



Request for Expressions of Interest **497-2012**

FOR THE COLLECTION OF GARBAGE CONTAINERS AND RECYCLING BLUE BOXES IN THE CITY OF WINNIPEG

The City of Winnipeg (the City) is requesting Expressions of Interest (EOI) from not-for profit organizations, municipalities and residents for the collection and reuse of unwanted Garbage Containers and Blue Boxes from single family residences in the City of Winnipeg.

BACKGROUND

In October 2011, the Winnipeg City Council approved that all single family residences in the City of Winnipeg be switched to automated garbage and recycling collection in addition to a new yard waste collection program. In October 2012, the new changes to the services will begin and there may be an abundance of unwanted Garbage Containers and Recycling Blue Boxes ("Containers").

There are an estimated 150,000 unwanted Containers in the City of Winnipeg. Ongoing interest from not-for profit organizations, municipalities and residents for the provision of the Containers for various uses has prompted the City to issue this Expression of Interest.

The estimated number of Containers available for collection may vary greatly depending on how many residents are willing to participate.

COLLECTION OF CONTAINERS

The City's role in facilitating this program will be to collect information from the various Proponents that respond to this EOI and use this information to communicate with the residents and coordinate how the Containers will be collected and distributed in a fair and consistent manner.

The Proponents of this EOI will be required to provide alternatives on how they will provide collection of Containers, types of Containers wanted (i.e. garbage cans, blue boxes), intended use of Containers and timeline for collection. The City may select multiple methods of collection so as to minimize inconvenience to residents donating the Containers.

The following are only examples of how Containers could be collected and other ideas on how to collect the Containers are encouraged through this EOI:

- a. Drop off depots at City of Winnipeg facilities;
- b. Community Center events; and/or
- c. Curbside collection.

SUBMISSION INFORMATION

EOI Submissions should be submitted no later than:

4:00 P.M. August 14, 2012

EOI Submissions determined by the Manager of Materials to have been received later than the Submission deadline may not be accepted.

The Manager of Materials may extend the Submission deadline by issuing an addendum at anytime prior to the time and date specified above.

Proponents should submit their EOI Submission detailing the following information:

- a. what type of Containers they would like to collect;
- b. how many Containers they would like to collect and their intended use; and
- c. the intended method of collection;
- d. The name and contact information (address, phone, fax, and email) of the individual who will act as the Proponent's principal contact throughout the EOI process.

Interested parties should submit their EOI Submission in a sealed package clearly marked "**EOI No. 497-2012 For the Collection of Garbage Containers and Recycling Blue Boxes in the City of Winnipeg**".

EOI Submissions shall be delivered to:

The City of Winnipeg
Materials Management Division
185 King Street, Main Floor
Winnipeg MB R3B 1J1

EOI Submissions may be submitted by mail, courier or personal delivery, or by facsimile transmission.

If the EOI Submission is submitted by facsimile transmission, it shall be submitted to (204) 949-1178.

Be advised that the City cannot take responsibility for the availability of the facsimile machine at any time.

EOI Submissions submitted by internet electronic mail (e-mail) will not be accepted.

ENQUIRIES

All enquiries shall be directed to the City's representative:

Rebecca Peech
Solid Waste Services Division
Phone number: 204-391-7881
rpeech@winnipeg.ca

If the Proponent is unsure of the meaning or intent of any provision therein, the Proponent should request clarification as to the meaning or intent prior to the Submission Deadline.

Responses to enquiries which, in the sole judgment of the City's representative, require a correction to or a clarification of the EOI will be provided by the City's representative to all Proponents by issuing an addendum.

Responses to enquiries which, in the sole judgment of the City's representative, do not require a correction to or a clarification of the EOI will be provided by the City's representative only to the Proponent who made the enquiry.

The Proponent shall not be entitled to rely on any response or interpretation received, unless that response or interpretation is provided by the City's representative in writing.

Proponents must submit their questions by e-mail to the City's representative.

NO CONTRACT

This is an inquiry only. By responding to this EOI with a written Submission or otherwise participating in the process as outlined in this EOI, each Proponent expressly agrees that no contract of any kind is formed under, or arises from this EOI and that no legal obligations as between any one or more of the Proponents and the City of Winnipeg will arise.

OWNERSHIP OF SUBMISSIONS

The City will be entitled to retain all EOI Submissions received in response to this EOI without pay or compensation. Proponents are advised that the City of Winnipeg is subject to The Freedom of Information and Protection of Privacy Act (Manitoba) and that any documents or other records provided to the City may, by law, be subject to disclosure.

RIGHT TO ALTER

Prior to the submission deadline, the City of Winnipeg reserves the right to alter any of the conditions and criteria outlined in this EOI, including the deadline for submissions, by posting addenda on the City of Winnipeg website at <http://www.winnipeg.ca/matmgt/bidopp.asp>.

It is the responsibility of each Proponent to ensure that any possible addenda have been reviewed.

The City's representative will issue each addendum at least two (2) Business Days prior to the Submission Deadline, or provide at least two (2) Business Days by extending the Submission Deadline.

The Proponent is responsible for ensuring that it has received all Addenda and is advised to check the Materials Management Division website for Addenda regularly and shortly before the Submission Deadline, as may be amended by addendum.

NO LOBBYING

Any form of political or other lobbying whatsoever in relation to the project or with a view to influencing the outcome of this EOI process is strictly prohibited. Failure to comply with this provision may result in disqualification from the project.

CONFIDENTIALITY

Information provided to the Proponent by the City or acquired by a Proponent by way of further enquiries or through investigation is confidential. Such information shall not be used or disclosed in any way without the prior written authorization of the Manager of Materials.

The Proponent shall not make any statement of fact or opinion regarding any aspect of the EOI to the media or any member of the public without the prior written authorization of the Manager of Materials.

Submissions received by the City will remain confidential unless required by City policy or procedures, by The Freedom of Information and Protection of Privacy Act (Manitoba), by other authorities having jurisdiction, or by law.

ANTICIPATED PROCESS

The City will review all submissions. Should a decision be made to enter into negotiations with one or more Proponents, the Proponents will be notified.

The City of Winnipeg further reserves the right to selectively identify, on the basis of their submission, some, but not all Proponents who respond to this EOI for participation in the project. If the City decides to proceed to a short-list of Proponents from the EOI process, only Proponents who respond to this EOI will be eligible to participate in the process.

Notwithstanding any other section of the EOI, the City may, in its sole discretion, at any time by written notice, terminate the EOI or, after the selection of the short-listed Proponents, elect not to proceed.

After termination as described above, the City will be under no obligation to any Proponent. In any such event, the City may at its further discretion, decide not to proceed with the project, or proceed with the project in another format.