

Request for Proposals Number 2023-09  
Establishment and Operation of Receiving Facilities for City of Toronto Districts  
Addendum # 1 – November 29, 2023

The Proposal Submission Deadline is changed by Addendum # 1.

Addendum # 1 includes revisions R1 to R3.

Addendum # 1 also includes responses to questions posed during the non-mandatory meeting on October 18, 2023 and responses to questions submitted in writing prior to November 24, 2023.

All other terms and conditions remain the same.

Include this addendum in Appendix D: Proposal Form under Acknowledgement of Receipt and Acceptance of Addenda as Addendum # 1.

**R1 – Request for Proposals Number 2023-09 for Establishment and Operation of Receiving Facilities for City of Toronto Districts**

Replace the Request for Proposals Number 2023-09 with the revised Request for Proposals Number 2023-09 found [here](#). A comparison document displaying the revisions can be found [here](#).

**R2 – Request for Proposals, Appendix A: Draft MSA, Schedule A – Statement of Work**

Replace Appendix A Master Services Agreement Schedule A Statement of Work with the revised Appendix A Master Services Agreement Schedule A Statement of Work found [here](#). A comparison document displaying the revisions can be found [here](#).

**R3 – Appendix K: Information**

Replace Appendix K: Information with the revised Appendix K: Information found [here](#). Revisions have been made to Appendix K-1 Estimated Projected Collected Tonnes in 2026.

**Questions Posed during Non-Mandatory Meeting with Responses**

1. Should the 25% contingency capacity be calculated based on daily, weekly, monthly or yearly inbound tonnes?

R: Section 3.1(d) of the Statement of Work states: “The contingency receiving capacity shall be calculated using an average of two days of incoming Collected Material.”

2. Should the 25% contingency capacity be calculated based on Appendix K-1 Estimated Projected Collected Tonnes or potential future tonnes?

R: The 25% contingency capacity provided for in Section 3.1(d) of the Statement of Work should be calculated based on Appendix K-1 Estimated Projected Collected Tonnes.

Request for Proposals Number 2023-09  
Establishment and Operation of Receiving Facilities for City of Toronto Districts  
Addendum # 1 – November 29, 2023

3. Is the 25% contingency capacity applied to each receiving facility or to a district?

R: The 25% contingency capacity provided for in Section 3.1(d) of the Statement of Work is applied by receiving facility.

4. In calculating Appendix K-1 Estimated Projected Collected Tonnes, how was housing growth taken into account?

R: Appendix K-1 Estimated Projected Collected Tonnes was calculating using an assumption of 1.37% single-family dwelling and multi-family unit growth.

5. Does Appendix K-1 Estimated Projected Collected Tonnes take into account facilities registering with RPRA for service post-2026?

R: No. The Issuing Authority is not able to estimate the number of facilities that will register with RPRA for services in/after 2026.

6. Do bidders have to provide a baling option?

R: No.

7. Are materials to be compacted prior to loading onto outbound vehicles? If so, is there a max. compaction rate?

R: Please see the revised definition of Compacted within the Statement of Work at R2.

8. What are the minor and material differences between this Receiving Facility RFP and previous Receiving Facility RFPs?

R: The following are provided by way of example and do not represent an exhaustive list of differences. A centroid based on the EC's geographic downtown was provided for each eligible community in Receiving Facility RFPs 2022-01, 2022-02 and 2022-03 from which to measure the driving time to the Preferred Proponent's proposed receiving facility location. A geographic centroid for a City of Toronto District is not feasible due to the distribution of residences and facilities across the District.

9. Is the 60 minute drive time measured from the closest District boundary to the Proponent's proposed Receiving Facility?

R: The 60 minute drive time is measured from the Proponent's proposed Receiving Facility to eligible sources. The 60 minute drive time is measured as a radius from a

Request for Proposals Number 2023-09  
Establishment and Operation of Receiving Facilities for City of Toronto Districts  
Addendum # 1 – November 29, 2023

proposed Receiving Facility to the boundary of the District (or Districts) included in a Proponent's Proposal. Eligible sources within the radius are within the 60 minute drive time.

**Questions Submitted in Writing with Responses**

1. Can the Proponent mix (receive, consolidate and load) City of Toronto's Single Stream Recyclables with Single Stream Recyclables from other catchment areas awarded through previous Receiving Facility RFPs?

R: If a Receiving Facility currently under contract to the Common Collection System is awarded a contract under Collection RFP 2023-07, Single Stream Collected Material from all Eligible Communities can be blended.

2. Does the tonnage information provided in Appendix K include "Public Space" recyclables? If yes, what percentage of the tonnage is "Public Space" recyclables? If no, please provide the estimated annual "Public Space" recyclables for each District.

R: No.

3. Is the average 60-minute drive time between the Receiving Facility and each District based on the boundary located furthest away from the Receiving Facility?

R: As stated in Section 3.1(b) "The maximum driving time required to reach an RF from Eligible Sources in a District shall not exceed one (1) hour." Please see response number 9 above. The boundary of a District is relevant only if the drive time from the Receiving Facility to the boundary is less than one (1) hour.

4. Can the proponent submit a "Base" bid for one District only or would that only be accepted as an "Alterative" bid?

R: Yes. A Proponent may submit a Proposal for a single District.

5. For the purposes of RF tip floor capacity calculation, how many days per week should the Proponent expect to receive blue box recyclables from each District.

R: As stated in Section 3.2(a), the Receiving Facility should be open to receive Inbound Vehicles and Outbound Vehicles 7 am to 7 pm on Business Days unless otherwise approved by RLG.

6. Would Circular Materials consider moving the deadline for questions to January 5<sup>th</sup>, 2024, and the submission deadline to January 18<sup>th</sup>, 2024?

R: See R1.