

ACAN- ADVANCED CONTRACT AWARD NOTICE

Context

The Department of **Social Sciences and Humanities Research Council of Canada (SSHRC)** has a requirement for the provision of a qualified, experienced Human Resources Consultant at the senior level to provide chief negotiation services for the renewal of Collective Agreements between SSHRC and the Public Service Alliance of Canada (PSAC) for the upcoming round of negotiations. The purpose of this Advance Contract Award Notice (ACAN) is to signal the government's intention to award a contract for these services to **Emond Harnden LLP, 707 Bank Street, Ottawa, ON K1S 3V1**. Before awarding a contract, however, the government would like to provide other suppliers with the opportunity to demonstrate that they are capable of satisfying the requirements set out in this Notice, by submitting a statement of capabilities during the 15 calendar day posting period.

If other potential suppliers submit a statement of capabilities during the 15 calendar day posting period that meet the requirements set out in the ACAN, the government will proceed to a full tendering process on either the government's electronic tendering service or through traditional means, in order to award the contract.

If no other supplier submits, on or before the closing date, a statement of capabilities meeting the requirements set out in the ACAN, a contract will be awarded to the pre-selected supplier.

The Department of **Social Sciences and Humanities Research Council of Canada (SSHRC)** has a requirement to provide chief negotiation services for the renewal of its Collective Agreements between SSHRC and the Public Service Alliance of Canada (PSAC). SSHRC is a Separate Agency and as such, carries the powers and responsibilities of the Treasury Board in matters related to the management of this workforce, including collective bargaining.

Two Collective Agreements exist between SSHRC and PSAC. The Agreements are very similar. Each applies to a distinct category of classification groups: the Administrative Support category (GR-01 to GR-04) and the Administrative and Foreign Services category (GR-05 to GR-10).

The Collective Agreements of SSHRC expired on March 31, 2014. As with other Separate Agencies and specific groups of the Core Public Service (eg: PA, TC, and EB groups), As a Separate Agency, SSHRC has the authority to negotiate. The mandate must be approved by the Treasury Board Secretariat (TBS). SSHRC is seeking to prepare for the upcoming negotiation process with PSAC.

The work will involve the following: The Contractor will provide a resource for chief negotiation services to act individually as the Chief Negotiator on behalf of the Agency. The Contractor must be prepared to meet with HR officials and Senior Management from SSHRC regarding negotiation strategies. He/she must also meet with representatives from TBS and with PSAC to present the Agency's views, proposals, and options during Collective Bargaining.

The proposed contract is for a period of 1 year, from June 23, 2014 for a period of 12 months. The contract will include the option to extend the contract for an additional 12 months, if required. The proposed resource must be available to work immediately. The contract will also include the provision to be terminated, by convenience, once the negotiations process is successfully completed.

Minimum Essential Requirements

Any interested supplier must demonstrate by way of a statement of capabilities that it meets the following requirements;

- 1) The Supplier has a minimum of 10 years of demonstrated experience in collective agreement negotiation services successfully negotiating Collective Agreements within the Canadian Federal Public Service, and a minimum of 5 years of demonstrated experience in collective agreement negotiation services within the Canadian Federal Public Service for a Separate Agency under Schedule V of the Financial Administration Act (FAA) within the last 10 years.

A "Separate Agency" is defined in article 11 of the Financial Administration Act: "separate agency means a portion of the federal public administration named in Schedule V.

- 2) The supplier has a minimum of 5 years of experience dealing with Chief Union Negotiators and senior government officials at the EX level and above.
- 3) The supplier has led a minimum of 3 formal **mediation** sessions in the context of Collective Bargaining in the Public Service in the last 10 years.
- 4) The resource proposed by the supplier has a minimum Post-Secondary School diploma or 10 years' experience in negotiating Collective Agreements within the Canadian Federal Public Service.
- 5) The supplier has negotiated a minimum of 1 Collective Agreement within the Canadian Federal Public Service for a Separate Agency under **Schedule V** of the Financial Administration Act (FAA) within the last 5 years.
- 6) The resource proposed by the supplier must be fluently bilingual in English and French

Security Requirement: This requirement is subject to Reliability Status Certificate.

Justification for the Pre-Selected Supplier

Canada intends to retain ownership of any Foreground Intellectual Property arising out of the proposed contract on the basis that the main purpose of the contract is negotiate contracts on behalf of the Agency. **It MUST be noted that a competitive process was completed under Task Based Professional Services (TSPS) under the TSPS Supply Arrangement (SA) method of supply E60ZN-13TSPS. NO bids were received as a result of the solicitation.**

The following suppliers were invited to submit a proposal;

- a. Action Personnel of Ottawa-Hull
- b. André Filion and Associates
- c. Joubert Management Consulting Services – Services de conseils en gestion
- d. KPMG LLP
- e. L.Paul Frechette Consulting Services Inc.
- f. O'Grady Human Resources & Management Consulting Inc.
- g. Y2 Consulting Psychologists Inc./Psychologues consultants Y2
- h. Conoscenti Technologies Inc.
- i. Epixus Incorporated
- j. Systematix IT Solutions Inc.
- k. Acosys Consulting Services Inc.
- l. Artemp Personnel Service
- m. ConversArt Consulting Ltd.

- n. Human Resource Systems Group
- o. Mary Helen Kaizer

The proposed supplier **Emond Harnden LLP** does specialize in the field of Collective Bargaining Negotiation Services and has provided similar services to SSHRC in the past. The proposed supplier does also possess the required qualifications and is also able to provide these services under our restrictive time frame which is increasingly diminished as a result of the previously unsuccessful competitive process.

Suppliers who consider themselves fully qualified and available to meet the specified requirements may submit a statement of capabilities in writing to the Contracting Authority identified in this Notice on or before the closing date of this Notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

The closing date and time for accepting statements of capabilities is **June 19, 2014 2:00 p.m. EST**

Inquiries and statements of capabilities are to be directed to:

Martine Bergeron
Social Sciences and Humanities Research Council of Canada

350 Albert Street, Ottawa, ON, K1A 1H5
Telephone: 613-996-0401
E-mail: tenders@nserc-crsng.gc.ca

Policy Information

Subject to WTO-AGP -

Subject to NAFTA -

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