

**TO:** MAYOR & COUNCILLORS  
**FROM:** DEPUTY CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL OFFICER  
**SUBJECT:** **CI – PROCESSING OF GREEN WASTE COMPOSTABLE MATERIALS**  
**PURPOSE:** To obtain Council approval to award a Contract Increase (CI) with GFL Environmental Inc. for the processing of green waste compostable materials.

## **RECOMMENDATION**

**THAT** a contract increase to GFL Environmental Inc. for an estimated total cost of \$1,995,000 including GST in the amount of \$95,000 as outlined in the report titled “CI – Processing of Green Waste Compostable Materials” dated for May 13, 2024 be approved; and,

**THAT** final payment will be based on the actual quantity of services delivered and hourly rates as submitted.

## **1.0 POLICY SECTION**

The City’s Change Order Policy requires Council’s approval for change orders, which individually or when accumulated with prior change order, increases the total value of the contract by \$1,000,000.

## **2.0 BACKGROUND**

On October 7, 2019, the City awarded GFL Environmental Inc. a five-year contract in the value of \$16,071,563, including GST in the amount of \$765,313 for the processing of green waste compostable materials.

## **3.0 GENERAL INFORMATION**

This contract increase of \$1,995,000 including GST in the amount of \$95,000 is required for the processing of green waste compostable materials until the current contract end’s on October 31, 2024. The contract increase is required because diversion of compostable materials from the garbage stream has increased significantly over the past 5 years.

City staff have reviewed the contract increase and believe it appropriately addresses our needs at a competitive cost.

The total estimated contract value will be \$18,066,563 including GST in the amount of \$860,313.

The General Manager Engineering concurs with this recommendation.

<b>Contract History</b>	<b>Date</b>	<b>Accumulative Total Change (including GST)</b>
Contract Award	May 2023	\$16,071,563
<b>Change Order #1</b>	<b>Pending</b>	<b>\$1,995,000</b>
<b>TOTAL</b>		<b>\$18,066,563</b>

**4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT**

The RFP #33-02-19 Processing of Green Waste Compostable Materials was publicly advertised. Upon closing, the City received a total of two submissions.

**5.0 FINANCIAL CONSIDERATIONS**

Funding for this operating work is provided in the Engineering Operating Budget included in the 2024-2028 Financial Plan.

Respectfully submitted,

Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer

**ATTACHMENTS**

Attachment 1 – RFP #33-02-19

**REPORT CONTRIBUTORS**

This report was prepared by Rebecca Yeung, Senior Buyer, and reviewed by Robyn Tegart, Senior Manager, Purchasing Operations.