

2021-07-26

**REQUEST FOR PROPOSAL**  
**RFP 21 (2020-17)**  
**CELL PHONE RECYCLING PARTNERSHIP OPPORTUNITY**  
**ADDENDUM #1**

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This addendum shall be incorporated into, and form part of **RFP 21 (2021-07)** and take precedence over all requirements of the previously issued bid documents including plans. This addendum must be signed by the bidder (signing officer) in the appropriate space and must be attached to the Form for submission by the bidder. This Addendum consists of two (2) pages.

- 1) Question: Would you be able to share a sample report/data from past devices collected for the PhoneApes program?

Answer: No, we don't have the data to provide.

- 2) Question: How are the devices collected/transported from the individual sites to arrive at the Toronto Zoos required pickup locations listed in the RFP?

Answer: For all off-site Toronto Zoo pick up locations as listed, individual donors drop their cellphones off into a permanent collection bin at each location. The Zoo will provide a key to access they collection bins. For cellphones ready for pick up at the Toronto Zoo, donors either drop of at one of the onsite collection bins and Zoo staff will collect and box the phones for pick up. Collectors or donors can also mail their phones to the Zoo and Zoo staff will prepare them for pick up. All general e-waste is collected by individual drop off at the Toronto Zoo either during specific collection days (for general public) or staff can drop off e-waste throughout the year to set collection bins.

- 3) Question: What prescribed standards do you currently comply with in regards to Data Security and Privacy Regulations?

Answer: The Toronto Zoo has requested donors wipe their phones and electronics of personal information prior to making the donation. Part of the RFP criteria is the proponent conduct a wipe of all donations that will be refurbished with a data security process.

Receipt of the Addendum shall be acknowledged as part of your submission.

The Board of Management of the Toronto Zoo reserves the right to reject any or all Tenders or to accept any quotation, should it deem such action to be in its interests.

If you have any queries regarding this matter, please contact Mr. Peter Vasilopoulos, Supervisor, Purchasing & Supply, at 416-392-5916 or by email [pvasilopoulos@torontozoo.ca](mailto:pvasilopoulos@torontozoo.ca).

Yours truly,

Peter Vasilopoulos  
Supervisor, Purchasing & Supply

I/we hereby acknowledge receipt of this addendum and make allowance in my bid.

Signed (Must be Signing Officer of Firm)

Name of Firm

Date:

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**END OF ADDENDUM #1**