



## City of North Bay Report to Council

Report No: CORP-2022-114

Date: November 10, 2022

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

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

Business Unit:

Department:

Corporate Services

Financial Services Department

Subject: Request for Quote 2022-78 Removal of Municipal Hazardous and Special Waste (MHSW) from the Household Hazardous Waste Depot

Closed Session: yes ☐ no ☒

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### Recommendation

That City Council approves the award of a contract to Drain-All Ltd., based on the unit rates specified in their bid for RFQ 2022-78 for the removal of MHSW from the Household Hazardous Waste Depot, for a term of one (1) year, with an option in favour of the City to extend the agreement for two (2) additional terms of up to one (1) year each.

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### Background

The City is mandated under the Environmental Assessment for the City of North Bay Landfill Site to provide a designated hazardous waste management facility. Hazardous waste creates dangerous and toxic leachate, and if not removed from regular waste can pose water quality issues and increase the costs associated with leachate treatment.

The City currently operates the Household Hazardous Waste Depot where staff collect, identify and lab-pack hazardous material into different waste classes. This material is then collected by an approved hazardous waste management system and transported to their facility for proper recycling and disposal. The contract for this service will expire at the end of 2022.

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### Financial/Legal Implications

A formal bid request, which closed October 25, 2022, was administered by the

Purchasing Department and was publically advertised in accordance with the City's Purchasing By-Law 2013-200. Three quotes were evaluated by the Purchasing Manager and the Environmental Control Officer. The evaluation considered company ability, experience, and price.

The results are as follows:

Ranking	Company	Bid Price
1	Drain-All Ltd.	\$215,955.00
2	GFL Environmental Services Inc.	\$234,784.44
3	Environmental 360 Solutions Ltd.	\$605,094.28

The bid price of \$215,955.00 (plus HST) from Drain-All Ltd. represents a total cost over the initial one-year term based on the estimated quantities specified in the RFQ. Under the terms of the contract, the City will pay the unit rate quoted for the removal various MHSW materials and is not bound to any specific quantities. The quote from Drain-All Ltd. was the lowest bid that met all the mandatory technical requirements and provides the best overall value to the City. Their bid is considered fair and reasonable.

Funding for the provision of chemicals provided under this contract is managed within the operating budget of the Environmental Services Department. Sufficient funding will continue to be requested in future years.

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### Corporate Strategic Plan

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|--|--|
| <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.

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### Options Analysis

Option 1: That City Council approves the award of a contract to Drain-All Ltd., based on the unit rates specified in their bid for RFQ 2022-78 for the removal of MHSW from the Household Hazardous Waste Depot, for a term of one (1) year, with an option in favour of the City to extend the agreement for two (2) additional terms of up to one (1) year each.

Option 2: Do not award a contract. This option is not recommended as the City would be in violation of its obligation under the Environmental Assessment Act related to the operation of a Household Hazardous Waste site.

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## **Recommended Option**

That City Council approves the award of a contract to Drain-All Ltd., based on the unit rates specified in their bid for RFQ 2022-78 for the removal of MHSW from the Household Hazardous Waste Depot, for a term of one (1) year, with an option in favour of the City to extend the agreement for two (2) additional terms of up to one (1) year each.

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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