

NO: R009

COUNCIL DATE: January 17, 2022

REGULAR COUNCIL

TO: Mayor & Council **DATE: January 13, 2021**

FROM: General Manager, Parks, Recreation & Culture **FILE: 6030-01**

SUBJECT: Award of Contract No. 1220-040-2021-064
Refuse Collection & Disposal Services - City Parks

RECOMMENDATION

The Parks, Recreation & Culture Department recommends that Council:

1. Receive this report for information;
2. Award Contract No. 1220-040-2021-064 to Horizon Landscape Contractors, for an initial one-year term in the amount of \$523,883.17 (including GST) for refuse collection and disposal services in City parks;
3. Set the expenditure authorization limit for Contract No. 122-040-2021-064 at \$550,077.33 (including GST and contingency);
4. Approve the option to extend Contract No. 1220-040-2021-064 for up to four additional one-year terms, including annual Vancouver Consumer Price Index (“CPI”) rate increases, at the City’s discretion; and
5. Authorize the General Manager, Parks, Recreation & Culture to execute Contract No. 1220-040-2021-064 and approve and execute all contract renewals related to Contract No. 1220-040-2021-064 within the approved annual expenditure authorization limits, per year (including GST, contingency and CPI rate increases).

INTENT

The purpose of this report is to obtain approval to award Contract No. 1220-040-2021-064 to Horizon Landscape Contractors (“Horizon”) for refuse collection and disposal services in City parks.

SCOPE OF WORK

The work related to Contract No. 1220-040-2021-064 consists of all labor, materials, tools, equipment, and transportation necessary to pick up refuse from City-owned containers (45-gallon bins) at the designated locations, and to properly dispose of all refuse into the Contractor’s refuse hauling vehicle(s) for disposal at an acceptable disposal facility. The frequency varies between the

different classifications of parks and seasonal volume of public use. Refuse collection services are scheduled in 184 parks across the City.

REQUEST FOR QUOTATION

In November 2021, the City issued a request for quotation (“RFQ”) for Refuse & Disposal Services – City Parks. These Services were divided into the following five packages:

1. Package A – Cloverdale
2. Package B – Fleetwood/Guildford
3. Package C – Newton
4. Package D – North Surrey
5. Package E – South Surrey

Contractors were invited to provide Quotations on a single package or a combination of packages. The RFQ was advertised on the City’s website and on the BC Bid website.

QUOTATION RESULTS

Six companies responded to the initial RFQ and one company withdrew, stating commitments to other work. The remaining five companies were evaluated against the requirements of the RFQ. All five companies submitted unit pricing per site along with more detailed information that would allow the City to evaluate whether the Contractor had the required experience, capability, capacity, resources (staff and equipment) and skills to undertake the necessary work, as follows:

<i>Contractor</i>	<i>Total Price (including GST)</i>
1. On the Spot Services Inc.	\$518,154.89
2. Horizon Landscape Contractors	\$523,883.17 **
3. ABC Maintenance Ltd.	\$572,955.77
4. GFL Environmental Inc.	\$1,173,763.55
5. LM Gardening Inc.	\$1,302,115.50

**Price contingent on receiving all packages

EVALUATION

Staff from the Finance Department and the Parks, Recreation & Culture Department reviewed the RFQ submissions for accuracy and completeness. Submissions were evaluated based on the following criteria:

- Capacity in terms of human resources and equipment;
- Demonstrated understanding of the full Scope of Services;
- Skill and training to undertake the range of duties required under the Contract;
- Amount of experience in undertaking Work of a similar nature;
- Ability to consistently provide a satisfactory level of service with accurate reporting; and
- Costs to the City for the required Work.

Based on the above criteria, including their extensive experience and low extra service fee, Horizon provides the best overall value to the City. Extra services are incurred when new park inventory is brought online, when events or tournaments require additional services, or when additional cans or an increase to service level is adjusted to meet the needs of park patrons. On average over the past 2 years, 2,486 extra services per year have been required.

Staff completed an internal review of the cost to complete the scope of work of this contract utilizing City staff, equipment and materials. The estimate demonstrated that annual operating costs would be 212% more with City resources, resulting in an annual cost avoidance of more than \$618,000. Additional one-time capital cost avoidance for new City vehicles estimated at \$450,000 is also realized.

As the incumbent, Horizon has demonstrated their ability and capacity to meet the required refuse services with the resources, equipment, and administrative ability to consistently provide a satisfactory level of service. Staff recommend that this contract be awarded to Horizon.

SUSTAINABILITY CONSIDERATIONS

The work of this contract supports the objectives of the City's Sustainability Charter 2.0. In particular, this work relates to the Sustainability Charter 2.0 theme of Infrastructure. Specifically, this contract supports the following Desired Outcomes ("DO"):

- All infrastructure DO1: City facilities and infrastructure systems are well managed, adaptable and long lasting, and are effectively integrated into regional systems.
- All Infrastructure DO2: Infrastructure systems provide safe, reliable and affordable services.
- All Infrastructure DO3: Infrastructure systems are designed to protect human health, preserve environmental integrity, and be adaptable to climate change impacts.

FUNDING

Funding for this contract is available in the approved 2022 Parks, Recreation & Culture operating budget.

Laurie Cavan,
General Manager,
Parks, Recreation & Culture