



Sunshine Coast Regional District

Request for Expressions of Interest (RFEI) #2135206

The Sunshine Coast Regional District (Regional District) is requesting expressions of interest from interested parties to implement the “Pender Harbour Transfer Station Food Waste Drop-Off Program”, a new program that the Regional District has not offered previously in the area. Program implementation includes providing container, hauling and processing services for the Regional District’s pending food waste recycling program located at the Pender Harbour Transfer Station. This RFEI will determine whether there is market interest to proceed to a competitive bidding process. If there is interest in this opportunity, the Regional District may, but is not obligated to, initiate a competitive bidding opportunity.

Project Background

In January 2018, the Regional District’s Board adopted the [Regional Organics Diversion Strategy](#) (Strategy). The goal of the Strategy is to develop a financially sustainable road map that will lead to a robust, region-wide organics diversion program. The strategy is in support of the Regional District’s [Solid Waste Management Plan’s](#) targets, and is included in the Board’s [2019-2023 Strategic Plan](#).

One of the Strategy’s initiatives is to support landfill disposal regulations for food waste through the implementation of food waste drop-offs. In October 2020, the Regional District implemented curbside food waste collection for residential properties in Electoral Areas B, D, E and F. Electoral Area A (Pender Harbour and Egmont) is outside of the Regional District’s current curbside collection service area, and as such, the Regional District is seeking to provide a food waste drop-off program in Area A.

The Regional District Board directed staff to implement a food waste drop-off site at the Pender Harbour Transfer Station.

Project Objective

The Regional District’s objective is to explore options to effectively collect and manage food waste collected at the Pender Harbour Transfer Station. The proposal should use food waste locally in the greater Pender Harbour area.

Project Description

The Pender Harbour Transfer Station Food Waste Drop-Off Program aims to increase waste diversion in Area A by providing a location for residents and small businesses to drop off up to 50 litres of food waste at the Pender Harbour Transfer Station per visit. The Regional District estimates that approximately 100 residents and small businesses would use the food waste drop-off service per week, and will most likely have a much lower volume than 50 litres per drop-off. The food waste at the Pender Harbour Transfer Station would need to be collected in a container and can be composted on-site or hauled off-site for management. The estimated annual food waste tonnage is between 100 tonnes to 300 tonnes, however, these quantities are estimates and there is no guarantee of actual quantities that could be received during the term of the contract.

The Regional District is seeking an interested contractor who can implement the Pender Harbour Transfer Station Food Waste Drop-Off Program as per the contractor requirements below.

Scope of Work

The following are the minimum requirements for the implementation of a Pender Harbour Transfer Station Food Waste Drop-Off Program.

- Provide all necessary materials, supervision, labour, equipment and all else necessary to complete the scope of work.
- Provide equipment in a condition that is satisfactory to the Regional District.
- Provide container(s) for the collection of food waste with a lid, cover or closing mechanism, and designed to prevent access from pests, such as, rodents, birds and small animals.
- Provide container(s) maintenance to ensure container(s) are serviceable during all times the Pender Harbour Transfer Station is operational.
- Provide servicing at the Pender Harbour Transfer Station to either empty or remove container(s) and replace with empty container(s) at a minimum of once per week.
- Comply with current Ministry of Environment and Climate Change Strategy (MECCS) requirements and site safety procedures and regulations at all times, including but not limited to the Provincial Organic Matter Recycling Regulation.
- Keep food waste collection and management site(s) clean, tidy and safe throughout the duration of the contract.
- Follow reporting requirements as is required by the MECCS.
- Provide quarterly reporting to the Regional District on the tonnage of materials collected.

Interested parties are invited to respond to this RFEI by submitting a letter to the Regional District that includes a brief statement of the nature of their interest in the project.

Responses should only include a statement of interest, and should not include any other information or qualifications.

There will be no evaluation, ranking, or selection of vendors because of this RFEI; it will not be used to pre-qualify or screen vendors for a subsequent competitive bidding process, if any.

If subsequent competitive bidding opportunities are issued, the Regional District is under no obligation to advise any vendor responding to this RFEI. Vendors should monitor the BC Bid website (www.bcbid.ca) for such opportunities, which will be open to all vendors, whether a response to this RFEI was submitted.

Responses should be delivered by hand, regular mail, or email to the following location before November 4, 2021 and should quote RFEI Number 2135206.

Sunshine Coast Regional District
E-mail: Submissions@scrd.ca
1975 Field Road, Sechelt BC