

REQUEST FOR QUOTE

RFQ No. 2025-05-21

For the Sale of Scrap Metal

CLOSING DATE: Monday, June 16, 2025 - 12:00 PM (Noon), Local time

E-MAIL SUBMISSIONS ONLY

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1.0 Document Takers Responsibility

- 1.1 It is the responsibility and obligation of any and all document takers to advise the Essex-Windsor Solid Waste Authority (the "Authority") that they are in receipt of the document. The purpose of notifying the Authority of the acquisition is to ensure that in the instance of any notices, changes, or addenda, the document taker can be notified with due diligence. The Authority will not be responsible for errors and/or omissions as a result of neglect or disregard of this directive on the part of the document taker. Please contact the Authority office to be added to the document takers list.

Contact:

Teresa Policella – Executive Assistant
Email: tpolicella@ewswa.org
Phone: 519-776-6441 x1229

2.0 Introduction

- 2.1 This Request for Quote ("RFQ") is an invitation from the Essex-Windsor Solid Waste Authority (the "Authority") to Proponents to prepare and submit competitive offers for the provision of the **Sale of Scrap Metal** (the "Services") as further described in the Scope of Services attached hereto as Schedule A.

3.0 Background

- 3.1 The Authority is a municipal agency that was created by the City of Windsor and the County of Essex to manage solid waste on behalf of the City of Windsor and the seven County of Essex municipalities; Amherstburg, Essex, Kingsville, Lakeshore, LaSalle, Leamington, and Tecumseh. For additional information about the Authority please visit www.ewswa.org.

4.0 Term

- 4.1 The Contract resulting from this RFQ is estimated to commence July 1, 2025 and end December 31, 2025, a total of a six (6) month term.

5.0 RFQ Overview

- 5.1 Proponents should read this RFQ carefully and thoroughly to understand all terms and conditions. Submissions may be deemed non-compliant or be rejected for failure to fulfil procedural or content requirements stipulated in this RFQ.
- 5.2 The RFQ is comprised of instruction to Proponents, Schedules and Appendices. Proponents are to review the RFQ table of contents to ensure they are aware of all the RFQ documents. Each Schedule and Appendix is an integral part of this RFQ as of set at length in the body of this RFQ.

6.0 RFQ Not Binding

- 6.1 This RFQ is not intended to create and does not create a formal legally binding bidding process. This RFQ does not commit the Authority in any way to select a Preferred Proponent, or to proceed to negotiations for a Contract, or to award any Contract, and the Authority reserves the right to, at any time reject all Quotes and to cancel this RFQ process. This RFQ is not intended to create, and should not be construed as creating, contractual relations between the Authority and any Proponent, including any "Contract I".

7.0 Accessibility for Ontarians with Disabilities Act ("AODA")

- 7.1 The AODA standards apply to Ontario businesses and non-profits. The Authority is actively participating in meeting the accessibility standards in Ontario.
- 7.2 Any third-party contractor who contracts with the Authority, must confirm with the requirements of the AODA.
- 7.3 Proponents shall ensure that any information, goods or service provided to or on behalf of the Authority conforms with:
 - 7.3.1 Ontario Regulation 429/07 Accessibility Standards for Customer Service;
 - 7.3.2 Ontario Regulation 191/11 Integrated Accessibility Standard; and
 - 7.3.3 World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0 Level AA.

- 7.4 The successful Proponent may contact the Authority to have the Authority's third party AODA compliance provider procure the necessary services to ensure that any and all deliverables are AODA compliant or for document remediation at its own expense.
- 7.5 Should the successful Proponent fail to comply with providing deliverables that comply with the requirements of the AODA, and the regulations thereto, the Authority shall contract with a qualified service provider to remediate the deliverables and the successful Proponent shall immediately reimburse the Authority for the costs of same.

8.0 Draft Contract

- 8.1 A draft version of the Contract (the "Draft Contract") is attached hereto as a Schedule. Proponents will be expected to enter into a Contract with the Authority for the Services on substantially the same terms as the Draft Contract, as it may be amended by Addendum. Proponents should prepare their Quotes based on the Draft Contract, as amended, as of the deadline for final Addenda indicated within this RFQ. The Service Fees under the Contract will be based on the information provided by the Proponent in response to this RFQ. The Authority reserves the right to negotiate any and all terms and conditions (including price) of the Contract with any Proponent in its sole discretion.

9.0 Questions, Clarifications and Addenda

- 9.1 Proponents should submit all questions and inquiries regarding the RFQ documents, the RFQ process and their submission not later than the deadline set out in this RFQ.
- 9.2 The Authority will make reasonable efforts to provide the Proponents with written responses to questions that are submitted, subject to the provision of this section. Questions and answers will be distributed in numbered Addenda to Proponents via email.
- 9.3 The Authority may in its sole discretion:
- 9.3.1 Edit questions(s) for clarity;
 - 9.3.2 Answer similar questions from various Proponents only once.

- 9.4 The Authority may seek a written clarification from a Proponent where an unintentional non-substantial error has been observed. Any response, which leads to a substantial change in the bid is considered bid repair and will not be considered further.
- 9.5 At any time prior to the Submission Deadline, the Authority may issue an Addendum to this RFQ. Addenda, if any, will be emailed to all Proponents. The Authority reserves the right, but does not intend, to issue Addenda 4 days prior to the closing date of this RFQ.
- 9.6 Contact with the Authority personnel other than the individual may, in the sole discretion of the Authority, result in the disqualification of the Proponent and/or rejection of its submission.
- 9.7 Questions regarding the Service should be directed to the Manager of Waste Diversion, Cathy Copot-Nepszy via email at ccnepszy@ewswa.org.
- 9.8 Questions will be accepted until Tuesday, June 10, 2025 at 12:00 pm. After this date, no further questions will be allowed in an effort to provide responses to all Proponents.

10.0 Submissions

- 10.1 All submissions received by the Authority will be reviewed for compliance with the requirements set out herein.
- 10.2 Quotes must be e-mailed per the information below by the "Submission Deadline":
- 12:00 PM (Noon) Local Time on Monday, June 16, 2025.
- Teresa Policella – Executive Assistant
E-mail: tpolicella@ewswa.org
- 10.3 Proponents are required to submit its Quote prior to the Submission Deadline. It is the Proponent's sole responsibility to ensure that it is able to respond to the RFQ via e-mail. In the event of a dispute as to the time, the time that will prevail for the purposes of evaluating compliance with submission requirements will be the time the e-mailed Quote was received by the Authority.
- 10.4 A Proponent may amend any aspect of its Submission at any time on or before the Submission Deadline by submitting a complete replacement Submission. Where a Proponent submits more than one

Quote before the Submission Deadline, the last Quote submitted will supersede and invalidate all earlier Quotes submitted by that Proponent. Proponents may withdraw submissions prior to the Submission Deadline.

- 10.5 Although Proponents are encouraged to attach any additional notes or documents to this package; the Authority requires that Proponents use the format and sheets provided in this package.
- 10.6 Proponents are required to contact the Authority office if e-mail attachments exceed 20MB.

11.0 Submission Requirements

The Proponent's submission shall include the following:

- 11.1 Quotations must be sent via e-mail by the Submission Deadline and per the direction of Section 10 of this RFQ.
- 11.2 A completed:
 - 11.2.1 Schedule C- Bid Form
 - 11.2.2 Schedule D- Proponent's Experience
 - 11.2.3 Schedule E- Proponent's Information
- 11.3 Submissions by any other means other than via e-mail will not be accepted. The Schedules and Appendices should be completed fully and e-mailed per direction of Section 10 as the Quote.

12.0 Evaluation, Negotiation and Award

- 12.1 The evaluation of submissions will be carried out by a committee (the "Evaluation Committee") appointed by the Authority. The Evaluation Committee may include, or be assisted by, such Persons as the Authority may decide it requires.
- 12.2 The evaluation of submissions shall be comprised of the following stages:
 - 12.2.1 Compliance: submissions will be reviewed to confirm compliance with all the mandatory requirements of the RFQ. Submissions meeting all the submission requirements will proceed to price evaluation.

- 12.2.2 Price: All bids submitted must be submitted on Schedule C's Bid Form. The Authority will calculate the Total Program Price [E] for each Program (I, II, III) scenario using the submitted Proponent's Bid Price [A]. The Authority reserves the right to award the Service to multiple Proponents to achieve the highest Total Program Price [E] for its Programs.
- 12.3 Subject to the provision of this RFQ, the Preferred Proponent(s) and the Authority shall enter into negotiation to finalize the terms of Contract.
- 12.4 If for any reason the Authority determines it is unlikely to reach complete agreement with the Preferred Proponent, the Authority may discontinue the discussion with the Preferred Proponent and proceed in any manner that the Authority may decide, in consideration of its own best interests including without limitation:
 - 12.4.1 Terminating the RFQ and proceeding with some or all of the Services in some other manner including without limitation by engaging other Service Providers.
 - 12.4.2 Inviting one of the other Proponents to enter into discussions to reach an agreement for the Services, commencing with the Proponent having the second-best score and so forth.
- 12.5 Where an agreement has been reached on the terms of the Contract, the Authority shall prepare a Contract for execution, which, subject to any negotiated changes as permitted by this RFQ, shall be in substantially the same form as the Contract and shall include all terms, conditions, requirements and obligations imposed by this RFQ.

13.0 Examination of the Site and Equipment

- 13.1 Proponents are required to satisfy themselves by personal examination of the site as to the conditions and materials that the Proponent will be submitting bids on. The submission of this RFQ shall be deemed proof that the Proponent has satisfied themselves as to all the provisions of the RFQ, of all the conditions which may be encountered, or any other matter which may enter into the carrying out of the RFQ to a satisfactory conclusion. No claims will be entertained by the Authority from the Proponent that they were uninformed as to any of the provisions or conditions intended to be

covered by this RFQ. For the Authority's site hours of operation and closure please visit www.ewswa.org

14.0 Qualification of Proponents

- 14.1 All Proponents shall be required to demonstrate to the satisfaction of the Authority that they have expertise to perform the services required by the specifications, and shall furnish such information and/or proof of these qualifications. No Services will be awarded to any Proponent who, as determined by the Authority, is not qualified to perform the necessary service due to any unsatisfactory record, or inadequate experience, or who lacks the necessary organization, and equipment to conduct and complete the service in strict accordance with the specifications. The Authority is requesting as a minimum, three (3) years of service experience relative to this RFQ.

15.0 Indemnity

- 15.1 The Proponent shall indemnify and save harmless the Authority from all losses, damages, expenses, actions, causes of actions, suits, claims, demands and costs whatsoever which the Authority may suffer or incur, directly or indirectly, any breach by the Proponent or by any of its servants, agents, employees or Proponents of any of the terms, covenants or provisions of this RFQ or of any failure, neglect or refusal by the Proponent to comply with as a result of the terms of this RFQ.
- 15.2 Without restricting the generality of the foregoing, the Proponent's obligation to indemnify and hold harmless the Authority, shall extend to and include damages to a third party for bodily injury or property damage caused by or contributed to by the Proponent, or any of its servants, agents, employees or Proponents while engaged in Services.

16.0 Force Majeure

- 16.1 If any of the facilities of the Authority, City of Windsor or County of Essex are not available to the Proponent or the Authority is delayed in the performance of any of its obligations by any act of God, acts, regulations or decrees of any government, natural phenomena, war, strikes, lockouts, freight embargoes, fire, plant breakdown, process upset or any other cause, whether similar or dissimilar, beyond its reasonable control, then:

- a) the Authority shall not have any liability to the Proponent;
- b) the Proponent shall not have any right to make any claim or bring any action against the Authority for any damage it may suffer as a consequence; and
- c) the time for performance of such obligations by the Authority must be extended for a reasonable period of time but in no case must the extension of time be less than the time lost as the result of the event causing the delay, unless such shorter extension be agreed to by the parties.

17.0 Terms and Conditions of the RFQ Process

- 17.1 Proponents should structure their Quote in accordance with the instructions of the RFQ.
- 17.2 The submission must not be restricted or qualified in any manner including without limitation with a statement in a covering letter. Any submission containing restrictions or qualifiers may be rejected by the Authority as non-compliant.
- 17.3 By submitting a Quote, the Proponent is representing, warranting and certifying to the Authority as follows:
 - 17.3.1 It has carefully examined, read and understood the RFQ and confirms that it has received the entirety of the RFQ and has all necessary information to submit its Quote.
 - 17.3.2 It has read, understood and accepted all Addenda issued by the Authority.
 - 17.3.3 It has made or submitted all necessary questions or clarification with respect to the RFQ.
 - 17.3.4 Its Quote is based on the terms and conditions of the RFQ and all Addenda.
 - 17.3.5 It acknowledges and accepts all terms and conditions and obligations set out in the RFQ and all Addenda.
 - 17.3.6 Its Quote has been prepared and submitted without collusion or fraud, and in fair competition with other Proponents.

- 17.4 It has the financial and technical capability to carry out the Services in the manner set out in the RFQ.
- 17.5 Any failure of a Quote or a Proponent to meet the requirements of this RFQ may result in disqualification of the Proponent or rejection of its Quote.
- 17.6 The Authority makes no representation or warranty as to the accuracy or completeness of any information provided by it in connection with this RFQ and disclaims all express and implied representations, warranties, and conditions in connection with this RFQ.
- 17.7 Proponents are responsible to conduct any examinations deemed necessary by the Proponent for the proper preparation of a Quote. Nothing in this RFQ shall relieve the Proponent from undertaking all investigation and clarification on all matters related to this RFQ. No allowance will be made for additional costs nor will any claim be considered in connection with conditions or circumstances that could have been reasonably ascertained by the Proponent had reasonable efforts been made prior to the Submission Deadline.
- 17.8 Proponents are responsible to ensure that they have received the complete RFQ, plus any Addenda. A submitted Quote will be deemed to have been prepared based on the entire RFQ, which includes any Addendums issued prior to the Submission Deadline. The Authority accepts no responsibility for any Proponent lacking any portion of the RFQ.
- 17.9 Each Proponent acknowledges by its submission of a Quote that it has investigated and satisfied itself of the requirements for the Services. Each Proponent further acknowledges and represents that its investigations have been based on its own examination, knowledge, information, and judgment, and not upon any statement, representation, or information made or given by the Authority or any other Representative of the foregoing, other than the information contained in this RFQ.

18.0 Reservation of Rights

- 18.1 Notwithstanding, and without limiting, any other provisions of the RFQ, the Authority reserves the right, in its unfettered discretion, to:

- 18.1.1 Seek clarification of a Quote from a Proponent and consider such clarifying explanations in the evaluation of its Quote.
- 18.1.2 Amend the scope, schedule, or details of the Services, or modify, cancel, amend, supplement, clarify or suspend the whole or any part of this RFQ at any time for any reason.
- 18.1.3 Accept or reject any Quote or disqualify a Proponent based on a failure to comply with the requirements or provisions of this RFQ.
- 18.1.4 Waive any material or non-material deficiency, irregularity or non-compliance with the requirements of this RFQ.
- 18.1.5 Disqualify any Proponent whose Quote contains misrepresentations or any other inaccurate or misleading information relating to matters which the Authority, in its sole discretion, considers material.
- 18.1.6 Cancel this RFQ at any time up until execution of the Contract/Services Agreement by the Authority and the Preferred Proponent(s).
- 18.1.7 Re-advertise for new quotations, call for Quotes, or enter into negotiations for the Services or for services of a similar nature following termination of this RFQ.
- 18.1.8 Verify with any Proponent or with a third party any information contained in or submitted as part of the Quote.
- 18.1.9 Amend any terms and conditions of this RFQ and of the business opportunity described in this RFQ including severing any portion of this RFQ.
- 18.1.10 Change the dates, schedule, deadlines, process and requirements described in this RFQ.
- 18.1.11 Request additional information, or seek clarification or confirmation, from any or all Proponents in connection with any or all Quotes.

- 18.2 Without limitation to any other rights of the Authority hereunder, in order to ensure the integrity, openness and transparency of the procurement process, the Authority may, at its sole discretion:
- 18.2.1 Impose at any time on all Proponents additional conditions, requirements or measures with respect to bidding or procurement practices or ethical behavior of the Proponent.
 - 18.2.2 Notwithstanding anything to the contrary in this RFQ, this RFQ does not commit the Authority in any way to proceed to select a Preferred Proponent or enter into a Contract/Services Agreement and, the Authority may at any time (whether before or after the Submission Deadline) terminate the RFQ and elect to proceed with the Services in some other manner without any liability whatsoever to any Proponent.

19.0 Compliance with Laws, Regulations and Policies

- 19.1 The Proponent shall comply with all labour, police, health, sanitary and other laws and regulations imposed by public bodies having jurisdiction during the Term of this RFQ.
- 19.2 All federal, provincial and local laws and regulations, as well as policies established by the Authority, now or subsequently enacted, shall become a part of this RFQ and be complied with in the performance of all parts of the Services. The Proponent shall enforce provisions of policies established by the Authority, where such policies provide for such enforcement. This may include, but not be limited to a requirement to discipline persons who fail to comply with such policies, including ejection of the offending persons from the Site.
- 19.3 The Proponent shall be, or shall become, familiar with all such laws, regulations and policies which in any manner affect the performance of this RFQ, those engaged or employed in the Services, or affect facilities or equipment used in the Services, or which in any way may affect the conduct of the Services and no plea of misunderstanding will be considered on account of ignorance thereof. Without limiting the generality of the aforesaid, it shall be the Proponent's responsibility to comply with:
- Workplace Safety and Insurance Act
 - Occupational Health and Safety Act

- Safety or other Policies established by the Authority;
- Construction Lien Act and regulations.

19.4 The Proponent shall indemnify and hold harmless the Authority, the County of Essex, and the City of Windsor and its employees against and from all suits or actions arising from any Health and Safety violations as well as the cost to defend such charges as a result of any violation of conditions intended to be covered by this RFQ.

20.0 Limitation of Liability

20.1 Each Proponent agrees that in no event will the Authority, nor any of its Representatives, be liable, under any circumstances, to reimburse or compensate the Proponent in any manner whatsoever for losses of any nature whatsoever, including costs of preparation of a Quote, cost of participation in the processes described in the RFQ, loss of anticipated profits, loss of opportunity or for any other matter. Without limitation, each Proponent specifically agrees that it will have absolutely no claim against the Authority nor any of its Representatives of the Authority for any reason whatsoever and the Authority shall have no liability to the Proponent whether in contract, tort, equity or other principle of law, including without limitation if the Authority:

20.1.1 Does not select a Preferred Proponent;

20.1.2 Suspends, cancels or in any way modifies the Services, the RFQ; or

20.1.3 Accepts any compliant or non-compliant Quote.

20.2 Each Proponent waives any and all claims for compensation whatsoever for all losses of any nature, whether direct or indirect and whether foreseeable or not, including for loss of profits or loss of opportunity.

20.3 If, notwithstanding the above, a Proponent is determined by a court of competent jurisdiction to be entitled to compensation arising from this RFQ or for the actions of the Authority or any Representative, including without limitation any exercise of the Authority's sole and absolute discretion, Proponents expressly acknowledge and agree by submitting a Quote that the total maximum compensation for, without limitation, any and all direct and indirect damages, economic losses, profits, opportunities, expenses, costs or other

losses, whether or not foreseeable, either individually or cumulatively, is limited to one thousand dollars (\$1,000.00).

21.0 Proponent's Cost

- 21.1 Each Proponent is solely responsible for all costs it incurs in the preparation of its Quote, including, without limitation, all costs of providing information requested by the Authority, attending and participating in any interviews or meetings and conducting due diligence, or responding to any questions or clarifications or requests for additional information made by the Authority.

22.0 Interpretation

- 22.1 In this RFQ, except to the extent the context or the express provisions of this RFQ otherwise require:
- 22.1.1 The words "include", "includes" or "including" are to be construed as meaning, "include without limitation", "includes without limitation" or "including without limitation", respectively.
 - 22.1.2 The words "must", "shall", and "required" mean a mandatory condition that must be met in a substantially unaltered form in order for the Quote to receive consideration.
 - 22.1.3 The words "should" and "desirable" mean a recommended condition having a significant degree of importance to the objectives of the RFQ, for which preference may be given and which, if not met, may, alone or in combination with other conditions not met, be considered by the Authority in its discretion to result in disqualification or otherwise impact on the RFQ Process in a manner permitted under Section 22 Reservation of Rights.
- 22.2 If there is any inconsistency between this RFQ and any of its appendices or the other RFQ documents, the terms of this RFQ shall prevail to the extent of the inconsistency.

23.0 Applicable Law

- 23.1 This RFQ shall be interpreted and construed in accordance with Laws of Canada and the applicable Laws of the Province of Ontario.

24.0 Severability

- 24.1 If any provision of this RFQ is in conflict with any statute or rule of law or is determined by a court of competent jurisdiction to be illegal or unenforceable, then such provision will be automatically amended only as needed to remove the conflict, illegality or unenforceability. All of the other provisions of the RFQ will remain as they are and in full force and effect.

25.0 Definitions

"Addenda" or **"Addendum"** means a written amendment to this RFQ issued by the Authority Contact Person.

"Affiliate" means in respect of a Person, any other Person that, directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with, such first person.

"Appendices" a section or table of additional material located at the end of the document.

"Person" or **"Persons"** if the context allows, includes any individual, firm, partnership, limited partnership, joint venture, syndicate, sole proprietorship, company or corporation with or without share capital, unincorporated association, trust, trustee, executor, administrator or other legal personal representative, and any Governmental Authority;

"Preferred Proponent(s)" means the Proponent(s) selected by the Authority to perform the Services pursuant to the terms of this RFQ.

"Proponent" means a Person who submits a quote in response to this RFQ.

"Representative" or "Representatives" means the directors, officers, employees, agents, solicitors, accountants, consultants, financial or legal advisers and all other representatives of the party being referred to.

"Services" means the services and deliverables set out in Schedule "A" (Scope of Work).

"Service Provider" has the meaning set out in the Draft Contract.

"Subcontractor" means any person who will enter into a subcontract with the Proponent (if selected as the Preferred Proponent) for any portion of the Services.

"Submission Deadline" is the date and time by which a quote must be submitted to be accepted.

"Quote" means a submission submitted by a Proponent in response to this RFQ.

Schedule A Scope of Work

1.0 Background

1.1 The Authority owns and operates three public drop off locations around the Essex-Windsor region:

- 1.1.1 Public Drop Off located at 3560 North Service Road in Windsor,
- 1.1.2 Kingsville Transfer Station located at 2021 County Rd. 31 in Kingsville, and the
- 1.1.3 Essex-Windsor Regional Landfill located at 7700 County Road 18 in Essex.

At these locations, the general public and small businesses are able to drop off scrap metal, as well as, any other solid waste. While staff or contractors oversee these areas, direct supervision at drop points does not exist once a site customer is instructed on which bins they need to drop their solid waste off at as many come with mixed loads of solid waste (e.g., vehicles with scrap metal, blue box recycling, garbage).

1.2 At these public drop off sites, the Authority has a designated scrap metal recycling area that is set-up specific to the site:

- Public Drop Off (Windsor)
 - Non-ferrous miscellaneous mixed 40 cubic yard bin
 - Ferrous miscellaneous mixed 40 cubic yard bin
 - Miscellaneous white goods/appliances 40 cubic yard bin
- Regional Landfill (Essex) & Transfer Station 2 (Kingsville)
 - Ferrous miscellaneous mixed 40 cubic yard bin

1.3 Once a scrap metal program bin is full, the Authority's hauler will weigh the bin onsite and deliver it to the Successful Proponent's delivery site.

2.0 Requirements

2.1 The Authority is seeking the Proponent to submit bids on various types of scrap metals that are dropped off at any or all of the Authority sites. These scrap metals will be segregated into their own 40 cubic yard container by others at the Authority site prior to delivery in the categories described below. The following describes

the types of scrap metals that the Authority has for sale under this RFQ:

2.1.1 Type #1 - Miscellaneous White Goods/Appliances

This includes items such as: washers, dryers, stoves, hot water tanks, dishwashers, microwaves, etc. Note: No items containing refrigerants will be included in this container.

2.1.2 Type #2 – Ferrous Materials Miscellaneous Mixed

This includes all other ferrous metals received (e.g., chairs, cabinets, household items, sinks, doors, piping, bathtubs, electric motors, car parts).

1.2.3 Type #3 – Non-Ferrous Miscellaneous Mixed

This will include all non-ferrous metals received such as barbeques, lawn chairs, siding, storm doors and window frames, ladders, eaves troughs, etc.

1.2.4. No items containing refrigerants shall be included in any container shipped from the Authority.

2.2 The Successful Proponent will be required to provide evidence and supporting documentation for any markdowns to the Authority immediately within 2 hours of receipt of any loads or else the markdown will be null and void. The Authority has the right to challenge the markdown and the final discretion to approve the claimed markdown by the Proponent.

2.3 At times, non-confirming material, "Residue", may be present in scrap metal loads that the Proponent purchases from the Authority. Residue may be returned to the Authority's site of origin at no cost, however, the Authority will not pay for the associated shipping costs or other associated costs.

2.4 Tonnage estimates for each type of scrap metal are located in Schedule B and are based on annual program historical tonnages. Schedule B is for informational purposes only.

2.5 Proponents are required to use Schedule C to submit their Bid. Proponents should record their Bid Price in the "Proponent Bid Price" field within Schedule C.

2.6 The Proponent's scrap metal delivery site may affect final award for this sale of scrap metal contract. The Proponent's delivery location must be in the City of Windsor or the County of Essex.

Schedule B
Annual Historical Scrap Metal Program Tonnages

Annual historical Scrap Metal Program Tonnages noted in this Schedule are provided for information purposes only and to provide Proponents with an understanding of the general magnitude of the annual scrap metal program.

Program I – Windsor Public Drop Off Site

Material Types	(Tonnes per Year)		
	2022	2023	2024
Non-Ferrous Miscellaneous Mixed	16	10	11
Ferrous Materials Miscellaneous Mixed	337	306	309
Miscellaneous White Goods/Appliances	50	54	58

Program II – Regional Landfill & Transfer Station 2 Sites

Material Types	(Tonnes per Year)		
	2022	2023	2024
Ferrous Materials Miscellaneous Mixed	55	36	45

Schedule C Bid Form

Schedule C's Bid Form lists six (6) month Estimated Program Tonnes [B] for evaluation purposes. Tonnages sold to the Successful Proponent are not guaranteed as they are a result of what is dropped off and sorted into various scrap metal types at Authority sites.

In order to submit a bid, the Proponent shall enter their bid(s) in the Proponent's Bid Price (\$/Tonne) [A] fields ONLY, for either delivery site in the City of Windsor or the County of Essex limits for any or all of the Authority's Programs (I, II, III). Authority evaluation staff will calculate the Total Program [E] for each program using the submitted Proponent's Bid Price [A] to determine the Successful Proponent.

All monetary values are stated in Canadian dollars exclusive of HST. It is the responsibility of the Proponent to understand the Scope of Work and bid accordingly. The prices quoted will include any Services necessary to fulfill the requirements of this RFQ.

Schedule C Bid Form

Program I: Windsor Public Drop Off Site										
Material Types	Complete if the Delivery Site is located within the City of Windsor limits					Complete if the Delivery Site is located within the County of Essex limits				
	Proponent's Bid Price (\$/Tonne)	Estimated Program Tonnes	Total Program Bid Price (\$/Tonne)	Estimated Program Haul Cost	Total Program	Proponent's Bid Price (\$/Tonne)	Estimated Program Tonnes	Total Program Bid Price (\$/Tonne)	Estimated Program Haul Cost	Total Program
	[A]	[B]	[C] [A*B=C]	[D]	[E] [C-D=E]	[A]	[B]	[C] [A*B=C]	[D]	[E] [C-D=E]
Non-Ferrous Miscellaneous Mixed		6		\$ 300			6		\$ 650	
Ferrous Materials Miscellaneous Mixed		159		\$ 6,450			159		\$14,500	
Miscellaneous White Goods/Appliances		27		\$ 900			27		\$ 2,000	
Total Program I										
Program II: Regional Landfill & Transfer Station 2 Sites										
Material Types	Complete if the Delivery Site is located within the City of Windsor limits					Complete if the Delivery Site is located within the County of Essex limits				
	Proponent's Bid Price (\$/Tonne)	Estimated Program Tonnes	Total Program Bid Price (\$/Tonne)	Estimated Program Haul Cost	Total Program	Proponent's Bid Price (\$/Tonne)	Estimated Program Tonnes	Total Program Bid Price (\$/Tonne)	Estimated Program Haul Cost	Total Program
	[A]	[B]	[C] [A*B=C]	[D]	[E] [C-D=E]	[A]	[B]	[C] [A*B=C]	[D]	[E] [C-D=E]
Ferrous Materials Miscellaneous Mixed		23		\$ 900			23		\$ 2,000	
Total Program II										
Program III: Windsor Public Drop Off, Regional Landfill & Transfer Station 2 Sites										
Material Types	Complete if the Delivery Site is located within the City of Windsor limits					Complete if the Delivery Site is located within the County of Essex limits				
	Proponent's Bid Price (\$/Tonne)	Estimated Program Tonnes	Total Program Bid Price (\$/Tonne)	Estimated Program Haul Cost	Total Program	Proponent's Bid Price (\$/Tonne)	Estimated Program Tonnes	Total Program Bid Price (\$/Tonne)	Estimated Program Haul Cost	Total Program
	[A]	[B]	[C] [A*B=C]	[D]	[E] [C-D=E]	[A]	[B]	[C] [A*B=C]	[D]	[E] [C-D=E]
Non-Ferrous Miscellaneous Mixed		6		\$ 500			6		\$ 1,125	
Ferrous Materials Miscellaneous Mixed		182		\$ 7,350			182		\$16,500	
Miscellaneous White Goods/Appliances		27		\$ 800			27		\$ 1,800	
Total Program III										

Schedule D
Proponent's Experience

The Proponent is required to complete the table below to reflect their company's experience as it relates to the experience required by this RFQ:

Customer	Dates	Description of Services Performed	Value

**Schedule E
Proponent's Information**

The Proponent is required to complete the following tables below:

	Yes	No
Is your site delivery site in the City of Windsor, Ontario?		
Is your site delivery site in the County of Essex, Ontario?		
Can a hauler with a 40-yard bin safely access your delivery site?		
Is your delivery site available to receive materials from Monday to Friday between 8am to 5pm(except statutory holidays)?		

Company Name:	
Company Address:	
Company Phone Number:	
Company Web Site:	
Contact Person/ Signing Officer:	
Title:	
Contact Person Phone Number:	
Contact Person E-mail:	

Program Delivery Site Information	Program I	Program II
Delivery Site Company Name		
Delivery Site Address		
Town/Municipality		
Postal Code		

Schedule F
Draft Contract

(Document attached)