• Request for Supply Arrangement (RFSA) review and amendment monitoring • Coaching and consultation throughout the proposal development process • Easy-to-use Information Collection templates • Preparation of all aspects of the proposal including the entry of data to the CPSS system and support for the follow-on email request • A 1-hour meeting or remote session to enter and/or review the online portions of the proposal	Contact info@theproposalcentre.ca today for a quote

Table 1: ProServices Categories (IT)

1. Application Services	2. Geomatics Services	3. IM/IT Services
1.1 Application/Software Architect 1.2 ERP Functional Analyst 1.3 ERP Programmer Analyst 1.4 ERP System Analyst 1.5 ERP Technical Analyst 1.6 Programmer/Software Developer 1.7 Programmer/Analyst 1.8 System Analyst 1.9 System Auditor 1.10 Test Coordinator 1.11 Tester 1.12 WEB Architect 1.13 WEB Designer 1.14 WEB Developer 1.15 WEB Graphics Designer 1.16 WEB Multimedia Content Consultant 1.17 Webmaster	2.1 Geomatics Analyst 2.2 Geomatics Specialist 2.3 GIS Applications Analyst 2.4 GIS Applications Architect 2.5 GIS Data Architect 2.6 GIS Infrastructure Architect 2.7 GIS Programmer/Analyst 2.8 GIS Project Manager 2.9 GIS System Architect 2.10 GIS Web Mapping Developer 2.11 Mapping Technician	3.1 Data Conversion Specialist 3.2 Database Administrator 3.3 Database Analyst 3.4 Database Modeller / IM Modeller 3.5 IM Architect 3.6 Network Analyst 3.7 Platform Analyst 3.8 Storage Architect 3.9 System Administrator 310 Technical Architect 3.11 Technology Architect

4. Business Services	5. Project Management Services (IT)
4.1 Business Analyst 4.2 Business Architect 4.3 Business Consultant 4.4 Business Continuity/Disaster Recovery Specialist 4.5 Business Process Re-engineering (BPR) Consultant 4.6 Business System Analyst 4.7 Business Transformation Architect 4.8 Call Centre Consultant 4.9 Courseware Developer 4.10 Help Desk Specialist 4.11 Instructor, IT 4.12 Network Support Specialist 4.13 Operations Support Specialist 4.14 Technical Writer	5.1 Change Management Consultant 5.2 Enterprise Architect 5.3 HR Consultant 5.4 Organizational Development Consultant 5.5 Project Executive 5.6 Project Administrator 5.7 Project Coordinator 5.8 Project Leader 5.9 Project Manager 5.10 Project Scheduler 5.11 Quality Assurance Specialist/Analyst 5.12 Risk Management Specialist 5.13 Independent IT Project Review Team Leader 5.14 Independent IT Project Reviewer

6. Cyber Protection Services	7. Telecommunications Services
6.1 Strategic IT Security Planning and Protection Consultant 6.2 IT Security Methodology, Policy and Procedures Analyst 6.3 IT Security TRA and C&A Analyst 6.4 IT Security Product Evaluation Specialist 6.5 PKI Specialist 6.6 IT Security Engineer 6.7 IT security Design Specialist 6.8 Network Security Analyst 6.9 IT Security Systems Operator 6.10 IT Security Installation Specialist 6.11 IT Security VA Specialist 6.12 Incident Management Specialist 6.13 Physical IT Security Specialist 6.14 IT Security R&D Specialist 6.15 Computer Forensics Specialist 6.16 PIA Specialist 6.17 EMSEC Security Specialist	7.1 Radio Frequency (RF) Systems Specialist 7.2 Satellite Communication Specialist 7.3 Telecommunication Cable Plant Designer 7.4 Telecommunication Technician 7.5 Private Branch Exchange (PBX) Technologist 7.6 Telecommunication System Specialist 7.7 Antenna Structure Engineer 7.8 Radio Frequency (RF) Engineer 7.9 Lineman Technician

Table 2: ProServices Categories (Non-IT)

8. HUMAN RESOURCES SERVICES STREAM	9. BUSINESS CONSULTING / CHANGE MANAGEMENT STREAM
8.1 Human Resources Consultant 8.2 Organizational Design and Classification Consultant 8.3 Employment Equity Consultant 8.4 Employee Relation Consultant 8.5 Compensation Consultant 8.6 HR Information System Consultant 8.7 Leadership Development Consultant 8.8 Staffing Consultant 8.9 HR Policy Development Consultant 8.10 HR Assistant Consultant	9.1 Business Analyst 9.2 Business Continuity Consultant 9.3 Business Consultant 9.4 Organization Development Consultant 9.5 Business Process Consultant 9.6 Change Management Consultant 9.7 Needs Analysis and Research Consultant 9.8 Business Architect 9.9 Statistical Analyst 9.10 Knowledge Management Consultant 9.11 Information/Records Management/ Recordkeeping Specialist 9.12 Evaluation Services Consultant 9.13 Performance Measurement Consultant 9.14 Subject Matter Expert 9.15 Facilitator Consultant

10. PROJECT MANAGEMENT SERVICES STREAM	11. REAL PROPERTY PROJECT MANAGEMENT SERVICES STREAM
10.1 Project Administrator 10.2 Project Manager 10.3 Project Leader/Executive 10.4 Project Planner 10.5 Quality Assurance/Management Specialist 10.6 Risk Management Specialist 10.7 Procurement Specialist 10.8 Financial Specialist 10.9 Project Monitor 10.10 Technical Writer 10.11 Communications Consultant	11.1 Project Administrator for Real Property 11.2 Project Manager for Real Property 11.3 Project Leader for Real Property 11.4 Project Planner for Real Property 11.5 Financial/Cost Specialist for Real Property 11.6 Portfolio Planner for Real Property 11.7 Claims Analyst

12. TECHNICAL, ENGINEERING AND MAINTENANCE SERVICES STREAM	13. ALTERNATIVE DISPUTE RESOLUTION SERVICES (new)
12.1 Draftsperson / Illustrator 12.2 Technician 12.3 Engineering Graduate 12.4 Professional Engineer (P.ENG) 12.5 Clothing Technologist 12.6 Textile Technologist 12.7 Personal Protection Equipment Technologist 12.8 Nuclear/Biological/Chemical (NBC) Personal Protection Technologist 12.9 Handwear/Knitted Footwear and Accessories Technologist 12.10 Footwear Technologist 12.11 Pattern Design, Development, and Sizing Technologist 12.12 Clothing and Personal Protection Equipment Design and Prototyping Technologist 12.13 Badges/Insignia/Ceremonial Accoutrements Technologist 12.14 Integrated Logistics Support (ILS) Specialist 12.15 Technical Clerk 12.16 Life Cycle Management Specialist	13.1 Conflict Coaching 13.2 Mediation / Facilitation conversation 13.3 Group Processes and Work Place Assessment 13.4 Commercial / Business Disputes: Facilitated Discussion / Mediation 13.5 Commercial / Business Disputes: Arbitration 13.6 Conflict Management Training

(Continued)

Table 2: ProServices Categories (Non-IT) *(continued)*

14. HEALTH SERVICES
14.1 Registered Nurse
14.2 Nurse Practitioner
14.3 Licensed Practical Nurse or Registered Practical Nurse
14.4 Nurse Aides
14.5 Primary Care Paramedic
14.6 Physician
14.7 Psychologist
14.8 Clinical Social Worker