

REQUEST FOR PROPOSAL TOWN OF WESTLOCK FIVE YEAR WASTE COLLECTION SERVICES 2025- 2030

The Town of Westlock (the Town) is requesting proposals from qualified waste management service contractors for a 5-year service agreement within the Town. It will involve providing the services below:

- Residential Waste Collection Tote Services
- Residential Organic Collection Tote Services
- Commercial Waste Collection Program and Recycle Collection from Town Owned/Operated Sites.

Proposals shall be submitted in electronic PDF format, via email to rbenoit@westlock.ca with the following Subject Line:

Proposal - Town of Westlock Five Year Waste Collection Services 2025 - 2030

Proposals must be received prior to the predetermined time and date set forth or they will not be accepted for this Request for Proposal. Proposals received late will not be considered. Please review the RFP in its entirety prior to directing inquiries to the Town. All inquiries should be submitted in writing via e-mail; and the answers will be distributed to all interested Proponents.

Faxed Proposals will NOT be accepted.

Town of Westlock reserves the right to accept or reject any and/or all proposals and to waive irregularities and informalities at its discretion. The Town reserves the right to accept a proposal other than that with the lowest price or highest evaluated score without stating reasons. By submitting a proposal, the Proponent waives any right to contest, in any proceedings or action, the right of the Town to accept or reject any proposal in its sole and unfettered discretion. Without limiting the generality of the foregoing, the Town may consider any other factor besides price and capability to perform the work in its sole and unfettered discretion. The Town reserves the right to further negotiate with its selected proponent(s).

This request for proposal does not commit the Town to award a contract or pay any costs incurred in the preparation of a proposal or attendance at a meeting with the Town Council or Administration.

The Town reserves the right to have multiple firms selected to assist the Town with the best value and results.

RFP closes on **Thursday, January 9, 2025 at 2:00 p.m.** local time at the Town Administration Building at the Town of Westlock. Documents received late will not be opened or considered.

All amounts provided shall be indicated in words and figures, and include other associated costs related to the proposals or alternatives offered. Do not include G.S.T.

Inquiries:

Robin Benoit, CET
Director of Operations
Town of Westlock
10003-106 Street
Westlock, Alberta T7P 2K3
Phone: 780.350.2112
Email: rbenoit@westlock.ca

INTRODUCTION

The Town of Westlock is responsible to maintain a high level of service to Town residents, which includes the collection of solid waste, organics, recycling made weekly throughout the Town. The Town of Westlock is requesting proposal from qualified waste management service contractors for this service within the Town. It will involve providing the services below.

- Residential Waste Collection Tote Program
- Residential Organic Seasonal Collection Tote Services
- Commercial Waste Collection and Recycling (Cardboard/Paper) Program for Town of Westlock Owned/Operated Sites only

The Residential Solid Waste collection is weekly on the same day of the week for the entire Town. The contracted service provider must haul all collected materials to the Westlock Regional Waste Management Commission's facility located approximately 3.2 kilometers East of the Hwy 44 and 1 kilometer south of Hwy 18.

The Town Residential organic collection will be once per week on Thursday between April through November, and once per month on the third Thursday between December through March. The Town may be broken into two (2) collection areas. The successful contractor will determine and recommend the extent and details of the waste collection day; however, the Town will make the final decision. The contracted service provider must haul these materials collected to the Westlock Regional Waste Management Commission's facility.

Alberta has a new extended producer responsibility framework for packaging and paper. The new regulation came into effect on November 30, 2022, with the transition to EPR



launching in April 2025. The Town of Westlock will be participating in the program and therefore products under this category will not be part of services covered under this RFP.

The contracted service provider will not be required to pay the tipping fees at the Westlock Regional Waste Management Commission's facility. The Town has an arrangement with the Westlock Regional Waste Management Commission to receive all materials and the tipping fee will be charge directly to the Town.

The **Commercial Waste Collection and Recycling Program for Town of Westlock Owned/Operated Sites** is collected weekly on the same day of the week. The contracted operator must haul these materials collected to the Westlock Regional Waste Management Commission's facility. Services are provided by Roll – Off Bins. Recycle services are for plastic types 1, 2, 4 and 5, cardboard and paper.

The Town of Westlock invites interested solid waste management companies which are qualified and experienced in the areas of waste and organics materials collection, handling and processing to submit proposals to provide these services. The following section will outline what is required of the Proponent and what is to be supplied in the proposal.

COMPLETE PROPOSALS

The Town's requirements that each Proponent must follow and include in its proposal are outlined herein. The Town reserves the right to determine, in its sole discretion, whether any proposal meets the specified requirements. Proposals should address all of the requirements as outlined in the RFP but may also include additional alternatives for consideration.

REQUESTS FOR INFORMATION / CLARIFICATIONS / INTERPRETATIONS

Each Proponent is solely responsible for ensuring that it has all information necessary to prepare its proposal and for independently verifying and informing itself with respect to any terms or conditions that my affect its proposal.

INQUIRIES:

Refer all proposal inquiries in writing to Robin Benoit, Director of Operations, by e-mail at rbenoit@westlock.ca.

Deadline for inquiries is Four (4) days prior to the closing date.

Amendments to this RFP will be made available in the same manner and by the same method used for the distribution of this RFP on Alberta Purchasing Connection.



Any appendices to the RFP and any subsequent addendum are incorporated into and form part of the RFP.

By participating in the RFP process, the Proponent agrees to hold harmless the Town, its officers, employees, agents, successors and assigns from all claims of liability and costs related to all aspects of the selection process.

The Proponents shall be responsible for conducting their own due diligence on data and information upon which their proposal is based. The Proponents shall be deemed to have gathered all information necessary to perform their obligations under the RFP.

The Town is not bound to negotiate with any Proponent. At any time prior to the execution of the contract, the Town, may in its sole and unfettered discretion, terminate the RFP, cancel the project, or proceed with the project on substantially different terms. All of this may be done without any compensation payable to any Proponent participating in the RFP process.

Information referenced in this RFP, or otherwise made available by the Town as part of this RFP, is provided for the convenience of the Proponent and the Town does not warrant the accuracy or completeness of this information. The Proponent is requested to immediately bring forth to the Town any conflict or error that it may find in the RFP. Proponents who find discrepancies or omissions in the information provided, or who have questions as to the meaning or intent of various aspects of the project, should at once notify the Town, who will, if necessary, provide written instructions, clarifications, or explanations to all Proponents through the same manner in which the RFP was distributed.

Proponents will be advised, during the Proposal by addendum of any changes, additions, or deletions to the intent of the Proposal. All such changes shall be included in the final proposals submitted by Proponents.

PROPOSAL SUBMISSIONS

Proposals shall be submitted in electronic PDF format, via email to rbenoit@westlock.ca with the following Subject Line:

Proposal - Town of Westlock Five Year Waste Collection Services 2025 2030

Proposals must be received prior to the predetermined time and date set forth or they will not be accepted for this Request for Proposal. Proposals received late will not be considered. Please review the RFP in its entirety prior to directing inquiries to the Town. All inquiries should be submitted in writing via e-mail; and the answers will be distributed to all interested Proponents.



THE RFP PROCESS

The submission of a proposal does not constitute a legally binding agreement between the Town and any Proponent. All proposals may be withdrawn by the Proponents' at any time prior to the execution of the Contract. The Contract with the successful Proponent will be prepared by the Town. The Town is not bound to negotiate with the lowest or any Proponent and may, in its sole discretion, discontinue the RFP process prior to the execution of the contract.

The objective of the RFP is to identify the basic evaluation criteria and to establish the framework through which proposals will be evaluated. The goal of the RFP process is to identify those Proponents who can offer the best value and provide an effective service that will meet or exceed the Town's expectations for Waste Management Services.

The evaluation process may involve both qualitative and quantitative elements. The selection of the successful Proponent will be at the sole discretion of the Town. As a general guideline, all proposals presented by Proponents will be evaluated in the context of the overall value that they bring to the Town. While cost may be a significant part of the evaluation criteria, it may not be the sole determinant. The selection process assigns points to the measurable criteria. The criteria table is shown as Appendix B herein.

ACCEPTANCE OF PROPOSALS

The Town will have specific interest in offers from firms that possess the abilities and resources to provide the range of service as indicated in the following section "Project Requirements".

Participants must provide the following as a component of the proposal package:

- Company history, experience
- Three municipal references complete with their contact information
- Proposed management structure and related experience
- Key operational personnel, including means of providing complaint, emergency and problem resolution as well as back to normal operation.
- Availability, size, type, age and condition of equipment, machines, vehicles and handling / sorting facilities to be used for services provided.
- Any other information that will assist in supporting the proposals submitted.

The Town of Westlock reserves the right to reject any or all Proposals or to accept the Proposal deemed most favorable to the Town of Westlock. The process involving submission and receipt of proposals in no way constitutes a tendering process or binding contractual arrangement between any of the participating parties.



It is intended that proposals will be evaluated in a timely manner after opening.

COMMENCEMENT OF SERVICE DELIVERY

It is expected that the approved service delivery package will commence on or about April 1, 2025.

TERM

This service is to be provided by the Contractor for a term of five (5) years commencing April 1st, 2025 ending March 3, 2030.

SITE INSPECTION

Those participating are encouraged to visit and inspect the general Town area as well as the Westlock Regional Waste Management Commission's facility. Arrangements may be made with Robin Benoit, Director of Operations, at the Town of Westlock, phone 780-349-3740.

NEGOTIATION

The Town reserves the right to negotiate with any or all Proponents, after initial receipt and opening of proposals. The Town may negotiate with any Proponent whose proposal is at variance with material or no-material aspects of the RFP requirements if, in its sole discretion, the Town believes the objectives of the request will be better achieved.

DELIVERABLES

Primary Services

Residential Waste Collection Tote Program

Residential Organics Spring to Fall Collection Tote Program

Commercial Waste Collection and Recycling Program for Town Owned/Operated Sites

Optional Service

Residential Waste Bi-Weekly Collection Tote Program

Residential Organics Winter Bi-Weekly Collection Tote Program

DETAILS

1. Residential Waste Collection Tote Program (250-litre 2-wheel tote)

Proposals are required for residential (curbside) collection of waste materials on a "Tote" system provided once per week. The service is offered to all practicable forms of residential



units; mobile home parks; multi family units of 4-plex and 6-plex size. Totes shall be provided by the successful bid applicant.

The Town waste collection day will be once a week on Wednesday. The Town may be broken into two (2) collection areas. The successful contractor will recommend the extent and details of the waste collection day; however, the Town will make the final decision.

The contractor will be required to supply each collection site with a standard 250-litre 2-wheel tote for Residential Waste. At the end of the 5-year term the tote will be considered the property of the service provider.

This quote will be based on front curbside pick up for approximately 1925 collection sites. Residential waste is required to be hauled to the Westlock Regional Waste Management Commission's facility.

2. Blue Bag Residential Recycling Program

Alberta has a new extended producer responsibility framework for packaging and paper. The new regulation came into effect on November 30, 2022, with the transition to EPR launching in April 2025. The Town of Westlock will be participating in the program and therefore products under this category will not be part of services covered under this RFP.

3. Residential Organics Seasonal Collection Tote Program

Proposals are required for residential (curbside) collection of organic materials on a "Tote" system provided once per week. The service is offered to all practicable forms of residential units; mobile home parks; multi family units of 4-plex and 6-plex size. Totes shall be provided by the successful bid applicant.

The Town organic collection day will be once per week on Thursday between April through November, and once per month on the third Thursday between December through March. The Town maybe broken into two (2) collection areas. The successful contractor will determine and recommend the extent and details of the waste collection day; however the Town will make the final decision.

The contractor will be required to supply each collection site with a standard 250-litre 2-wheel tote for Organic Waste. At the end of the 5-year term the tote will be considered the property of the of the service provider.

This quote will be based on front curbside pick up for approximately 1882 collection sites. The proponent is required to haul organics collected to the Westlock Regional Waste Management Commission's facility.



4. Commercial Waste Collection Program and Recycle Collection from Town Owned/Operated Sites.

Proposals are required for Commercial Waste Collection and Recycle Collection from Town Owned/Operated Sites. The waste collection days will be one day per week, the recycle collection will be one day per week. The successful contractor will determine and recommend the extent and details of the waste and recycle collection day, however the Town will make the final decision.

Requirements: How many bins do we need

Waste Collection Front End Bins

Size	2 yard	4 yard	6 yard
Quantity	2	3	6

Recycle Collection Front End Bins

Size	4 yard	6 yard
Quantity	1	2

GENERAL PROVISIONS

As of December 10, 2024, there are approximately 1925 residential waste collection sites and 1882 organics collection sites. "Tote" system rates will be based on a per "tote" collection.

OPERATING AGREEMENT

It is intended that a section from the service delivery options offered by Proponents will be made by the Town and an agreement will be prepared for execution by both parties for provision of service to the Town. The initial term will be for a minimum of 3 years with option by the Town to renew for further terms of 1 year to a maximum of 2 years.

Following execution of an agreement for the accepted service delivery option(s) the price to be paid for the service(s) shall be fixed.

OPERATIONS

The Contractor will be responsible to provide all necessary equipment and manpower to ensure continued service delivery throughout the life of the contract. All equipment must be maintained (cleaned) and in good repair or replaced to the satisfaction of the Town. All fuel, environmental fees and all associated operational fees will be included in the contract prices.



The Contractor is responsible for all operational coordination including coordination with the Westlock Regional Waste Management Commission's facility, the Town of Westlock, Director of Operations and the general public.

The contractor will provide the general public with a local phone number or Toll-Free number for customer comments and complaints.

DAMAGE TO CARTS & SOLID WASTE SPILLAGE

The Contractor shall clean up any solid waste spilled from Waste totes as a result of collection operations. Solid waste totes shall be placed as close to their pickup location as reasonably possible. The Contractor shall be responsible for the repair and or replacement of waste totes damaged by collection operations at no cost to the Town. In the case of a dispute the decision of the Director of Operations shall be final.

STREETS & LANES

The Town shall take all reasonable steps to keep streets and lanes passable and in a good state of repair. The Contractor shall inform the Town of any streets or lanes where conditions impede or prevents maintenance of the collection schedule. Where streets and lanes become impassable for extended periods changes to collection locations may be allowed or stipulated by the Director of Operations. The Contractor shall be responsible for prior notification for all parties affected by changes and for the continuance of service to any newly designated locations. Restoration of the usual service shall be made as soon as possible or as stipulated by the Director of Operations. The Contractor shall notify all affected parties when the resumption of normal services shall begin again. The Town assumes no liability or costs for damages occasioned by the condition of Town streets or lanes.

INSURANCE

- a) The successful Proponent will be required to provide comprehensive/commercial general liability insurance with inclusive limits of not less than Five Million Dollars (\$5,000,000.00), per occurrence;
- b) Automobile Policy to include personal injury and property damage liability coverage of not less than Two Million Dollars (\$2,000,000.00), per occurrence.
- c) Proof of good standing coverage under the *Workers' Compensation Act, of Alberta*.

BUSINESS LICENCE

The successful proponent will be required to obtain and keep current a Town of Westlock business licence.



OCCUPATIONAL HEALTH & SAFETY

For the purpose of all occupational health and safety regulations of the Province of Alberta, the successful Proponent will be considered as the “Prime Contractor”. The proponent shall submit their Certificate of Recognition or evidence of a health and safety program that meets or exceeds the Town of Westlock’s safety program standards and follows Occupational Health & Safety guidelines.

WORKERS COMPENSATION INSURANCE

Prior to commencement of work and prior to receiving payment on work performed the Contractor must provide evidence of compliance with the requirements of the Province and Workers Compensation Insurance including payments due thereunder.

The Town may at any time during the contract request the Contractor provide such evidence of compliance.

Workers Compensation Insurance shall be maintained for the life of this contract and shall comply with statutory limits for all employees, and the Proponent shall provide Workers Compensation Insurance for all employees for any work subcontracted unless such employees are covered by the protection afforded by the subcontractor.

INDEMNIFICATION

Except as provided in the following paragraph, the Contractor shall indemnify and hold harmless the Town, their agents and employees from and against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of or attributed to the Contractor’s performance of the Contract, provided that such claims or expenses are:

- Attributed to bodily injury, sickness, disease, or death, to injury to or destruction of tangible property and
- Caused by negligent act or omission of the Contractor or anyone for whose acts he may be liable.

EDUCATION AND PROMOTION

The successful Proponent will be expected to participate in and cooperate with education of the public and promotion of the waste, recycling, organics programs offered.



LANDFILL FEES

The Town has an arrangement with the Westlock Regional Waste Management Commission to receive all materials collected under the term of this service. The Westlock Regional Waste Management Commission will direct bill the Town all landfill fees related to this service.

VOLUME TRACKING

The successful Proponent will be required to weigh all materials (recycling, waste and organics) and provide this data monthly at the time of billing, format and detail to be agreed upon by the Town. Residual rates (percentage) from the recycling facilities will also be reported. The Town will not be responsible for any additional costs to maintain or gather this data.

WEATHER

Solid waste must be collected under all weather conditions unless said conditions can be reasonably deemed as life threatening. Service shall be discontinued only with permission of the Town and shall be resumed as quickly as possible or stipulated by the Town.

SPECIAL SERVICE(S)

The Town may participate in special events such as 'Toxic Round Up' or Large Item Pickup Week throughout the year. The Town may require the services of a collection Contractor and may obtain prices or rates from those contractors interested in participating. The Town assumes no obligation to use the Contractor for these services.

ADDITION OR DELETION OF PREMISES

During the term of the contract, new dwelling units may be added as a result of growth and new development. Dwelling units may decrease due to closures and economic hardship. The addition or deletion of dwelling units shall be monitored by the Town and properly notify Contractor monthly of any changes.

TOWN PROCEDURE

Service is to be provided in accordance with the Town of Westlock Waste, Recyclables, Organics Collection and Disposal Bylaw 2015-15: [Bylaw Link](#).

PHONE LOG

The Contractor shall supply and maintain a telephone to be attended by a competent representative at all times during the Town's business hours to which all queries and



complaints regarding solid waste collection in the contract area may be directed. All complaints must be logged and addressed in a timely fashion to the satisfaction of the Town. The completed log shall include the date, time, name and address of the calling party, nature of the call or complaint and the action taken. The log shall be available to the Town during normal business hours upon request. The Contractor shall submit to the Town a summary of the complaint log weekly. In the event that justified complaints are not acted upon within twenty four (24) hours, the Town may elect to make the required corrections and the complete cost thereof to the Contractor as a deduction from the Contract payment, charge.

BYLAW INFRACTIONS

The Contractor shall report to the Town within twenty-four (24) hours any refusal to collect solid waste due to an infraction of the Waste, Recyclables, Organics Collection and Disposal Bylaw 2015-15: A notice stating the reason for pickup refusal shall be left for the resident.

SUPERVISION & INSPECTION

The Contractor shall have a qualified supervisor with transportation on duty during all collection days to ensure adequate supervision of work crews and complaint resolution. The supervisor shall be available to meet with the Town as necessary to discuss complaint and collection issues. Periodic inspection of the contract area shall be made by the Town to verify customer service satisfaction. Deviations from accepted Town practice shall be recorded and the Contractor notified in writing of the corrective action required. The Contractor must proceed to take corrective measure in a timely fashion. Such periodic inspections by the Town do not relieve the Contractor from making his own inspections to ensure customer satisfaction.

SUPERINTENDENCE

The Contractor shall provide adequate and effective supervision to the collection and disposal work. A competent Superintendent and any necessary assistants shall be assigned to the work for the duration of the contract. The Contractor shall notify the Town in writing of any proposed changes to the Supervisory staff. The Superintendent shall represent the Contractor in his absence and directions to the Superintendent are binding upon the Contractor.

EQUIPMENT OPERATIONS/ATTENDANTS

The equipment operators/attendants employed by the Contractor shall be skilled in the activity of solid waste collection. Any required training shall be at the Contractors sole expense. The Contractor shall exercise good public relations in carrying out the work scope under this contract and all employees shall be conscious of their responsibilities. The Town has the right to demand the removal and replacement of any operator deemed



incapable of maintaining the required customer service levels. The Contractor shall comply with such a request immediately.

SUBCONTRACTING

The Contractor shall not subcontract any portion of the work scope without express written permission from the Town. Unauthorized use of subcontractors shall void the contract.

LANDFILL SITE

Contractors shall submit unit prices based on haulage to the Westlock Regional Waste Management Facility located approximately 3.2 kilometers East of Hwy 44 and 1 kilometer South of Hwy 18.

WEIGHTS

All loads arriving at the disposal point shall have their weight recorded on a scale. The Contractor shall ensure that all relevant employees are instructed in the proper use of the scale and adhere to required procedures. Each Contractor vehicle will be assigned an identifying number to be prominently displayed on the vehicle. A vehicle designation shall not be altered without written permission from the Town. Contractor operation records accrued by the landfill will be available to the Contractor. In the event of a scale malfunction at the disposal point load weights will be based on estimated weights for the time of year – spring, summer, fall or winter. All load weights shall be recorded and certified at the disposal point on a per load basis. Copies of the certified record shall be made available to the operator of the Contractor's vehicle unless otherwise directed by the Contractor. All Contractor vehicles shall be operated as per provincial Regulations and Town bylaws.

EQUIPMENT

Contractors shall supply a list of all equipment to be used in the performance of the contract stating, make, model, year and capacity of the vehicle and the make, model, year of any attachments mounted on the vehicle. Substitution of equipment for the listed equipment shall require written approval from the Town. The Contractor must detail what arrangements have been made to deal with unforeseen breakdowns and routine maintenance of the proposed equipment. The Contractor shall maintain all equipment in good repair and clean condition at all times. The Contractor must outline the planned cleaning schedule. Equipment deemed by the Town to be a hazard or lack proper performance shall be deleted from the equipment list and a suitable substitute immediately provided. All equipment used to collect and haul waste shall be a single or tandem axle truck(s). All equipment used to collect and haul waste shall be fitted with systems to prevent inadvertent spillage. All equipment shall, for the term of the contract, meet any restrictions identified in the Town of Westlock Traffic Bylaw.



The equipment described in the equipment list shall be available two (2) weeks prior to the commencement of the contract for inspection by the Town if so desired. The Town may nullify the contract if in his opinion the Contractor is unprepared to begin operations, due to the state of the equipment, on the stated start date.

RECORDS

The Contractor shall make available upon request any records which the Town deems pertinent to the execution of the contract.



Appendix "A"

Pricing for Service Delivery Options

This page to be used for pricing and returned with proposal.

The Proponent may supply a list of other considerations that would benefit the Town of Westlock with a breakdown of the pricing.

Include additional costs for items such as locking mechanisms.

Provide details of what is acceptable recycling and organics items.

Explain possible commodity program or attach details.

1. Residential Waste Collection Tote Program - 1925 units

	2025/26 Per unit cost/per month	2026/27 Per unit cost/per month	2027/28 Per unit cost/per month	2028/29 Per unit cost/per month	2029/30 Per unit cost/per month
Collection rate for weekly pick up					
Optional Collection rate for bi-weekly pick up					

2. Residential Organic Seasonal Collection Tote Program - 1882 units

	2025/26 Per unit cost/per month	2026/27 Per unit cost/per month	2027/28 Per unit cost/per month	2028/29 Per unit cost/per month	2029/30 Per unit cost/per month
Collection rate for weekly pick up (Between April Through November)					
Collection rate for Monthly pick up (Between December through March)					
Optional Collection rate for bi-weekly pick up					



Appendix "A" - continued

3. Commercial Waste Collection Program and Recycle Collection from Town Owned/Operated Sites.

Waste Collection – 2 yard

	2025/26 Per unit cost/per month	2026/27 Per unit cost/per month	2027/28 Per unit cost/per month	2028/29 Per unit cost/per month	2029/30 Per unit cost/per month
Rental rate per bin per month					
Collection Haul rate to Landfill per Load					
Lift fee					
Locking Mechanisms					

Waste Collection – 4 yard

	2025/26 Per unit cost/per month	2026/27 Per unit cost/per month	2027/28 Per unit cost/per month	2028/29 Per unit cost/per month	2029/30 Per unit cost/per month
Rental rate per bin per month					
Collection Haul rate to Landfill per Load					
Lift fee					
Locking Mechanisms					

Waste Collection – 6 yard

	2025/26 Per unit cost/per month	2026/27 Per unit cost/per month	2027/28 Per unit cost/per month	2028/29 Per unit cost/per month	2029/30 Per unit cost/per month
Rental rate per bin per month					
Collection Haul rate to Landfill per Load					
Lift fee					
Locking Mechanism					



Appendix "A" - continued

Recycle Collection - 2 yard

	2025/26 Per unit cost/per month	2026/27 Per unit cost/per month	2027/28 Per unit cost/per month	2028/29 Per unit cost/per month	2029/30 Per unit cost/per month
Rental rate per bin per month					
Collection Haul rate to Landfill per Load					
Lift fee					
Locking Mechanisms					

Recycle Collection - 4 yard

	2025/26 Per unit cost/per month	2026/27 Per unit cost/per month	2027/28 Per unit cost/per month	2028/29 Per unit cost/per month	2029/30 Per unit cost/per month
Rental rate per bin per month					
Collection Haul rate to Landfill per Load					
Lift fee					
Locking Mechanisms					

Recycle Collection - 6 yard

	2025/26 Per unit cost/per month	2026/27 Per unit cost/per month	2027/28 Per unit cost/per month	2028/29 Per unit cost/per month	2029/30 Per unit cost/per month
Rental rate per bin per month					
Collection Haul rate to Landfill per Load					
Lift fee					
Locking Mechanism					



Appendix "B"

The Town of Westlock criteria for evaluating the proposals from qualified waste management service contractors for recycle collection services and solid waste collection service within the Town are outlined below:

Criteria	Weighting
Cost of Services	50
Past Service Quality (based on references**)	15
Equipment	15
Experience	15
Educational Programming	5

** Each proposal submitted must include three (3) municipal references complete with their contact information.

