

**REQUEST FOR QUOTATION
RURAL MUNICIPALITY OF PINEY**

RM of Piney Recycling Collection and Processing for:

Woodridge WDG

Piney WDG

Sprague WDG

Community Recycling Sheds

Date of Issue: August-24-17

Date of Close: September 14-17

Request for Quotation

Rural Municipality of Piney

Issue Date: August-24-17

Closing Date: September-14-17

Closing Time: 1:00pm CST

Introduction

The RM of Piney is requesting quotations for recycling collection and processing services. The RM of Piney is seeking a service provider who will be proactive in helping the RM of Piney manage recyclables in the most cost-effective and efficient manner. The RM of Piney wishes to increase the diversion of material currently going into the landfill. It is intended that the service provider will be the driving force behind the growth of recycling activity and increased diversion rates, working in partnership with the RM of Piney staff, Multi-Material Stewardship Manitoba (MMSM), and area residents.

The RM of Piney includes three (3) waste disposal sites to over 1200 households as well as ten (10) recycling sheds throughout the communities within the municipality. On average, a total of 105 metric tonnes of residential recyclables were collected in the year 2016.

Outline

The Council of The R.M. of Piney is seeking RFQ's from interested Contractor(s) that will be responsible for the pickup, hauling, sorting, and processing of all recyclable items found at the three (3) waste disposal sites and at the ten (10) recycling sheds located in the RM of Piney.

The location of each area where pick up of recyclables is to occur is as follows:

- Woodridge/St. Labre/Carrick Waste Disposal Site – **E 1/2 of SE 1-4-10E**
- Piney/Menisino Waste Disposal Site – **E 1/2 of SE 6-2-11E**
- Sprague/South Junction/Middlebro Waste Disposal Site – **SE 19-1-14E**
- Sandilands Community Recycling Shed
- Woodridge Community Recycling Shed

- St. Labre Community Recycling Shed
- Carrick Community Recycling Shed
- Badger Community Recycling Shed
- Piney Community Recycling Shed
- Vassar Community Recycling Shed
- South Junction Community Recycling Shed
- Sprague Community Recycling Shed
- Middlebro Community Recycling Shed

Operation

1. Pick up of recyclable items from all thirteen (13) locations must occur every two (2) weeks;
2. These pickups can be done during any time of day (no regulations as to entry into Waste Disposal Sites);
3. The successful contractor shall ensure any garbage found within the recycling sheds that is not recyclable shall remain in the structure it was found; The RM of Piney will be responsible for removal of all non-recyclable items;
4. Keys to all waste disposal sites will be provided to the successful contractor prior to start of contract; No key is needed to access the community recycling sheds;
5. Contractor is to provide RM of Piney with compliant MMSM reports;
6. The contractor must be an approved collector/processor of MMSM for a municipality (or municipalities);
7. All quotes must be provided in the form of cost per metric tonne;
8. Municipality is to receive Multi Material Stewardship Payment;
9. The successful contractor shall enter into an agreement with the RM of Piney; Anticipated start date scheduled for January 1st, 2018;
10. The length of the contract will be determined at a later date;

Insurance

The RM of Piney will require a Certificate of Liability Insurance be included in the Proposal. In this certificate the RM of Piney will require the following:

- a) Bidders full name and address with contact name and phone number;
- b) Description of your business operation;
- c) Commercial General Liability with a limit no less than \$2,000,000.00 and
- d) Confirmation of Automobile Liability Insurance or Commercial Automobile Liability with a limit no less than \$2,000,000.00.

Terms of Submission

The RM of Piney reserves the right:

- a) To fairly evaluate all proposals received based on the criteria specified herein, and to add or delete criteria as we choose;
- b) Reject all or part of any proposal for any reason and without explanation;
- c) Accept a proposal that may not be the lowest cost;
- d) Require clarifications, supporting information, or any other information from the contractor that is considered necessary to make a decision;
- e) To extend the RFP deadline and notify the contractor in writing, without explanation, of the revised deadline;
- f) Allow a proponent to change or amend the proposed quotation with updated information or costs, either at their initiative or by our request, if the RM considers it in our interest to do so; and
- g) To enter into negotiation with one or all proposers after close.

Close

Sealed Envelope Quotations or Quotations sent by email marked as CONFIDENTIAL will be received by the CAO of the Rural Municipality of Piney, Martin Van Osch.

Completed Quotations must be submitted by Thursday, September 14th, 2017 at 1:00pm to:

Rural Municipality of Piney

Attention: Martin Van Osch, C.A.O.

PO Box 48

Vassar, MB R0A 2J0

Or by email:

martin@rmofpiney.mb.ca

The outside of each Quotation must be clearly labeled:

"Quotation for Recycling Collection and Processing", submitted by _____.