

Non-Competitive Contract with BMA Management Consulting Inc. for BMA Municipal Study

Date: April 14, 2022

To: General Government and Licensing Committee

From: Controller and Chief Procurement Officer

Wards: All

SUMMARY

The purpose of this report is to seek City Council authority for the Controller to enter into a non-competitive contract with BMA Management Consulting Inc. for a one (1) year period commencing from the date of contract issuance with the option to renew for nine (9) additional one (1) year periods in the amount of \$66,907 net of all taxes and charges (\$68,085 net of Harmonized Sales Tax recoveries). The contract with BMA Management Consulting Inc. is for the provision of their annual study of municipal competitiveness which includes a unique and proprietary data set of general municipal statistics, financial indicators, property taxes and tax rates and other benchmark cost and fee comparisons.

City Council approval is required in accordance with Municipal Code Chapter 195- Purchasing, where the current request exceeds the Chief Procurement Officer's authority of the cumulative five year commitment for each supplier, under Article 7, Section 195-7.3 (D) of the Purchasing By-Law or exceeds the threshold of \$500,000 net of HST allowed under staff authority as per the Toronto Municipal Code, Chapter 71- Financial Control, Section 71-11A.

RECOMMENDATIONS

The Controller and the Chief Procurement Officer recommend that:

1. City Council authorize the Controller to negotiate and enter into a non-competitive contract with BMA Management Consulting Inc. to purchase the BMA Municipal Study for a one (1) year period commencing from the date when the contract is issued, with the option to renew for nine (9) additional consecutive one (1) year periods, at the sole discretion of the Controller and subject to budget approval, for the total potential amount of \$66,907 net of all taxes and charges (\$68,085 net of Harmonized Sales Tax recoveries) on terms satisfactory to the Controller and in a form satisfactory to the City Solicitor.

FINANCIAL IMPACT

The total potential contract award identified in this report including all option years is \$66,907 net of all taxes and changes and \$75,605 including all taxes and charges. The total potential cost to the City is \$68,085 net of Harmonized Sales Tax recoveries.

Funding in the amount of \$6,360 net of Harmonized Sales Tax recoveries is available in the 2022 Approved Operating Budget of the Office of the Controller.

Should the City of Toronto choose to exercise its options to renew for nine (9) additional separate one (1) year periods, then appropriate additional funding will be included in the 2023-2031 annual Operating Budget Submissions of the Office of the Controller.

Funding details are shown in Table 1.

Table 1: Financial Impact Summary of Contract (Net of Harmonized Sales Tax recoveries):

Cost Centre/ Cost Element	2022	2023 Option	2024 Option	2025 Option	2026 Option	2027 Option	2028 Option	2029 Option	2030 Option	2031 Option
FS0002 C/E 4085	\$6,360	\$6,462	\$6,553	\$6,650	\$6,752	\$6,853	\$6,956	\$7,060	\$7,166	\$7,273
Total *										\$68,085

* Based on pricing provided by supplier for 2022-2026 period; estimated pricing for 2027-2031 based on annual price increase of 1.5%.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial impact information.

DECISION HISTORY

At its meeting of October 2, 2017, City Council adopted item GM22.6 "Non-Competitive Contract for BMA Municipal Study" and authorized to enter into a non-competitive contract with BMA Management Consulting Inc. for a one (1) year period contract in 2017 with the option to renew for four (4) additional one (1) year periods through 2021. <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.GM22.6>

COMMENTS

The BMA Municipal Study was first developed in partnership with 44 municipalities across Ontario in 2001 and has since expanded to include participation from 105 Ontario municipalities. The report provides one-of-a-kind analyses of the most current municipal competitiveness information available annually including:

- Current Value Assessment
- Property tax rates, average property taxes & tax policies
- Levy Bylaws
- Development Charges
- Water/Sewer Rates
- Financial Information Return Information/Financial Indicators
- User Fees
- Economic Development Programs

BMA Management Consulting Inc. collects the information from the individual municipalities annually to provide the most appropriate apples-to-apples comparisons back to the participating municipalities that cannot be obtained by any other supplier. Replication of the analyses provided in the Study by individual municipalities would be extremely difficult. The information is used by various Divisions of the City to inform policy issues and provide comparative municipal budget information for senior staff and their reporting needs.

CONTACT

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SIGNATURE

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