
TO: CITY MANAGER **DATE:** 2009 May 26
FROM: DIRECTOR FINANCE **FILE:** 56-03/09
SUBJECT: AUTOMATION REFUSE AND YARD WASTE CONTAINERS
PURPOSE: To obtain approval to award a contract for supply and distribution of Refuse and Yard Waste Containers.

RECOMMENDATION:

1. **THAT** a contract be awarded to the lowest evaluated proponent, Toter Incorporated, for the supply and distribution of refuse and yard waste containers for an estimated total cost of \$4,230,255.48, including GST, with final payment based on the Canadian/US exchange rate.

REPORT

Four proposals were received for this contract by the closing time of 3:00 p.m. Friday 2009 May 15 and were opened by staff. The Request for Proposal allowed for submission in either Canadian or US funds. The evaluated cost (and above estimated total) is based on the RFP closing date exchange rate of 1.1756. If this recommendation is approved, the Finance department will purchase US dollars and hedge against any future changes in the exchange rate which is currently in the City's favour versus the RFP closing date rate. The exchange rate may vary as we purchase US funds and may therefore change the total amount that needs to be drawn from the Gaming Reserves.

The work of this contract involves the manufacture, supply and distribution of refuse and yard waste containers of various sizes to City residents/properties, including additional spare containers and replacement parts to be held at the Recycling Depot. The garbage and yard waste container sizes required by the residents were determined through advertising and container survey carried out by City staff. Of the 36,000 surveys mailed to single-two family homes and multi-family residents serviced by the City, over 22,000 (or 62%) of the residents responded to the survey. The remaining residents who did not respond would be provided with a default garbage and yard waste containers with an opportunity to request for an exchange free of charge until May 01, 2010.

The recommended proponent, Toter Incorporated, has completed several similar contracts in the past, including one for the City of Vancouver and is considered to have the equipment and personnel capable of successfully completing the work required under this contract. The Director Engineering concurs with this recommendation.

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Funding for this contract will be drawn from the Gaming Reserves.


Rick Earle
DIRECTOR FINANCE

cc. Director Engineering