



STAFF REPORT

DATE: November 13, 2020 **FILE:** 0550-04 Board

TO: Chair and Directors,
Regional District Board

FROM: David Leitch
Chief Administrative Officer

RE: **CURBSIDE REFUSE COLLECTION CONTRACTS – TEMPORARY EXTENSION**

PURPOSE/PROBLEM

To consider temporary extensions to the curbside collection contracts for the Sayward Valley and Cortes Island service areas pending the results of competitive procurement processes.

EXECUTIVE SUMMARY

The Regional District operates services to collect residential refuse on both Cortes Island and in the Sayward Valley. The contracts with the current service providers are set to expire November 30, 2020 and December 30, 2020, respectively. In the interest of transparency, and in alignment with current procurement policies, opportunity for other contractors to show interest and potentially quote these services should be provided. The time requirements to complete a full market pricing process usually takes 2-3 months including evaluation of proposals. The current collection contractors have agreed to a temporary extension in the event the Regional District wishes to conduct a market evaluation.

Based on the above, it is recommended that the service contracts with Margaret Verschuur (Cortes Island) and Waste Management Services (Sayward Valley) each be extended for the period of 3 months to allow for competitive service proposals to be received and evaluated.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT the existing contracts for curbside refuse collection for Cortes Island and the Sayward Valley be extended for an additional 3 months, and

THAT recommendations for entering into new service contracts be prepared for the Board's consideration at the conclusion of the evaluation process.

Respectfully:



Dave Leitch
Chief Administrative Officer

Prepared by: Jesse Humphreys, Engineering Services Coordinator