

# HALIFAX

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**Item No. 11.1.1**  
**Halifax Regional Council**  
**January 26, 2021**

**TO:** Mayor Savage and Members of Halifax Regional Council

**SUBMITTED BY:** Original Signed by   
Jacques Dubé, Chief Administrative Officer

**DATE:** January 13, 2021

**SUBJECT:** **Award Report – Request for Proposals No. 20-085, Collection and Transportation of Source-Separated Solid Waste**

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## **ORIGIN**

The expiration of the Municipality's residential curbside solid waste collection service contracts on June 30, 2021 and the issuance of Request for Proposals (RFP) No. 20-085 for residential curbside solid waste collection for a five-year period.

## **LEGISLATIVE AUTHORITY**

### *1. Halifax Regional Municipality Charter*

The Municipality may spend money for municipal purposes in accordance with section 79A of the *HRM Charter* which states:

- 79A (1) Subject to subsections (2) to (4), the Municipality may only spend money for municipal purposes if
- (a) the expenditure is included in the Municipality's operating budget or capital budget or is otherwise authorized by the Municipality;
  - (b) the expenditure is in respect of an emergency under the *Emergency Management Act*; or
  - (c) the expenditure is legally required to be paid.

The municipal purposes are set forth in section 7A of the *HRM Charter*:

- 7A The purposes of the Municipality are to
- (a) provide good government;
  - (b) provide services, facilities and other things that, in the opinion of the Council, are necessary or desirable for all or part of the Municipality; and
  - (c) develop and maintain safe and viable communities.

**RECOMMENDATION ON PAGE 2**

2. Administrative Order 2020-004-ADM, the *Procurement Administrative Order*.

The recommended contract award complies with all the pre-requisites for awarding contracts as set out in section 26 of the *Procurement Administrative Order*.

Table 28(1) in section 28 provides that Halifax Regional Council is the approval authority for contract awards of any amount that result from a competitive procurement.

Table 29(2) in section 29 provides that the CAO is the signing authority for contract awards of any amount.

## **RECOMMENDATION**

It is recommended that Halifax Regional Council award RFP No. 20-085, Collection and Transportation of Source-Separated Solid Waste, to the highest scoring proponents in Areas 1 to 8 in accordance with the requirements of the RFP, for the total bid price of \$75,896,338.31 (net HST included) over five years as follows and as outlined in Table 3 of this report:

- **Area 1:** Halifax to Royal Environmental in the amount of \$15,070,797.55 (including net HST)
- **Area 2:** Dartmouth to Royal Environmental in the amount of \$10,256,972.24 (including net HST)
- **Area 3:** Bedford, Hammonds Plains to Royal Environmental in the amount of \$6,677,348.63 (including net HST)
- **Area 4:** Western County to Green For Life Environmental in the amount of \$8,828,465.27 (including net HST)
- **Area 5:** Sackville, Beaver Bank, Fall River, Waverley to Royal Environmental in the amount of \$12,316,074.61 (including net HST)
- **Area 6:** Cole Harbour, Eastern Passage, Cow Bay to Royal Environmental in the amount of \$7,875,333.25 (including net HST);
- **Area 7:** Porters Lake, Preston, Chezzetcook to Miller Waste in the amount of \$6,882,457.11 (including net HST);
- **Area 8:** Eastern Shore, Musquodoboit Valley to Leo J Beazley in the amount of \$7,988,889.65 (including net HST).

## **BACKGROUND**

### **Existing Collection Agreements**

The current agreements for residential curbside solid waste collection services (RFP No. 14-336) expire on June 30, 2021. The existing agreements went into effect on July 1, 2015 for a four-year period and were extended to June 30, 2021 as approved by Regional Council on June 5, 2018.

HRM's current service providers for residential curbside solid waste collection services are shown below in Table 1.

**Table 1 – Current Service Providers: Residential Curbside Solid Waste Collection**

<b>Area</b>	<b>Current Service Provider</b>
1 – Halifax	Royal Environmental (REgroup)
2 – Dartmouth	Royal Environmental (REgroup)
3 – Bedford, Hammonds Plains	Green For Life Environmental (GFL)
4 – Western County	Green For Life Environmental (GFL)
5 – Sackville, Beaver Bank, Fall River, Waverley	Green For Life Environmental (GFL)

6 – Cole Harbour, Eastern Passage, Cow Bay	Royal Environmental (REgroup)
<b>Area</b>	<b>Current Service Provider</b>
7 – Porters Lake, Preston, Chezzetcook	Leo J Beazley
8 – Eastern Shore, Musquodoboit Valley	Eastern Shore Cartage

**RFP No. 20-085, Collection and Transportation of Source-Separated Solid Waste**

RFP No. 20-085, Collection and Transportation of Source-Separated Solid Waste was issued September 3, 2020 and closed on October 27, 2020. Collection services were requested over a five-year period from July 1, 2021 to June 30, 2026. The Municipality may extend the agreements for 1 or 2 years at its sole discretion (a yearly CPI adjustment applies to any extension).

Collection services occur within 8 specified areas of HRM (each an “Area”) and consistent with the existing collection agreements. Proponents could submit one proposal for one Area or for a number of Areas, including up to all 8 Areas.

The scope of services for the RFP includes:

- Curbside collection of garbage, organics and recyclables from approximately 139,920 serviced units, and transportation of the materials to the designated receiving facilities. This includes the provision of a collection fleet to be owned and maintained by the proponent, including equipping each collection vehicle of side guards.
- Provisional services, at the Municipality’s sole discretion, including weekly organics collection (in July, August and September each year) across all 8 Areas; and separate seasonal collection of leaf and yard waste and Christmas trees in urban and suburban areas to handle seasonal peak requirements.
- Optional service changes, at the Municipality’s sole discretion, including eliminating bulky item and white goods<sup>1</sup> collection and changing to biweekly recyclables collection across the Municipality<sup>2</sup>.
- The operation of the two rural refuse collection depots in Sheet Harbour and Middle Musquodoboit located within Area 8; and for haulage of trailers from these two depots to the Otter Lake Waste Processing and Disposal Facility.

Proposal submission requirements for rated criteria in response to RFP No. 20-085 are included as Attachment A. Proponents were required to submit the following:

- **General Proposal:** Including information with regards to corporate profile, policies on health & safety and diversity & inclusion, reference experience, qualifications, proposed collection fleet, maintenance, including sustainability considerations, team members, customer service approach, training, and collection plan.
- **Financial Statements:** Information on the proponents’ financial capacity and resources with respect to delivering the services.
- **Cost Proposal:** Monthly and other unit prices submitted on a pre-established form for each Collection Area bid.

All proposals were evaluated against the following general criteria shown in Table 2.

<sup>1</sup> Residents are currently allowed to place curbside/roadside one bulky item (household furniture such as a couch) or white good (large appliance such as a washing machine) for collection on each garbage collection cycle.

<sup>2</sup> Currently most urban and suburban areas in the Municipality receive weekly collection of recyclables.

Table 2 – RFP No. 20-085 Scoring Matrix

Rated Criteria Category		Weighting (Points)
<b>General Proposal</b>		
1	Proponent Corporate Profile and Reference Experience	6 points
Rated Criteria Category		Weighting (Points)
2	Equipment, Maintenance and Sustainability of Collection Fleet	9 points
3	Proponent Team and Customer Service	6 points
4	Collection Plan: Area Collection Schedule, Health and Safety and Data Management	9 points
<b>Total General Proposal</b>		<b>30 points (21 points to Pass)</b>
<b>Financial Statements</b>		<b>Pass/Fail</b>
<b>Cost Proposal</b>		<b>70 points</b>
<b>Total Points</b>		<b>100 points</b>

As part of the evaluation:

- A submitted General Proposal in each Area bid needed a minimum score of 21 out of 30 points to pass.
- Financial Statements needed to receive a 'pass' on the financial capability of the proponent.<sup>3</sup>
- Cost Proposals were opened and evaluated if the General Proposal received a passing score and the information from the Financial Statements of the proponent showed the financial capability to provide the services (i.e. pass for financial capability). The lowest bid price for each Area was assigned a value of 70 points; with remaining bids for each Area receiving reduced scores in proportion to their respective bid amount as compared to the lowest bid.

## **DISCUSSION**

Proposals were received from four proponents as follows:

- Green For Life Environmental (GFL)
- Leo J Beazley
- Miller Waste
- Royal Environmental (REgroup)

Table 3 shows the highest ranking proponent for each Area and the five-year bid price (i.e. each proponent's total price for the 5-year term) based on the Cost Proposal submission form. The bid price varies from the financial impact to HRM depending on the actual services delivered for the Municipality as outlined in the Financial Implications section of this report.

<sup>3</sup> Scoring of Financial Statements was completed based on advice from KPMG, an independent auditor.

**Table 3 – Highest Ranking Proponent for Each Area and 5-Year Bid Price**

Area (# of Serviced Units)	Recommended Proponent	5-Year Bid Price (inc. net HST)
1 – Halifax (32,796)	Royal Environmental (REgroup)	\$15,070,797.55
2 – Dartmouth (22,597)	Royal Environmental (REgroup)	\$10,256,972.24
3 – Bedford, Hammonds Plains (13,446)	Royal Environmental (REgroup)	\$6,677,348.63
4 – Western County (16,436)	Green For Life Environmental (GFL)	\$8,828,465.27
5 – Sackville, Beaver Bank, Fall River, Waverley (23,974)	Royal Environmental (REgroup)	\$12,316,074.61
6 – Cole Harbour, Eastern Passage, Cow Bay (14,218)	Royal Environmental (REgroup)	\$7,875,333.25
7 – Porters Lake, Preston, Chezzetcook (8,575)	Miller Waste	\$6,882,457.11
8 – Eastern Shore, Musquodoboit Valley (7,878)	Leo J Beazley	\$7,988,889.65
<b>Total Bid Price</b>	<b>N/A</b>	<b>\$75,896,338.31</b>

The total bid price over five years for the collection service scope as outlined in the RFP is \$72,777,111.32 plus net HST of \$3,119,226.99 for a total of \$75,896,338.31.

### **FINANCIAL IMPLICATIONS**

Table 4 below provides the projected cost to HRM for fiscal year 2020/2021 and over the next 5 years based on the recommended award of RFP No. 20-085.

**Table 4 – Yearly Total Cost (5 Years) Based on Recommended Award of RFP NO. 20-085**

Fiscal Year	Yearly Total Cost including net HST	Percent Change in Comparison to Previous Fiscal Year
20/21	\$ 15,594,000.00	-5.63%
21/22	\$ 15,287,522.83	-1.97%
22/23	\$ 14,974,634.22	-2.05%
23/24	\$ 15,596,305.83	4.15%
24/25	\$ 16,289,767.26	4.45%
25/26	\$ 16,734,678.71	2.73%

All costs shown in Table 4 are based on the following:

- The new agreements based on RFP No 20-085, will take effect July 1, 2021.
- Weekly organics collection for June, July and August are included in the future projected costs (i.e., 21/22 to 25/26), however, the weekly organics service was not provided in 2020/2021 and as such is not included in the projected cost for this fiscal year (i.e., 20/21).
- Seasonal collection of leaf and yard waste and Christmas trees are included.
- Re-routing organics collection vehicles from the Dartmouth Composting Facility to the Ragged Lake Composting Facility site commencing November 1, 2023 coinciding with the planned commissioning of a new composting facility that will accept all HRM organics.

- An estimate for new serviced units (e.g., homes) added each year is included based on an estimate of 1,200 new serviced units per year.
- Operation of the refuse depots in Area 8 is included.

The actual year to year budget for residential curbside collection services is confirmed by Regional Council through the budget process. This includes the addition or removal of provisional (e.g., weekly organics collection) and optional (e.g., elimination of white good and bulky item collection) services<sup>4</sup>.

Funding for collection services is available and allocated annually in Solid Waste Resources Operating Account R322 6399.

Haulage of trailers from the two refuse depots in Area 8 is also included in this RFP. Prices for this haulage service are included in Solid Waste Resources Operating Account R328 6399. The 2020/21 budgeted amount for Account R328 6399 is \$230,000. The 2021/22 proposed budget for Account R328 6399 including the unit haulage prices from this RFP is \$234,000 (net HST included). The projected costs over the next 5 years range from \$234,000 to \$254,000 (net HST included).

### **RISK CONSIDERATION**

The risks associated with awarding the RFP to the recommended proponents for collection services in the eight Areas have been considered throughout the development of the RFP, the related Agreement and the Work Specification. Risks are considered low and include the ability of the proponents to get the appropriate equipment for start-up of the services by July 1, 2021. All proponents indicate the ability to obtain equipment in a timely manner and proponents have included mitigation of any delay risks through use of some existing equipment from other operations or temporary lease of equipment for an interim period (if needed). Three of the recommended proponents are currently providing curbside solid waste collection services to the Municipality and have existing equipment (under RFP No. 14-336).

As part of the proponent's requirements under their respective agreements, each proponent is required to obtain and maintain performance security in the form of a bond. The performance security is equal to the value of the total price for the Area for biweekly garbage and organics collection and recyclables collection over the first six months of the term. This performance security is to be maintained over the five-year term of the agreement (and any extension term).

### **ENVIRONMENTAL IMPLICATIONS**

The General Proposal submission requirements (see Attachment A) and scoring matrix (see Table 2) included sustainability considerations, including how a proponent's plan will support the Municipality's climate change mitigation objectives (HalifACT).

The proposed collection fleet that will be used and owned by proponents will predominantly use diesel fuel, with some collection vehicles using compressed natural gas (CNG). The majority of the proposed collection fleet will consist of new vehicles. In terms of fleet operations, greenhouse house gas mitigation initiatives include:

- Use of modern trucks that are more fuel efficient and with engines that include emissions-reducing devices such as diesel particulate filters and exhaust-gas recirculation.
- Following scheduled and preventative maintenance programs to ensure best performance of vehicles.
- Some use of CNG collection vehicles that can produce up to 20 to 25% less greenhouse gases than diesel collection vehicles.

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<sup>4</sup> It is also noted that implementing the optional services may require a change to By Law S-600.

- Efficient routing to minimize travel (as supported by AVL/GPS<sup>5</sup> technology).
- Anti-idling policies.
- Parking collection vehicles inside to reduce idling during winter start-ups.

In reviewing potential alternatives, Solid Waste Resources determined that electric collection vehicles are relatively new in the Canadian market: capital cost appears to be approximately two and a half times that of a conventional collection vehicle and there is an upfront charging infrastructure requirement with associated cost.

As part of the new collection contracts, proponents will be required to submit monthly data such as fuel consumption and distance travelled to support the Municipality in determining the greenhouse gas footprint of the residential collection program. This information can be used to assess the impact of future of greenhouse gas mitigation efforts.

Other general sustainability measures proposed by proponents include:

- Energy efficiency in office and maintenance buildings through renovations and upgrades.
- Use of environmentally responsible cleaners in offices and operations.
- Monitoring and testing oils to reuse them and only replace when needed.
- Use of synthetic fluids that last generally twice as long as conventional fluids.
- Recycling of antifreeze and parts wash fluids.
- Bulk purchasing to reduce packaging.
- Paperless invoicing.

## **ALTERNATIVES**

As explicitly stated in the RFP, the Municipality reserved the right to limit to three, the number of collection Areas awarded to any one proponent. For this RFP, Regroup has been determined to be the highest ranked proponent in five Areas. Regional Council may choose to exercise this right and limit the collection Areas awarded to REgroup to three. Further information regarding the financial impact of Regional Council exercising this right is contained in the accompanying in camera report.

This alternative is not recommended as REgroup was the highest scoring proponent for the collection Areas where award is recommended; and based on their submission appear capable of completing the work. Additionally, it is noted that Regroup currently is delivering residential curbside collection services to three Areas (1, 2, and 6) where award for the same Areas under the current RFP are being recommended to Regroup.

For the award of RFP No. 14-336 on January 28, 2015, Regional Council chose to exercise the option to limit any one proponent to no more than three collection Areas.

## **ATTACHMENTS**

Attachment A – Proposal Requirements for Rated Criteria

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<sup>5</sup> AVL – Automated Vehicle Locator; GPS – Global Positioning System

A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

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## ATTACHMENT A

### PROPOSAL REQUIREMENTS FOR RATED CRITERIA

#### 2.1 General Proposal

Proponents should submit General Proposals in accordance with this Section 2.1. Proposal headings and subheadings should match and be provided in the order of the bolded and underlined text below, respectively. Proponents should submit the requested information; additional information can be submitted as appendices. General Proposals should not exceed 25 consecutive pages, excluding cover pages, tables or figures that are on a full page, and appendices.

When reviewing General Proposal requirements, Proponents should also review the Agreement, included as Appendix C to this RFP, including the Agreement's Schedule B - Work Specification.

#### **1.0 Proponent Corporate Profile and Reference Experience (Maximum of 6 points available)**

- a) Corporate Profile: The proposal should describe the Proponent's corporate background, including an outline of the Proponent's experience and qualifications related to the Work, as well as the details of the Proponent's approach to performance of the collection and transportation services, environmental responsibility including mitigating greenhouse gas emissions, health and safety, and diversity and inclusion. If a subcontractor is proposed for any portion of the Work, the proposal must identify the portion of the Work proposed for the subcontractor and provide the same information as required in this section for the Proponent.

This section should also provide details of the structure of the Proponent including, but not limited to, such items as ownership structure, an overview of the Proponent's business registration, its organizational chart and related companies.

- b) Reference Experience: Proponent should list its relevant experience and references for work related to residential collection, including refuse, organics and recyclables collection, and other comparable sectors over the last 5 years. The proposal should include a table with a summary of relevant experience of similar size and scope and include a description of the services provided, location, time period, client information including reference contact person(s) telephone number and e-mail address.

#### **2.0 Equipment, Maintenance, and Sustainability of Collection Fleet (Maximum of 9 points available)**

- a) Suitability of Equipment/Collection Fleet: Proposals should include a list of the proposed equipment and collection fleet to be used on each proposed Area in three separate summary tables for garbage, organics, and recyclables that includes the following:

- Area #
- Vehicle Type
- Make/Model
- Capacity
- Date of Manufacture
- Fuel Type
- Lifter type/supplier (as applicable)

Collection vehicles used to perform the Work shall be well maintained to provide reliable collection services and shall not exceed 6 years of age at the commencement of the Work and at no time during the term of the Agreement shall a collection vehicle, including spare collection vehicles, exceed 10 years of age.

With respect to age of collection vehicles, Proponents should include any non-conforming collection vehicles that may be required to be used at start-up during a transitional period until new collection vehicles are received and indicate clearly how long the non-conforming collection vehicles will be used.

Proponents are to indicate whether a proposed collection vehicle is for regular services or considered a spare vehicle.

Proponents may submit additional information including specifications, pictures, etc. for their collection equipment as part of their proposal in an appendix.

Proponents submitting proposals for collection Area 8 which includes tractor truck haulage services, should list their tractor(s) information and indicate whether the proposed tractor(s) are presently owned by the Proponent or are proposed purchases.

Proponents should also detail in this section of their submission, the proposed AVL<sup>1</sup>/GPS solution for the collection equipment (see the Work Specification for AVL/GPS requirements). Additional information on the AVL/GPS may be submitted in an appendix.

- b) Maintenance Plan: Proposals should include details (e.g. type and location) of the proposed garage and maintenance facilities for the equipment to be used by the Proponent to perform the Work. As part of this, Proponents should provide details on cleaning of collection fleet equipment and contingency plans for how collection fleet breakdowns will be managed. In addition, Proposals should include details on the Proponent's maintenance plan to ensure the reliability of its collection vehicle fleet. Additional maintenance plan information, such as details of items included for each type, preventative maintenance forms, should be included in an appendix.
- c) Sustainability Considerations: Proposals should include details on how the Proponent will address environmental sustainability during the term of the Agreement, in particular details should be provided with respect to how a Proponent's plan will support the Municipality in meeting the Municipality's climate change mitigation objectives (HalifACT 2050: Acting on

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<sup>1</sup> Automatic Vehicle Locator

Climate Together<sup>2</sup>). Such details may include plans to utilize existing or new collection vehicles that use cleaner energy sources and/or are more efficient in terms of reducing greenhouse gas emissions. In addition, Proponents should provide other details that address other sustainability considerations such as waste management and green procurement for equipment and supplies.

### **3.0 Proponent Team and Customer Service (Maximum of 6 points available)**

- a) Proponent Team: Proposals should include an organizational chart showing key personnel including the Proponent's proposed Solid Waste Collection Representative, managers, supervisors and administrative Personnel (as detailed in the Agreement). Curriculum vitae (CVs) for key individuals should be provided as an appendix to the proposal with each CV being no longer than two pages and should clearly identify relevant experience and qualifications, including years of experience.
- b) Customer Service: Proposals should include details on how the Proponent will approach customer service, including:
  - i. Meeting the Municipality's corporate customer service standards as outlined in the Agreement.
  - ii. Outlining how frontline staff, supervisors, and administrative personnel will interact with HRM Solid Waste Staff, HRM 311 Contact Centre, and residents.
  - iii. Training programs including meeting the requirements of the Agreement including the Work Specification (e.g., HRM 311 Contact Centre training, diversity and inclusion training).

### **4.0 Collection Plan: Area Collection Schedule, Health and Safety, and Data Management (Maximum of 9 points available)**

- a) Area Collection Schedule: Proponents should submit a 5 days per week collection schedule(s) for each Area(s) for which the Proponent is submitting a proposal. Proponents are to divide the Area into 5 collection day boundaries (5 portions of Area) to be collected over the 5-day collection week. These Area Collection Schedules should be described and submitted as an Appendix to the proposal. Collection Areas schedules will be evaluated based on the daily balance, logical division of work on each day, and overall efficiency.
- b) Health and Safety: Proponents should provide an overview of their health and safety programs and Health and Safety Plan:
  - i. The Health and Safety Plan should be submitted as an appendix to the proposal and at a minimum should meet the requirements of the Agreement and Work Specification.
  - ii. A Letter of Good Standing with Workers Compensation Board should be submitted as an appendix to the proposal.

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<sup>2</sup> <https://www.halifax.ca/about-halifax/energy-environment/halifac-2050-acting-climate-together>

- c) **Data Management:** Proposals should outline briefly how a Proponent will manage and share data with the Municipality in accordance with the Agreement, including:
- i. Daily Logs
  - ii. Monthly fleet information in support of the Municipality's efforts to develop detailed greenhouse gas emission inventories (e.g., fuel type, fuel consumption, distance travelled) per collection vehicle per stream (i.e., garbage, organics, recyclables, respectively)
  - iii. Quarterly Health and Safety Summary Report as outlined in the Work Specification

## 2.2 Cost Proposal

1. A Microsoft Excel™ spreadsheet has been included as an attachment with the RFP documents. These spreadsheets ("**Schedules of Prices**") will detail the prices the Proponent intends to bid for each Area.
2. In order for HRM to complete its review of a Proponent's pricing for an Area, the Proponent must complete, in full, the appropriate Schedule of Prices. Schedule of Prices 1 to 8 represent Areas 1 to 8, and the Schedule for Area 8 includes rows 10 to 14 that represent the operation of the refuse depots and tractor truck haulage services.
3. **Instructions for Completing the Cost Proposal:**
  - (a) Proponents shall provide their pricing information in Canadian funds, inclusive of all applicable duties and taxes but excluding HST.
  - (b) Proponents should insert the words "NO PROPOSAL" at the beginning of each Schedule for all Area(s) where no proposal is being submitted.
  - (c) Where the Municipality has noted a Provisional Service or an Optional Service, HRM may or may not choose to engage these services and/or may or may not choose to engage some or a portion of these services from the successful Proponent in each Area.
  - (d) Schedule of Prices Definitions:
    - i. **Bi-weekly Refuse & Organics (Otter Lake & Burnside CCF):** Price per month per entire Area based on existing serviced units with refuse being delivered to the Otter Lake Landfill (Otter Lake) and organics being delivered to the Burnside Centralized Composting Facility (Burnside CCF). Includes bi-weekly collection of refuse, including separate dedicated collection of white goods, and bi-weekly collection of organics for the entire Area on alternating designated weeks.
    - ii. **Bi-weekly Refuse & Organics – No Bulky Items and White Goods (Otter Lake & Burnside CCF) (Optional):** Price per month per entire Area based on existing serviced units with refuse being delivered to the Otter Lake Landfill (Otter Lake) and organics being delivered to the Burnside Centralized Composting Facility

(Burnside CCF). Includes bi-weekly collection of refuse, excluding the collection of bulky items and white goods, and bi-weekly collection of organics for the entire Area on alternating designated weeks.

- iii. **Bi-weekly Refuse & Organics (Otter Lake & Ragged Lake CCF):** Price per month per entire Area based on existing serviced units with refuse being delivered to the Otter Lake Landfill (Otter Lake) and organics being delivered to the Ragged Lake Centralized Composting Facility (Ragged Lake CCF). Includes bi-weekly collection of refuse, including separate dedicated collection of white goods, and bi-weekly collection of organics for the entire Area on alternating designated weeks.
- iv. **Bi-weekly Refuse & Organics – No Bulky Items and White Goods (Otter Lake & Ragged Lake CCF) (Optional):** Price per month per entire Area based on existing serviced units with refuse being delivered to the Otter Lake Landfill (Otter Lake) and organics being delivered to the Ragged Lake Centralized Composting Facility (Ragged Lake CCF). Includes biweekly collection of refuse, excluding the collection of bulky items and white goods, and bi-weekly collection of organics for the entire Area on alternating designated weeks.
- v. **Primary & Secondary:** Refers to primary and secondary options, at HRM's discretion, for directing organics to either centralized composting facility (receiving facilities) as specified in the Schedule of Prices.
- vi. **Recycling (as Specified for each Area):** Price per month per entire Area based on existing serviced units with recyclables being delivered to the Materials Recovery Facility (MRF). Includes the weekly collection of recyclables for the entire Area and applicable to Areas 1, 2, 3, 6 and portions of Areas 4 and 5. Includes the bi-weekly collection of recyclables for the entire Area and applicable to Areas 7, 8 and portions of Areas 4 and 5 (as noted in Section 1.4 Collection Areas of this Appendix and as per provided Area maps).
- vii. **Bi-Weekly Recycling (Optional):** Price per month per entire Area based on existing serviced units with recyclables being delivered to the Materials Recovery Facility (MRF). Includes bi-weekly collection of recyclables for the entire Area and applicable for all Areas and for portions of Areas that currently receive weekly recyclables collection (on an optional basis). For Areas 7 and 8, there is no optional pricing for bi-weekly collection of recyclables as these Areas currently receive this frequency of service.
- viii. **Summer Weekly Organics (Provisional):** Price per week per entire Area with organics being delivered either to the Burnside CCF or Ragged Lake CCF (primary and secondary locations are defined in the Schedule of Prices). Includes weekly collection of organics to supplement bi-weekly organics collection (priced separately) during the months of July, August, and September. The Municipality reserves the right to select the number of weeks to provide the service in accordance with the requirements of the Agreement including the Work Specification.
- ix. **Separate Xmas Trees and Separate Leaf & Yard Waste (Provisional):** Price per collection vehicle per day for an entire Area with separate materials being delivered to a site that is within a 10 km radius of the centre of the MacKay Bridge.

Includes supplemental collection of Christmas trees and leaf and yard waste during peak seasons for Areas 1 to 6. The Municipality reserves the right to select the number of collection vehicles and number of collection days to provide the service in accordance with the requirements of the Agreement and Work Specification.

- x. **Refuse Depots (Supervision and Operation):** Price per month. Includes supervision and operation of the Refuse Collection Depots with separate pricing for the Middle Musquodoboit Depot and the Sheet Harbour Depot and only applicable to the bid for Area 8.
- xi. **Refuse Depot Tractor Truck Haulage Services:** Price per round trip. Includes supervision and operation and provision of truck haulage services including tractor trailers and ensuring there is always an available trailer at each depot.
  - i. Middle Musquodoboit and Sheet Harbour Depots<sup>3</sup>: Price per round trip. Includes hauling trailer from either depot to Otter Lake, tipping refuse at Otter Lake, returning trailer to other depot, hauling trailer from 2<sup>nd</sup> depot to Otter Lake, tipping refuse at Otter Lake, and then returning empty trailer to appropriate location (e.g. at Refuse Collection Depot or proponent's property if applicable).
  - ii. Individual Trip (Middle Musquodoboit Depot): Price per round trip. Includes hauling trailer from Middle Musquodoboit Depot to Otter Lake, tipping refuse at Otter Lake, returning trailer to Middle Musquodoboit Depot.
  - iii. Individual Trip (Sheet Harbour Depot): Price per trip. Includes hauling trailer from Sheet Harbour Depot to Otter Lake, tipping refuse at Otter Lake, returning trailer to Sheet Harbour Depot.

The two Refuse Collection Depots are open (8 a.m. to 5 p.m.) on the days of the week as set forth in the table below.

**Rural Depot Operating Schedule**

	Musquodoboit	Sheet Harbour
Monday	Closed	Closed
Tuesday	8:00am-5:00pm	Closed
Wednesday	Closed	8:00am-5:00pm
Thursday	Closed	8:00am-5:00pm
Friday	8:00am-5:00pm	8:00am-5:00pm
Saturday	8:00am-5:00pm	8:00am-5:00pm
Sunday	Closed	Closed

- (e) For each Area for which a proposal is submitted, the Proponent shall complete and insert separate prices for all Work (including all destinations, provisional and optional services) set forth in the entire Schedule of Prices for that Area for each of the five

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<sup>3</sup> As noted in the Work Specification, the trailers shall be transported on Tuesday and Fridays of each week, at a minimum.

years of the term of the Agreement.

- (f) Prices should be based on the Proponent's 5-day Collection Schedule in each Area submitted as part of the General Proposal.
- (g) Calculation of the Total Price for an Area: The Schedule of Prices will automatically calculate the Proponent's total bid per Area with percentage allocation clearly shown. This is the Total Price for the purposes of Cost Proposal evaluation to be used in each Area in accordance with Part 2, Section 2.5 of the RFP.