



REPORT

To: Chair and Directors

Report Number: ENV-BRD-160

From: Gerritt Lacey, Solid Waste Manager

Date: January 25, 2024

Subject: RFP Award 37-2023 Mile 62.5 Transfer Station Site Attendant

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board award RFP 37-2023 “Mile 62.5 Transfer Station Site Attendant” to Dusty Road Ventures Ltd. for a five-year contract at a cost of \$381,960 (excluding taxes); further, that the Chair and Administrative Officer be authorized to sign the contract on behalf of the Peace River Regional District.

BACKGROUND/RATIONALE:

The Peace River Regional District (PRRD) has a network of 16 attended transfer stations. These 16 sites are staffed through four contract/agreements:

- 1. Waste Transfer Station Operation and Haulage Contract (13 Sites)
- 2. Tumbler Ridge Transfer Site Agreement (1 Site)
- 3. Hudson’s Hope Transfer Station Attendant Contract (1 Site)
- 4. Mile 62.5 Transfer Station Site Attendant Contract (1 Site)

The Mile 62.5 Transfer Station was established as an attended site in 2009. The site is a modified tier 2 site that collects household bagged waste and sorted recyclables. The site is unique compared to other tier 2 sites as it utilizes PL6 bins, instead of compactors, to collect household waste, which is like an unattended site.

The site is operated through three contracts:

- 1. Mile 62.5 Transfer Station Site Attendant Contract
- 2. North Peace Rural Collection and Transfer Station Services Contract
- 3. Recycling Services Contract

The current contract for attendant services expires on March 31, 2024. A Request for Proposal (RFP) process was completed to secure pricing for the next five years. One proposal was received and is presented below:

		Dusty Road Ventures Ltd.
Mandatory Requirements		
Submission Form (Appendix B)	✓	
Scoring Matrix Results		
Total Score	86.43	
PROPOSAL COST (Excluding GST)	\$381,960.00	

The submission meets the mandatory requirements of the RFP.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

Table 1 below compares the past three-year actual costs to the next five-year proposed rates:

Table 1: Annual Contract Rate Comparison

2021	2022	2023	2024	2025	2026	2027	2028
Actuals	Actuals	Actuals	Proposed	Proposed	Proposed	Proposed	Proposed
\$54,049	\$49,424	\$51,313	\$60,120	\$61,890	\$63,660	\$65,430	\$67,200

The total contract value of \$381,960 includes a 20% contingency.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.