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Request for Proposals Number 2022-01, Number 2022-02 and Number 2022-03: Establishment and Operation of Receiving Facilities for Blue Box Material

Addendum # 2 – June 24, 2022

Proposal Submission Dates are unchanged by Addendum # 2.

All terms and conditions remain the same.

Addendum # 2 includes responses to questions posed at the June 22, 2022 non-mandatory meeting.

Include this Addendum in Appendix D: Proposal Form under Acknowledgement of Receipt and Acceptance of Addenda as Addendum # 2.

Questions Posed during June 22, 2022 Non-Mandatory Meeting with Responses

Questions about the Registration Form

1. What is the rationale to bind the Proponent at the Registration stage of June 30, 2022 when final Addenda are not until a date in July?

R: The Registration Form has been revised from an Indication of Intention to an Indication of Interest and the requirement for a signature of a signing officer has been changed to a person with authority to bind the Proponent in respect of the matters provided for in the Form.

2. If the revised Registration Form is not binding, why does it include the following at the signature line: "I have the authority to bind the Proponent in respect of the matters provided for in this form".

R: A signature is binding for the statements in the Registration Form. The revised Registration Form is an indication of interest and does not bind the proponent to submit a proposal.

3. Can proponents submit a letter of intent rather than the Registration Form that commits to submitting a proposal given some municipalities will seek a service provider to operate the receiving facility and the service provider would best respond to this RFP?

R: The Registration Form has been revised from an Indication of Intention to an Indication of Interest.

4. If the new Registration Form is only for expression of interest, must it be submitted now in order to bid?

R: Submitting the Registration Form means the respondent is included in the list of registrants that will receive addenda distributed after July 1, 2022. As proponents must



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acknowledge receipt of addenda in Appendix D: Proposal Form, interested parties should register.

5. Has the Registration Form due date been extended from June 24th?

R: the Registration Form due date been extended from June 24 to Thursday June 30, 2022.

Questions about the 60-minute Drive Time

6. Given the one-hour uncompensated drive time from the community centroid and an unknown wait time at the receiving facility, can a municipality elect to provide collection services only if the municipality is awarded the receiving facility contract?

R: The offer to eligible communities for collection services and the RFPs for Receiving Facilities are not linked and the timelines do not align. Municipalities are being asked to indicate their interest in contracting with Circular Materials to provide collection services in July, RFP # 2022-01 will be awarded in August and RFP # 2022-02 and RFP # 2022-023 will be awarded in 2023. A municipality will need to make its decisions in the context of these timelines.

7. Please explain the one-hour time as it will cause a great deal of commute time.

R: The 60-minute drive time from the centroid of each eligible community was considered reasonable as a basis to solicit proposals for Receiving Facilities in order to procure collection services and receiving facilities in parallel.

8. Please clarify at what time of day does the one-hour drive time apply to?

R: The 60-minute drive time is based on typical or average drive times.

9. Could two RFs within the same one-hour geographic area be awarded a contract?

R: The question implies to two possible scenarios:

A - Where the one-hour drive overlaps a collection catchment boundary and a Receiving Facility was included in proposals for each catchment; and

B - Where the one-hour drive time is within a catchment.

With respect to a), this could occur. However, as proponents can submit proposals for more than one catchment, a proponent could propose a receiving facility to serve some eligible communities in one catchment and other eligible communities in the adjacent catchment.

With respect to b), this could occur, although whether it is the most efficient approach likely depends on the capacity of each facility, the quantities collected in the eligible communities being serviced in relation to the capacities of the facilities, what streams each facility is able to receive, etc.



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10. What time of day does the one-hour drive time apply to given the differences that can occur?

R: It is the average drive time over the course of a typical day.

11. Could you please clarify if the 60-minute drive from the centroid of an eligible community is based on the centroid of the catchment area or the centroid of the lower-tier municipalities?

R: The 60-minute drive time applies to each of the 365 eligible communities in the Ministry's Transition Schedule.

Questions about Catchment Areas

12. Please clarify language in the RFP s. 1.3 (d) regarding awarding a part of a Collection Catchment Area.

R: While the objective is to award a contract for a Collection Catchment Area, this language was included to provide Circular Materials with the flexibility to award contracts that result in the most efficient receiving facility system.

13. Can a respondent submit for a portion of a catchment area?

R: A proposal must be for a minimum of one catchment area.

14. What are the volumes for the different catchment areas?

R: The Statement of Work in Appendix A MSA and SoW includes an Exhibit 2 that sets out the Estimated Marketed Tonnes in 2020 for each eligible community.

15. Can there be multiple Receiving Facilities in each collection catchment area?

R: Yes. Some Collection Catchment Areas are larger than a 60-minute drive which suggests these catchments may require more than one receiving facility.

16. Since a catchment area can have multiple receiving facilities, will you submit a proposal from a facility that can accommodate a portion of a catchment area?

R: We are requesting proposals which can service an entire catchment.

17. If a bidder submits a proposal for multiple facilities in one catchment area, can CMO choose which facilities will be awarded?

R: If proposal includes more facilities than are required to service the eligible sources, Circular Materials would select the facilities to be included in the contract.

18. Our facility currently services multiple eligible communities located in different catchments with different submission dates. Will we need to submit multiple proposals with multiple performance surety?

R: Yes. Given the sequential submission dates, a bond submitted as part of a proposal in response to RFP 2202-01 may have been returned (if the proposal was unsuccessful) or have been converted into Performance Security (if the proposal was successful) under a contract prior to submission of proposals in response to RFP 2022-02 and RFP 2022-03.



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Questions about Pick up Logistics for Producer Responsibility Organizations (PROs)

19. Will the PROs pick up their proportionate share of blue box material from each RF?

R: Under the Collection System Access Agreement, each PRO is responsible for picking up its proportionate share of collection blue box material from each receiving facility.

20. How will PROs guarantee that there will be no stranded collected materials left at RFs?

R: The proportionate shares allocated to PROs equal 100%. The total of all proportionate shares will therefore include all collected material.

21. Will PROs be assigned partial loads (i.e. less than a truck load) in order to meet their obligations?

R: Our objective is to avoid less than full loads for transportation logistics efficiency.

22. Will there be sufficient outbound trucks to ensure that a Receiving Facility is not overwhelmed? Will liquidated damages available if this occurs?

R: RLG as the Common Collection System Operator is responsible for scheduling pick ups by the PROs. The objective is to ensure that pick up occurs on a schedule that prevents a Receiving Facility from being overwhelmed. We will consider your request for liquidated damages.

General RFP Questions

23. May a proponent provide a form of proposal surety other than a bond, for example a letter of credit or a credit rating?

R: We will consider this request.

24. Can a respondent submit an alternate proposal without submitting a base proposal?

R: A proposal must include a base proposal for an alternate proposal to be considered.

25. Can facilities that are operating as MRFs be proposed as Receiving Facilities?

R: Yes, MRFs can be proposed as Receiving Facilities. The activities within the MRF that relate to the RFP scope of work would be included in the proposal. The activities within the MRF that are outside of the RFP scope of work, for example, processing and marketed should be excluded from the proposal submitted in response to the RFP.

26. Why is Toronto omitted from the RFP?

R: Toronto is omitted from the RFP due to the special circumstances of Toronto's transfer facilities.

27. Can you please speak to the intent of section 4.3.4 Exceptions in the RFPs?

R: This section was included to provide respondents with an opportunity to provide information on any special circumstances related to their proposal.

28. Will Receiving Facilities be required to interchangeably ship loose and baled materials or will one method be designated for that Receiving Facility?



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R: The choice to ship loose or baled material will be made by each Pro based on the location of the RF in relation to that PRO's processing facility. A PRO's choice will be known when the contract is executed and will be the method of pick up by that PRO.

29. Do we have to price all consolidation options listed in the pricing form (i.e., baled and loose), single stream, stream 1 and stream 2? Or can we price just those portions that the facility is able to provide? Or should that be submitted as an alternative bid?

R: A base proposal should include pricing for each of single stream, stream 1 and stream 2. An alternative proposal can include your proposed approach.

30. If a proposal includes a facility that cannot accommodate all three streams (e.g. it can accommodate single stream only), will it be rejected?

R: A facility needs to accommodate the streams in which blue box materials are collected in the eligible communities serviced by the facility.

31. How will proponent initiated alternative options be evaluated?

R: The evaluation criteria in the RFP will be used to evaluate base and alternative proposals.

32. Are the volumes in Exhibit 2 annual?

R: Yes.

33. Please confirm that a proposal must include both loose and baled pricing. Can a proposal include only pricing for loose materials if it is unable to bale materials?

R: A proposal must include both loose and baled pricing. The choice to ship loose or baled material will be made by each Pro based on the location of the Receiving Facility in relation to that PRO's processing facility. A PRO's choice will be known when the contract is executed and will be the method of pick up by that PRO.

34. What is the rationale to include baled Single Stream, Stream 1 or Stream 2 recyclables as a form of loading at the Receiving Facility? Were there any considerations given to the difficulties (such as compounded materials fused together, loss of recyclables) during the breaking of bales and then processing recyclables at MRFs or secondary processing facilities downstream?

R: The choice to ship loose or baled material will be made by each PRO based on the location of the Receiving Facility in relation to that PRO's processing facility. Presumably, the PRO will take the considerations listed in the question into consideration when determining whether they prefer to pick up loose or baled.

35. Can we change from single submission to joint later on?

R: Yes.



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36. Will addenda be shared to all plan takers or just to the RFP# in question?

R: Addendum # 1 was distributed to registrants of the June 22 non-mandatory meeting and to the initial distribution list because it relates to the Registration Form. Following the Registration Form deadline, addenda will be distributed to all registrants.

37. Can the RFP 2022-01 closing date be extended to end of August or September?

R: RFP 2022-01 includes catchments with eligible communities that transition between July 1, 2023 and December 31, 2023. As the start of this transition period is just a year away and time is required for PROs to make transportation and processing arrangements once the Receiving Facilities are identified, the RFP 2022-01 closing date cannot be extended.

38. Can a Receiving Facility operate for the transition period only and be phased out for post-transition?

R: The MSA and SoW included in the RFP are for a seven-year term, which covers the transition period and extends into the post-transition period.