

**Meeting Date:** January 20, 2025  
**Department:** Engineering & Public Works  
**Report No.:** EPW-2025-04  
**Submitted by:** Mark Ortiz, Director of Engineering and Public Works  
**Approved by:** Trisha McKibbin, Chief Administrative Officer  
**SUBJECT:** Waste Transfer Station Operations Tender Award

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**RECOMMENDATION:**

**THAT: Report EPW-2025-04 “Waste Transfer Station Operations Tender Award” be received for information, and further;**

**THAT: Council direct to staff to enter into an agreement with Sarnia Paving Stone for the Operations of the Municipality’s Waste Transfer Stations for a total 5-year contract estimated value of \$998,308 excl. HST.**

**BACKGROUND:**

The Municipality of Strathroy-Caradoc has two waste transfer stations. One is located at 27786 Pike Road adjacent to the Strathroy Wastewater Treatment Facility and the second is located at 22416 Mill Road adjacent to the Mt Brydges Wastewater Treatment Facility.

The current contract for site operations is ending February 28, 2025. Staff prepared and posted a Request for Tender on Bids and Tenders. The Request for Tender asked that Proponents submit pricing to provide site operations, which include:

- Supply Staff at the sites at all times during regular operating hours.
- Collect fees from Residents
- Ensure the effective, efficient and responsible use of all equipment, software, hardware and fee technology
- Comply with the Fee Schedule to collect the Fees as set by Municipality.
- Supply bins at the sites at all times during operating hours for the loading of materials
- Supply the trucking of the bins when full and compacted to a Ministry of the Environment, Conservation and Parks approved locations
- Assess each load that is brought to the site and levy a fee as per the approved fee schedule for the site and in accordance with the sites ECA.
- Provide a yearly site operation report to the Municipality
- Provide site disposal information for the waste and recycling sites on a yearly basis.

**COMMENTS:**

The request for proposal for the Strathroy-Caradoc Transfer Station Operations closed on Tuesday November 12, 2024 with three proposals being received.

The proposals were ranked by applying historical volumes of materials received at the Transfer Stations during a two-year period to the unit pricing provided in the tenders. The overall price will vary based on the number of residents using the facilities and the volumes of material deposited over the contract period.

The final ranking for the proposals were:

<b>Ranking</b>	<b>Company</b>	<b>Total Estimated Contract Value for 5 years</b>
1	Sarnia Paving Stone	\$998,308
2	Waste Management	\$1,678,461
3	E360	\$3,559,299

Staff reviewed SPS’s bid, confirmed it meets the criteria of the tender and support awarding a contract for operations services to SPS.

**CONSULTATION:**

- Chief Administrative Officer
- Director of IT/Finance-Treasurer
- Manager of Environmental Services

**FINANCIAL IMPLICATIONS:**

The operations of the Municipality’s Waste Transfer Stations are budgeted in the annual operations budget.

**ALTERNATIVE(S) TO THE RECOMMENDATION:**

1. Council to provide alternate direction.

**STRATEGIC PLAN ALIGNMENT:**

This matter is in accord with the following strategic priorities:

Local Infrastructure and Capital Investment: Households and businesses in Strathroy-Caradoc will be supported by reliable, financially responsible, and well-maintained infrastructure networks.

**ATTACHMENTS:**

None