

Services to be Considered as Non-consulting Services

(follow University Policy for procurement)

Reviews - predominantly subject matter experts

Academic Departmental/Peer Reviews

Faculty/Decanal Review

Division Reviews

Endowed Chair Reviews

Dean Initiated Reviews

Reviewers for Chair Selection Processes

Governance Reviews

Research/Scientific Reviews

Research/Curriculum development/expertise

Accreditation Reviews

Undergraduate and Graduate Program Reviews

Clinical Program Reviews / Clinical Trial Reviews

Thesis Defense and Reviews

Independent review of a student's evaluation

Evaluation Specialists on Performance Measurement Specialists

Speakers

Invited Facilitators for retreats (sometimes working on strategic plans) and workshops

Invited Speakers – for lectures, research seminars, endowed lecture series, continuing educational series programs, continuing professional development series

Training

Training sessions

ITS Course Trainers

Technical Services

Design and print agencies

Program brochure design/printing/mailing

Annual report / newsletter design services/printing

Technical writers, copy and writing editors or case writers – speech and article writers

Business Plan writing

Consultants to write analytical summaries of specific government conferences

Project Management

Business Development

Web design/maintenance

Graphic Services

Videotaping and production for teaching support materials

Photographers

AV Support / recording of continuing education programs

Audio support/equipment rental for convocation and outdoors

Event planning or management services

TSSA – Technical Safety Standards Association

ESA – Electrical Safety Association

BI&I – insurance company that does inspections
DJ Services
Couriers
Sports Game Officials
Translation services
Transcription services
English language training provided by Applied Language Associates
Onsite Ergonomists
Implementation services for proprietary equipment (usually through an RFP)
Security Services

IT Services

Scheduling System Maintenance
Cable installers
Hosting services (servers and web)
Design analysis for ITS hardware/software/facilities
Computer programmers hired to develop surveys/databases
Service on Equipment/Software where service or warranty no longer applies

HR/Staffing

Non-continuing Non-employment Remuneration (NCNER) compensation
Retired Faculty members paid through NCNERS
Preceptor payments
Psychologists
HR counseling/coaching services
Career advisors offering training, coaching and assistance with applications and career strategies for students
Career Transition Consultants
Benefit Provider - Employee Assistance Program (Family Counseling)
Benefit Provider - Mental Health and Addiction Counseling
Health, Dental, Insurance Benefit Plan Administration Services
Mediators
Investigators

Financial / Money Management

Moneris/PSigate
Investment management services related to pension plans and endowments
Custodial Investment services related to pension plans and endowments
Banking Services
Procurement and Travel Card Providers
Insurance Brokerages
Actuarial Services
Contingency based auditors (for tax recovery)
E Consulting services related to pension plan and endowments in regards to investment managers and Market trends
E Audit Services related to the pension plan and endowments financial statements
E Auditing and Accounting agencies

Services that can be either Consulting or Non-consulting Services

Most of these services can be either Consulting or Non-consulting services. The differentiating factor is whether or not the service is "thinking" or strategic versus tactical in nature.

Actual Consulting Services must be competitively bid regardless of \$ or signed off by President/Board

Business Planning

Strategic Planning Consultant
Management Services

HR Based

Recruitment Specialists

Financial Management Based

Consulting services related to pension plan communication and actuarial reporting
Consulting services related to Health, Dental, and Insurance benefit plans and administrative services

Licensed Professional Services

E Legal Services related to pension plans and labour issues
E Legal fees for consultation
E Legal Advice/services related to clinical care
E Architect services
E Engineering services

E = Exempt under AIT, therefore not required to be competitively bid but will require President or Board sign-off

Services already determined to be Non-consulting Services with the Ministry

(follow University Policy for procurement)

Police officers
Specialists for disabilities
Sign language interpreters
Musicians