

## **Curbside and Multi-Residential Waste Composition Studies 2017/18 RFP Clarifications Questions and Responses**

1. Please clarify what total amount of kgs of waste and recycling are required to be sorted per day per type of audit (Curbside and Multi-Residential)?

*Response: 100% of the material collected at curbside is required to be sorted. The actual weight of the material will vary based on the number of households, set out and municipality. The multi-residential material will either be 100% sorted if the complex generates less than 400 kg of garbage and/or 200kg of recycle. If larger quantities are generated by a complex, then sampling can be carried out to achieve 400 kg of garbage and 200 kg of recycle material to be sorted.*

2. For previous audits what quantity of staff has successfully completed these two styles of audits?

*Response: Previous contractors have supplied sufficient staff to carry out the work in each location. Specific staffing levels are not available.*

3. For previous audits how long have the working days been? e.g. 8 hour days? 12 hour days?

*Response: The length of the work day is based on the amount of material being sorted, the staff level utilized and the hours of operation of the facility where the sorting is being carried out.*

4. What time are the multi-residential loads typically brought into the facility?

*Response: The timing of the delivery of the multi-residential material will be based on discussion/negotiation between the municipality, the hauler and the waste sorting contractor.*

5. What time are the multi-residential loads ready to be audited by the sorters after any weighing and cone & quartering?

*Response: See the answer to question 4*

6. What hours can the team use the facilities?

*Response: Each location will have differing hours of operation. The host municipalities provide the location for the work to be carried out. The expectation is that the facilities will be made available for the hours required to undertake the work.*

7. If the loads come in later than the opening time of the facility, can the team start later and stay later (after 6pm) to complete the sort if needed?

*Response: The hours of delivery and operational availability will be discussed and negotiated with each host municipality.*

8. In the RFP it is mentioned that a minimum of 20 houses are to be collected from per day for the curbside audit - what would the maximum be?

*Response: The working maximum would be no more than 60 households collected on any one day.*

9. Please confirm that the below properly lists the total number of audits and duration for the audits to be completed?

Multi-residential: 8 Municipalities, 4 audits per year, 1 week duration per audit: 32 weeks of work?

Single-family: 8 Municipalities, 4 audits per year, 2 weeks duration per audit: 64 weeks of work?

*Response: The curbside (single family) studies will be 2 weeks long, in each of the 4 seasons. The RFP details that curbside studies will be conducted in 8 municipalities. This equates to 64 weeks of curbside waste studies for the 4 seasons. Multi-residential study work will be carried out in 2 of the participating municipalities. The multi-residential studies will comprise of 5 complexes (buildings) per each of the 2 municipalities. Only 1 week of generation of waste will be studied per building. This can equate to 8 weeks of waste study work for the 4 seasons.*

10. Please confirm the Multi-residential audit needs to be completed either week 1 or week 2 of the curbside audit each season?

*Response: The week that waste study for the multi-residential complexes will be carried out will be negotiated between the municipality and the contractor, there is no requirement to do the study work in week 1 or 2 of the curbside work.*

11. In the RFP, it is mentioned that the collecting person should take photographs of each house to know the address and locality and the household details. So are we supposed to include each household details in our report?

*Response: The RFP outlines that photographs of representative homes will be taken. A general description of each collection area will be reported on the data forms. The collection log form that will be used does track the waste generation per home.*

12. The RFP states that site visits are required for the multi-residential buildings, are the buildings close together? If not how far apart are they?

*Response: The final decisions on the multi-residential complexes that will be studied are made by the host municipality and will be discussed during the site meeting with the municipality.*