



## City of North Bay Report to Council

Report No: CORP-2022-048

Date: April 8, 2022

Originator: Mary-Ann Kotylak, CPPB, CPPO  
Manager of Purchasing

Karin Pratte, P.Eng.  
Senior Environment & Facilities Engineer

Business Unit:  
Corporate Services

Department:  
Financial Services Department

Subject: Request for Quote 2022-41 Mattress Transportation, Processing and Recycling

Closed Session: yes ☐ no ☒

---

### Recommendation

That City Council approves the award of a contract to Recyc-Mattress Inc., based on the unit rates specified in their bid for RFQ 2022-41 for the provision of mattress transportation, processing and recycling services, for a term of three years, with an option in favour of the City to extend the agreement for two additional one year terms.

---

### Background

In 2017, Council updated the waste management by-law to include diversion of the mattresses through a recycling program. Mattresses contain significant voids when landfilled and therefore their diversion will extend the life of the landfill. Mattress recycling began at the Merrick Landfill site May 1, 2017 and between this date and December 31, 2022 approximately 19,943 mattresses have been diverted.

---

### Financial/Legal Implications

A formal bid request, which closed March 28, 2022, was administered by the Purchasing Department and was publically advertised in accordance with the City's Purchasing By-Law 2013-200. One quote was evaluated by the Purchasing Manager and the Manager of Roads Traffic and Landfill Operations. The evaluation considered company ability, experience and price.

The results are as follows:

Ranking	Company	Bid Price
1	Recyc-Mattress Inc.	\$360,400.00

The bid price of \$360,400.00 (plus HST) from Recyc-Mattress Inc. represents a total cost over the initial three year term based on the estimated quantities specified in the RFQ. Under the terms of the contract, the City will pay the unit rate per mattress and is not bound to any specific quantities. The quote from Recyc-Mattress Inc. is considered fair and reasonable.

Funding for the services provided under this contract is managed within the operating budget of the Environmental Services Department. Staff will review the impact of the change in pricing on the mattress recycling program and any recommended changes to the user fee will be brought forward to Council through a separate report.

---

### Corporate Strategic Plan

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Natural North and Near     | <input type="checkbox"/> Economic Prosperity     |
| <input type="checkbox"/> Affordable Balanced Growth            | <input type="checkbox"/> Spirited Safe Community |
| <input type="checkbox"/> Responsible and Responsive Government |  |

### Specific Objectives

Protect, promote and enhance the environment in all aspects of the city's operations and plans.

---

### Options Analysis

Option 1: That City Council approves the award of a contract to Recyc-Mattress Inc., based on the unit rates specified in their bid for RFQ 2022-41 for the provision of mattress transportation, processing and recycling services, for a term of three years, with an option in favour of the City to extend the agreement for two additional one year terms.

Option 2: Do not award a contract. This option is not recommended because the City will be unable to recycle mattresses without moving forward with this contract.

---

### Recommended Option

That City Council approves the award of a contract to Recyc-Mattress Inc., based on the unit rates specified in their bid for RFQ 2022-41 for the provision of mattress transportation, processing and recycling services, for a term of three years, with an option in favour of the City to extend the agreement for two additional one year terms.

---

---

Respectfully submitted,

Name: Mary-Ann Kotylak, CPPB, CPPO

Title: Manager of Purchasing

Name: Karin Pratte, P.Eng.

Title: Senior Environment & Facilities Engineer

**We concur with this report and recommendation.**

Name: Domenic Schiavone

Title: Director Public Works & Parks

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: David Euler, P.Eng., PMP

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Karin Pratte, P.Eng.

Title: Senior Environment & Facilities Engineer