

Solicitation Number: RFP CMAB2025-02  
Pick-up and Precondition PPP in The Province of Alberta

Addendum # 3

Issued Date – May 13, 2025

The Proposal Submission Date is unchanged by Addendum #3.

All other terms and conditions remain the same.

**Questions Posed by Proponents:**

1. **Question:** Does CMA want recovered Beverage Containers shipped baled or loose?

**CM Answer:** Beverage containers should be prepared and shipped loose out of the PCF.

2. **Question:** Does CMA want recovered Aseptic Containers shipped baled or loose?

**CM Answer:** Recovered Aseptic containers should be prepared for shipping from the PCF baled.

3. **Question:** Does CMA want recovered Polypropylene (#5 plastics) Packaging baled on its own or included with the Mixed Rigid plastic (#3-#7 plastic) bales?

**CM Answer:** CM is seeking Preconditioning services in PCF RFP CMAB2025-02

The target sorting and recovery values are presented in Appendix A – Section II.G.5, including material category: “3-7 Bottles and Small Rigid+black.”

CM is interested in hearing about capacity for additional sorting or recovery (for example sorting and baling #5) can be offered and presented as Alternative Option(s).

4. **Question:** Does CMA consider “Fines” or recyclables within MRF residue sent to waste-to-energy considered Marketed for the purposes of Sorting Efficiency Rate calculations? If so, is there a limit on how much of these products can be sent “waste-to-energy”?

**CM Answer:** No, CM does not consider recyclables within the residue stream sent to WTE part of the SER calculations.

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5. **Question:** How does CM ensure that addenda released before a proponent registers makes it to the proponent?

**CM Answer:** Upon registration, the potential proponent will advise the appropriate email(s) for communication. This email(s) will then be used to send all previous addenda.

Addenda are also available on the CM website.

6. On the price sheet C7 has two of the same lat and long listed for C7 was this intentional?

**CM Answer:** The shared latitude/longitude data for registered communities is intentional, as these are cities and towns located within a county or municipal district, and the centroids are meant to be representative of the estimated projected collected tonnes.

7. Who is responsible for marketing the material from the PCF?

**CM Answer:** Marketing responsibilities are described in the PCF RFP CMAB2025-02 Appendix A - agreement with schedules Section 2.1 Scope of Preconditioning of Collected Material at the PCF including details in (d) : "CM shall retain title to all Collected Material delivered to the PCF and shall market Preconditioned Marketable PPP and Marketable Non-PPP produced from Collected Material including arranging for the transportation of Marketable PPP and Marketable Non-PPP from the PCF to end markets."

8. Section 10 sub section 2 of table 4.1: Proposal Evaluation Criteria states "The Receiving Facilities or Receiving Facility must be within one (1) hour driving time. The driving time shall be measured based on the average amount of time required to complete the drive from the centroid of a Registered Community to a Receiving Facility over the course of a typical day" Do to the large geographic area covered by some of the Catchment areas it may not be possible to have a RF within this 1-hour drive time of all registered communities. How does CM propose proponents handle this situation should this be listed as an exception? There is no other listing of these requirements in the MSA or RFP

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**CM's Response:** Proponents may propose more than one RF per catchment and/or where it does not feel it is feasible to have an RF within this 1-hour drive time of all registered communities it may provide exceptions or Alternative Option(s) including consideration as to how it will compensate Collection Vehicle that must drive beyond the 1-hour driving time to access a RF that it is proposing

9. Rocky Mountain House, Town of is closer in geographic area to C8 communities versus C10. Can you confirm that Rocky Mountain House is to be part of C10?

**CM's Response:** Yes, Rocky Mountain House is part of C10. Proponents of RFP 2025-01 should clearly describe their most efficient plan to meet the service requirements of RFs for the Alberta catchment areas that they are proposing to service. If the most efficient plan to meet the RF service requirements and travel times/distances includes material crossing between catchment areas, that is acceptable but should be captured as an exception.

10. Could Circular Materials please provide unlocked copies of the Appendix C: Confidentiality Agreement, so that comments can be provided?

**CM's Response:** Per the RFP process, we will not supply unlocked copies.

11. As the Town of Banff only wishes to process our own material collected, we would be bidding on RFP CMAB2025-02? If this is correct, can we please be removed from the RFP2025-01?

**CM's Response:** If the town of Banff is proposing RF services they should be submitting a response to RF RFP2025-01. If a proponent is proposing combined RF & PCF services, the proponent should be submitting RF RFP2025-01 Appendix K – Alternative Option form – Receiving Facility co-located with Preconditioning facility, including description of the Alternative Option, and submit a response to PCF RFP CMAB2025-02 including terms of proposed PCF services.

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12. In Appendix H – For clarity, the bond is equivalent to 25% of the projected annual contract rather than \$100,000 as described in 4.1.2

**CM's Response:** The \$100,000 referenced is the deposit required to submit a proposal. The 25% is a performance bond required from the successful proponent.

13. In Appendix I – Can you explain how to fill out **table 1** noting:

- a. that we do not wish to transport any collected materials to another facility

**CM's Response:** If a proponent is proposing combined RF & PCF services, the proponent should be submitting RF RFP2025-01 Appendix K – Alternative Option form – Receiving Facility co-located with Preconditioning facility

- b. we intend to keep our operations the same with a 3<sup>rd</sup> party picking up preconditioned baled materials

**CM's Response:** Marketing responsibilities are described in the PCF RFP CMAB2025-02 Appendix A – agreement with schedules Section 2.1 Scope of Preconditioning of Collected Material at the PCF including details in (d) : “CM shall retain title to all Collected Material delivered to the PCF and shall market Preconditioned Marketable PPP and Marketable Non-PPP produced from Collected Material including arranging for the transportation of Marketable PPP and Marketable Non-PPP from the PCF to end markets.”

- c. The cost for pickup of baled materials is imbedded in the cost/MT compensation agreement

**CM's Response:** Appendix I – Table 1 includes proponent pricing for the pickup and transportation of material from Receiving Facilities. Proponents are currently preparing proposals for Receiving Facility product streams including loose and compacted material. Baled materials could be considered from remote Receiving Facilities as alternate options. The pricing table 1 Appendix I for CMAB2025-02 does not include independent pricing for baled material as it is not anticipated but could be priced as an alternate option or negotiated if necessary for remote Receiving Facilities exceptions. Table 2 is for

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preconditioning costs (loose or compacted plus surcharge for any baled material).

Given the above comments, would we need to fill out this table as in our proposal we do not plan on changing our operations?

**CM's Response:** Interested proponents should respond to the base RFP scope of work, and highlight any exceptions or Alternate Proposals.

14. In Appendix I – Can you please explain in detail what Table 3 is referring to and would it apply to the Town of Banff, should we complete?

**CM's Response:** Appendix I – table 3 is the proponents' opportunity to present mark-up on capital investment, and mark-up in the case of change orders.

15. In Appendix I – Can you explain what **Table 4** is referring to. Termination fee for the Town of Banff if we were to leave the agreement?

**CM's Response:** Table 4 refers to the early termination fee owed to a PCF proponent if CM ends the MSA before the end of the 10-year period (based on a proponent's costs).

16. In Appendix I – Do we leave tables 1/3/4 blank if they don't pertain to us?

**CM's Response:** Interested proponents should respond to the base RFP scope of work and highlight any exceptions or Alternate Proposals. Proponents should present all applicable fees in Appendix I – pricing form.

17. In Appendix J – If we do not have outbound material quantities, do we fill out the alternative option form to clarify our 3<sup>rd</sup> party agreement?

**CM's Response:** Appendix J – alternative option form, Proponents can include a summary of their Alternative Option(s) with associated details, and pricing. Outbound materials from the PCF will be marketed, or potentially subject to

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additional enhanced sorting as proposed as Alternative Option(s) by a proponent.

18. In Appendix J – If required, in our case, how would we fill out the Early Termination Fees table? Do we leave it blank if it doesn't apply?

**CM's Response:** Appendix J – alternative option form, If you are not proposing an early termination fee, then leave blank.

19. **Note from CM:** When sending deposits or other mandatory paperwork required to be received by CM:

- a. proponents are to be aware that CM office hours at 1 St. Clair Avenue West, Suite 700, Toronto, ON, M4T 1Y5 are 9 am to 5 pm EST, Monday to Friday.
- b. Courier envelopes and internal envelopes should be addressed to

Procurement Department  
c/o Circular Materials  
(see label template for address)

**Note:** Regarding the bond requirement (reference RFP 2025-01 – section 4.12.a. – Proposal Deposit):

"Proponents are required to submit a deposit for their Proposal, and any Alternative Option(s) in the amount of \$100,000 in the form of a certified cheque, bank draft, Canadian currency, letter of credit or bid bond ("Proposal Deposit") payable to Circular Materials to the address in Appendix L." Just one bond of \$100,000 is sufficient per proposal submission including any number of Alternate Options.