

# Report

Date July 17, 2024

File:

Subject Automated Curbside Collection Cart Selection

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## PURPOSE

To award the Request for Proposal (RFP) for supply and delivery of garbage and organics carts for the automated curbside collection program.

## BACKGROUND

At the February 1, 2023, Council meeting, it was resolved that “staff be directed to provide households with a choice of garbage cart sizes (i.e. 80, 120, and 240) with 80 liters as default”

At the March 15, 2023, Council meeting, it was resolved to authorize the one-time grant of \$7,686,000, received under the Growing Communities Grant Fund, to be allocated as follows:

- \$1,984,000 for the capital cost of curbside automation
- Amend the Fees and Charges Bylaw No. 3896 to reduce the annual solid waste collection fee from \$183 to \$153 per household.

At the May 3, 2023, Council meeting, it was resolved to authorize the purchase of three Freightliner M2-106 automated garbage trucks for \$1,577,204 and one Mack LR electric automated garbage truck for \$1,043,731 from Rollins Manufacturing Ltd.

In February 2024, staff requested residents consider garbage and organics cart sizes for the new automated collection program and advise staff if they would like carts larger than the 80-liter default. The number of carts required based on resident requests is: 16,200 **80 liter**; 2,645 **120 liter**; and 1,805 **240 liter**, for a total of 20,650 carts, which includes 10% surplus for exchanges, etc.

## DISCUSSION

Based on the cart size selections from residents in early 2024, staff prepared an RFP for the supply and delivery of garbage and organics carts, which was publicly advertised on BC Bid and the Municipality’s website on April 19, 2024, following the Municipality’s Procurement Policy and adhering to provincial and federal trade agreement obligations. Under our Procurement Policy, an RFP is a binding solicitation process that seeks competitive and innovative solutions from proponents. Additionally, the authority to procure goods and services is governed by the District’s Delegation of Authority Bylaw, and any single expenditure exceeding \$500,000 requires Council Approval.

The proposals were evaluated based on the following criteria:

1. Experience and qualification;
2. Understanding of scope of work and deliverables;

3. Cart technical specifications;
4. Schedule to complete deliverables;
5. Distribution plan and timeline;
6. Level of bear resistance; and,
7. Pricing.

Three proposals were received by the submission deadline of May 28, 2024. Staff reviewed and evaluated the criteria listed above from the three vendors that submitted proposals. The proposal evaluation is outlined below:

<b>Bidder</b>	<b>Cart type</b>	<b>Cost (less tax)</b>	<b>Score</b>
IPL North America Inc.	IPL	\$ 978,114.30	90.75
Rollins Machinery Ltd.	Schaefer	\$ 1,275,117.30	70.4
Toter LLC	Toter	\$ 1,637,323.40	68.93

The winning bid with a score of 90.75/100 was IPL North America Inc. (IPL) which met the majority of the specifications in the RFP when compared with the other bids. Below is an outline of the proposal, including areas that did not meet the requirements:

### **Cart Specifications**

None of the received bids met the size specification for an 80-liter cart. This smaller size can make it more difficult for the arm of the automated truck to pick up the cart, resulting in cart slippage and damage. There are municipalities across Canada that are using the 80-liter size for carts, including Lake Cowichan, the Regional District of Nanaimo, Saanich, and Guelph, Ontario. Staff have contacted these municipalities and have been advised that slippage and breakage will not be a significant problem. Still, we can expect higher breakage rates than with the larger sizes. The IPL cart meets the specifications regarding durability. Testing for this standard includes drop tests, wind tunnels, and lid tests. Approximately 80% of the carts required will be 80-liter size.

### **Delivery Schedule**

IPL will provide staffing and equipment to deliver the carts to households. They provided a detailed schedule for manufacturing, shipping, and delivering the 20,650 carts. IPL will ship the carts to the North Cowichan Public Works Yard, assemble the units, and deliver each cart of the specific size to each of the approximately 10,000 households in North Cowichan. The delivery will take about 42 days and will be completed by mid-February in time for a March 2025 program start. IPL uses software to track the size, serial number, and exact time that carts are delivered to households and has completed several distribution projects of similar scope throughout Canada.

### **Experience**

IPL has supplied carts for automated collection to several municipalities in British Columbia and beyond. Locations include Prince Rupert, Vernon, London, and Regina. The carts come with a 10-year warranty.

## **Bear Carts**

The proposal from IPL did not include options for bear-resistant carts. Staff are proposing to negotiate with Toter LLC for 120- and 240-liter bear-resistant carts. The carts have a rugged rim, double-walled lid and minimized pry points. The cost for the 120- and 240-liter bear-resistant carts is between \$200 to \$300 each. As a result, residents who request a bear-resistant cart will have an increased annual collection fee of \$30 and \$40 for the 120- and 240-liter carts, respectively.

The bear-resistant cart option will be available upon request by homeowners. Based on data from Wildsafe BC, bear and wildlife issues associated with solid waste collection in North Cowichan are not significant. Therefore, staff anticipate a few hundred requests for the carts.

## **Other Options**

IPL has several options for cart colours. Carts will be hot stamped with the Municipality of North Cowichan logo. Replacement parts are available and will be kept in stock for staff to repair carts as required. Each cart will have an RFID tag, which will allow track ownership electronically. Staff are not proposing a latching system for the carts unless they are the bear-resistant option.

## **OPTIONS**

### **(Recommended Option)**

THAT Council:

1. award the contract for supply and delivery of 20,650 garbage and organics carts to IPL North America Inc. for a bid price of \$978,114.30.
2. direct staff to negotiate with Toter LLC for the supply of approximately 500 - 120- and 240-liter bear resistant carts.

## **IMPLICATIONS**

The wall thickness of the IPL carts is 0.130 inches. This compares to 0.150- and 0.144-inch wall thickness in the other two proposals. Staff expect that there will be some premature breakage due to the thinner wall thickness that will not be covered by warranty. Based on conversations with other municipalities using the IPL carts, this breakage is not significant. Staff expect cart replacement, due to the 80-liter size and the thinner wall thickness, will be approximately 400 units per year.

The 2024 budget allocation for the purchase of carts is \$1,079,000. The cost of the bid submitted by IPL does not include the bear-resistant carts. Staff anticipate this cost to be approximately \$100,000 for the 500 carts.

## **RECOMMENDATION**

THAT Council:

- (1) award the contract for supply and delivery of 20,650 garbage and organics carts to IPL North America Inc. for a bid price of \$978,114.30 excluding applicable taxes.
- (2) direct staff to negotiate with Toter LLC for the supply of approximately 500 - 120- and 240-liter bear resistant carts.

Report prepared by:



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**Approved to be forwarded to Council:**



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