



TB Submissions and You

Annual National Workshop

Canadian Institute for Procurement and Materiel Management

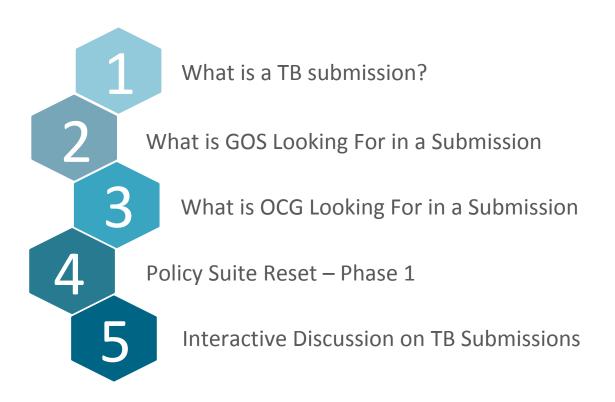
June 5, 2019

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Purpose and Overview of the Presentation

Purpose: to provide departments with tips and tricks on drafting TB submissions and improve collaboration between departments and the Treasury Board Secretariat



What is a TB submission?



An official document seeking specific authorities or approvals from the Treasury Board to help implement a new program or a project in the Government of Canada. Submissions are brought forward by a minister to undertake an initiative that his or her organization would not otherwise be able to undertake or that is outside its delegated authorities.

Most common contracting approvals sought:

- Approval to enter into or amend a contract or contractual arrangement (the most common type)
- Exemption from a policy requirement (ex: advance contract approval)
- Exceptional contracting limit
- Investment plans and project management submissions

What is GOS Looking For in a Submission

A clear and complete storyline

- Approvals required from Treasury Board
- Contract period or duration, value and requirements
- Procurement strategy and history
- Cost-benefit analysis
- Basis of payment and other terms and conditions
- Expected results and outcomes of the procurement
- Governance and how the procurement is managed
- Procurement risks and risk-management strategies

What is OCG Looking For in a Submission

It's all about the basics!

- Deliverables of the contract
- Duration and total value of the contract
- Justification for non-competitive
- Summary of the procurement process
- Basis of payment
- Application of trade agreements and Comprehensive Land Claim Agreements
- Socio-economic benefits



Plain Language



Policy Suite Reset – Phase 1

Contracting Policy Amendments

- Increased all basic contracting limits for inflation (25%)
- Streamlined basic limits table; remove traditional and amendment amounts; simplified language
- Updated some exceptional limits
- Added a requirement for departments to consider accessibility when setting procurement requirements and strategies, and provide justification on file if it is not feasible to do so
- Changed approval requirements of contracts with former public servants in receipt of a pension

 Treasury

 Treasury

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Information



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For further information on the Policy Suite Reset: ppd-psr@tbs-sct.gc.ca



Government Contracts Regulations

Treasury Board Contracting Policy

Procurement Policy Division GCpedia page



Writing a Treasury Board Submission
Commonly Sought Authorities

Thank you

Time for an interactive discussion on TB submissions!

Annex A: Policy Suite Reset – Phase 1



New Increased TB Basic Contracting Limits (as of April 2019)

Commodities	CDN (K = thous	CDN (K = thousand, M = million)	
	Competitive	Non-competitive	
Schedule 1 – Construction			
Public Services and Procurement Canada	75 M	1.25 M	
All other Departments and Agencies	750 K	100 K	
Schedule 2 – Goods			
Public Services and Procurement Canada	75 M	3.75 M	
Shared Services Canada	60 M	3 M	
Department of National Defence	7.5 M	375 K	
All other Departments and Agencies	750 K	100 K	
Schedule 3 – Services			
Public Services and Procurement Canada	37.5 M	5.75 M	
Shared Services Canada	30 M	4.5 M	
Department of National Defence	7.5 M	375 K	
Department of Transport	7.5 M	250 K	
Department of Fisheries and Oceans	7.5 M	200 K	
All other Departments and Agencies	3.75 M	200 K	