



Council Report

Report Number: PUR2021-020
Meeting Date: October 19, 2021
Title: Request for Quotation 2021-48-OQ Mattress Recycling Program
Author and Title: Marielle van Engelen, Buyer

Recommendation(s):

That Report PUR2021-020, **Request for Quotation 2021-48-OQ Mattress Recycling Program**, be received;

That Recyc-Mattress be awarded Quotation 2021-48-OQ Mattress Recycling Services for the quoted estimated annual amount of \$125,580.00 plus HST;

That Council authorize the option to renew the contract, after the initial three-year term (January 1, 2022 to December 31, 2024), for an additional two (2) - one (1) year terms, as per the terms of the contract, based on annual budget approval, mutual agreement and successful completion of the initial term and each additional term;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement; and

That Procurement Division be authorized to issue a purchase order.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Council Meeting on June 15th, 2021 Council adopted the following resolution:

CW2021-171

That Report WM2021-010, **Improvements to the Mattress Recycling Program**, be received;

That Council approves recycling all mattresses in the City of Kawartha Lakes and no longer accepts mattresses for disposal at the Laxton, Eldon, Somerville, and Fenelon landfills; and

That Council direct staff to present an operating budget of \$145,000 for 2022 to operate the enhanced mattress recycling program.

Carried

This report addresses that direction.

Request for Quotation 2021-48-OQ Mattress Recycling Services was issued in accordance to the Purchasing Policy. The quotation closed on Thursday September 23, 2021, and was opened by Launa Macey, Procurement Supervisor, with the following results

Company	Estimated Annual Quotation
Recyc-Mattress Inc.	\$125,580.00

Quotation submissions were checked for compliancy to the quotation document and Recyc-Mattress Inc. was found to the lowest compliant bidder. References were checked and found to satisfactory.

Rationale:

Staff recommend that Recyc-Mattress Inc. be awarded Request for Quotation 2021-48-OQ Mattress Recycling Services for the quoted estimated annual amount of \$125,580.00 plus HST. The actual cost is based on unit prices per mattresses received.

Staff recommend that Council authorize the option to renew the contract, after the initial three-year term (January 1, 2022 to December 31, 2024) for an additional two (2) - one (1) year terms as per the terms of the contract, based on annual budget

approval, mutual agreement and successful completion of the initial term and any additional terms.

An annual increase will be applied to the unit pricing based on the annual percentage change in the Consumer Price index (CPI)- All Items- Ontario at the time of renewal.

The estimated cost for the full five (5) year term of the contract, based on an estimated annual CPI increase of three percent (3%), is \$666,721.28. Bidders were asked to provide provisional unit pricing per mattress in the event that a second bin was required.

Other Alternatives Considered:

No other alternative is being considered as the recommendation to award was achieved through an open, fair and transparent competitive procurement process.

Alignment to Strategic Priorities

One of the four Strategic Priorities of the Plan is A Healthy Environment and one of the main items under this category is "Increase Waste Reduction and Diversion". This will be achieved through executing the updated Integrated Waste Management Strategy. Expanding the mattress recycling program and continuing to divert mattresses from landfills is part of the updated Waste Strategy.

Financial/Operation Impacts:

Funds for mattress recycling services is budgeted annually in the Public Works, Solid Waste operating budget. This work is on an "as required basis". The department will ensure that the required amounts be incorporated in subsequent annual Public Works – Solid Waste operating budgets.

Consultations:

Regulatory Compliance Officer, Solid Waste, Environmental Services

Department Head email: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, Director of Public Works

Department File: 2021-48-OQ