



REPORT

To: Solid Waste Committee

Report Number: ENV-SWC-034

From: Gerritt Lacey, Solid Waste Manager

Date: February 4, 2021

Subject: RFP Award 43-2020 Mile 62.5 Transfer Station Site Attendant

RECOMMENDATION:

That the Solid Waste Committee recommend that the Regional Board awards RFP 43-2020 'Mile 62.5 Transfer Station Site Attendant' to Dusty Road Ventures Ltd. for a three year contract at a cost of \$135,000 (excl. taxes); further, that the Chair and the Chief Administrative Officer be authorized to sign the contract on behalf of the Peace River Regional District.

BACKGROUND/RATIONALE:

The Peace River Regional District (PRRD) has a network of 16 manned Transfer Stations (TS). These 16 sites are staffed by 4 contracts/agreements.

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| 1. Waste Transfer Station Operation and Haulage Contract | (13 sites) |
| 2. Tumbler Ridge Transfer Site Agreement | (1 site) |
| 3. Hudson's Hope Transfer Station Attendant Contract | (1 site) |
| 4. Mile 62.5 Transfer Station Site Attendant Contract | (1 site) |

The Mile 62.5 TS was established as a manned site in 2009. The site is a modified tier 2 site that collects household bagged waste, and sorted recyclables. The site is unique compared to the other tier 2 sites as it utilizes PL6 pins to collect household waste similar to that of an unmanned site, compared to the compactors typically used at other tier 2 sites.

The site is kept operational with the use of 3 contracts:

1. Mile 62.5 Transfer Station Attendant Contract
2. North Peace Rural Refuse Collection and Transfer Station Services Contract
3. Recycling Services Contract.

The current contract for Mile 62.5 attendant services expires on March 31, 2021.

Staff has since gone out to market with an RFP to secure best pricing for the next three years. Two proposals were received. The proponents were evaluated on Experience, Qualifications, and Budget.

	Tervita	Dusty Road Ventures
Mandatory Requirements		
Submission Form (Appendix B)	✓	✓
Pricing (Appendix C)	✓	✓
Scoring Matrix Results		
EXPERIENCE AND QUALIFICATIONS (50%)	25.33	24.33
PROJECT BUDGET (50%)	26.00	50.00
Total Score	51.33	74.33
PROPOSAL COST (Excluding GST)	\$260,376.00	\$135,000.00

Both submissions met the mandatory requirements of the RFP. Based on the scoring matrix above, Dusty Road Ventures Ltd. is the preferred proponent.

ALTERNATIVE OPTIONS:

1. That the Solid Waste Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

The cost of the contract in 2020 was \$50,400.

For 2021, the proposed proponent has an annual cost of \$45,000, which is a 10% reduction compared to the previous contract. These costs have been captured in the draft 2021 Solid Waste Budget.

COMMUNICATIONS CONSIDERATION(S):

None

OTHER CONSIDERATION(S):

None