



Request for Prequalification # 1095-2018

for

The Receipt, Transfer and Haulage (if required) and Processing of Organics from the Region's Source Separated Organics Green Bin Collection Program

Document 2 of 3

Electronic Submission required

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Table of Contents

Appendix A, A-1 The Deliverables 3

Appendix A, A-2 Material Disclosures..... 4

Appendix A, A-3 Mandatory Submission Requirements..... 5

 1. Submission Form..... 5

 2. Other Mandatory Submission Requirements..... 5

Appendix A, A-4 Mandatory Technical Requirements 6

Appendix A, A-5 Final Conditions of Prequalification..... 8

Appendix A, A-6 Rated Criteria..... 9

Attachments and Standard Forms (if applicable)..... 10

Appendix A, A-1 The Deliverables

A-1 The Deliverables and A-2 Material Disclosures are posted separately as one document under RFPQ-1095-2018 on durham.bidsandtenders.ca.

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Appendix A, A-2 Material Disclosures

A-1 The Deliverables and A-2 Material Disclosures are posted separately as one document under RFPQ-1095-2018 on durham.bidsandtenders.ca.

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Appendix A, A-3 Mandatory Submission Requirements

1. Submission Form

Each response must include a Submission Form completed and signed by an authorized representative of the Respondent.

2. Other Mandatory Submission Requirements

Not applicable

Appendix A, A-4 Mandatory Technical Requirements

Failure to satisfy all the Mandatory Technical Requirements listed below within **two (2)** business days of the Region's request will, subject to the express and implied rights of the Region, be cause for disqualification and the response will not be evaluated further.

1. All Bidders must provide a copy of the following:

- (i) Environmental Compliance Approvals (ECA issued by the Ministry of Environment, Conservation and Parks (MOECP) for the Province of Ontario) for the following:

- operation of a licensed Organics Processing Facility within the Province of Ontario as defined within;

If a separate transfer station is not being proposed, the ECA must also confirm that the licensed Organics Processing Facility is within the boundaries of the Region of Durham.

Further to this, for the portion of work within the City of Oshawa and the Town of Whitby, the ECA must also confirm that the licensed Organics Processing Facility is located within the boundaries of the City of Oshawa or Town of Whitby.

- (ii) A letter of surety from their financial institution confirming that the Bidder would be able to qualify for the issuance of an irrevocable Letter of Credit in the amount of at least \$500,000.00 should they be the successful bidder on the subsequent RFT.

2. If your proposed solution includes a Transfer Station that is separate from the Organics Processing Facility, Bidders must provide the following:

- (i) A copy of the Respondent's Provincial Commercial Vehicle Operators Registration (CVOR) demonstrating a rating of 'satisfactory' or greater. If the Respondent intends to subcontract the haulage portion of the Contract, the CVOR of the

subcontractor must be provided. Any CVOR with a rating less than “satisfactory” shall deem the submission as non-compliant and will not be considered further;

- (ii) A copy of the Environmental compliance Approvals (ECA issued by the Ministry of Environment Conservation and Parks (MOECP) for the Province of Ontario) for:
- operation of a licensed transfer station for the receipt and acceptance of SSO materials
 - confirmation that the location of the transfer station is within the boundaries of the Region of Durham

Further to this, for the portion of work within the City of Oshawa and the Town of Whitby, the ECA must also confirm that the transfer station is located within the boundaries of the City of Oshawa or Town of Whitby.

3. If your proposed Organics Processing Facility (within the Province of Ontario) is processing SSO using Anaerobic Digestion, Bidders must provide the following:

- (i) A copy of the Environmental compliance Approvals (ECA issued by the Ministry of Environment Conservation and Parks (MOECP) for the Province of Ontario) for:
- sewage discharge issued under the Ontario Water Resources Act (OWRA)

Appendix A, A-5 Final Conditions of Prequalification

In accordance with the terms and conditions of this RFPQ, the following documentation must be provided within **ten (10) business** days of notice provided by the Region. Failure to do so may result in the disqualification of the respondent and the pre-qualification of another respondent.

Not applicable.

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Appendix A, A-6 Rated Criteria

The following sets out the categories, weightings and descriptions of the rated criteria of the RFPQ. Respondents who do not meet a minimum threshold score of twenty (20) points in 'Experience and Qualifications' category, will not be evaluated further. Respondents who receive 20 points or higher in this category, but do not receive a combined total threshold score of seventy (70) points overall will not proceed to the next stage of the evaluation process.

Item number	Rated criteria category	Weighting (points)	Minimum (points) threshold
1.	Experience and Qualifications	40	20
2.	Odour Control	30	N/A
3.	Quality Management	25	N/A
4.	Innovation	5	N/A
	Total Points	100 points	70
	References	pass / fail	pass

Responses should include thorough details to allow for a comprehensive evaluation of submissions based on the Rated Criteria disclosed above and further detailed in the Electronic Form(s), Appendix E. In determining the level of detail to submit for evaluation, refer to the evaluation weighting (points) breakdown outline as noted above, and the instructions contained in Part 4, Electronic Form Instructions.

References

References should be for work of similar size and scope as that described in Appendix A, A-1, Deliverables, and should be for work performed within the past (five (5) years). Reference checks must validate the Respondent's capability to complete work of similar size and scope in a satisfactory manner.

Attachments and Standard Forms (if applicable)

Attachment 1 - Regional Municipality of Durham Boundary Map

Attachment 2 – City of Oshawa and Town of Whitby Boundary Map

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