

**Environmental Services Division**  
**Summary of Municipal Waste Contracts and**  
**Waste Management System Alternatives**

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>Contract:</b>	Operation of weigh scales located at the City's waste processing and disposal facilities
<b>Contractor:</b>	Romex Security Inc.
<b>Contract No:</b>	C11-51-15
<b>Contract Start:</b>	January 1, 2014
<b>Contract End:</b>	September 30, 2017
<b>Extensions:</b>	The contract has three optional extension periods of 1 year each.  The contract end date could extend out to September 30, 2020 if all contract extensions are leveraged.
<b>Overview of Services:</b>	The City has four weigh scale houses which are located at each of the three Transfer Stations / Community Recycling Centres (CRC) and the Resource Recovery Centre.  The operation of the weigh scale house is provided under contract. The Contractor is responsible for processing all inbound and outbound vehicles delivering materials at the Transfer Stations/CRCs and Resource Recovery Centre. Services also include operating the arm gate to limit access to authorized vehicles, and monitoring incoming septic trucks at the Mountain CRC.
<b>Public Engagement Strategy Feedback</b>	The public engagement survey included comments related to visits to the City's Community Recycling Centres; however, the survey results did not include comments specifically related to the weigh scale operations.  The weigh scale operation is a citizen-facing service at the Transfer Stations and CRCs since the Contractor is required to handle customer transactions.
<b>Waste-Free Ontario Act (WFOA) Impacts</b>	The Waste-Free Ontario Act (WFOA) will not have any impacts on the operation of the City's weigh scales.
<b>Waste Management System Alternatives</b>	The service delivery option(s) for this contract include the following: a) Initiate a New Contract The City may initiate the procurement process in 2017 for a new contract to begin on Oct. 1, 2017. b) Contract Extension (Preferred Option) The City may leverage the extensions in the existing contract to continue the service until 2020. This contract may be issued to market for a new contract to commence in 2020.

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>Contract:</b>	Operation of the City's Household Hazardous Waste (HHW) program
<b>Contractor:</b>	Envirosystems Incorporated
<b>Contract No:</b>	T-025-15
<b>Contract Start:</b>	April 2, 2016
<b>Contract End:</b>	April 1, 2019
<b>Extensions:</b>	<p>The contract has two optional extension periods of 1 year each.</p> <p>The contract end date could extend out to April 1, 2021 if all contract extensions are leveraged.</p>
<b>Overview of Services:</b>	<p>The City has a contract for the operation, removal and disposal services for three Household Hazardous Waste (HHW) depots located at the City's CRCs.</p> <p>The Contractor is responsible for receiving, screening, sorting, categorizing, storing and preparing HHW for haulage to its end market(s) or final disposal location(s). This contract is part of a co-operative municipal procurement contract with Halton Region.</p>
<b>Public Engagement Strategy Feedback</b>	The public engagement survey results indicated that HHW is the most common item taken to the City's CRCs.
<b>Waste-Free Ontario Act Impacts</b>	The Ontario Government currently regulates the operation of municipal HHW programs. The municipal HHW program will be transitioned to the new Extended Producer Responsibility (EPR) system through the WFOA. The timeframe to transfer the program to the new EPR system may take between two to four years based on preliminary information from the Ontario Government.
<b>Waste Management System Alternatives</b>	<p>The service delivery option(s) for this contract include the following:</p> <p>a) Initiate a New Contract</p> <p>The City may initiate the procurement process in late 2017 for a new contract to begin in Apr. 1, 2019.</p> <p>b) Contract Extension (Preferred Option)</p> <p>The City may leverage the extensions in the existing contract to continue the service until 2021. The City has the ability to extend the contract regardless if Halton Region extends their contract. Staff will continue to monitor the progress of the WFOA to determine the City's role in dealing with the household hazardous waste program in the future.</p>

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>Contract:</b>	Operation of the Reuse Store at the City's Mountain Community Recycling Centre
<b>Contractor:</b>	Progressive Waste Solutions
<b>Contract No:</b>	C11-40-08 (Project A)
<b>Contract Start:</b>	January 1, 2010
<b>Contract End:</b>	February 29, 2020
<b>Extensions:</b>	<p>The contract has two optional extension periods of 1 year each.</p> <p>The contract end date could extend out to February 29, 2022 if all contract extensions are leveraged.</p>
<b>Overview of Services:</b>	<p>The Mountain Community Recycling Centre has a Reuse Store where customers can drop-off reusable items and purchase items in the retail store area. The Reuse Store is a sub-contract of the City's Transfer Stations and CRCs contract.</p> <p>The operation of the Reuse Store is subcontracted by Progressive Waste Solutions to Community Living Hamilton, a local not-for-profit organization. The sub-contractor is responsible for accepting items in good condition that can be repaired and/or reused and sell these items at the Reuse Centre. Profits from the Reuse Centre are reinvested back into the community.</p>
<b>Public Engagement Strategy Feedback</b>	<p>The public engagement survey included comments related to visits to the City's CRCs; however, the survey results did not include comments specifically related to the Reuse Store.</p> <p>The Reuse Store is a citizen-facing service which supports community well-being through its partnership with a local not-for-profit organization.</p>
<b>Waste-Free Ontario Act Impacts</b>	The WFOA does not have impacts on the operation of the Reuse Store. The Reuse Store's mandate to divert materials from landfill supports the Ontario Government's waste diversion objectives.
<b>Waste Management System Alternatives</b>	<p>The service delivery option(s) for this contract include the following:</p> <p>a) Status Quo (Preferred Option)</p> <p>The City may continue to operate the Reuse Store as a sub-contracted service as part of the City's Transfer Stations and CRCs contract. In this case, the Reuse Store operations would be part of the procurement process for the City's Transfer Stations and CRCs.</p> <p>b) Issue a Separate Contract for the Reuse Store operation</p> <p>As an alternative, the City could issue a separate contract for the Reuse Store's operation rather than having it as a sub-contracted service within the Transfer Stations and CRCs operations contract.</p>

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>Contract:</b>	Operation of the City's three Transfer Stations and Community Recycling Centres
<b>Contractor:</b>	Progressive Waste Solutions
<b>Contract No:</b>	C11-40-08 (Project A)
<b>Contract Start:</b>	January 1, 2010
<b>Contract End:</b>	February 29, 2020
<b>Extensions:</b>	<p>The contract has two optional extension periods of 1 year each.</p> <p>The contract end date could extend out to February 29, 2022 if all contract extensions are leveraged.</p>
<b>Overview of Services:</b>	<p>The City has three Transfer Stations and three CRCs located in East Hamilton, Dundas and Hamilton Mountain. The Transfer Stations and CRCs are two distinct operations which share a single site and the same certificate of approval.</p> <p>The Contractor is responsible for the marketing of specified divertible materials from the sites and haulage of materials to end markets, processing facilities, or the Glanbrook Landfill.</p>
<b>Public Engagement Strategy Feedback</b>	The public engagement survey gathered information on visits to the CRCs, materials delivered to the CRCs and reasons for not visiting the CRCs.
<b>Waste-Free Ontario Act Impacts</b>	The WFOA will impact the operation of the City's CRCs, particularly related to products to be designated under the new EPR system. The CRCs currently accept divertible materials which are designated under the Province's waste diversion programs including HHW, waste electronics, and used tires. The timeframe to transfer the waste diversion programs for these materials to the new EPR system may take between two to four years based on preliminary comments from the Ontario Government. The City's operating contract may or may not be required to handle these materials depending on the future EPR system.

ITEM	DESCRIPTION
<b>Waste Management System Alternatives</b>	<p>The future contract for the Transfer Stations and CRCs operations will need to reflect potential changes related to the WFOA.</p> <p>The service delivery option(s) for this contract include the following:</p> <ul style="list-style-type: none"><li>a) Initiate a New Contract (Preferred Option)</li></ul> <p>This contract may be issued to market for a new contract to commence in 2020.</p> <ul style="list-style-type: none"><li>b) Contract Extension</li></ul> <p>The City may leverage the extensions in the existing contract to continue the service until 2022. This contract may be issued to market for a new contract to commence in 2022.</p> <ul style="list-style-type: none"><li>c) Contract Optimization (Preferred Option)</li></ul> <p>The City may operate the Transfer Stations and CRCs in conjunction with another waste management contract, i.e. Glanbrook Landfill operations.</p>

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>Contract:</b>	Operation of the City's Glanbrook Landfill
<b>Contractor:</b>	Waste Management of Canada Inc.
<b>Contract No:</b>	C11-40-08 (Project B)
<b>Contract Start:</b>	January 1, 2010
<b>Contract End:</b>	February 29, 2020
<b>Extensions:</b>	The contract has two optional extension periods of 1 year each.  The contract end date could extend out to February 29, 2022 if all contract extensions are leveraged.
<b>Overview of Services:</b>	The Glanbrook Landfill is the City's sole operating municipal landfill. The Glanbrook Landfill site includes approximately 100 hectares for landfilling waste materials and a separate area for yard waste composting. The Contractor is responsible for the operation and maintenance of the Glanbrook Landfill site and the yard waste composting facility.
<b>Public Engagement Strategy Feedback</b>	The public engagement strategy gathered information on the public's interest in waste diversion, and participation in waste management programs. The majority of respondents (>90%, telephone survey) indicated that it is important for the City to reduce the amount of garbage sent to landfill.
<b>Waste-Free Ontario Act Impacts</b>	The WFOA's goal is to reduce the amount of waste being disposed to focus on minimizing the use of raw materials and encouraging resource recovery. To support this goal, the Ontario Government developed its "Strategy for a Waste-Free Ontario: Building the Circular Economy" which includes targets to support waste diversion. The Strategy includes actions such as banning certain materials from landfill and reducing landfill greenhouse gas emissions.
<b>Waste Management System Alternatives</b>	The future contract for the Glanbrook Landfill operations will need to reflect potential changes related to the WFOA.  The service delivery option(s) for this contract include the following: a) Initiate a New Contract (Preferred Option) This contract may be issued to market for a new contract to commence in 2020. b) Contract Extension The City may leverage the extensions in the existing contract to continue the service until 2022. This contract may be issued to market for a new contract to commence in 2022. c) Contract Optimization (Preferred Option) For either (a) or (b), the City may operate the Glanbrook Landfill in conjunction with another waste management contract, i.e. Transfer Station operations.

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>Contract:</b>	Operation of the City's Materials Recycling Facility
<b>Contractor:</b>	Canada Fibers Ltd.
<b>Contract No:</b>	C11-74-02
<b>Contract Start:</b>	March 31, 2003
<b>Contract End:</b>	March 29, 2020
<b>Extensions:</b>	N/A
<b>Overview of Services:</b>	<p>The City of Hamilton has a two-stream Materials Recycling Facility (MRF) which processes materials from the City's curbside recycling program. The MRF includes a container sorting line, a fiber sorting line, baler and an office area. The MRF is located on the same property as the City's Resource Recovery Centre (RRC).</p> <p>The contractor is responsible for receiving, processing, storing processed materials, and shipping materials to end markets. Since 2013, the Contractor has been responsible for the marketing of specified recyclable materials from the MRF.</p>
<b>Public Engagement Strategy Feedback</b>	<p>The public engagement strategy gathered information on several aspects of the recycling program. The following is based on the telephone survey results:</p> <ul style="list-style-type: none"> <li>• There is a high level of participation in the recycling program (99%);</li> <li>• 97% of respondents indicated they were "very" and "somewhat satisfied" with the recycling collection program;</li> <li>• 83% of respondents use two or more blue boxes on average;</li> <li>• Respondents have a good understanding of what's acceptable in the recycling program. Approximately 83% indicated they "rarely" or "once in a while" have difficulty deciding whether an item is acceptable in the recycling program;</li> <li>• About 1 in 4 households expressed a concern with their blue boxes. The main concerns related to damage (39%) and too small (30%).</li> </ul>
<b>Waste-Free Ontario Act Impacts</b>	<p>The WFOA will impact the operation of the City's recycling program since certain materials currently accepted in the blue box program will be transferred to the future EPR system. The timeframe to transfer the blue box program to the new EPR system may take up to four years based on preliminary comments from the Ontario Government.</p>
<b>Waste Management System Alternatives</b>	<p>There is uncertainty on the City's future involvement with the recycling program since the WFOA regulations for blue box materials have not been developed. In consideration of the unknowns, Council could direct staff to proceed with negotiation for potential short term extension of the existing contract. In November 2011, as part of Report PW11030b Council approved the extension of the MRF processing contract from 2013 to 2020.</p>

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>Contract:</b>	Waste collection services
<b>Contractor:</b>	Green for Life Environmental Inc. (GFL)
<b>Contract No:</b>	C11-30-11
<b>Contract Start:</b>	April 1, 2013
<b>Contract End:</b>	March 29, 2020
<b>Extensions:</b>	<p>The contract has one optional extension period of 1 year.</p> <p>The contract end date could extend out to March 28, 2021 if the contract extension is leveraged.</p>
<b>Overview of Services:</b>	<p>The Contractor is responsible for collecting waste materials from eligible properties and transporting the materials to the City's waste processing/disposal facilities. The following services are included in the contract:</p> <ul style="list-style-type: none"> <li>• Collecting organic waste, yard waste, garbage and bulk waste from the City's B zones comprised of Hamilton mountain, parts of Ancaster, Glanbrook, and Stoney Creek;</li> <li>• Emptying litter containers located in the City's B zones including Hamilton Mountain, Ancaster, and Stoney Creek;</li> <li>• City-wide curbside collection of recyclable materials;</li> <li>• City-wide collection of front-end bins for eligible multi-residential properties and City facilities; and</li> <li>• Recycling collection services for City-approved festivals and special events.</li> </ul>
<b>Public Engagement Strategy Feedback</b>	<p>The public engagement strategy included several questions concerning the City's current waste collection programs. The following are key points related to waste collection services based on the telephone survey results:</p> <ul style="list-style-type: none"> <li>• There is a high level of participation in the waste collection programs (garbage - 100%, recycling – 99%, organics – 83%, yard waste – 80%, and bulk waste – 45%);</li> <li>• 90% of households set out up to 1 container of garbage per week;</li> <li>• 90% of households use either none or up to 12 trash tags per year</li> </ul> <p>The survey also included questions related to program options such as bi-weekly garbage collection and a wheeled cart-based program for garbage collection.</p>
<b>Waste-Free Ontario Act Impacts</b>	<p>The WFOA will affect the curbside collection program, particularly related to materials which will be transferred to the new EPR system such as blue box materials. The timeframe to transfer the blue box program to the new EPR system may take up to three years based on preliminary comments from the Ontario Government.</p>



<b>ITEM</b>	<b>DESCRIPTION</b>
<p><b>Waste Management System Alternatives</b></p>	<p>The future waste collections contract will need to reflect potential changes related to the WFOA.</p> <p>The service delivery option(s) for this contract include the following:</p> <p>a) Initiate a new Contract to start in 2020</p> <p>This contract may be issued to market for a new contract to commence in 2020. This would reflect the current model with continuing to utilize public sector and private sector service providers based on the existing waste collection schedule and status quo waste collection programs.</p> <p>b) Contract Extension and a new Contract to start in 2021 (Preferred Option)</p> <p>The City may leverage the extension in the existing contract to continue the service until 2021 based on the status quo waste collection programs. This contract may be issued to market for a new contract to commence in 2021.</p> <p>c) Contract Negotiation</p> <p>The City may consider negotiating a one year extension for the existing contract beyond the current expiration date based on the status quo waste collection programs. The City may initiate the procurement process in late 2019 for a new contract to begin on Mar. 30, 2022. Negotiating a longer extension is not proposed since it may affect service quality due to the age of the existing waste collection fleet.</p> <p>d) Service Delivery Method</p> <p>For (a), (b), or (c), the City may continue to provide waste collection services using public sector and private sector service providers based on the existing waste collection programs and schedule.</p> <p>e) Service Alternatives for a new contract (Preferred Option)</p> <p>For item (b) or (c), Council may direct staff to investigate alternative service delivery methods to optimize the delivery of the curbside waste collection programs to provide increased efficiencies. Potential considerations include the following:</p> <ul style="list-style-type: none"> <li>• Amending the waste collection day for certain areas to help balance workloads;</li> <li>• Reviewing the areas of responsibility for the service providers, i.e. public and private sector;</li> <li>• Investigating the impacts of service changes to reflect the feedback from the public engagement survey</li> </ul> <p>Staff will report back to Council by the first quarter of 2018 on the cost implications for potential alternative collection methods and Council will need to provide direction on the preferred waste collection system method.</p>

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>Contract:</b>	Operation of the City's Central Composting Facility (CCF)
<b>Contractor:</b>	Maple Reinders Constructors Ltd.
<b>Contract No:</b>	C11-105-03
<b>Contract Start:</b>	January 2004
<b>Contract End:</b>	December 31, 2020
<b>Extensions:</b>	N/A
<b>Overview of Services:</b>	<p>The City has an aerobic composting facility which processes materials from the City's curbside organic waste collection program. The CCF is located on the same property as the City's RRC.</p> <p>The contract includes the design, build, and operation of the City's CCF. The CCF currently has external contracts to process organic waste from Halton Region and Simcoe County.</p>
<b>Public Engagement Strategy Feedback</b>	<p>The public engagement strategy included questions related to the City's green cart program. The following is based on the telephone survey results:</p> <ul style="list-style-type: none"> <li>• There is good participation in the green cart program (83%);</li> <li>• Reasons for not participating in the program include concerns related to pests (19%) and odours (16%);</li> <li>• 98% of respondents indicated they were "very" and "somewhat satisfied" with the green cart program.</li> </ul>
<b>Waste-Free Ontario Act Impacts</b>	<p>The "Strategy for a Waste-Free Ontario" includes the creation of an action plan to reduce the volume of food and organic waste going to landfill.</p>
<b>Waste Management System Alternatives</b>	<p>The service delivery option(s) for this contract include the following:</p> <p>a) Initiate a New Contract</p> <p>This contract may be issued to market for a new contract to commence in 2020.</p> <p>b) Contract Negotiation (Preferred Option)</p> <p>In consideration of the unknowns, Council could direct staff to proceed with negotiation for potential short term extension of the existing contract.</p>