

Organics Processing RFP Summary of Terms

The following summarizes some of the planned aspects of the Organics Processing RFP:

- The City will not prescribe a processing technology.
- The RFP's evaluation will include a matrix of criteria such as:
 - Experience & Qualifications
 - E.g. Company details, subcontractors, etc
 - Business Model & Technology
 - E.g. Processing technology, quality, approach to contamination
 - Support for Project Goals
 - Environment and waste diversion
 - Education and communication
 - Risk
 - Business plan
 - Service interruption risk
 - Schedule and siting
 - Proposals that can demonstrate lower schedule risk, lower risk associated with the availability of processing, and faster implementation schedules will be awarded greater points. Proposals that cannot provide an operational Receiving Site before January 1, 2020, will receive lower scores than Proposals that can.
 - Pricing
 - Total costs includes an evaluation of the cost for the City to transport organic materials to receiving sites that are farther away and also a cost to buy back compost from the processor.
- Proponents are instructed to assume that the City is the collector and will deliver organic materials to their receiving site.
- The maximum driving distance that the receiving site can be from the centre of the City is stipulated to be 30 km one-way.
- The list of acceptable materials the program would deliver to the processing site includes the following:

Yard waste, including but not limited to:

- Fallen fruit
- Flowers
- Grass clippings
- Leaves
- Pine and spruce cones and needles
- Plant tops and clippings
- Small twigs
- Stalks
- Tree trimmings
- Weeds

- Wood chips and bark mulch

Food scraps, including but not limited to:

- Baked goods, candies
- Bread, cereal, pasta, noodles, rice, beans, grains
- Coffee filters & grounds, Paper teabags
- Dairy products, including milk, yogurt, butter & cheese
- Dry baking ingredients, herbs, spices
- Eggs, eggshells
- Fats, cooking oils, & food grease (liquid or solid)
- Fruits & vegetables (cooked or raw, including peels, scraps and pits)
- Meat, seafood, giblets & bones
- Nuts & seeds
- Salad dressing, mayonnaise, gravy, & sauces

Food-soiled paper products, including but not limited to:

- Cardboard egg cartons
- Food-soiled paper napkins, paper towel, & tissues (provided it is free of contaminants, such as household cleaners)
- Food-soiled paper plates, cups, and muffin wrappers (un-waxed and un-plasticized)
- Food-soiled pizza boxes and cardboard
- Newsprint, and paper bags (to wrap food and line containers)
- Un-plasticized soiled paper food packaging (such as flour bags)
- Waxed paper
- Wooden stir sticks, chop sticks, popsicle sticks, toothpicks

Other organic waste, including but not limited to:

- Christmas trees
 - Household plants (including soil) & cut flowers
 - Human and animal hair
 - Pumpkins
- Proponents will be asked to provide pricing (including a 10 year forecast) for different program design scenarios and proposals for dealing with challenging materials. The program scenarios being explored relate to whether or not to allow compostable bags and/or plastic bags and the primary challenging materials are pet waste and certified compostable products.
 - As was done for recycling contracts, proponents will be asked if they will provide a self-haul depot where residents may drop-off material. The processor will be responsible for their own cost recovery. No change to the current City owned compost depots will be identified in the RFP, therefore the processor must have the capacity to accept these materials if the City chooses to deliver them.
 - The City will ask for a preferred price to buy back the outputs from processing (i.e. quantities of compost to provide to residents and/or for civic park use) and will also state compost quality requirements. The quality of finished compost is required to meet or exceed:

- Canadian Council of Ministers of the Environment Ensure (CCME) Class A quality, and
- All Canadian Food Inspection Agency (CFIA) requirements with respect to soil supplements, regardless of whether or not the compost is sold.
- The City will retain ownership of the greenhouse gas emissions savings (carbon credits).
- Background information will be provided about the multi-unit and industrial, commercial, institutional (ICI) sectors. No provision for including any of the materials generated by these sectors will be included in the RFP. Proponents will be asked to state their ability to accommodate additional tonnages either as a result of regional growth or based on programs developed for the multi-unit and ICI sectors.

Administration is still reviewing the specifics of the RFP and some of these details may change before issuance.