

AGENDA ITEM NO: 7.1

MEETING DATE: August 20, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Household Hazardous Waste Collection DATE: August 9, 2024
Days Tender

DEPARTMENT: Engineering Department PREPARED BY: Tara Friesen

1. SUMMARY OF ISSUE:

Four (4) submissions were received for the Household Hazardous Waste Collection Days Tender. The work consists of the supply of all labour, equipment, supervision, materials, transportation, and processing to complete all tasks required for three (3) annual Household Hazardous Waste Collection Days, with the option to extend the contract for up to two (2) additional one (1)-year terms upon mutual agreement of the City and contractor.

A decision to award the Tender is required.

2. RECOMMENDATION:

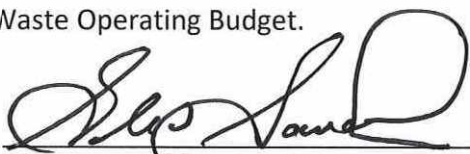
Recommendation that Council award the Tender for Household Hazardous Waste Collection Days to Environmental 360 Solutions Ltd. in the estimated amount of \$174,567.27 for the three-year term of 2024 to 2026, with up to two (2) additional one (1)-year terms; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.



Kara Jefford, Director of Engineering

3. FINANCE COMMENTS:

Sufficient funds have been allocated within the Solid Waste Operating Budget.



Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

**STAFF REPORT ON
HOUSEHOLD HAZARDOUS WASTE COLLECTION DAYS TENDER**

PREPARED BY: Clark Dudzik DATE: August 9, 2024

POSITION: Senior Environmental Services Specialist DEPARTMENT: Engineering

1. DEFINITION OF ISSUE:

Four (4) submissions were received for the Household Hazardous Waste Collection Days Tender. The work consists of the supply of all labour, equipment, supervision, materials, transportation, and processing to complete all tasks required for three (3) annual Household Hazardous Waste Collection Days, with the option to extend the contract for up to two (2) additional one (1)-year terms upon mutual agreement of the City and contractor.

A decision to award the Tender is required.

2. FACTORS:

- 2.1 The 2024 Household Hazardous Waste Day event will be hosted at the City's Operations Centre staff parking lot located at 44390 Luckakuck Way, which is where the event was held last year. The event will be held on a Saturday in October to coincide with Waste Reduction Month.
- 2.2 This annual one-day event allows residents to dispose of household hazardous wastes in an environmentally responsible manner. Last year, approximately 7 tonnes of material was collected by the primary contractor from approximately 280 vehicles.
- 2.3 The City retains one primary contractor to supply the labour, equipment, supervision, materials, transportation, and processing required for the event through a tendering process.
- 2.4 The tendered submission prices are provided in the table below. The costs are based on lump sum administration fees and any applicable environmental fees and surcharges, as well as the estimated disposal costs of the material based on historical volume/weight averages. As such, it may not represent the exact cost of waste handling for the event every year.

Tenderer	Estimated 3-Year Cost (Excluding GST)
Environmental 360 Solutions Ltd.	\$174,567.27
GFL Environmental Services Inc.	\$194,224.83
Clean Harbors Canada, Inc.	\$245,390.28
Secure Energy	\$248,234.00

- 2.5 Environmental 360 Solutions Ltd. submitted the lowest compliant Tender. They have experience in the handling and processing of hazardous wastes, and have managed similar events for the Regional District of Okanagan-Similkameen. They are also currently the City's operating contractor for the Bailey Landfill.
- 2.6 Starting in 2015, residents from a total of five cities and electoral areas within the Fraser Valley Regional District (FVRD) were permitted to participate in the event through a cost-sharing arrangement with the City. The FVRD has confirmed their participation with the same cities and electoral areas for the duration of this contract.
- 2.7 As shown in the table below, the total number of vehicles attending the event was much higher than usual in 2020 and 2021, due to COVID-19, with many residents staying at home and cleaning out their garages, sheds, basements, etc.

	2023	2022	2021	2020	2019	2018
Number of Vehicles Attending	280	331	524	552	464	375

- 2.8 The venue for the 2021 and 2022 events was changed from the City's Operations Centre staff parking lot to the Chilliwack Heritage Park parking lot, as it allowed for a much larger queue space. By 2022, the number of vehicles attending the event came back down to pre-COVID numbers, so the venue switched back to the City's Operations Centre staff parking lot in 2023. There were no issues with site capacity or wait times at last year's event.
- 2.9 Historically, the Chilliwack Bottle Depot supplied staff to collect paint, flammable liquids, pesticides, light bulbs, fluorescent tubes, and smoke alarms on behalf of Product Care Recycling, which is one of many provincial recycling stewardship programs. In recent years, Product Care informed the City that they would no longer supply or arrange for staff to collect the Product Care items at the City's event, as there is already year-round availability to drop off these items at various collection depots within the City. The advertisement of no longer accepting Product Care items at the event (and promoting the free year-round disposal options) was also likely a contributing factor in the reduction of vehicles in 2022 and 2023.
- 2.10 Various disposable gas canisters, refillable propane cylinders, household batteries, and lead-acid batteries are accepted at the event, and the City retains secondary contractors to remove and process these items.
- 2.11 Any materials not collected by secondary contractors will be collected by the primary contractor, which are materials that are approved through their Tender submission, such as unlabeled items, resins, fire extinguishers, household cleaners, and pool chemicals.

3. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council award the Tender for Household Hazardous Waste Collection Days to Environmental 360 Solutions Ltd. in the estimated amount of \$174,567.27 for the three-year term of 2024 to 2026, with up to two (2) additional one (1)-year terms; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

Environmental 360 Solutions has managed similar events for the Regional District of Okanagan-Similkameen. A reference letter from that Regional District was part of their Tender submission, and they noted that the contractor demonstrated a high level of professionalism and efficiency carrying out the events. Household Hazardous Waste Collection Days promote the responsible disposal or recycling of hazardous materials to reduce potential health and environmental impacts.