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|--|---|--|
| <p>RETURN BIDS TO: RETOURNER LES SOUMISSIONS À:</p> <p>Bid Receiving - Environment and Climate Change Canada / Réception des soumissions – Environnement et changement climatique Canada</p> <p>Electronic Copy: soumissionsbids@ec.gc.ca</p> <p>BID SOLICITATION DEMANDE DE SOUMISSIONS</p> <p>PROPOSAL TO: ENVIRONMENT AND CLIMATE CHANGE CANADA</p> <p>We offer to perform or provide to Canada the services detailed in the document including any attachments and annexes, in accordance with the terms and conditions set out or referred to in the document, at the price(s) provided.</p> <p>SOUSSION À: ENVIRONNEMENT ET CHANGEMENT CLIMATIQUE CANADA</p> <p>Nous offrons d’effectuer ou de fournir au Canada, aux conditions énoncées ou incluses par référence dans le document incluant toutes pièces jointes et annexes, les services détaillés dans le document, au(x) prix indiqué(s).</p> | <p>Title – Titre omnibus survey for the Health and Air Quality Forecasting Program</p> | |
| | <p>EC Bid Solicitation No. /SAP No. – N° de la demande de soumissions EC / N° SAP 5000068942</p> | |
| | <p>Date of Bid solicitation (YYYY-MM-DD) – Date de la demande de soumissions (AAAA-MM-JJ) 2023-02-07</p> | |
| | <p>Bid Solicitation Closes (YEAR-MM-DD) - La demande de soumissions prend fin (AAAA-MM-JJ)</p> <p>at – à 2:00 P.M. on – le February 28, 2023</p> | <p>Time Zone – Fuseau horaire EST</p> |
| | <p>F.O.B – F.A.B See herein</p> | |
| | <p>Address Enquiries to - Adresser toutes questions à (Insert-Ajouter)</p> | |
| | <p>Telephone No. – N° de téléphone (Insert-Ajouter)</p> | <p>Fax No. – N° de Fax (Insert-Ajouter)</p> |
| | <p>Delivery Required (YEAR-MM-DD) – Livraison exigée (AAAA-MM-JJ) March 31, 2023</p> | |
| | <p>Destination of Services / Destination des services National Capital Region</p> | |
| | <p>Security / Sécurité no</p> | |
| <p>Vendor/Firm Name and Address - Raison sociale et adresse du fournisseur/de l’entrepreneur (Insert-Ajouter)</p> | | |
| <p>Telephone No. – N° de téléphone (Insert-Ajouter)</p> | <p>Fax No. – N° de Fax (Insert-Ajouter)</p> | |



| | |
|--|--|
| | <p>Name and title of person authorized to sign on behalf of Vendor/Firm: (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</p> <p>Signature Date</p> |
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PART 1 – GENERAL INFORMATION

1.1 Security Requirement

There is no security requirement applicable to the requirement.

1.2 Statement of Work

Environment and Climate Change Canada has a requirement to run an omnibus survey for the Health and Air Quality Forecasting Program. The factual survey questionnaire for the larger national omnibus survey to be used has already been designed and approved. A national omnibus survey needs to be run with 2,000 respondents. Some of the locations will be north of 60, as detailed in the Statement of Work, Annex A to the bid solicitation. The period of the contract is from contract award to March 31, 2023.

1.3 Debriefings (s)

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.



PART 2 - BIDDER INSTRUCTIONS

2.1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the PSPC/PWGSC *Standard Acquisition Clauses and Conditions Manual* issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2022-03-29) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

The standard instructions 2003 are modified as follows:

Under “Text” at 02:

Delete: “Procurement Business Number”

Insert: “Deleted”

At Section 02 Procurement Business Number

Delete: In its entirety

Insert: “Deleted”

At Section 05 Submission of Bids, Subsection 05 (2d):

Delete: In its entirety

Insert: “send its bid only to Environment and Climate Change Canada as specified on page 1 of the bid solicitation or to the address specified in the bid solicitation;”

At Section 06 Late Bids:

Delete: “PWGSC”

Insert: “Environment and Climate Change Canada”

At Section 07 Delayed Bids:

Delete: “PWGSC”

Insert: “Environment and Climate Change Canada”

At Section 08 Transmission by Facsimile, Subsection 08 (1):

Delete: In its entirety

Insert: “Bids may be submitted by facsimile if specified in the bid solicitation.”

At Section 12 Rejection of Bid, Subsection 12 (1) a. and b.:

Delete: In their entirety

Insert: “Deleted”

At Section 17 Joint Venture, Subsection 17 (1) b.:

Delete: “the Procurement Business Number of each member of the joint venture,”

Insert: “Deleted”



At Section 20 Further Information, Subsection 20 (2):

Delete: In its entirety

Insert: "Deleted"

At Section 05 Submission of Bids, Subsection 05 (4):

Delete: "sixty (60) days"

Insert: "one hundred and twenty (120) days"

2.2 Submission of Bids

Bids must be submitted to Environment and Climate Change Canada at the address and by the date, time and place indicated on page 1 of the bid solicitation.

2.3 Former Public Servant – Competitive Bid

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.



Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**
If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-01](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes () No ()**

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

2.5 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.



Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

2.6 Bid Challenge and Recourse Mechanisms

- a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading [Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:

Office of the Procurement Ombudsman (OPO)
Canadian International Trade Tribunal (CITT)

- c) Suppliers should note that there are strict deadlines for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

2.7 Basis for Canada's Ownership of Intellectual Property

Environment and Climate Change Canada has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, for the following reasons, as set out in the [Policy on Title to Intellectual Property Arising Under Crown Procurement Contracts](#):

- (2.10.4) the main purpose of the contract, or of the deliverables contracted for, is to generate knowledge and information for public dissemination.



PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (1 soft copy in PDF format)

Section II: Financial Bid (1 soft copy in PDF format)

Section III: Certifications (1 soft copy in PDF format)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Note for electronic submission of bids:

To be considered, bids must be received by the date and time indicated on the cover page to herein as the "Closing Date." Bids received after the Closing Date will be considered non-responsive and will not be considered for contract award. Bids submitted by email must be submitted ONLY to the following email address:

Email Address: soumissionsbids@ec.gc.ca

Attention: Annie Emard

Solicitation Number: 5000068942

Bidders should ensure that their name, address, Closing Date of the solicitation and Solicitation Number are clearly indicated in the body of their email. Bids and supporting information may be submitted in either English or French.

The total size of the email, including all attachments, must be less than 15 megabytes (MB). It is each Bidder's responsibility to ensure that the total size of the email does not exceed this limit.

Bids sent by fax will not be accepted.

It is important to note that emails systems can experience systematic delays and, at times, large attachments may cause systems to hold or delay transmission of emails. It is solely the Bidder's responsibility to ensure that the Contracting Authority receives a bid on time, in the mailbox that has been identified for bid receipt purposes. Date stamps for this form of transmission are not acceptable.



Section I: Technical Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Part 4, Evaluation Procedures, contains additional instructions that bidders should consider when preparing their technical bid.

Section II: Financial Bid

1.1 Bidders must submit their financial bid in accordance with the Financial Bid Presentation Sheet *in* Attachment 1 to Part 3. The total amount of Applicable Taxes must be shown separately.

1.2 Price Breakdown

In their financial bid, the bidders are requested to provide a detailed breakdown of the price for the following elements for task, milestone or phase of the Work, as applicable:

(a) Professional fees: For each individual and (or) labor category to be assigned to the Work, the bidders should indicate: i) the firm hourly rate or the firm daily rate, inclusive of overhead and profit; and ii) the estimated number of hours or days, as applicable. The bidders should indicate the number of hours in one working day.

to satisfy the terms of any resulting contract. These expenses cannot be charged directly and separately from the professional fees to any contract that may result from the bid solicitation.

(b) Subcontracts (if applicable): The bidders should identify all of the proposed subcontractors and provide in their financial bid for each one a price breakdown.

(c) Other Direct Charges (if applicable): The bidders should identify all of the categories of other direct charges anticipated, such as long-distance communications and rentals, providing the pricing basis for each and explaining the relevance to the work described in Part 7 of the bid solicitation.

(d) Applicable Taxes: The bidders should indicate the Applicable Taxes separately.



1.3 Bidders should include the following information in their financial bid:

- (a) Their legal name; and
- (b) The name of the contact person (including this person's mailing address, phone and facsimile numbers and email address) authorized by the Bidder to enter into communications with Canada with regards to their bid; and any contract that may result from their bid.

Section III: Certifications

Bidders must submit the certifications required under Part 5.



**ATTACHMENT "1" TO PART 3 -
FINANCIAL BID PRESENTATION SHEET**

The Bidder must complete this Financial Bid Presentation Sheet and include it in its financial bid.

The survey price is all-inclusive, including but not limited to professional fees (labor), materials and equipment required to perform the work, administrative fees (e.g. insurance, training), and any travel that is at the Contractor's discretion.

Contract is to be paid upon acceptance of deliverable for omnibus surveys. Departmental Representative must review and approve deliverables prior to any compensation. All deliverables will be assessed at the sole discretion of the Environment and Climate Change Canada Departmental representation to determine acceptability.

| <i>Omnibus Survey</i> | | | |
|---------------------------|-------------------------------------|--|---------------------|
| <i>Deliverable</i> | <i>Firm Price per Survey</i> | <i>Estimated of Number of surveys</i> | <i>Total</i> |
| <i>Omnibus Survey</i> | | | |

| | |
|--|--|
| <i>Taxes (indicate rate)</i> | |
| <i>Total Estimated Contract Value</i> | |



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.2 Technical Evaluation

Except where expressly provided otherwise, the experience described in the bid must be the experience of the Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract). The experience of the Bidder's affiliates (i.e., parent, subsidiary or sister corporations), subcontractors, or suppliers will not be considered.

4.2.1 Mandatory Technical Criteria

Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. Any element of the bid solicitation that is identified specifically with the words “must” or “mandatory” is a mandatory requirement. Bids that do not comply with each and every mandatory requirement will be considered non-compliant.

| Criterion # | Mandatory Criteria | Met/ Not Met |
|---|---|--------------|
| Resource Qualifications and Experience | | |
| M1 | <p>The Bidder must demonstrate they have run Random Digit Dialing (RDD) or equivalent sampling for land line, cell phone only, and on-line surveys.</p> <p>The Bidder must provide three (3) examples within the last five (5) years, at bid closing date.</p> <ul style="list-style-type: none"> • One (1) example for each method (Random Digit Dialing (RDD) or equivalent sampling for land line, cell phone only, and on-line surveys) • One (1) example must be of a survey done in French <p>For each example bidders must provide the following information:</p> <ul style="list-style-type: none"> • Name of client organization • Contract identification number and/or title • Start and end date (month-year format) | |



| | | |
|-----------|--|--|
| | <ul style="list-style-type: none"> • Duration • Survey completion date • Sample size • Language of Sampling Type of sampling use <ul style="list-style-type: none"> • • Any influence the sampling technique might have had on the results • | |
| M2 | <p>The Bidder must be able to provide service in both English and French, the capacity to survey in both English and French, and provide all reports and findings in both English and French.</p> <p>Language levels are not assessed, however the Bidder must complete and submit the following certification confirming that they meet this requirement:</p> <p>Language Capacity</p> <p>The Bidder certifies that, should it be authorized to provide services under this contract, resulting from this solicitation, it will provide bilingual resources who are fluent in both French and English.</p> <p>Signature:</p> <p>Date:</p> | |
| M3 | <ul style="list-style-type: none"> • Experience in conducting surveys where GBA+ data is collected • One example of a survey done with GBA+ variables | |

4.2.2 Point Rated Technical Criteria

Each bid will be rated by assigning a score to the rated requirements, which are identified in the bid solicitation by the word "rated" or by reference to a score. Bidders who fail to submit complete bids with all the information requested by this bid solicitation will be rated accordingly.

| Point-Rated Criteria | | | | |
|-----------------------------|--|---------------------------------|---|------------------------|
| CRITERION # | Criteria | Maximum Available Points | Cross Reference to Proposal (Supplier to insert) | Points Received |
| Resource Requirement | | | | |
| R1 | Bidders should demonstrate, by providing survey examples ,their recruitment for on-line survey panels directed at the Canadian Public,(in particular in terms of | 15 | | |



| | | | | |
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| | <p>age), have the best participation rates for the 18 – 34 year old age group, and are refreshed at a minimum of once a year.</p> <p>To demonstrate this requirement the Bidder should submit samples of panel composition methodology from previous work and how they would propose recruiting online panel participants for this contract, including any risks and constraints.</p> <p>Points Allocations: Panel composition (demographic breakdown, representativeness of the demographics of the Canadian public based on the most recent Census)</p> <ul style="list-style-type: none"> • 25% or more of respondents are in the 18 to 34 year old age range – 5 points • 20% to 25% respondents are in the 18 to 34 year old age range – 3 points • Less than 20 % respondents are in the 18 to 34 year old age range – 1 point • How often the panel is refreshed <ul style="list-style-type: none"> • 1 year or less – 5 points • 1 year to 2 years – 3 points • More than 2 years – 1 point • Participation rates for all categories <ul style="list-style-type: none"> • 25% or greater – 5 points • 20% to 25% – 3 points • Less than 20 % – 1 point | | | |
| R2 | Bidders must provide one (1) example of a mixed sample survey (as stated in M1) method that the Bidder has completed. | 15 | | |



| | | | | |
|------------------|--|-----------|--|--|
| | <p>The example must provide the following:</p> <ul style="list-style-type: none"> • The sampling methods used • The sample size • The time it took to complete the sampling • The sampling used gave a sample population that was representative of the age demographics of the Canadian population at the time the survey was done. • List all the provinces and territories in Canada where they can do mixed method sampling using the three (3) sampling techniques <p>Points will be awarded as follows:</p> <ul style="list-style-type: none"> • One (1) point for each province and territory where the bidder has the capacity to sample using mixed sampling methods for a maximum of thirteen (13) points <p>Additionally:</p> <ul style="list-style-type: none"> • 25% or more of respondents are in the 18 to 34 year old age range – 2 points • 20% to 25% respondents are in the 18 to 34 year old age range – 1 point • Less than 20% respondents are in the 18 to 34 year old age range – 0 points | | | |
| <p>R3</p> | <p>Bidders must provide two (2) projects which between them (in either project) demonstrate the following criteria.</p> <ul style="list-style-type: none"> • 25% of respondents are in the 18 to 34 year old age range • At least 50% of respondents fall into the at risk population (people with lung (such as asthma) or cardiovascular disease, older adult, children, | <p>65</p> | | |



| | | | | |
|--|--|--|--|--|
| | <p>pregnant people, and people who work or are active outdoors)</p> <ul style="list-style-type: none"> • Sample size was at minimum 2000 participants • Survey done by Random Digit Dialing (RDD) or equivalent telephone, cell phone only sampling, on-line, or any combination • Cover one or more issues relating to air pollution or extreme temperatures, and health • Completed in the last three to five (3-5) years, at bid closing date <p>Bidders must demonstrate this requirement in a point form Word document of no more than two (2) pages in twelve point Arial font, or equivalent.</p> <p>The Bidder must provide the following information for the project:</p> <ul style="list-style-type: none"> • Project Title • Date: (Month/Year) • Client department/organization and their contact information – including phone number • The research team and their role, background/purpose • Research objectives • Population • Methodology: (including the number and nature of survey respondents, sample size, demographics, the method used and the rationale) • Major difficulties or any issues that arose and how they were resolve. <p>Points Allocation:</p> <ul style="list-style-type: none"> • 25% of respondents are in the 18 to 34 year old age range | | | |
|--|--|--|--|--|



| | | | | |
|--|--|--|--|--|
| | <ul style="list-style-type: none">• 25% or more of respondents are in the 18 to 34 year old age range – 5 points• 20% to 25% respondents are in the 18 to 34 year old age range – 3 points• Less than 20% respondents are in the 18 to 34 year old age range – 1 point• At least 50% of respondents fall into the at risk population<ul style="list-style-type: none">• 50% or greater of respondents fall into the at risk population – 10 points• 25% - 50% of respondents fall into the at risk population – 8 points• Less than 25% of respondents fall into the at risk population – 2 points• Sample size<ul style="list-style-type: none">• 5000 or more – 10 points• 2000 – 5000 – 8 points• Survey done by telephone, cell phone only sampling, on-line (all Random Digit Dialing (RDD) or equivalent sampling), or any combination thereof<ul style="list-style-type: none">• 5 points• Cover one or more issues relating to air pollution or extreme temperature, and health<ul style="list-style-type: none">• Conducted Air Quality surveys or Extreme Temperature (Heat and Cold) surveys – 25 points• Conducted surveys on other environmental issues – 15 points | | | |
|--|--|--|--|--|



| | | | | |
|-----------|--|---|--|--|
| | <ul style="list-style-type: none"> • Never conducted any type of Environmental surveys – 0 points • Completed in the last three to five (3-5) years <ul style="list-style-type: none"> • the last year(completed in 2022 or 2021) – 10 points • 2-4 years(completed in 2020, 2019 or 2018) – 5 points • 4-5 years (completed in 2018 or 2017) – 2 points | | | |
| R4 | <p>Bidders must provide the names and contact information for two (2) business references (clients).</p> <p>These references must be for quantitative projects with more than 2000 respondents that have been completed within the last five (5) years.</p> <p>A minimum of one (1) of these references must be for a project that used more than one (1) media to run the survey, for example, mixed landline and on-line survey.</p> <p>References cannot be Environment and Climate Change Canada employees.</p> <p>The reference questions are included in Attachment 3 to Part 4 – Reference Questions.</p> <p>Points will be awarded as follows:</p> <ul style="list-style-type: none"> • $(\text{Number of Yes Answers}) / (\text{Number Questions} - \text{Number of NA Answers}) \times 100$ • Example <ul style="list-style-type: none"> ○ Results: Yes - 6, No - 1, NA – 2 ○ $(6) / (9-2) \times 100 = 86\%$ ○ $0.86 \times 5 = 4.3$ | 5 | | |
| R5 | <p>Bidder must provide a schedule, clearly describing each of the steps that will be taken from the start to the end of the contract. The Bidder</p> | 5 | | |



| | | | | |
|---------------------------|---|-------------------|--|--|
| | <p>will provide a detailed time schedule in terms of working days.</p> <p>Bidders must demonstrate this requirement in a point form Word document of no more than one page in twelve point Arial font, or equivalent.</p> <p>A sample schedule is included in Attachment 2 to Part 4 – Sample Work Plan.</p> <p>Full points will be awarded to work plans which clearly assign tasks, timeframes to each team member, identifies the milestones, timelines and deliverables for all of the requirements in the Statement of Work, and identifies potential risks and/or challenges and how these will be mitigated.</p> | | | |
| R6 | <p>Bidder must identify who will act as liaison with the Technical Authority for all aspects of the research to be conducted.</p> <p>The Bidder must identify the resource(s) directly responsible for project management, fieldwork (in each official language), analysis, and reporting.</p> <p>Points will be awarded as follows:</p> <ul style="list-style-type: none"> • Identification of liaison – 2.5 points • Identification of resource(s) – 2.5 point | 5 | | |
| (minimum score 77) | | | | |
| Total | | 110 points | | |



ATTACHMENT 2 TO PART 4 – SAMPLE WORK PLAN

Schedule

| | | |
|---|-----|-----------|
| Contract awarded | TBD | ECCC/PWGS |
| Questionnaire provided to supplier | | |
| Suppliers questions on questionnaire | | |
| Pre-test of questionnaires | TBD | PA |
| First invoice submitted to PA, forwarded to and paid by client | TBD | All |
| Following the pre-test for the event survey | | |
| Timing of event survey | TBD | PA |
| survey conducted | TBD | Supplier |
| Data tables and interim report provided to PA | TBD | Supplier |
| First invoice for the survey submitted to PA, forwarded to and paid by client | TBD | All |
| Draft report submitted | TBD | Supplier |
| Comments on draft report provided to PA | TBD | Supplier |
| Report accepted | TBD | PA |
| Second invoice for the survey provided to PA, forwarded to and paid by client | TBD | All |
| Report shared with partners | TBD | PA |
| Report submitted to LAC | TBD | PA |
| Contract end-date | TBD | ECCC/PWGS |



ATTACHMENT 3 TO PART 4 – REFERENCE QUESTIONS

Reference Name:

Reference Contact Information:

Project

- Title:
- Date:
- Number of respondents:
- Number of media used:

Questions

1. Timeliness:

- a. Was communication with the Bidder easy to establish?
Yes No NA
- b. Were requests to the Bidder answered in a timely manner?
Yes No NA
- c. Did you have any issues with the Bidder providing service within your requested timeline?
Yes No NA

2. Sampling Methodology:

- a. Did the Bidder's sample represent the desired demographic for your survey?
Yes No NA
- b. Were you pleased with the sampling methodology that was used for your survey(s)?
Yes No NA
- c. Were you happy with the geographical representativeness of your surveys sample?
Yes No NA
- d. Were you happy with the Bidder's ability to use mixed sampling techniques (phone, online, on-site, etc) in your survey?
Yes No NA

3. Reports and Results:

- a. Were you pleased with timeliness of the delivery of your survey results and reports?
Yes No NA
- b. Were you pleased with the quality of statistical analysis that was provided in these results and reports?
Yes No NA



4.3.2 Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, the Applicable Taxes excluded, Canadian customs and excise taxes included.

For evaluation purposes only, the price of the bid will be determined as follows:

Financial Bid Evaluation

The maximum funding available for the contract resulting from the bid solicitation is **\$80,000.00** in Canadian dollars, Applicable Taxes not included.

The bid must meet the mandatory financial criteria specified in the table inserted below. Any bid which fail to meet the mandatory financial criteria will be declared non-responsive. Disclosing the maximum funding available does not represent a commitment by Canada to pay this amount.

| Item | Evaluation Criteria | Met | Not Met |
|------|---|-----|---------|
| MF1 | The total amount of the bid will not exceed 80,000\$ excluding taxes. | | |

Once the technical evaluation scores are established for all bids, the Financial Bid will be opened and evaluated by the Contracting Authority. The technical scores will not be changed once the financial bids are opened.

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

The Total Bid Price for Evaluation will be established as per Financial Bid Presentation Sheet in Attachment 1 to Part 3. Bidders must complete all cells within Attachment 1 to Part 3 in order for their bid to be deemed responsive.

Note: a cell cannot remain blank. If an amount of \$0.00 or NIL is provided in the Bid for a portion of the Work, the Bidder must understand that all related work must be performed for the dollar value indicated in the Bid (i.e. \$0).

Failure to complete in Attachment 1 to Part 3 – Financial Bid Presentation Sheet, as per the instructions above, will render the bid non-responsive.

4.3.2.2 For bid evaluation and contractor(s) selection purposes only, the evaluated price of a bid will be determined in accordance with the Financial Bid Presentation Sheet detailed in Attachment 1 to Part 3.



4.4 Basis of Selection- Highest Rated Within Budget

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation;
 - b. meet all mandatory technical evaluation criteria; and
 - c. obtain the required minimum points for the technical evaluation criteria which are subject to point rating."
2. Bids not meeting (a) or (b) or (c) will be declared non responsive. The responsive bid with the highest number of points will be recommended for award of a contract, provided that the total evaluated price does not exceed the budget available for this requirement.



PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and associated information to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

5.1. Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](#) website, to be given further consideration in the procurement process.

5.1.2 Additional Certifications Required with the Bid

The certifications listed below should be completed and submitted with the bid but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

5.2.1 Integrity Provisions - Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy](#), the Bidder must



provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity FCP Limited Eligibility to Bid" list available from Employment and Social Development Canada (ESDC) - Labor's website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the FCP Limited Eligibility to Bid list at the time of contract award.



PART 6 - RESULTING CONTRACT

Title: To run an omnibus survey for the Health and Air Quality Forecasting Program.

6.1 Security Requirement

6.1.1 There is no security requirement applicable to the Contract.

6.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A.

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the PSPC/PWGSC *Standard Acquisition Clauses and Conditions Manual* issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2010B (2022-12-01) General Conditions - Professional Services (Medium Complexity) apply to and form part of the Contract.

General conditions 2010B is modified as follows:

At Section 12 Transportation Costs

Delete: In its entirety

Insert: "Deleted"

At Section 13 Transportation Carriers" Liability

Delete: In its entirety.

Insert: "Deleted"

At Section 18, Confidentiality:

Delete: In its entirety

Insert: "Deleted"

Insert Subsection: "36 Liability"

"The Contractor is liable for any damage caused by the Contractor, its employees, subcontractors, or agents to Canada or any third party. Canada is liable for any damage caused



by Canada, its employees or agents to the Contractor or any third party. The Parties agree that no limitation of liability or indemnity provision applies to the Contract unless it is specifically incorporated in full text in the Articles of Agreement. Damage includes any injury to persons (including injury resulting in death) or loss of or damage to property (including real property) caused as a result of or during the performance of the Contract.”

A. For professional services requirements where the deliverables are copyrightable works:

Canada to own Intellectual Property rights in Copyright

At Section 19 Copyright

Delete: In its entirety

Insert:

1. In this section:

"Material" means anything that is created or developed by the Contractor as part of the Work under the Contract, and in which copyright subsists.

"Background Information" means all Intellectual Property that is not Foreground Information that is incorporated into the Work or necessary for the performance of the Work and that is proprietary to or the confidential information of the Contractor, its subcontractors or any other third party;

"Foreground Information" means all Intellectual Property first conceived, developed, produced or reduced to practice as part of the Work under the Contract;

2. Material that is created or developed by the Contractor as part of the Work under the Contract belongs to Canada. The Contractor must incorporate the copyright symbol and either of the following notices, as appropriate: © His Majesty the King in right of Canada (year) or © Sa Majesté le Roi du chef du Canada (année).

3. At the request of the Contracting Authority, the Contractor must provide to Canada, at the completion of the Work or at such other time as the Contracting Authority may require, a written permanent waiver of moral rights as defined in the [Copyright Act](#), R.S., 1985, c. C-42, in a form acceptable to the Contracting Authority, from every author that contributed to the Work. If the Contractor is an author, the Contractor permanently waives the Contractor's moral rights.

6.3.2 Supplemental General Conditions

The following supplemental general conditions apply to and form part of the Contract:

4007 (2022-12-01) *Canada to own Intellectual Property Rights in Foreground*

6.4. Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to March 31, 2023 inclusive



6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Annie Emard
Environment and Climate Change Canada
Procurement and Contracting Division
Address: 200 Sacré-Coeur Blvd., Gatineau, QC K1A 0H3
E-mail address: Annie.Emard@ec.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Technical Authority

The Technical Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Project Authority

The Project Authority for the Contract is: *(at Contract Award)*

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____



(Insert or delete as applicable)

In its absence, the Project Authority is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.4 Contractor's Representative (at Contract Award)

Name: _____

Title: _____

(Legal & Operating Company Name): _____

Address: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____

6.6. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2019-01 of the Treasury Board Secretariat of Canada.

6.7 Payment

6.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price of \$ _____ *(insert the amount at contract award)*. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.



6.7.2 Limitation of price

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.7.3 Discretionary Audit

2010-01-11 C0705C Discretionary Audit

6.8. Invoicing Instructions

6.8.1 Multiple Payment

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

6.9 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

6.10 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-labor, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the Limited Eligibility to Bid list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.



6.11. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

6.12 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the supplemental general conditions
- (c) the general conditions 2010B
- (d) Annex A Statement of Work
- (e) Annex B, Basis of Payment;
- (i) the Contractor's bid dated _____, *(at Contract Award)*

6.13. Insurance

SACC Manual clause G1005C (2016-01-28) Insurance – No Specific Requirement

6.14. Dispute Resolution

The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.

The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.

If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.

Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading ""<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/contract-management/dispute-resolution>" Dispute Resolution".



ANNEX "A"

STATEMENT OF WORK

Title

To run an omnibus survey for the Health and Air Quality Forecasting Program.

Objective

The factual survey questionnaire for the larger national omnibus survey to be used has already been designed and approved. A national omnibus survey needs to be run with 2,000 respondents. Some of the locations will be north of 60. The survey will be done by telephone, cell phone only sampling, on-line (all Random Digit Dialing (RDD) sampling or equivalent), or any combination thereof. Topline results, banner tables, a written report and the data in SPSS format will be provided after the survey is completed.

The objective identifies the Department's desired outcome from the proposed contract stating precisely what the Department hopes to achieve through it.

Background

This contract is with the Health and Air Quality Services Forecasting Program of the Meteorological Service of Canada.

The Health and Air Quality Forecasting Program of Environment and Climate Change Canada (ECCC) provides air quality forecasts to Canadians, and focuses on the weather elements that effect public health, extreme temperatures and ultraviolet radiation as represented by the UV Index. Our goal is to provide Canadians with the risk communication information they need to act to protect their health, the health of those close to them, and the environment. Our health-based weather forecasts and warnings are especially important to those most at risk from the negative effects of air pollution and extreme temperature.

The program requires a company with the facilities to run national omnibus surveys. The survey questionnaires have already been developed. The capacity to survey using landlines, cell phones, and web panels is essential.

The program runs a national omnibus survey every four to five years. Much of the data collected from this survey is used in tracking program performance and populating outcome indicators.

Scope of Work

The Contractor will program and pre-test the full survey instrument in both official languages. The pre-test will represent 25 interviews, 15 English and 10 French; arrangement will be made for the project authority to listen to a pre-test on-site or by teleconference from a remote location.

The Contractor will prepare a sampling plan that ensures respondents are stratified by gender as well as other identity factors such as age, education, language, geographic area or region, culture, and income. At least 50% of respondents will fall into the at-risk population. The at-risk population includes people with existing respiratory or cardiovascular conditions, pregnant people, children under twelve, the elderly, and people working or active outdoors. As we cannot survey children under twelve, they will be represented by a parent.



The field work will be conducted in both official languages.

Omnibus survey - A 15 minute survey (for telephone, cell phone only sampling, web panel or any combination of the above) will be administered in the respondent's official language of choice, in AQHI forecast regions specified by E.C.C.C. These regions are located across the country including the north, and are primarily located in municipalities.

One of the goals of the research is to get a better idea of how 18 to 34 year olds (25% of the Canadian population) are responding to the event. As land line telephone surveys under sample this age group, mixed surveying methods using telephone, cell phone only sampling and on-line (RDD for all) will be used when possible. This is to insure we get 25% of respondents in this age group. The location of the survey will affect the medium of the survey. For example, cellphone only and on-line surveying could be more difficult in some rural areas.

For land line and cell phone only sampling, RDD or equivalent will be used.

For on-line sampling, an RDD panel will be used. The bidder will indicate if they have such a panel already or if they will sub-contract for on-line research. The bidder will also supply details of the composition of the panel, how often it is refreshed, the participation rate and the locations available.

The contractor must ensure a minimum of eight call backs are made to each number before the number is retired.

The contractor will supply topline results, banner tables and a report after each survey. In addition, the contractor will provide bilingual quality control of the survey and any written reports.

Written reports must include project methodology and results. This includes: sample size, sampling procedures, dates of research fieldwork, weighting procedures, confidence interval, margin of error, response/participation rates and method of calculation, a discussion of the potential for non-response bias, the research instrument and all information about the recruitment and execution of the fieldwork that is needed to duplicate the research. Although this is not public opinion research it must still follow PWGSC's best practices for surveys (<http://www.tpsgc-pwgsc.gc.ca/rop-por/pratiques-pratiques-eng.html>), the privacy act (<http://laws-lois.justice.gc.ca/eng/acts/p-21/index.html>), and the official languages act (<http://laws-lois.justice.gc.ca/eng/acts/o-3.01/page-1.html>).

Deliverables

Pre-tests of the survey questionnaire.

For each survey:

- A fully labelled dataset in SPSS format or equivalent data files.
- Topline results received within one month of survey completion.
- Banner tables, demographic and other variable breakdown to be determined by ECCC in consultation with the successful bidder received within one month of survey completion.
- A draft and final written report in electronic format, MS WORD and PDF in English. Final Reports must be received within three months of survey completion. The report must include:
 - a brief description of the methodology used;
 - sample size, sampling procedures and dates of fieldwork;



- weighting procedures, confidence intervals and margins of error, response rate, and method of calculation;
- the research instrument used;
- an analysis of the survey results with an emphasis on how the data collected help inform program goals and requirements.

Departmental Support

The contractor will fulfill this contract in their own office and will not require access to or use of any Crown facility, equipment, or personnel.

Official Language

The language of work for the contract is English.

Work Location

The contractor will fulfill this contract in their own office location.

Travel

No travel will be required on the part of the contractor.



ANNEX” B”

BASIS OF PAYMENT

(insert if applicable)

(to be completed at contract award)



ANNEX "C"

Omnibus questions with choices

Pre-questions:

Language of choice for interview – French or English

Which province or territory do you live in?

Online only (telephone records) choose gender male, female, prefer not to say
Choose the gender you identify with: male, female, non-binary, lesbian, gay, bisexual, transgender, queer, Two-Spirit or another identity of gender or sexual diversity, prefer not to say.

How old are you? Given age ranges

What is your mother tongue, that is, the language you first learned at home?

A. Local air quality conditions

1. When was the last time you recall air pollution was present in your community

01 – In the past week

02 – In the past month

03 – In the past 2 to 3 months

04 – In the past 4 to 6 months

05 – At least 6 months ago, but less than 12

06 – At least 12 months ago

07 – Never

99 – Not sure

B. Local Air Quality Information

2. Do you know where to access air quality information for your community?

-- yes

04 – no SKIP TO Q.6

99 – Not sure SKIP TO Q.6



3. How frequently do you look for information on the current air quality in your community?

- 01 – Every day
- 02 – Several times a week
- 03 – At least once a week
- 04 – Several times a month
- 05 – No more than once a month
- 06 – A few times per year SKIP TO Q.6
- 07 – Never SKIP TO Q.6
- 99 – Not sure SKIP TO Q.7

4. And where are you most likely to look for this air quality information?

- 01 – Friend/family member
- 02 – Weather Network (TV)
- 03 – Weather Network (website)
- 04 – Health Canada website
- 05 – Environment and Climate Change Canada website/Weather.gc.ca website
- 06 – Environment and Climate Change Canada – Other
- 07 – Internet/website – other
- 08 – Radio
- 09 – TV – Other
- 10 – Newspaper
- 11 – Social media/Facebook/Twitter
- 12 --Weather app on mobile phone
- 13 -- Weather Can app
- 98 – Other (SPECIFY _____)



99 – Not sure

5. Do you get air quality information sent directly to you on a regular basis in any of the following ways?

ROWS

- a. Through a Twitter feed
- b. As an e-mail alert
- c. As a text message alert
- d. As a free telephone message alert

COLUMNS

01 – Yes

02 – No

99 – Not sure

6. From what you know or can recall, what kind of information is provided as part of this air quality information for your community?

01 – Air quality scale/reading for current or next day/what the air quality is

02 – Health effects of air pollution

03 – How long the air quality will be poor

04 – How to limit exposure to air pollution

05 – Ways to prevent air pollution

06 – Pollen count/allergen alerts

07 – Weather forecast

08 – Smog index/advisories

09 – Type of pollutant

10 – UV index

11 – Humidex rating



97 – No information available/provided

98 – Other (SPECIFY _____)

99 – Not sure

7. Do you recall seeing or hearing each of the following types of information about air quality for your community in the past six months?

ROWS

a. The current air quality

b. The air quality forecast for the next two days

c. The potential health risk of the pollution level for the day

d. Actions that individuals can take to limit exposure to air pollution

COLUMNS

01 – Yes, definitely

02 – Yes, likely

03 – No

99 – Not sure

C. Air Quality Indices

8. Do you recall seeing or hearing about a numbered scale that measures air quality or air pollution for your community

01 – Yes

02 – No SKIP TO Q.10

03 – Maybe

99 – Not sure SKIP TO Q.10

9. (IF YES/MAYBE TO Q.8) Can you recall what kind of numbers are shown on this scale to indicate different levels of air quality?

01 – 1 to 10 scale



02 – Mentions specific numbers between 1 and 10 03 – Mentions specific numbers other than 1 to 10

04 – 0 to 100 scale

05 – 0 to 120 scale

98 – Other (SPECIFY _____)

99 – Not sure

10. Can you recall any particular colour(s) that is/are used to indicate different levels of air quality?

01 – Blue to red/brown spectrum

02 – Red

03 – Blue

04 – Red to green spectrum/Rainbow

98 – Other (SPECIFY _____)

99 – Not sure

11. Can you recall the name(s) of the index(es) or scale that provides air quality information for your community?

01 – Air Quality Health Index/AQHI

02 – Air Quality Index/AQI

03 – Air Pollution index

04 – Alberta Air Quality Index

05 – InfoSmog

98 – Other (SPECIFY _____)

99 – Not sure

12. TELEPHONE - ASK IF AQHI NOT MENTIONED IN Q.11 / ONLINE – ASK ALL: Do you recall hearing anything about something called the “Air Quality Health Index”, or “A-Q-H-I”?

01 – Yes

02 – No SKIP TO Q17



99 – Not sure SKIP TO Q17

13. TELEPHONE - IF AQHI AT Q11 OR YES TO Q.12 / ONLINE – IF YES TO Q.12: When was the most recent time you recall hearing or seeing something about the Air Quality Health Index?

01 – In the past week

02 – In the past month

03 – In the past 2 to 3 months SKIP TO Q.15

04 – In the past 4 to 6 months SKIP TO Q.15

05 – At least 6 months ago, but less than 12 SKIP TO Q.15

06 – At least 12 months ago SKIP TO Q.15

99 – Not sure SKIP TO Q.15

14. Where do you recall seeing or hearing about the Air Quality Health Index?

01 – Friend/family member

02 – Weather Network (TV)

03 – Weather Network (website)

04 – Health Canada website

05 – Environment and Climate Change Canada website/Weather.gc.ca website

06 – Environment and Climate Change Canada – Other

07 – Internet/website – other

08 – Radio

09 – TV – Other

10 – Newspaper

11 – Social media/Facebook/Twitter

98 – Other (SPECIFY _____)

99 – Not sure

15. And what specifically do you recall hearing or seeing?



- 01 – Current air quality conditions
- 02 – Forecast air quality for the day
- 03 – Forecast maximum air pollution level for the day
- 04 – Potential health effects of pollution level for the day
- 05 – Types of pollutants causing poor air quality
- 06 – Forecast for how long an air pollution episode is expected to last
- 07 – How to limit personal exposure to air pollution/How to protect health
- 08 – Who is most at risk to health effects of air pollution
- 09 – What can be done to reduce personal contribution to air pollution
- 10 – Humidity levels
- 11 – Allergen/pollen count
- 98 – Other (SPECIFY _____)
- 99 – Not sure

16. What steps, if any, have you or others in your household taken in response to what you've heard or seen about the Air Quality Health Index?

- 01 – Cut down on strenuous activity/aerobic exercise
- 02 – Reduced time spent outdoors/postponed outdoor activities
- 03 – Sought out more information on advisory/air quality
- 04 – Saw doctor/health professional
- 05 – Wear a mask
- 06 – Take medication/oxygen
- 07 – Protect self from the sun/heat
- 08 – Avoid second-hand smoke
- 09 – Get out of the city/away from polluted area
- 10 – Paid closer attention to air quality forecasts/information



11 – Changed schedule of activity to avoid exposure at certain times of the day

12 – Reduced use of vehicle/motorized equipment

13 – Took public transit

98 – Other (SPECIFY _____)

99 – Not sure SKIP TO Q.18

17. (IF ANY STEP AT Q16) Did you take this step specifically because of concerns about the potential health impacts of air pollution, or for another reason such as reducing your impact on the environment?

01 – Specifically because of health concerns

02 – For other reasons

03 – Both for health and other reasons

99 – Not sure

D. Air Quality and Health Hazards

18. Have you taken specific actions to reduce your exposure to air pollution, either because of the effect it has had on your health, or because you want to avoid any effects on your health?

01 – Yes – because of effect on health

02 – Yes – to avoid effects on health

03 – No SKIP TO Q.20

VOLUNTEERED

04 – Yes, for reasons other than impact on health SKIP TO Q.20

99 – Not sure SKIP TO Q.20

19. (IF YES AT Q18) What steps have you taken to reduce your exposure to air pollution?

01 – Cut down on strenuous activity/aerobic exercise

02 – Reduced time spent outdoors/stay inside when air quality is bad

03 – Sought out more information on advisory/air quality

04 – Saw doctor/health professional



05 – Wear a mask

06 – Take medication/oxygen

07 – Protect self from the sun

08 – Avoid second-hand smoke

09 – Get out of the city/away from polluted area

98 – Other (SPECIFY _____)

97 – No, did nothing

99 – Not sure

20. Has a doctor or other health care professional ever talked to you or provided you with information about the negative effects that air pollution could have on your health specifically?

01 – Yes

02 – No

99 – Not sure

E. Air Quality Information Requirements

21. What type of air quality information, if any, do you use?

01 – Current air quality conditions

02 – Forecast air quality for the day

03 – Forecast maximum air pollution level for the day

04 – Potential health effects of pollution level for the day

05 – Types of pollutants causing poor air quality

06 – Forecast for how long an air pollution episode is expected to last

07 – How to limit personal exposure to air pollution/How to protect health

08 – Who is most at risk to health effects of air pollution

09 – What can be done to reduce personal contribution to air pollution



10 – Humidity levels

11 – Allergen/pollen count

12 -- None

98 – Other (SPECIFY _____)

99 – Not sure

F. Respondent Characteristics

22. About how many days a week during the summer months do you typically spend being physically active outside, that is, doing activities outdoors that make you breathe much harder than normal?

___ Days per week

7 – Less than one day per week

9 – Not sure

23. And about how many days a week during the winter months do you typically spend being physically active outside?

___ Days per week

7 – Less than one day per week

9 – Not sure

24. Has a doctor ever told you, or someone else in your household that you or they have any of the following health problems?

ROWS

a. Asthma

b. Lung disease (TELEPHONE: READ IF NECESSARY/SHOW ONLINE): including emphysema, chronic bronchitis, chronic obstructive pulmonary disease, pneumonia or lung cancer

c. Heart disease

d. Hay fever, seasonal or environmental allergies

e. Diabetes



COLUMNS

01 – Yes, self

02 – Yes, someone else in household

03 – No

99 – Not sure

25. What is the last level of education you have completed?

01 Elementary school

02 Some high school

03 Completed high school

04 Some community college/technical college/CEGEP

05 Completed community college/technical college/CEGEP

06 Some university

07 Completed university

08 Post-graduate degree

09 No schooling

97 Prefer not to say

26. For classification purposes, in what year were you born?

_____ Year born

9999 – Prefer not to say

27. Does your household currently include:

a. Children under 12 years of age

b. Adults 65 and over (other than yourself)

01 – Yes

02 – No

99 – Prefer not to say



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