



REQUEST FOR PROPOSAL EVALUATION REPORT MODB2303

Description of RFP

This RFP was issued to invite proposals for the services of collection of source-separated residential and commercial solid waste i.e., recyclables, organics and residual waste within the Municipality. The contract will commence from May 1, 2023, and continue for a term of 59 months, ending March 31, 2028.

Details of Invitation

Tender invitation method: Open tender posted on the Nova Scotia Procurement website.

Tender invitation date: February 1, 2023

Tender closing date: February 23, 2023

Proposals Received

The proposals were opened on March 1, 2023 at 9:00 a.m.

In attendance: Chris Frotten (Chief Administrative Officer) and Leah d'Eon (Director of Finance) and Debbie Mader (Executive Assistant).

Number of Proposals Received: 2

Details of Proposals Attached.

Compliance with Tender Specifications

Proponent	Compliance with RFP specifications	Details of any non-compliance
Ridge Road Waste Management	Yes	N/A
GE environmental	Yes	N/A

Budget Implications

The cost of our waste collection and disposal costs are accounted for within GL 01-24320-000. Note that tipping fees are accounted for in a separate GL.

Both proposals represent a significant increase on the cost of the service compared to previous years. Over the last 5 years, waste collection and disposal services has cost approximately \$480,000 per year (including our portion of HST). Therefore, these proposals represent a \$360,000 to \$895,000 increase for a weekly service and

Recommendation

The proposals were evaluated by the CAO, Director of Finance and Director of Property Services to determine the degree to which they responded to the requirements as set out in the RFP. The evaluation was based on the following matrix:

Criteria	Points
Relevant Skills	75
Experience	100
Comprehension of Objectives	50
Equipment	75
Cost	200
Total	500

Upon evaluation, the results were the following:

Proponent	Score
Ridge Road Waste Management	435
GE environmental	431.3

Both proponents had strengths and weaknesses that resulted in scores that are very similar. For example, Ridge Road Waste Management's proposal scored better when it came to experience (understanding local conditions) and cost, while GE|environmental's proposal scored better when it came to relevant skills and equipment.

In the end, the decision really lies in whether Council wishes to maintain a weekly service and pay a premium or is willing to consider a bi-weekly collection schedule to reduce costs.

As a comparison, the vast majority of municipalities and towns in the province have a bi-weekly service (42 out of 50). In addition, all municipalities and towns in the Tri-Counties (Digby, Yarmouth and Shelburne) and the Region of Queens, other than our Municipality and the Town of Clark's Harbour, have a bi-weekly service.

Waste collection and disposal is one of the most important services we provide and is also one of the costliest, so serious consideration should be given to all factors.

Proposal Details**MODB2303**

Proponent	Weekly Service/ Month (Avg.)	Bi-Weekly Service/Month (Avg.)	Spring Clean-Up (Avg.)	Fall Clean-Up (Avg.)	Diesel Fuel Benchmark	Gasoline Fuel Benchmark
Ridge Road Waste Management	\$67,083.33	\$67,083.33	\$25,000	\$20,000	\$2.20	\$2.00
GE environmental	\$109,979.28	\$71,392.60	\$101,534.19	\$101,534.19	\$1.4933	\$1.2787

*Note: costs exclude HST.***Alternative Proposal**

GE|environmental provided an alternative proposal which proposes an 8-zone bi-weekly collection schedule. The municipality would be divided into eight zones – with four zones being collected on week one and the other four zones collected on week two. Collection would take place from Tuesday-Friday, leaving Monday for storm or holiday recovery days. They explain that this collection schedule is similar to Municipalities such as East Hants, Colchester, Kings and Annapolis.

Proponent	Weekly Service/ Month (Avg.)	Bi-Weekly Service/Month (Avg.)	Spring Clean-Up (Avg.)	Fall Clean-Up (Avg.)	Diesel Fuel Benchmark	Gasoline Fuel Benchmark
GE environmental Alternative Proposal	N/A	\$60,359.77	\$55,716.71	\$55,716.71	\$1.4933	\$1.2787

Note: costs exclude HST.