

Page 1 of 4 to/à Page 2 of 4

Withheld pursuant to/removed as

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AWARD NOTE TO FILE

Branch: GCPE
Drawdown Value: \$69,116.43
Vendor selected: Strategic Communications Inc.

Award Method (check one that applies)

400 Selected vendor from a pre-qualified list without undertaking a competitive process.
Reason for assignment to vendor:



401 Competition amongst vendors on a pre-qualified list.

Other vendor(s) contacted to provide quotes: Insights West, Environics submitted proposals



GCPE Contract Manager: Heather Finn

SCANNED

ENTERED



This workorder is subject to the terms and conditions of Standing Offer # SO-GCPE018-005

Ministry, Originating Office and Contact: Government Communications and Public Engagement, Kathryn LeSueur, Director, Marketing and Advertising 778-698-8674

Supplier Name, Address and Contact: Strategic Communications Inc, 1770 West 7th Avenue, Suite 305, Vancouver BC V6J 4Y8 Stephanie Lynn, Director of Research & Engagement (West) 778 866 4378

TERM: July 24, 2019 - July 24, 2020

Description:

This project entails FOUR (4) omnibus surveys to track issues and explore those issues in greater detail. This research and resulting analysis is intended to assist government gain a deeper understanding of public attitudes on important issues facing the province. Stratcom will provide: Strategic advice throughout the project; Instrument drafting in consultation with GCPE; Fielding via online panel methodology; Sample size of 1200n; Instrument length of 15 mins, approximately 34 questions including two open end questions; Coding, fielding, weighting; Details analysis and reporting including Topline and Cross tabulation reports and Final PPT report including charts, tables, graphs, analysis and commentary. Reporting on the regions of: Interior, North, Vancouver Island, Vancouver, Metro Vancouver (not including Vancouver). Frequency of Omni poll: Quarterly (4 times per year).

CLIENT SERVICES	Hours	Rate	Amount
Account Services Primary	24.00	\$185.00	\$4,440.00
Account Services Alternate	10.00	\$185.00	\$1,850.00
Research Director or Management	73.00	\$185.00	\$13,505.00
Junior Account Services	-	\$135.00	\$0.00
Data Analysis	100.00	\$160.00	\$16,000.00
Questionnaire/Guide Design	23.00	\$190.00	\$4,370.00
Writing Services	-	\$160.00	\$0.00
Report Writing Services	36.00	\$185.00	\$6,660.00
Supplier Management	14.00	\$185.00	\$2,590.00
Total for client services	280.00		\$49,415.00
OTHER COSTS/SUB-CONTRACTED COSTS			
Sample (1200n)			\$18,280.00
Travel (estimated only)			\$400.00
Total for other costs/sub-contracted costs			\$18,680.00
Sub-Total (client services + other costs/sub-contracted + survey)			\$68,095.00
1.5% Disbursement Fee	1.5%		\$1,021.43
Total due			\$69,116.43

To be completed by SUPPLIER

Authorized Signatory Approval

Print Name: Stephanie Lynn

Date: July 24, 2019

To be completed by GCPE

Work Order # W2143

Heather Finn

GCPE Approval

Print Name

Heather Finn

Date

August 6/19

To be completed by MINISTRY OR GCPE EXPENSE AUTHORITY

Nammi Poorooshash

Expense Authority Approval

Print Name

Date

August 6/19

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