

PWGSC THS for the NCR 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 Temporary Help Services (THS) for the National Capital Region (NCR) SA is the mandatory contract vehicle for the services of a resource in the NCR in response to one of the following situations:

- When a public servant is absent for a temporary period of time
- When a requirement exists for additional staff during a temporary workload increase, in which there is an insufficient number of public servants available to meet the requirement
- When a position is vacant and staffing action is being completed

Name and Description	Solicitation Details
Temporary Help Services (THS) SA The THS SA is a mandatory procurement tool for temporary help services in the National Capital Region. Temporary help services involve the assignment of a resource or	The THS SA is currently open for bids until <u>March 20, 2019 at</u> <u>2:00 p.m.</u> Once THS is awarded, it will be posted on buyandsell.gc.ca on an ongoing basis with new bids evaluated quarterly.
resources to assist Federal Departments or Agencies in the National Capital Area when a public servant is unavailable (e.g., absence, temporary workload increases, vacant position)	The THS SA solicitation can be found at: <u>https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZN-022-34600</u>
THS includes the streams and categories listed in Attachment #1.	 <u>Key Criteria:</u> Minimum of 24 months in business Selection of proposed streams and categories. For each stream where three categories are substantiated, a supplier will
By qualifying for the THS SA, your firm becomes eligible to provide temporary help services to the federal government for contracts ranging from less than \$25,000 to over \$1,000,000.	 qualify for the entire stream To substantiate a category, the Supplier must demonstrate that they have provided services similar to the category, including: At least three contracts (maximum five), where services have been provided within the last three years prior to the the services of th
In 2019 THS will be piloting two new initiatives. The first is to promote and support greater opportunities for underrepresented groups in federal procurement (indigenous, women, people with disabilities, and visible minorities).	 solicitation closing date. A client reference must be provided for each contract. At least five resources must have been provided across all the contracts submitted Security clearance (prior to SA award)
The second is to introduce a new "Right-fit" basis of selection that could be used in lieu of lowest priced bid.	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 THS SA Proposals

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 Detailed guidance and hands-on support to facilitate the submission of the online portions of the proposal 	Contact <u>info@theproposalcentre.ca</u> today for a quote.



Attachment #1: THS Streams and Classifications

• 1.1 Clerk, legal • 1.10 Clerk, legal • 1.2 Administrative assistant, general • 1.10 Clerk, legal • 1.3 Executive assistant • 1.11 Clerk, legal • 1.3 Executive assistant • 1.12 Clerk, mail room • 1.4 Receptionist • 1.13 Clerk, records management • 1.5 Clerk, compensation • 1.13 Clerk, records management • 1.6 Clerk, finance • 1.16 Driver • 1.8 Clerk, finance • 1.16 Driver • 1.9 Clerk, finance • 1.16 Driver • 2.2 Tade helper • 3.1 Electrical and Electronics Services • 2.1 General labourer • 3.1 Electrical • 2.3 Building superintendents • 3.3 Resembler and fabricator, electronics • 2.4 Suiding superintendents • 3.3 Technologist, electrical and electronics engineering • 3.5 Technologist, electrical and electronics engineering • 3.5 Technologist, electrical and electronics engineering • 4.1 Assembler, mechanical engineering • 5.1 Computer, Services • 4.1 Assembler, mechanical engineering • 5.1 Computer, Services • 4.1 Assembler, mechanical engineering • 5.1 Computer, Services • 5.1 Technologist, architectural • 7.2 Engineer, Isological • 7.3 Technologist, a	STREAM #1 Office Support		
2.1 General labourer 2.2 Trade helper 2.3 Building subprintendents 2.4 Building subprintendents 2.4 Stores services personnel 3.3 Assembler and fabricator, electronics 2.4 Stores services personnel 3.5 Technologist, electrical and electronics engineering 3.5 Technologist, electrical and electronics engineering 3.5 Technologist, electrical and electronics engineering 4.1 Assembler, mechanical 4.1 Cashembler, mechanical 4.2 Technician, methanical engineering 4.2 Technician, mechanical 4.4 Technologist, trenchanical 4.4 Technologist, mechanical 4.5 Inspector, mechanical 4.5 Inspector, mechanical 4.5 Inspector, mechanical 4.5 Representer, mechanical 4.5 Representering 4.5 Inspector, mechanical 4.5 Representering 4.5 Inspector, mechanical 4.5 Technologist, dentify 4.5 Representering 4.5 Inspector, mechanical 4.5 Technologist, dentify 4.5 Inspector, mechanical 4.5 Inspector, mechanical 4.5 Techonologist, d	 1.2 Administrative assistant, general 1.3 Executive assistant 1.4 Receptionist 1.5 Clerk, accounting 1.6 Clerk, compensation 1.7 Clerk, data entry 1.8 Clerk, finance 	 1.11 Clerk, library 1.12 Clerk, mail room 1.13 Clerk, records management 1.14 Clerk, research 1.15 Desktop publishing/graphics 1.16 Driver 	
• 2.2 Trade helper • 3.2 Engineer, electrical • 2.3 Building technician • 3.3 Assembler and fabricator, electronics • 2.4 Suilding technician • 3.4 Inspector, electronics • 2.5 Construction site coordinator • 3.5 Technician, electricial and electronics engineering • 2.5 Construction site coordinator • 3.6 Technician, electricial and electronics engineering • 4.1 Assembler, mechanical • 5.1 Computer, application support • 4.2 Technician, mechanical • 5.1 Computer, applications support • 4.3 Technicalical engineering • 5.3 Telecommunications analyst • 4.4 Technicogist, mechanical • 7.1 Engineer, acrospace • 6.1 Interior designer • 7.1 Engineer, acrospace • 6.1 Interior designer • 7.1 Engineer, acrospace • 6.2 Technicain, architectural • 7.3 Engineer, chenical • 7.4 Technician, farting • 7.3 Technician analyst • 8.1 Auditor • 9.1 Materiel management • 8.2 Fuel and a management • 9.2 Procurement • 10.1 Communications • 11.1 Libraria/archivist • 10.1 Communications • 13.1 Access to information and privacy • 12.1 Human resources, classification • 13.1 Access to information and privacy <	STREAM #2 Operational Services	STREAM #3 Electrical and Electronics Services	
 4.1 Assembler, mechanical 5.1 Computer, application support 5.2 Computer, website support 5.3 Telecommunications analyst 5.4 Engineer, mechanical 4.5 Engineer, mechanical 5.1 Interior designer 6.1 Interior designer 6.2 Techniolan, architectural 6.3 Technologist, architectural 6.4 Engineer, architectural 6.3 Technologist, architectural 6.4 Engineer, architectural 6.4 Engineer, architectural 7.5 Technician, rivil engineering 7.5 Technician, drafting 7.8 Technologist, drafting 7.9 Technologist, geomatics 7.9 Technologist, drafting 7.9 Technologist, geomatics 7.9 Technologist, geomatics 7.9 Technologist, drafting 7.1 Communications 7.1 Communications 7.1 Communications 7.1 Communications 7.2 Human resources, compensation 7.3 Technical management 7.3 Cocioeconomics 7.3 Socioeconomics 7.3 Socioeconomics 7.3 Socioeconomics 7.3 Socioeconomics 7.3 Socioeconomic	 2.2 Trade helper 2.3 Building technician 2.4 Building superintendents 2.5 Construction site coordinator 2.6 Stores services personnel 	 3.2 Engineer, electrical 3.3 Assembler and fabricator, electronics 3.4 Inspector, electronics 3.5 Technician, electrical and electronics engineering 3.6 Technologist, electrical and electronics engineering 	
 4.2 Technician, michanical engineering 4.3 Technician, mitray vehicle 5.3 Telecommunications analyst 5.4 Technician, grownatics 6.4 Interior designer 6.5 Technician, architectural 6.3 Technologist, architectural 7.4 Technician, civil engineering 7.5 Technologist, architectural 7.6 Technologist, architectural 7.7 Technologist, architectural 7.8 Technologist, architectural 7.8 Technologist, architectural 7.9 Technologist, architectural 7.1 Library Services Categories 11.1 Library technologist<th></th><th></th>			
 6.1 Interior designer 6.1 Interior designer 6.2 Technician, architectural 6.3 Technologist, architectural 6.4 Engineer, architectural 6.4 Engineer, architectural 7.4 Technician, civil engineering 7.4 Technician, civil engineering 7.5 Technologist, arafting 7.5 Technologist, arafting 7.5 Technologist, arafting 7.8 Technologist, geomatics 7.9 Technologist, geomatics 9.1 Materiel management 9.2 Procurement 9.2 Procurement 9.2 Procurement 9.2 Editor 11.1 Librarian/archivist 11.2 Library technician 12.6 Human resources, classification 12.7 Human resources, staff and labour relations 12.6 Human resources, staff and labour relations 12.7 Human resources, staff and labour relations 12.8 Organizational design 14.1 Epidemiologist 14.1 Epidemiologist 14.2 Biologist 14.3 Technologist, chemical 14.3 Technologist, chemical 14.3 Technologist, chemical 	 4.2 Technician, mechanical engineering 4.3 Technician, military vehicle 4.4 Technologist, mechanical engineering 4.5 Inspector, mechanical 4.6 Engineer, mechanical 	5.2 Computer, website support	
 6.2 Technician, architectural 6.3 Techniologist, architectural 6.4 Engineer, architectural 7.4 Technician, civil engineering 7.5 Technician, civil engineering 7.5 Technician, civil engineering 7.5 Technician, civil engineering 7.5 Technician, civil engineering 7.5 Technician, civil engineering 7.8 Technologist, drafting 7.8 Technologist, drafting 7.8 Technologist, geomatics 7.8 Technologist, geomatics 7.9 Technologist, geomatics 7.9 Technologist, geomatics 7.9 Technologist, geomatics 7.8 Technologist, geomatics 9.1 Materiel management 9.2 Procurement 9.2 Procurement 9.2 Communications 10.1 Communications 10.2 Editor 10.3 Marketing 10.4 Media monitor 10.5 Writer (non-technical) 10.6 Technical writer STREAM #12 Human resources, classification 12.3 Human resources, classification 12.3 Human resources, staff and labour relations 12.4 Human resources, staff and labour relations 12.5 Human resources, staff and labour relations 12.6 Human resources, staff and labour relations 12.8 Organizational design 14.1 Epidemiologist 14.1 Epidemiologist 14.5 Chemist 14.5 Chemist 14.5 Chemical 	STREAM #6 Architectural and Design Services	STREAM #7 Miscellaneous Engineering/Technology Services	
 8.1 Auditor 8.1 Auditor 8.2 Evaluation analyst 9.1 Materiel management 9.2 Procurement 9.2 Procures Categories 11.1 Library Services Categories 11.2 Library technician 11.2 Library technician 13.6 Risk management 13.7 Socioeconomics 13.8 Sociology 13.9 Special advisor 13.10 Statistics 13.10 Statistics 13.11 Strategist 14.1 Epidemiologist 14.5 Chemist 14.7 Technician, chemical 14.7 Technician, chemical 	 6.2 Technician, architectural 6.3 Technologist, architectural 6.4 Engineer, architectural 	 7.2 Engineer, biological 7.3 Engineer, chemical 7.4 Technician, civil engineering 7.5 Technician, drafting 7.5 Technician, drafting 	
 8.2 Evaluation analyst 9.2 Procurement 9.11.1 Librarian/archivist 9.11.1 Librarian/archivist 9.11.1 Librarian/archivist 9.11.1 Librarian/archivist 9.11.2 Library technician 9.2 Procurement 9.11.2 Library technician 9.2 Procurement 9.2 Procurement<th></th><th></th>			
 10.1 Communications 10.2 Editor 10.3 Marketing 10.4 Media monitor 10.5 Writer (non-technical) 10.6 Technical writer STREAM #12 Human Resources Management 12.1 Human resources, classification 12.2 Human resources, compensation 12.3 Human resources, general 12.4 Human resources, general 12.5 Human resources, staff and labour relations 12.6 Human resources, staffing 12.7 Human resources, staffing 12.8 Organizational design STREAM #14 Health and Scientific Services 14.1 Epidemiologist 14.2 Biologist 14.3 Technologist, biological 14.7 Technician, chemical 	8.2 Evaluation analyst		
 10.2 Editor 10.3 Marketing 10.4 Media monitor 10.5 Writer (non-technical) 10.6 Technical writer STREAM #12 Human Resources Management STREAM #12 Human Resources, classification 12.1 Human resources, compensation 12.2 Human resources, compensation 12.3 Human resources, compensation 12.4 Human resources, general 12.5 Human resources, general 12.6 Human resources, staff and labour relations 12.7 Human resources, succession planning 12.8 Organizational design STREAM #14 Health and Scientific Services 14.1 Epidemiologist 14.2 Biologist 14.3 Technologist, biological 14.7 Technician, chemical 	STREAM #10 Communications Services	STREAM #11 Library Services Categories	
 12.1 Human resources, classification 12.2 Human resources, compensation 12.3 Human resources, employment equity 12.4 Human resources, general 12.5 Human resources, staff and labour relations 12.6 Human resources, staff and labour relations 12.7 Human resources, succession planning 12.8 Organizational design 13.1 Access to information and privacy 13.2 Economics 13.3 Official languages 13.4 Policy 13.5 Program administration 13.1 Strategist 13.4 Policy 13.5 Program administration 13.1 Strategist 13.1 Strategist 14.5 Chemist 14.5 Chemist 14.6 Technologist, chemical 14.7 Technician, chemical 	 10.2 Editor 10.3 Marketing 10.4 Media monitor 10.5 Writer (non-technical) 		
 12.2 Human resources, compensation 12.3 Human resources, employment equity 12.4 Human resources, general 12.5 Human resources, staff and labour relations 12.6 Human resources, staffing 12.7 Human resources, staffing 12.7 Human resources, succession planning 12.8 Organizational design 14.1 Epidemiologist 14.2 Biologist 14.3 Technologist, biological and privacy and privacy 13.2 Economics 13.4 Policy 13.5 Program administration 14.5 Chemist 14.6 Technologist, chemical 14.7 Technician, chemical 	STREAM #12 Human Resources Management	STREAM #13 Policy and Advisory Services	
 14.1 Epidemiologist 14.2 Biologist 14.3 Technologist, biological 14.6 Technologist, chemical 14.7 Technician, chemical 	 12.2 Human resources, compensation 12.3 Human resources, employment equity 12.4 Human resources, general 12.5 Human resources, staff and labour relations 12.6 Human resources, staffing 12.7 Human resources, succession planning 	and privacy• 13.7 Socioeconomics• 13.2 Economics• 13.8 Sociology• 13.3 Official languages• 13.9 Special advisor• 13.4 Policy• 13.10 Statistics	
 14.2 Biologist 14.3 Technologist, biological 14.6 Technologist, chemical 14.7 Technician, chemical 	STREAM #14 Health and Scientific Services		
	 14.2 Biologist 14.3 Technologist, biological 	14.6 Technologist, chemical14.7 Technician, chemical	

Note: For a cross-reference from the old THS SO/SA category/streams, refer to the Grandfathering Streams Reference at <u>https://www.tpsgc-pwgsc.gc.ca/app-acq/sat-ths/vr-sr-eng.html</u>.