



COUNCIL REPORT

Report Date: December 20, 2022
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VanRIMS No.: 08-2000-20
Meeting Date: January 18, 2023
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TO: Standing Committee on Policy and Strategic Priorities
FROM: General Manager of Engineering Services and Chief Procurement Officer
SUBJECT: Contract Award for Supply of Used Mattress Recycling Services

Recommendations

- A. THAT Council authorize City staff to negotiate to the satisfaction of the City's General Manager of Engineering Services, City's Director of Legal Services, and the City's Chief Procurement Officer and enter into a contract with Pacific Mattress Recycling Inc., for Supply of Recycling Services for Used Mattresses for a term of three (3) years, with the option to extend for two (2) additional three (3) year terms, with an estimated contract value of \$2,023,000, plus applicable taxes over the initial (3)-year term, to be funded through approved 2022 Vancouver Landfill and Vancouver South Transfer Station Operating budgets.
- B. THAT the Director of Legal Services, Chief Procurement Officer and General Manager of Engineering Services be authorized to execute on behalf of the City the contract contemplated by Recommendation A.
- C. THAT no legal rights or obligations will be created by Council's adoption of Recommendations A and B above unless and until such contract is executed by the authorized signatories of the City as set out in these Recommendations.

Purpose and Executive Summary

The purpose of this report is to seek Council approval to enter into a contract for the supply of transportation and recycling services for used mattresses.

The City issued a Request for Proposal (RFP) on August 16, 2022 for Supply of Transportation and Recycling Services for Used Mattresses. The RFP was advertised on the City of Vancouver website and BC Bid and the work was called in accordance with the terms and condition of the City's Procurement Policy ADMIN-008. City staff on the RFP evaluation committee and, subsequently, Bid Committee have considered the responses received, and on that basis recommend that the City negotiate and if such negotiations are successful enter into a contract as describe above with Pacific Mattress Recycling Inc.

Council Authority/Previous Decisions

- The City's Procurement Policy ADMIN-008 requires that contracts with values over \$2 million must be approved by Council following review and recommendations by the Bid Committee.

City Manager's Comments

The City Manager concurs with the foregoing recommendations.

Context and Background

The City's Department of Engineering Services requires the supply of recycling services for used mattresses.

The City of Vancouver owns and operates the Vancouver South Transfer Station ("VSTS") and the Vancouver Landfill ("VL"). Both facilities accept garbage from residential and commercial customers as well as a variety of recyclable materials in residential quantities including used mattresses.

Recyclable mattresses are banned from being disposed of as garbage within the Metro Vancouver region. Recyclable mattresses are accepted at both the VSTS and the VL at a per-unit rate fee set by the region and segregated for hauling to a recycling facility for processing.

Discussion

An RFP was issued in the accordance with City's Procurement Policy ADMIN-008. The City notified three known suppliers in the market and received one response only for used mattress recycling services from:

- Pacific Mattress Recycling Inc.

The RFP also included service requirements for hauling the used mattress to the recycling facility. The City did receive vendor proposals in response to the RFP that only included the transportation services. A separate contract will be awarded for the hauling service. The dollar amount for this hauling service contract is below \$2 million, and therefore the hauling service contract award is not included in the recommendations for approval in this Council report. The delegated authority as per the City's Procurement Policy ADMIN-008 has considered the recommendation to award this hauling contract separately.

Although only one response was received for processing, both quantitative and qualitative factors were evaluated by a team comprised of representatives from Engineering Services under the stewardship of Supply Chain Management to ascertain the response offered good overall value to the City.

Some of the criteria considered in the overall evaluation process included:

- ability to meet the RFP requirements;
- skills, knowledge, capabilities, reputation and previous experience;
- business operation model and overall service factors;
- business technology and innovation;
- safety;
- financial offering; and
- demonstrated ability to adhere to the City's values with regards to sustainability.

Based on the overall evaluation, the team concluded that the proposal submitted by the incumbent supplier Pacific Mattress Recycling Inc. met the City’s requirements and provided good overall value to the City.

Environmental/climate Implications

The recommended supplier has completed and agreed to the City’s Supplier Code of Conduct, Corporate Sustainability Leadership Questionnaire and Sustainability Requirements Questionnaire. Mattresses will be broken down and recycled locally, thereby minimizing the transportation environmental impacts.

Financial Implications

Financial Planning & Analysis (FP&A) has reviewed the cost of the service and concurs that funding is available from the approved 2022 VL and VSTS Operating budgets. Expenditures for future years, while planned, will necessarily be subject to Council approval of future operating budgets.

Legal Implications

The City’s Procurement Policy requires that all contracts that have been awarded by Bid Committee and Council will be signed by the Director of Legal Services.

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