

## TSPS Task-Based SO/SA 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.

The Task and Solutions Professional Services (TSPS) Task-Based Standing Offer and Supply Arrangement are two of several mandatory contract vehicles for contracts in the following streams: Human Resources, Business Consulting/Change Management, Project Management, Real Property Project Management, Technical Engineering and Maintenance Services (TEMS). The other related contract vehicles are the TSPS Solutions-Based SA, and the ProServices SA.

Supply Arrangement Description	Solicitation Details
<p>The TSPS Task-Based SO/SA comprises two mandatory procurement tools for task-based professional services. Task-based services generally involve the assignment of a resource or group of resources to complete a well-defined set of deliverables/responsibilities on a per diem basis. The specific categories are listed on the next page.</p> <p>The TSPS Task-Based SO and SA include the streams and categories listed in Attachment #1.</p> <p>By qualifying for the TSPS Task-Based SA, your firm becomes eligible to provide task-based services to the federal government for contracts valued over \$106,000 (NAFTA threshold). Specific contracts are typically awarded using a best value (technical + financial) evaluation. There are two tiers for the supply arrangement:</p> <ul style="list-style-type: none"> <li>• Tier 1: Contracts from \$106,000 to \$2,000,000</li> <li>• Tier 2: Contracts over \$2,000,000</li> </ul> <p>The TSPS Task-Based SO is for contracts of any dollar value, up to \$250,000, to be awarded on a ranked (low cost) right of first refusal basis.</p>	<p>The TSPS Task-Based SO and SA renewals were posted on October 19, 2018 with a due date of November 27, 2018. The solicitation can be found at:</p> <p><a href="https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZT-015-33961">https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZT-015-33961</a></p> <p><u>Key Requirements:</u></p> <ul style="list-style-type: none"> <li>• Minimum of three (3) years in business</li> <li>• Must have invoiced a gross business volume in sales of at least \$500,000 (SO/SA Tier 1) or \$1,000,000 (SA Tier 2) over the past five (5) years.</li> <li>• A reference client contact (no project write-up necessary) for categories you have supplied in the past five (5) years and that you wish to qualify for.</li> <li>• Minimum of two (SO/SA Tier 1) or four (SA Tier 2) categories demonstrated <i>for each stream proposed</i></li> <li>• Security clearance (prior to SO/SA award)</li> </ul> <p>A proposal requires both an email submission (to be provided when requested) and the entry of data into the Centralized Professional Services System (CPSS).</p>

## Attachment #1: TSPS Streams and Categories

1. HUMAN RESOURCES SERVICES STREAM	2. BUSINESS CONSULTING / CHANGE MANAGEMENT STREAM
1.1 Human Resources Consultant 1.2 Organizational Design and Classification Consultant 1.3 Employment Equity Consultant 1.4 Employee Relation Consultant 1.5 Compensation Consultant 1.6 HR Information System Consultant 1.7 Leadership Development Consultant 1.8 Staffing Consultant 1.9 HR Policy Development Consultant 1.10 HR Assistant Consultant	2.1 Business Analyst 2.2 Business Continuity Consultant 2.3 Business Consultant 2.4 Organization Development Consultant 2.5 Business Process Consultant 2.6 Change Management Consultant 2.7 Needs Analysis and Research Consultant 2.8 Business Architect 2.9 Statistical Analyst 2.10 Knowledge Management Consultant 2.11 Information/Records Management/ Recordkeeping Specialist 2.12 Evaluation Services Consultant 2.13 Performance Measurement Consultant 2.14 Subject Matter Expert 2.15 Facilitator Consultant

3. PROJECT MANAGEMENT SERVICES STREAM	4. REAL PROPERTY PROJECT MANAGEMENT SERVICES STREAM
3.1 Project Administrator 3.2 Project Manager 3.3 Project Leader/Executive 3.4 Project Planner 3.5 Quality Assurance/Management Specialist 3.6 Risk Management Specialist 3.7 Procurement Specialist 3.8 Financial Specialist 3.9 Project Monitor 3.10 Technical Writer 3.11 Communications Consultant	4.1 Project Administrator for Real Property 4.2 Project Manager for Real Property 4.3 Project Leader for Real Property 4.4 Project Planner for Real Property 4.5 Financial/Cost Specialist for Real Property 4.6 Portfolio Planner for Real Property 4.7 Claims Analyst

5. TECHNICAL, ENGINEERING AND MAINTENANCE SERVICES STREAM
5.1 Draftsperson / Illustrator 5.2 Technician 5.3 Engineering Graduate 5.4 Professional Engineer (P.ENG) 5.5 Clothing Technologist 5.6 Textile Technologist 5.7 Personal Protection Equipment Technologist 5.8 Nuclear/Biological/Chemical (NBC) Personal Protection Technologist 5.9 Handwear/Knitted Footwear and Accessories Technologist 5.10 Footwear Technologist 5.11 Pattern Design, Development, and Sizing Technologist 5.12 Clothing and Personal Protection Equipment Design and Prototyping Technologist 5.13 Badges/Insignia/Ceremonial Accoutrements Technologist 5.14 Integrated Logistics Support (ILS) Specialist 5.15 Technical Clerk 5.16 Life Cycle Management Specialist