



## **BID AWARD PANEL CONTRACT AWARD**

### **Award of Doc4815572097 to Toronto Metropolitan University and Inclusive Kind Inc. for the Equity Learning and Training Services for People and Equity**

**Date:** May 14, 2025  
**To:** Bid Award Panel  
**From:** Chief Procurement Officer  
**Wards:** All

#### **RECOMMENDATIONS**

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

**Solicitation Number:**  
Request for Proposal Doc4815572097

**Description:**  
For the provision of Equity Learning and Training Services provides for a period of one (1) year from the date of award with the option to renew for an additional four (4) one (1) year periods, at the sole discretion of the City and subject to budget approval(s).

Should the option year(s) be exercised, the Chief People Officer will request the Chief Purchasing Officer to process the renewals under the same terms and conditions.

**Recommended Suppliers:**  
Toronto Metropolitan University (Category A, Sub-Category 1, 3.1, 3.2, 3.4, 5 and 6)  
Inclusive Kind Inc. (Category A, Sub-Category 2)

#### **Contract Award Value:**

##### **Toronto Metropolitan University:**

\$227,200 net of all applicable taxes and charges  
\$256,736 including HST and all applicable charges  
\$231,199 net of HST recoveries

Contract is expected to start on June 1, 2025, and end on May 31, 2026.

##### **Option Year 1 - June 1, 2026, to May 31, 2027**

\$234,016 net of all applicable taxes and charges  
\$264,438 including HST and all applicable charges

\$238,135 net of HST recoveries

**Option Year 2 - June 1, 2027, to May 31, 2028**

\$241,036 net of all applicable taxes and charges  
\$272,371 including HST and all applicable charges  
\$245,278 net of HST recoveries

**Option Year 3 - June 1, 2028, to May 31, 2029**

\$248,268 net of all applicable taxes and charges  
\$280,543 including HST and all applicable charges  
\$252,638 net of HST recoveries

**Option Year 4 - June 1, 2029, to May 31, 2030**

\$255,716 net of all applicable taxes and charges  
\$288,959 including HST and all applicable charges  
\$260,217 net of HST recoveries

The total potential cost for Toronto Metropolitan University including the option years is \$1,206,236 net of all taxes and charges and \$1,363,047 including all applicable taxes and charges, and **\$1,227,467 net of HST recoveries.**

**Inclusive Kind Inc.:**

\$100,500 net of all applicable taxes and charges  
\$113,565 including HST and all applicable charges  
\$102,269 net of HST recoveries

Contract is expected to start on June 1, 2025 and end on May 31, 2026.

**Option Year 1 - June 1, 2026, to May 31, 2027**

\$103,515 net of all applicable taxes and charges  
\$116,972 including HST and all applicable charges  
\$105,337 net of HST recoveries

**Option Year 2 - June 1, 2027, to May 31, 2028**

\$106,620 net of all applicable taxes and charges  
\$120,481 including HST and all applicable charges  
\$108,496 net of HST recoveries

**Option Year 3 - June 1, 2028, to May 31, 2029**

\$109,819 net of all applicable taxes and charges  
\$124,095 including HST and all applicable charges  
\$111,752 net of HST recoveries

#### Option Year 4 - June 1, 2029, to May 3, 2030

\$113,114 net of all applicable taxes and charges

\$127,818 including HST and all applicable charges

\$115,105 net of HST recoveries

The total potential cost for inclusive Kind Inc. including the option years is \$533,658 net of all taxes and charges and \$602,931 including all applicable taxes and charges, and **\$542,959 net of HST recoveries**

The combined total potential contract award including all option years for all recommended suppliers is \$1,739,804 net of all taxes and charges and \$1,965,978 including all applicable taxes and charges. **The combined total potential cost to the City including all option years for all recommended suppliers is \$1,770,426 net of HST recoveries**

The above cost calculations reflect an estimated three (3) percent Consumer Price Index adjustment applied annually to the yearly cost after the initial term.

All other Category A, Sub-Categories will be awarded to the highest scoring Proposal(s) meeting specifications in accordance with the Purchasing By-Law 195-8.1, Toronto Municipal Code Chapter 195-Section 8, Authority to Award.

#### FINANCIAL IMPACT

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The total potential contract award identified in this report including option years is \$1,739,804 net of all taxes and charges and \$1,965,978 including all applicable taxes and charges. The total potential cost to the City including option years is \$1,770,426 net of HST recoveries.

Funding is included in the 2025 Operating Budget of the City Manager's Office under cost center CM0507, cost element 4310 (Training/Development External), as well as Training Budgets of other participating Program Divisions.

The sources of funding for 2025 are broken down in Table 1 as follows:

Table 1: 2025 Funding Sources (net of HST Recoveries)

|    | 2025 Funding Source                                                     | Amount    |
|----|-------------------------------------------------------------------------|-----------|
| 1. | City Manager's Office cost element 4310 (Training/Development External) | \$166,734 |
| 2. | Training budgets from City Divisions                                    | \$166,734 |
|    | Total                                                                   | \$333,468 |

Should the City choose to exercise its option to renew for an additional four (4) separate one (1) year periods, then additional funding will be included in the 2026 to 2025 annual operating budget submissions as required.

Funding details are provided in Table 2 below:

Table 2: Financial Impact Summary of Recommended Contract (net of HST Recoveries)

| City Manager's Office cost element 4310 (Training/Development External)/ Training budgets from City Divisions |                             |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|
| Term                                                                                                          | Total Net of HST Recoveries |
| Initial Term – June 1, 2025 to May 31, 2025                                                                   | \$333,468                   |
| Option Year 1 - June 1, 2026 to May 31, 2027                                                                  | \$343,472                   |
| Option Year 2 - June 1, 2027 to May 31, 2028                                                                  | \$353,774                   |
| Option Year 3 - June 1, 2028 to May 31, 2029                                                                  | \$364,390                   |
| Option Year 4 - June 1, 2029 to May 31, 2030                                                                  | \$375,322                   |
| Total                                                                                                         | <b>\$1,770,426</b>          |

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:** November 20, 2024      **Solicitation Closed:** January 24, 2025  
**Number of Addenda Issued:** Five (5)  
**Number of Bids:** 124 for Multiple Categories

Table 1: Summary of Bids Received for Doc4815572097 (Supplier Names only)

### Category A - Design, Development and Delivery Services

#### Sub-category 1: Equity, Diversity and Inclusion

1. 13872769 Canada Inc.
2. 3X3 Design US, LLC
3. Anti-Oppression Resources
4. C-Suite Coach
5. Concentric Consulting Inc.
6. CSPN
7. Culture Check Inc.
8. Cultureally Software Inc.\*
9. Curated Leadership
10. Inclusive Kind Inc.

11. Korn Ferry (CA) Ltd.
12. Metrix Group Inc.
13. Mastering Negotiations\*
14. NDABAGA Consulting
15. Open Line Communications Inc.
16. SolutionX Consulting Inc.
17. The 519
18. Toronto Academy for Leadership and Languages Centre\*
19. Toronto Metropolitan University
20. Vital Shift Consulting
21. Watershed Project Management

### **Sub-category 2: Accessibility and Disability Inclusion**

1. 13872769 Canada Inc.
2. Anti-Oppression Resources
3. C-Suite Coach
4. Concentric Consulting Inc.
5. CSPN
6. Culture Check Inc.
7. Cultureally Software Inc.\*
8. Curated Leadership
9. Inclusive Kind Inc.
10. Metrix Group Inc.
11. NDABAGA Consulting
12. SolutionX Consulting Inc.
13. Toronto Academy for Leadership and Languages Centre\*
14. Toronto Metropolitan University
15. Watershed Project Management

### **Sub-category 3: Anti-Racism**

#### **3.1. General**

1. 13872769 Canada Inc.
2. 3X3 Design US, LLC
3. Anti-Oppression Resources
4. Concentric Consulting Inc.
5. CSPN
6. Culture Check Inc.
7. Cultureally Software Inc.\*
8. Curated Leadership
9. Metrix Group Inc.
10. Mastering Negotiations\*
11. NDABAGA Consulting
12. Open Line Communications Inc.
13. Toronto Academy for Leadership and Languages Centre\*
14. Toronto Metropolitan University
15. Vital Shift Consulting
16. Watershed Project Management

### **3.2. Anti-Black Racism**

1. 13872769 Canada Inc.
2. Anti-Oppression Resources
3. Concentric Consulting Inc.
4. Culture Check Inc.
5. Curated Leadership
6. MVD Consulting Inc.
7. Mastering Negotiations\*
8. NDABAGA Consulting
9. Toronto Academy for Leadership and Languages Centre\*
10. Toronto Metropolitan University

### **3.3. Antisemitism**

1. Anti-Oppression Resources
2. Curated Leadership
3. Friends of Simon Wiesenthal Center for Holocaust Studies
4. NDABAGA Consulting
5. Open Line Communications Inc.

### **3.4. Anti-Islamophobia**

1. Anti-Oppression Resources
2. Culture Check Inc.
3. Curated Leadership
4. NDABAGA Consulting
5. Toronto Metropolitan University

### **3.5. Anti-Asian Racism**

1. Anti-Oppression Resources
2. Curated Leadership
3. NDABAGA Consulting
4. Open Line Communications Inc.
5. The 519
6. Toronto Metropolitan University

### **Sub-category 4: Human Rights / Workplace Discrimination and Harassment**

1. Anti-Oppression Resources
2. Culture Check Inc.
3. Curated Leadership
4. Luther, Sara
5. Mastering Negotiations\*
6. NDABAGA Consulting
7. Open Line Communications Inc.
8. SolutionX Consulting Inc.
9. Toronto Academy for Leadership and Languages Centre\*
10. Toronto Metropolitan University

**Sub-category 5: 2SLGBTQ+ Education**

1. Anti-Oppression Resources
2. Concentric Consulting Inc
3. Curated Leadership\*
4. Egale Canada
5. NDABAGA Consulting
6. SolutionX Consulting Inc.
7. The 519
8. Toronto Academy for Leadership and Languages Centre\*
9. Toronto Metropolitan University
10. Vital Shift Consulting

**Sub-category 6: Gender Equity and Inclusion**

1. 13872769 Canada Inc.
2. 3X3 Design US, LLC
3. Anti-Oppression Resources
4. Concentric Consulting Inc.
5. CSPN
6. Culture Check Inc.
7. Inclusive Kind Inc.
8. MVD Consulting Inc.
9. NDABAGA Consulting
10. Open Line Communications Inc.
11. SolutionX Consulting Inc.
12. The 519
13. Toronto Academy for Leadership and Languages Centre\*
14. Toronto Metropolitan University

**Category B - Off-the-shelf digital courses\*\***

1. 3X3 Design US, LLC
2. Concentric Consulting Inc.
3. CSPN
4. Cultureally Software Inc.\*
5. Egale Canada
6. Imindify
7. Inclusive Kind Inc.
8. Metrix Group Inc.
9. MVD Consulting Inc.
10. SolutionX Consulting Inc.
11. Toronto Metropolitan University
12. Watershed Project Management

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

\*\* Cancelled in accordance with the Purchasing By-Law 195-9.1(A), Toronto Municipal Code Chapter 195-Section 9, Cancellation of Solicitations.

**Range of Scores:** 10.50 to 95.90

## **DIVISION CONTACTS**

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Mark Kim, Interim Director, Equity and Human Rights, People and Equity, 416-392-3906, [mark.kim@toronto.ca](mailto:mark.kim@toronto.ca)

## **COMMENTS**

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

a. the firms recommended for award is the Supplier with the lowest bid meeting specifications or 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**

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Geneviève Sharkey  
Chief Procurement Officer