



BID AWARD PANEL CONTRACT AWARD

Award of Doc4904612774 to Environics Research Group Ltd. for Public Opinion Research for Solid Waste Management Services

Date: March 6, 2025
To: Bid Award Panel
From: Chief Procurement Officer
Wards: All Wards

RECOMMENDATIONS

The Chief Procurement Officer recommends that the Bid Award Panel grant authority to award the following contract:

Solicitation Number:
Request for Proposals Doc4904612774

Description:
Public Opinion Research for a period of one (1) year, with an option to extend the agreement for four (4) additional separate one (1) year periods.

Should the option(s) be exercised, the General Manager of Solid Waste Management Services will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:
Environics Research Group Ltd.

Contract Award Value:
\$397,199 net of all applicable taxes and charges
\$448,835 including HST and all applicable charges
\$404,190 net of HST recoveries

The contract is expected to begin on April 1, 2025 and end on March 31, 2026.

Option Year 1 (April 1, 2026 to March 31, 2027)
\$409,115 net of all applicable taxes and charges
\$462,300 including HST and all applicable charges
\$416,315 net of HST recoveries

Option Year 2 (April 1, 2027 to March 31, 2028)
\$421,388 net of all applicable taxes and charges
\$476,169 including HST and all applicable charges
\$428,805 net of HST recoveries

Option Year 3 (April 1, 2028 to March 31, 2029)
\$434,030 net of all applicable taxes and charges
\$490,454 including HST and all applicable charges
\$441,669 net of HST recoveries

Option Year 4 (April 1, 2029 to March 31, 2030)
\$447,051 net of all applicable taxes and charges
\$505,167 including HST and all applicable charges
\$454,919 net of HST recoveries

The total potential contract award, including the optional period is \$2,382,924 including all applicable taxes and charges and \$2,108,782 net of all applicable taxes and charges. **The cost to the City, including the optional period, is \$2,145,897 net of HST recoveries.**

The cost calculations reflect a three (3) percent Consumer Price Index increase applied annually to yearly cost after the initial term.

FINANCIAL IMPACT

The potential total contract award identified in this report is \$2,382,924 including all applicable taxes and charges. The total potential cost to the City is \$2,145,897 net of HST recoveries.

Funding is available in the 2025 Operating Budget of Solid Waste Management Services. Should the City choose to exercise the optional Periods, then additional funding will be included in the 2026-2029 Operating Budget Submissions for Solid Waste Management Services. Additional funding details follow in Table 1 below.

Table 1: Financial Impact Summary of Recommended Contract

WBS Element	Term	Totals (net of HST Recoveries)
CC: SW0665 GL: 4199	Initial Term - April 1, 2025 to March 31, 2026	\$ 404,189
	Option Year 1 April 1, 2026 to March 31, 2027	\$ 416,315
	Option Year 2 April 1, 2027 to March 31, 2028	\$ 428,805

WBS Element	Term	Totals (net of HST Recoveries)
	Option Year 3 April 1, 2028 to March 31, 2029	\$ 441,669
	Option Year 4 April 1, 2029 to March 31, 2030	\$ 454,919
Total Potential Cost to the City (net of H.S.T. recoveries)		\$2,145,897

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

SOLICITATION SUMMARY

Solicitation Issued: December 16, 2024

Solicitation Closed: January 20, 2025

Number of Addenda Issued: Three (3)

Number of Bids: Six (6)

Table 2: Summary of Bids Received

Supplier Name
CulturaliQ Marketing International*
Environics Research Group Ltd.**
Forum Research Inc.
Ipsos Limited Partnership
OnResearch Inc.*
Spark Advocacy Inc.***

*Supplier did not meet the minimum technical threshold.

**Pursuant to the Request for Proposal document contract award value includes contingency

***Supplier was found non-compliant with mandatory requirements

Range of Scores:

96.20 - 70.12

DIVISION CONTACTS

Marie Reid, Manager, Purchasing Client Services, Purchasing and Materials Management Division, 416-397-5187, Marie.Reid@toronto.ca

Angela Doyle, Acting Manager, Stakeholder and Community Outreach, Policy, Planning and Outreach, 416-338-8263 Angela.Doyle@toronto.ca

COMMENTS

For the recommended contract award, the following requirements have been met:

- a. The firm recommended for award is the Supplier with the lowest bid meeting specifications or to the highest scoring Supplier based on the evaluation criteria included in the Solicitation and meeting the requirements of the solicitation;
- b. the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;
- c. the total contract value is less than \$20 million dollars (excluding applicable taxes) and the contract term is:
 - 1. for a contract funded by the operating budget, 5 years or less including any option years; or
 - 2. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget, being within the authority of the Bid Award Panel;
- d. the Solicitation document was advertised on the City's internet website and bids or proposals were submitted electronically in Ariba; and
- e. the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above Solicitations are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Geneviève Sharkey,
Chief Procurement Officer