

Municipality of Dysart et al



Request For Proposal #2019-4205

for

Blue Box Recycling Haulage & Processing Services January 1st, 2019 to December 31st, 2019

Issue Date:	Friday, September 7 th , 2018
Closing Date:	Thursday, November 8 th , 2018 – 3:00 p.m. local time
Location:	Courier/Street Address: Municipality of Dysart et al Attn.: Clerk's Department 135 Maple Ave Haliburton, ON. K0M 1S0
	Mailing Address: Municipality of Dysart et al Attn.: Clerk's Department PO Box 389 Haliburton, ON. K0M 1S0

Table of Contents

General Description	4
Form Of Proposal.....	5
Proposal Closing Date / Time	5
Proposal Opening	6
Key Timelines.....	6
Electronic Submissions	6
Inquiries.....	6
Clarification	6
Late Submissions.....	7
Withdrawal Or Alteration Of Tenders	7
Multiple Submissions	7
Examination Of Documents	7
Omissions, Discrepancies And Interpretations.....	8
Addenda.....	8
Acceptance Or Rejection Of Proposal	8
Unbalanced Tenders.....	9
Proposal Selection Criteria.....	9
Ability And Experience Of Bidder	9
Proposal Award Procedures.....	10
Variation Of Quantities	10
Indemnification	10
Health & Safety	10
Accessibility Regulations For Contracted Services	11
Workplace Safety Insurance Board (WSIB).....	11
Insurance Requirements	11
Limited Liabilities.....	12
Assignment Of Contract	12
Cancellation	12
Governing Legislation & Laws Compliance	12
Sub-Contractors	12
Damage To Property.....	13
Freedom Of Information.....	13
Harmonized Sales Tax (HST)	13

Terms Of Payment.....	13
Execution of Contract.....	14
Failure To Perform	14
Force Majeure	14
Strikes and Lockouts	15
Disputes and Termination	15
Non-Exclusivity	16
Scope of Work	16
Form 1	18
Form 2.....	20
Form 3.....	21
Form 4.....	22
Form 5.....	23
Form 6.....	24
Form 7.....	25
Map of Landfill Sites.....	26

General Description

The Municipality of Dysart et al (Municipality; Owner) is located within the County of Haliburton in Central Ontario with a year round population of 6,280.

The Municipality is seeking proposals from qualified service providers (Proponent) for the haulage and processing of Blue Box recyclables from landfill sites located at: Haliburton, Haliburton Lake (West Bay), Harcourt, Kennisis Lake and West Guilford. The municipal inventory of 40 yd³ open-top roll off bins will be used for transport. The Municipality diverts approximately 1000 tonnes of Blue Box materials annually and should be the basis of this proposal.

Recycling Stream	Materials Included
Mixed Fibres	Boxboard, milk & juice containers (Polycoat), newspapers, magazines, catalogues, paper egg cartons, paper bags, mixed paper, office paper, OCC
Commingled Containers	Plastics #1 to #7, glass bottles and jars, metal beverage & food cans, aluminium trays, cans & foil, styrofoam (food and drink only), plastic film
OCC	Old corrugated cardboard only

Landfill Site	Estimated Blue Box Quantity (Tonnes)		
	Mixed Fibres	Commingled Containers	Old Corrugated Cardboard
Haliburton	223	223	214
Haliburton Lake (West Bay)	33*	20	0
Harcourt	48*	38	0
Kennisis Lake	50*	42	0
West Guilford	137*	95	0

*Mixed fibre tonnage includes OCC at these locations

Form Of Proposal

All submissions shall be completed on the documents provided and signed (where applicable) by a signing officer of the company and shall include:

- Form 1 Proposal Declaration
- Form 2 Location of Proponents Facility
- Form 3 Tipping Fees
- Form 4 Revenue Sharing
- Form 5 Haulage Rates
- Form 6 Proponent References
- Form 7 Addenda

As part of the submission the Proponent is also required to submit the following:

- Company profile information
- Proof of WSIB clearance, valid at the date of submission of Proposal
- Proof that the Proponent is able to obtain the required insurance coverages
- Current copies of relevant of Certificates of Approval/Environmental Compliance Approval required to complete the work
- Current copy of the Proponent's Health and Safety Plan
- Copy of a valid Commercial Vehicle Operators Registration (CVOR) and a copy of a current CVOR abstract (Level I)

All documents must be legible, written in ink or typewritten and all items must be included unless otherwise specified. Failure to conform may result in rejection of the proposal. Two (2) hardcopies of the Proposal should be submitted to the Owner and printed in colour where applicable.

Proposal Closing Date / Time

Proposals must be received by the Municipality of Dysart et al on/before:

3:00 pm local time on Thursday, November 8th, 2018

All Proposals shall be:

- a) submitted in a sealed envelope
- b) submitted to the attention of the Clerk's Department
- c) clearly marked "Blue Box Recycling Haulage & Processing Services Proposal" and

d) contain the company's identity on the envelope.

Proposals not submitted in the requested format will be rejected and not opened. It is the responsibility of the Proponent to ensure they comply with this procedure. The Municipality is not responsible for submissions which are not properly marked and/or delivered to any other location than that specified herein.

Proposal Opening

There will not be a public opening for this Request for Proposal. Only the names of Proponents who submitted proposals will be publicly disclosed. Financial information will not be publicly disclosed and is subject to review and award by the Owner.

Key Timelines

Request For Proposal Issued	September 7, 2018
Last Day For Inquiries	November 2, 2018 12:00 pm
Request For Proposal Closing Date	November 8, 2018 3:00 pm
Contract Award	November 26, 2018
Contract Documents Executed	December 10, 2018
Contract Start Date	January 1, 2019
Contract End Date	December 31, 2019

Electronic Submissions

Electronically transmitted submissions (facsimile, e-mail, etc.) will not be accepted for this Proposal.

Inquiries

Inquiries concerning specifications are to be directed to:

Rob Camelon
Director of Public Works
rcamelon@dysartetal.ca

Inquiries concerning the Proposal process are to be directed to:

Barbara Swannell
Treasurer
bswannell@dysartetal.ca

Questions regarding the RFP process must be received by 12:00 pm on Friday, November 2nd, 2018; otherwise a response will not be provided.

Clarification

Questions of clarification will be answered individually, but response(s) to any question that modifies the scope of the RFP will be circulated in writing as an addendum to all registered document takers who have received the Request for Proposal document from the Municipality.

It will be the Bidder's responsibility to clarify any details in question before submitting a bid. Answers to questions of clarification may be released in the

form of an addendum or a written Question & Answer sheet, should the Municipality determine that the information is relevant to all Bidders.

The Municipality bears no responsibility for any oral communication, instruction or suggestions.

Late Submissions

Submissions received after the official closing time will not be considered during the selection process.

Withdrawal Or Alteration Of Tenders

A Proponent may withdraw or alter the submission at any time up to the specified time and date for tender closing by submitting a letter bearing the Proponent's signature to the authorized representative who will mark thereon the time and date of receipt and will place the letter in the tender box. The Proponents name and the contract number shall be shown on the envelope containing such letter. Emails, facsimiles (faxes), or telephone calls will not be accepted.

Proposals withdrawn under this procedure cannot be reinstated.

Multiple Submissions

Bidders wishing to offer more than one (1) submission for consideration must complete a separate RFP document for each separate offer and clearly identify each submission as a separate offer.

Examination Of Documents

Each Proponents must satisfy themselves by a personal study of the RFP documents, by calculations, and by personal inspection of the site, respecting the conditions existing or likely to exist in connection with the proposed goods/services. There will be no consideration of any claim after submission of a proposal that there is a misunderstanding with respect to the conditions imposed by this RFP.

Prices bid must include all incidental costs and the Proponent must be satisfied as to the full requirements of the RFP.

Omissions, Discrepancies And Interpretations

Should a Proponent find omissions from or discrepancies in any of the RFP Documents, or should the Proponent be in doubt as to the meaning of any part of such documents, the Proponent should notify the designated person and office without delay. If the designated person considers that a correction, explanation or interpretation is necessary or desirable an addendum will be issued to all who have received RFP documents.

No oral explanation or interpretation will modify any of the requirements or provisions of the RFP documents.

Addenda

If required by the Municipality, addenda will be distributed to all bidders registered as a document taker for this bid. Addenda will be distributed using the latest contact information as provided by the Proponent. It is the Proponents responsibility to notify the Municipality of any changes to their contact information. If the RFP was acquired via the Municipal website it is the Proponent's responsibility to check the website for addenda. It is the Proponent's ultimate responsibility to ensure all addenda have been received.

Proponents shall be required to acknowledge receipt of addenda.

Acceptance Or Rejection Of Proposal

The Corporation reserves the right to reject any or all proposals and to waive formalities as the interests of the Municipality may require without stating reasons therefore.

Notwithstanding and without restricting the generality of the statement immediately above, the Municipality shall not be required to award and accept a tender, or recall the RFP at a later date:

- a) When only one (1) proposal has been received;
- b) Where the lowest responsive and responsible proposal substantially exceeds the estimated cost of the goods/services;
- c) When all proposals received fail to comply with the specifications or terms and conditions;
- d) Where a change in the scope of work or specifications is required the lowest or any proposal will not necessarily be accepted. The acceptance of a proposal will be contingent upon an acceptable record of ability, experience and previous performance.

The Municipality shall not be responsible for any liabilities, costs, expenses, loss or damage incurred, sustained or suffered by any Proponent by reason of the acceptance or the non-acceptance by the Municipality of any proposal or by reason of any delay in the acceptance of a proposal except as provided in the tender document.

Each proposal shall be open for acceptance by the Municipality for a period of sixty (60) calendar days following the date of closing.

Where the RFP documents do not state a definite delivery/work schedule and a submitted tender is based on an unreasonable delivery/work schedule, the proposal may be rejected.

Unbalanced Tenders

Each item shall indicate a commercially reasonable price for such item. Proponents may not submit unreasonably lower prices for one portion of the required work along with unreasonably high prices for another portion of the work. The Municipality shall be the sole judge of such matters, and should any proposal be considered to be unbalanced, then the same may be rejected.

Proposals containing minor non-conformances and/or mathematical errors may be considered following correction of said errors by the Municipality. Proposals containing major mathematical errors may be rejected or the Proponent may be contacted for clarification/amendments at the discretion of the Municipality.

Proposal Selection Criteria

The acceptance of a Proposal will be contingent upon, but not limited to, the following considerations:

- Ability to meet or exceed all specifications and requirements
- Compliance with RFP process
- Submitted Price(s)
- Experience

Ability And Experience Of Bidder

It is not the purpose of the Municipality of Dysart et al to award this contract to any Proponent who does not furnish satisfactory evidence of possessing the ability and experience in this class of work and sufficient capital and plant resources to ensure acceptable performance and completion of the work.

The following criteria will be utilized by the Municipality to determine whether a Proponent is qualified to undertake the award:

- The Proponents ability and agreement to supply the goods/services.
- The Proponents ability to work effectively with municipal staff and other representatives.
- The Proponents history with respect to providing satisfactory results and acceptable cooperation.

A Proponent is invited to provide any additional information it determines will

assist the Municipality in using the aforementioned criteria. The Municipality may reject the lowest or any submissions if after investigation and consideration, the Municipality concludes, in its opinion, that the Proponent is not able to supply the goods/services in a manner satisfactory to the Owner.

Proposal Award Procedures

Unless stated otherwise the following procedures will apply:

- The lowest or any submission may not necessarily be accepted.
- The Municipality will notify the successful proponent that his/her Tender has been accepted, within sixty (60) calendar days of the Tender closing.
- Notice of acceptance of submission will be by written notice.
- Immediately after acceptance of the proposal by the Municipality, the successful proponent shall provide the owner with any required documents within fourteen (14) calendar days of the date of notification of award.
- Commencement and completion dates may be altered if mutually agreed to by the Owner and successful proponent.

Variation Of Quantities

The Municipality of Dysart et al reserves the right to adjust quantities. Quantities shown are approximate, are not guaranteed to be accurate and shall be used as a basis for comparison only. No additional compensation will be allowed for any adjustment which may decrease quantities identified in this tender.

Indemnification

The successful proponent shall indemnify and hold harmless the Municipality, its officers, council members, partners, agents and employees from and against all actions, claims, demands, losses, costs, damages, suits or proceedings whatsoever which may be brought against or made upon the Municipality and against all loss, liability, judgments, claims, suits, demands or expenses which the Municipality may sustain, suffer or be put to resulting from or arising out of the successful proponents failure to exercise reasonable care, skill or diligence or omissions in the performance or rendering of any work or service required hereunder to be performed or rendered by the successful proponent, its agents, officials and employees.

Health & Safety

The successful Bidder must comply with all requirements set out in the *Occupational Health & Safety Act* and all other regulations that apply to the job at hand.

Accessibility Regulations For Contracted Services

In accordance with Ontario Regulation 429/07, Accessibility Standards for Customer Service Sect. 6, every provider of goods and services shall ensure that every person who deals with members of the public or participates in the developing of the service providers policies, practices and procedures governing the provision of goods and services to members of the public, shall be trained on the following:

- How to interact and communicate with persons with various types of disability.
- How to interact with persons with disabilities who use assistive devices or require the assistance of a guide animal, or a support person.
- How to use equipment that is available on the premises that may help in the provision of goods or services.
- What to do if a person with a particular type of disability is having difficulty accessing the provider's goods or services.
- Information on the policies, practices and procedures governing the provision of goods and services to people with disabilities.

Contracted employees, third party employees, agents and others that provide customer service on behalf of the Municipality of Dysart et al must meet the requirements of Ontario Regulation 429/07 with respect to training.

An e-learning course is available:

<http://www.mcass.gov.on.ca/mcass/serve-ability/splash.html>

Workplace Safety Insurance Board (WSIB)

The successful proponent shall provide proof of coverage under the Workplace Safety and Insurance Board and maintain this coverage throughout the length of the contract.

Independent operators who have elected not to have WSIB coverage shall provide a letter from WSIB confirming Independent Operator status and identification number. To obtain this document, the Proponent must complete the "Determining Worker/Independent Operator Status" form issued by WSIB.

Insurance Requirements

The successful proponent shall provide proof of liability insurance to insure against loss or damage resulting from bodily injury, death or damage to property, with a minimum coverage of five million dollars (\$5,000,000), with the Municipality of Dysart et al added as an additional insured party. This coverage shall be maintained for the entire length of the contact agreement.

Limited Liabilities

The Municipalities' liability under this contract shall be limited to the actual goods/services ordered and provided.

Assignment Of Contract

The successful proponent shall not assign transfer, convey, sublet or otherwise dispose of this contract or his/her right, title or interest therein, or his power to execute such contract, to any other person, company or corporation, without the previous consent, in writing, of the Municipalities' officials, which consent shall not be unreasonably withheld.

Cancellation

- The Owner reserves the right to immediately terminate the contract at its own discretion, including but not limited to such items as non-performance, late deliveries/deadlines, failure to supply all documentation, inferior quality, pricing problems, etc. The Municipality shall then have the right to award to any other Proponent or to reissue the proposal.
- If the successful proponent should neglect to execute the goods/services properly or fail to perform any provision of the contract, the Municipality, after three (3) business days written notice to the successful proponent, may, without prejudice to any other remedy in existence, make good such deficiencies and may deduct the cost thereof from any payment then and thereafter due to the successful proponent. Continued failure to execute the work properly shall result in a termination of contract. The Owner shall provide written notice of termination.

Governing Legislation & Laws Compliance

This proposal and subsequent contract/agreements will be interpreted and governed by all pertinent laws of the Province of Ontario.

The Successful proponent is responsible to obtain and pay for any inspections, licenses, certificates, permits and/or locates if required for execution of the work.

The successful proponent shall adhere to all applicable legislation/bylaws in carrying out the duties prescribed herein and give all necessary notice, pay all fees required by law, comply with all the laws, ordinances, rules and regulations relating to the work, the preservation of the environment, public health and safety and to labour relations.

Sub-Contractors

The successful proponent must have the written approval of the Owner prior to assigning any work specified in this tender to any sub-contractors. Sub-contractors shall be subject to the same terms and conditions as the successful proponent.

Damage To Property

In carrying out the agreement, the successful proponent shall ensure that no damage is caused to any property, public or private, or to any roadways, structures or other works or things.

Except as otherwise provided for in the agreement, if injury or damage is done, the successful proponent shall make good the same, at its own expense, in a manner satisfactory to the Municipality.

The successful proponent agrees to immediately report to the Owners representative all incidents and accidents which could have resulted in serious injury or property damage or do result in serious injury or property damage.

Freedom Of Information

Any personal information required on the submission is received under the authority of the Municipal Freedom of Information and Protection of Privacy Act, 1989, RSO, 1990. This information forms an integral component of the submission.

All written submissions received by the Municipality of Dysart et al become a public record once it is deemed complete by the Municipality of Dysart et al. All information contained in the document is available to the public, including personal information.

Questions about collection of personal information and the Municipal Freedom of Information and Protection of Privacy Act, 1989, R.S.O. 1990, Chapter M.56, as amended, should be directed to:

Clerk's Department
Municipality of Dysart et al
135 Maple Ave, PO Box 389
Haliburton, ON, K0M 1S0
Telephone (705) 457-1740

The Clerk has been designated by the Municipality of Dysart et al Council to carry out the responsibilities of the Act

Harmonized Sales Tax (HST)

H.S.T. is applicable to the item(s) listed, however, is not to be included in the tendered unit cost. Please tender all prices "HST Extra".

Terms Of Payment

Unless otherwise stated herein, the Municipalities normal terms of payment will be net thirty (30) calendar days from the receipt of goods/services or the date of invoice, whichever occurs later. Invoices shall be forwarded to the attention of:

Accounts Payable
Municipality of Dysart et al
PO Box 389
Haliburton, ON
K0M 1S0

The Municipality of Dysart et al will not pay in part or in full until the goods/services are received. Possession will not be taken until the unit(s) meet(s) all specifications and is approved by the Director of Public Works or his/her designate.

All invoices must be supported by a detailed summary of services, including dates of service for the invoicing period, number of roll-off containers serviced at the facility, gross/tare/net tonnages of each roll-off container for Blue Box materials, copies of all waybills, tipping fees per roll-off container per Blue Box Recycling stream and revenue sharing to the Municipality if applicable.

Execution of Contract

The successful Proponent shall submit to the Municipality within fourteen (14) calendar days of the contract award:

- A fully executed contract in duplicate
- Current copies of all licenses, certificates and permits required by law for the execution of the work as set out in their proposal
- Valid certificate of insurance

Failure To Perform

Failure to comply with all the terms and conditions of the proposal and failure to supply all documentation as required herein within the specified time period for proposals, award, contracting, shall be just cause for cancellation of the award. The Municipality shall then have the right to award to any other Proponent or to issue a new RFP.

Force Majeure

Delays in or failure in the performance of either party under any contract awarded under this proposal shall not constitute default hereunder or give rise to any claim for damages if and to the extent caused by occurrences beyond the control of the party affected, including but not limited to decrees of federal or provincial government, acts of God, fires, floods, explosions, riots, war, rebellion, sabotage and atomic or nuclear incidents ("force majeure"), but lack of finances, strikes or other concerted acts by workers, delay or failure arising out of the nature of the work to be done, or from the normal action of the elements or from any normal difficulties which may be encountered in the performance of the work, having regard to the nature thereof, shall in no event be deemed to be a cause beyond a party's control.

In the event that the performance of any contract awarded under this proposal, in the reasonable opinion of either party, is made impossible by force majeure, then either party shall notify the other in writing and the Municipality shall either:

terminate the contract forthwith and without any further payments being made; or authorize the Proponent to continue the performance of the contract with such adjustments as required by the existence of the force majeure and agreed upon by both parties. In the event that the parties cannot agree upon the aforementioned adjustments, it is agreed by the parties that the contract shall be terminated.

The Proponent acknowledges that the Municipality is subject to the Waste Free Ontario Act, 2016 and Provincial Blue Box Program, which are outside the control of the Municipality. Repeal, replacement or amendment of either may change the operation of any contract awarded under this RFP sufficiently to be classified, in the sole discretion of the Municipality, as a force majeure event.

Strikes and Lockouts

In the event of a strike or lockout, the Proponent is responsible to maintain all processing services and haulage services, to whatever reasonable degree possible and, if necessary, in co-operation with the Municipality as specified in the “force majeure” clause above.

Within thirty (30) calendar days of the award of the contract, Proponent shall submit to the Municipality a contingency plan explaining in detail how performance of the service during any strikes and/or lockouts shall be maintained at the Proponents cost. Such plan(s) shall become a part of the contract and shall be subject to all the terms of the contract. Failure to submit a sufficient contingency plan, in the sole discretion of the Municipality, may result in termination of the contract.

Disputes and Termination

In cases of dispute as to whether or not deliverables required by any contract awarded under this RFP meet the requirements of the Municipality, the parties agree to attempt to negotiate a mutually agreeable settlement prior to submitting the matter at issue to a third party mediator or arbitrator. The decision of such agent, mediator or arbitrator as the Municipality may appoint will be final and binding.

Notwithstanding any other provision in any contract awarded under this RFP, at the option of the Municipality, the contract, or any part thereof, may be terminated on twenty-four (24) hours written notice to the proponent, in the event that the proponent:

- Declares its inability to pay debts as they generally become due
- Is adjudged or adjudicated bankrupt or insolvent
- Becomes subject to or requests any benefit or exemption relating to any provision or enactment concerning bankruptcy or insolvency
- Withholds any funds payable to the Municipality or information from the Municipality

- Abandons the work under this contract
- Disregards any laws, by-laws, rules, regulations, standards, approvals or orders of any of the authorities having jurisdiction, including without restricting the generality of the foregoing, the directives of the Municipality
- Gives or offers gratuity to or attempts to bribe any member of Council, officer or servant of the Municipality
- Repeatedly fails to adhere to the terms of the contract awarded under this RFP and in particular commits repeated infractions in the performance of the work

In the event that the Municipality terminates all or part of any contract awarded under this RFP, the Municipality may take any steps to secure the completion of the work and any damages or extra expenditures thereby incurred may be collected from the Proponent by whatever means necessary.

In the event the Municipality relieves the Proponent of a portion of the work, it shall in no way affect the obligations of the Proponent with respect to the remainder of the work.

In the event that the Municipality exercises their right to terminate the contract, the Proponent shall be paid for only the work performed up to the date of termination that have been pre-approved by the Municipality.

Non-Exclusivity

The work related to the contract represented by this RFP is non-exclusive. The Municipality reserves the right to expand the scope of work, or undertake to let additional contracts in connection with the work and issue portions of the work to multiple contractors. If required, the Proponent will cooperate with the Municipality and other contractors to coordinate the proponent's work with that of other contractors that perform work for the Municipality.

Where the work of another contractor or of the Municipality, acting reasonably, may affect the execution of the work under this contract, the proponent will have no claim against the Municipality for any additional expense incurred in the execution of the proponent's work.

Scope of Work

The Municipality requires Blue Box Recycling Haulage & Processing Services at its five (5) active landfill sites. All sites collect Commingled Containers, Mixed Fibres and Old Corrugated Cardboard. The Haliburton site has a dedicated container for OCC, all others have OCC mixed in with Mixed Fibres. The containers, supplied by the Municipality, are periodically compacted with a backhoe loader prior to shipping.

Haulage of Blue Box Recyclables in 25 open-top and 8 closed top roll-off containers, supplied by the municipality, shall be from all five (5) municipal landfill sites to the Proponent's facility (MRF or TS). Under normal conditions, the Proponent will be required to collect and haul two (2) roll-off containers per haulage event.

Proponents are required to store four (4) roll-off containers at their TS or MRF. Two of the bins shall be open-top and two shall be closed-top. The intent is to replace the full containers being hauled away immediately with empty bins brought from the Proponents facility. Once the full containers are emptied, they are to be stored at the proponent's facility until they are required for the next event.

Haulage of roll-off containers shall be coordinated with the Landfill Manager or designate, be completed within forty-eight (48) hours of being requested, be done during normal operating hours of each site and be subject to conditions of MOECC approvals for each site.

The Proponent assumes all responsibility for processing, marketing and sale of all Blue Box materials collected from the municipality. In the event that the Proponent is unable or unwilling to process any Blue Box material, the Proponent shall immediately locate and secure a satisfactory alternative at their cost.

The Proponent shall also provide, as required, sufficient data detail required by the Municipality to complete its annual Waste Diversion Ontario Datacall or equivalent. The data shall include, as a minimum:

- Gross tonnage sent to the Proponents MRF or TS for each Blue Box Recycling Stream
- Marketed tonnage for each Blue Box Recycling Stream



Form 1
Proposal Declaration
RFP # 2019-4205
Blue Box Recycling Haulage &
Processing Services

This Proposal is submitted by:

Company: _____

Address: _____

Contact: _____

Phone Number: _____

Email: _____

To: Rob Camelon, Director of Public Works
Municipality of Dysart et al

Re: Blue Box Recycling Haulage & Processing Services

I/We declare that no person, firm or Corporation other than the one who's signature or the signature of whose proper officers and seal is or attached below, has any interest in this Proposal or in the contract proposed to be taken.

I/WE further declare that this Proposal is made without any connection, knowledge, comparison of figures or arrangements with any other company, firm or person making a Proposal for the same work and is in all respects fair and without collusion or fraud.

I/WE further declare that no member of the Municipality is or will become interested directly or indirectly as a Proponent in the performance of the contract, or in the supplies, work, or business to which it relates, or in any portion of the profits thereof or of any such supplies to be used therein, or in any of the monies to be derived there from.

I/WE further declare that the several matters stated in the said Proposal are in all respects true.

I/WE further declare that I/WE have carefully examined the locality and site of the proposed work, as well as all RFP contract documents relating to the said contract, and

hereby acknowledge the same to be part and parcel of any contract to be let for the work therein described or defined and do hereby offer to enter into a contract to do all of the work and to provide all of the labour and to provide, furnish, deliver, place and erect all materials mentioned and described or implied therein, including in every case freight, duty, exchange, and Federal and Provincial sales tax in effect on the date of the acceptance of the Proposal, and all other charges on the terms and conditions and under the provisions therein set forth and to accept in full payment therefore, the sums calculated in accordance with the unit prices set forth in the proposal herein.

I/WE agree that this offer is to continue to be open to acceptance until the formal contract is executed by the successful Proponent for the said work or until sixty (60) calendar days after said opening, whichever event occurs first; and that Owner may, at any time within that period, without notice, accept this Proposal whether any other Proposal had been previously accepted or not.

I/WE hereby agree that notification of acceptance of this Proposal shall be in writing, and may be sent by prepaid post, and if sent by prepaid post, acceptance shall be deemed to have been made on the date of mailing of such notification.

I/WE hereby agree that the Work specified in the contract will be performed in strict accordance with the drawings, specifications and related information as presented as part of the RFP process in accordance applicable codes. Acts, regulations and standards.

Name of Proponent: _____

Witness or Seal: _____

Signature of Proponent: _____
(I have authority to bind the Corporation)

Date and Location: _____



Form 2

Location of Proponents Facility
RFP # 2019-4205
Blue Box Recycling Haulage &
Processing Services

Company Name: _____

Authorized Signature: _____

Facility Name: _____

Facility Owner: _____

Facility Address: _____

Environmental Compliance Approval No. _____



Form 3

Tipping Fees

RFP # 2019-4205

Blue Box Recycling Haulage & Processing Services

Company Name: _____

Authorized Signature: _____

Blue Box Recyclable Stream	Tipping Fee
Mixed Fibres	\$ /Tonne
Commingled Containers	\$ /Tonne
Old Corrugated Cardboard*	\$ /Tonne

Estimated Tonnage:

Mixed Fibres 491 Tonnes

Commingled Containers 418 Tonnes

OCC* (Haliburton Site Only) 214 Tonnes



Form 4

Revenue Sharing Options
 RFP # 2019-4205
 Blue Box Recycling Haulage &
 Processing Services

Company Name: _____

Authorized Signature: _____

Revenue Sharing Options – Choose One

Option No.	Description of Revenue Sharing	Blue Box Recyclable Stream	Revenue Share
1	Percent of Total Revenue	Mixed Fibres	%
		Commingled Containers	%
		Old Corrugated Cardboard	%
2	Flat Rate	Mixed Fibres	\$ /Tonne
		Commingled Containers	\$ /Tonne
		Old Corrugated Cardboard	\$ /Tonne
3	Other (Describe)	Mixed Fibres	
		Commingled Containers	
		Old Corrugated Cardboard	
4	Revenue Sharing Not Offered	<input type="checkbox"/> Check if not offered	

Estimated Tonnage:

Mixed Fibres	491 Tonnes
Commingled Containers	418 Tonnes
OCC* (Haliburton Site Only)	214 Tonnes



Form 5
 Haulage Rates
 RFP # 2019-4205
 Blue Box Recycling Haulage &
 Processing Services

Company Name: _____

Authorized Signature: _____

Landfill Site	Number of Bins (Estimate)	Haulage Cost 1 x 40 yd ³ bin (Single roll off truck)	Haulage Cost 2 x 40 yd ³ bins (2 container roll off train)
Haliburton 222 Industrial Park Rd	150	\$ /Trip	\$ /Trip
Haliburton Lake (West Bay) 5409 Haliburton Lake Rd	10	\$ /Trip	\$ /Trip
Harcourt 1123 Packard Rd	30	\$ /Trip	\$ /Trip
Kennisis Lake 4531 Kennisis Lake Rd	40	\$ /Trip	\$ /Trip
West Guilford 11903 Highway 118	80	\$ /Trip	\$ /Trip



Form 6

Proponent References
RFP # 2019-4205
Blue Box Recycling Haulage &
Processing Services

Company Name: _____

Authorized Signature: _____

Reference Name	Nature of Work	Contact Person	Contact Information



Form 7

Addenda Acknowledgement
RFP # 2019-4205
Blue Box Recycling Haulage &
Processing Services

Company Name: _____

Authorized Signature: _____

I/WE hereby acknowledge receipt of Addendum # _____ to _____* inclusive and confirm that the Proposal prices provide for the revisions as described in the Addenda.

*The Proponent shall insert above the numbers of the Addenda received by them during the RFP period and taken into account in preparing their Proposal.

Map of Landfill Sites

