



# AGREEMENT HIGHLIGHTS

## Performance Appraisal Consulting Services

OECM #2024-462

Item	Description
<b>Agreement Term</b>	<p><b>Effective Date:</b> August 6, 2024.</p> <p><b>Final Expiry Date:</b> August 6, 2029.</p> <p><b>Optional Extension(s):</b> OECM has the option to renew the Master Agreements for one (1) additional period of up to three (3) years.</p>
<b>Resources Available Through These Agreements</b>	<p>The supplier will offer a broad range of resources that are available to meet the customer’s performance appraisal consulting services needs and are awarded in the following two (2) categories:</p> <ul style="list-style-type: none"><li>➤ <b>Category A – Deliverables Provided in English</b></li><li>➤ <b>Category B – Deliverables Provided in French</b></li></ul> <p><b>Initial Assessment and Planning:</b></p> <ul style="list-style-type: none"><li>• Initial assessments of current performance management practices</li><li>• Identify key staff involved in the 360-degree feedback process</li><li>• Project plans outlining scope, objectives, timeline, and resources</li></ul> <p><b>Customization and Design:</b></p> <ul style="list-style-type: none"><li>• Feedback processes to align with the Customer’s culture and objectives</li><li>• Assessment forms, questionnaires, and rating scales</li><li>• Feedback reports and templates to meet specific needs</li></ul> <p><b>Training and Technology Implementation:</b></p> <ul style="list-style-type: none"><li>• Materials to introduce the feedback process to participants</li><li>• Training sessions on methodology and expectations</li><li>• Recommend appropriate technology solutions for feedback collection and analysis</li><li>• Configure online survey platforms or software tools</li><li>• Training and technical support to ensure effective use of technology</li></ul>

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<b>Resources Available Through These Agreements</b>	<p><b>Data Collection, Analysis, and Reporting:</b></p> <ul style="list-style-type: none"> <li>• Feedback data collection, ensuring confidentiality and data integrity</li> <li>• Analyze feedback data to identify trends and development areas</li> <li>• Comprehensive feedback reports summarizing insights</li> <li>• All aspects of the feedback process, including plans and materials</li> <li>• Final reports summarizing outcomes and key findings</li> <li>• Recommendations for future iterations of the feedback process</li> </ul> <p><b>Feedback and Development Planning:</b></p> <ul style="list-style-type: none"> <li>• Facilitate feedback sessions to review reports and interpret results</li> <li>• Coaching to create personalized development plans</li> <li>• Resources and best practices for ongoing performance improvement</li> </ul> <p><b>Evaluation and Continuous Improvement:</b></p> <ul style="list-style-type: none"> <li>• Metrics and KPIs to evaluate effectiveness of the feedback process</li> <li>• Feedback to identify process strengths and improvement areas</li> <li>• Recommendations for process refinements based on evaluation results</li> </ul> <p><b>Ongoing Support and Knowledge Transfer:</b></p> <ul style="list-style-type: none"> <li>• Ongoing support to ensure the sustainability of the feedback process</li> <li>• Tools and best practices for integrating feedback into performance management</li> <li>• Knowledge transfer to empower internal staff for future management</li> </ul>		
	<b>Awarded Supplier Partners</b>	<b>Awarded Supplier Partners</b>	<b>Category A</b>
1. Boyden Ontario		✓	
2. Ontario Education Services Corp.		✓	
3. Stratford Group		✓	✓