



TOWNSHIP OF FARADAY

REQUEST FOR PROPOSAL

**RESIDENTIAL AND COMMERCIAL
RECYCLING COLLECTION; SORTING; PROCESSING
AND MARKETING OF RECYCLABLE MATERIALS
COLLECTED FROM WITHIN THE TOWNSHIP'S MUNICIPAL BOUNDARIES
(PICK UP LOCATION - RECYCLING DEPOT LOCATED AT 327 MONCK ROAD)**

REQUEST FOR PROPOSAL #LF01-2018

**Will be received at the Township of Faraday Municipal Office, 29860A Hwy 28 S.,
Bancroft, Ontario, K0L 1C0 until:**

Friday September 21, 2018 - 1:00 p.m.

All items must be submitted on Proposal Forms that have been supplied.

Lowest or any proposal not necessarily accepted.

**For Further Information Please Contact:
Mrs. Dawn Switzer, Clerk (613) 332-3638
Township of Faraday
29860A Hwy 28 S
Bancroft, Ontario K0L 1C0**

Township of Faraday

Request for Proposal # LF01-2018

**Residential and Commercial Recycling Collection; Sorting; Processing and Marketing of Recyclable materials collected from within the Township's municipal boundaries
(Pick up location – Recycling Depot located at 327 Monck Road)**

The Township of Faraday is accepting proposals for the collection; sorting; processing and marketing of Recyclable materials from Recycling Depot located at 327 Monck Road.

The Township of Faraday has approximately 1308 Households and approximately 35 Commercial Businesses. Volumes will vary due to increased seasonal residents.

The contract shall be for a term of two (2) years with a possible renewal for an additional two (2) years. Work will commence January 1, 2019 or as determined by Council.

At the present time the Township of Faraday has a Recycling Depot located at the Township of Faraday Landfill Site (327 Monck Road).

Currently the Township of Faraday ratepayers Recycle the following materials (using 4 – 40 yard Bins) which are picked up when full “at the request of the Waste Site Attendants”

**SEE INSERT ENCLOSED FOR COMPLETE LIST OF
WHAT IS CONSIDERED RECYCLABLE MATERIAL
AND NOT RECYCLABLE MATERIAL**

In keeping with the present practices the Township of Faraday would like to continue with these same recyclable materials and add more materials as the program for Recyclable Materials expands. (i.e. Film)

**Township of Faraday
Request for Proposal # LF01-2018
Residential and Commercial Recycling Collection; Sorting; Processing and Marketing of
Recyclable materials collected from within the Township's municipal boundaries
(Pick up location – Recycling Depot located at 327 Monck Road)**

The Municipality's recycling statistics for 2011 to 2017 are as follows (recyclables all collected from the existing Depot)

Year	Total
2011	157.01 MT
2012	163.34 MT
2013	186.34 MT
2014	202.37 MT
2015	219.31 MT
2016	228.11 MT
2017	213.59 MT

On average two bins are removed from the Recycling Depot every two weeks. This of course increases in the summer months with the increase of population due to cottages being used and/or rented out.

It will be the responsibility of the successful contractor to provide Bins of sufficient Quantity and Quality to the satisfaction of the Township of Faraday for the collection of Recyclable Materials.

It is the expectation of the Township of Faraday that the successful contractor will provide an Annual Report in regards to the Tonnage of each of the materials taken to the MERF and upon request provide copies of the Weigh Scale tickets as proof of same. The DATA provided will be used by the Township of Faraday for the annual DATACALL reporting.

The successful contractor will also provide in consultation with the MERF Processor Annual verification of the % Rate of Residual from the materials received from the Township of Faraday.

It will be the responsibility of the successful contractor to provide the Township of Faraday with identification of the facility that will receive the materials collected and provide proof to the satisfaction of the Township of Faraday that the materials have been recycled.

**Township of Faraday
Request for Proposal # LF01-2018
Residential and Commercial Recycling Collection; Sorting; Processing and Marketing of
Recyclable materials collected from within the Township's municipal boundaries
(Pick up location – Recycling Depot located at 327 Monck Road)**

I/We the undersigned, propose to supply the Township of Faraday with service to collect; sort; process and market all recyclable materials collected from with the Township's municipal boundaries. (via pick from the Recycling Depot located at 327 Monck Road)

A certified cheque, bank draft or money order in the amount of \$1,000.00 CAD. Must accompany all proposals. The successful Contractor's cheque will be returned with the first payment when due. Deposits submitted by other bidders will be returned no later than 14 days after Council makes its decision.

I/We agree to provide proof of WSIB coverage, general liability insurance in the amount of two (2) million dollars, auto insurance and all Ministry of Environment Licenses, within ten (10) days of acceptance of this proposal.

I/We agree to become bound for security for 30% of the current year of the contract price, in a bond or letter of credit, for the faithful performance of the contract to the termination date of the contract. The attached agreement to become bound for the surety must accompany all proposals.

- 1. Describe the equipment you propose to use for collection (attach details on a separate page if required):**

- 2. Describe your plan in the event of equipment failure:**

- 3. Describe a basic description of your work plan:**

- 4. Describe the sorting requirement (2 streams or 4 streams) and the materials in each stream.**

**Township of Faraday
Request for Proposal # LF01-2018
Residential and Commercial Recycling Collection; Sorting; Processing and Marketing of
Recyclable materials collected from within the Township's municipal boundaries
(Pick up location – Recycling Depot located at 327 Monck Road)**

**I/We propose to perform depot recycling collection; sorting; processing and marketing
of recyclable materials (collected) for the Township of Faraday for the sum of:
(Note: Price per year will be divided into 12 monthly payments as set out in contract)**

PRICE FOR DEPOT PICKUP

Price Year 1: _____

H.S.T. _____

TOTAL _____

Price Year 2: _____

H.S.T. _____

TOTAL _____

***NO ADDITIONAL MONIES TO BE ADDED AFTER AWARD OF CONTRACT FOR FUEL
SURCHARGE**

Company name and address: _____

Telephone: # _____

Fax #: _____

Signature: _____

Name: (Print) _____

Date: _____

**Township of Faraday
Request for Proposal # LF02-2018
Residential and Commercial Recycling Collection; Sorting; Processing and Marketing of
Recyclable materials collected from within the Township's municipal boundaries
(Pick up location – Recycling Depot located at 327 Monck Road)**

LETTER OF INTENT TO BECOME BOUND FOR SURETY

**Township of Faraday
Residential and Commercial Recycling Collection;
Sorting; Processing and Marketing of Recyclable
Materials Collected from within the Township's
Municipal Boundaries
(Pick up location – Recycling Depot located at 327 Monck Road)**

This letter of intent is attached to and forms part of our proposal to provide Residential and Commercial Recyclable collection services to the Township of Faraday.

I/ We, the undersigned, agree to become bound as surety for _____

in a Bond Letter of Credit satisfactory to the Council of the Township of Faraday, in the amount of Thirty Percent (30%) of the annual price for the current year, for the faithful performance of the agreement. The required Performance Bond shall be maintained in effect at all times until the termination of the agreement.

If this proposal is accepted by the Council of the Township of Faraday the Performance Bound or Letter of Credit will be lodged with the Municipal Clerk within ten (10) days of acceptance of the proposal, otherwise this letter of intent shall be null and void.

Dated at the _____ in the

County of _____ this the

_____ Day of _____,

2018.

Witness: _____

Signature: _____

Name: _____

Township of Faraday

Request for Proposal # LF01-2018

**Residential and Commercial Recycling Collection; Sorting; Processing and Marketing of Recyclable materials collected from within the Township's municipal boundaries
(Pick up location – Recycling Depot located at 327 Monck Road)**

INFORMATION TO BIDDERS

- a) **Type of proposal:** **Residential and Commercial Recycling Collection; Sorting; Processing and Marketing of Recyclable Materials Collected from within the Township's Municipal boundaries (Pick up location – Recycling Depot located at 327 Monck Road)**
- b) **Proposal** **One copy of the Proposal properly signed and sealed must be received at the Township of Faraday Municipal Office by Friday September 21, 2018 at 1:00 p.m.**
- Information and/or questions may be directed to Dawn Switzer, Clerk at (613) 332-3638.**
- c) **Every blank must be filled in on the Proposal**
- d) **Closing date:** **Friday September 21, 2018 at 1:00 p.m.**