REGIONAL DISTRICT OF NANAIMO

REQUEST FOR PROPOSALS No. 22-061

Landfill Compactor GPS System

ISSUED: June 10, 2022

CLOSING DATE AND TIME:
Submissions must be received on or before:
3:00 PM (15:00 hrs) Local Time on June 30, 2022

Submissions and Questions are to be directed to:
Jane Hamilton, Superintendent – Landfill Operations
(250) 722-2044 x3222
jhamilton@rdn.bc.ca

Questions are requested at least five (5) business days before the closing date.

Proposals will not be opened in public

Instructions to Proponents

Closing Date/Time/Submission Method
Submissions must be received on or before 3:00 PM (15:00 hrs), Local Time, on June 30, 2022. The deadline for questions pertaining to the RFP is 5 days prior to the closing time listed above.

Submission Method:

By Email: In PDF format with "22-061 GPS for Landfill Compactors**"** as the subject line at this electronic address:

jhamilton@rdn.bc.ca

Please note: Maximum email file size limit is 20MB, or less. The RDN will not be liable for any technological delays of submissions.

Submissions received in any other manner will not be accepted.

Amendment to Proposals
Proposals may be amended in writing and sent via email to the Regional District of Nanaimo (RDN) contact person identified on the cover page on or before the closing. Such amendments should be signed by the authorized signatory of the Proponent.

Addenda
If the RDN determines that an amendment is required to this RFP, the RDN will post the Addendum on the RDN (https://www.rdn.bc.ca/current-bid-opportunities) website. Each addendum will be incorporated into and become part of the RFP. No amendment of any kind to the RFP is effective unless it is contained in a written addendum issued by the RDN. It is the sole responsibility of the Proponent to check and ensure all amendments are included prior to submitting their final Proposal submission.

Withdrawal of Proposals
The Proponent may withdraw their Proposal at any time by submitting a written withdrawal email to the RDN contact person identified on the cover page on or before the closing.

Unsuccessful Vendors
The Regional District will offer debriefings to unsuccessful Proponents, on request, at a mutually agreeable time.

1. INTRODUCTION

The purpose of this Request for Proposal (RFP) is to solicit submissions from qualified firms to provide a GPS system to monitor and display compaction, design criteria and to trigger alarms for infrastructure to prevent damage to equipment.

2. BACKGROUND

The Regional Landfill is located at 1105 Cedar Road, Nanaimo, BC near the southern border of the City of Nanaimo and is the only landfill site in the region. The Regional Landfill receives more than 58,000 tonnes of waste per year. The Regional Landfill utilizes a 2011 CAT 826H Compactor (with a 2009 CAT 826H compactor as a backup machine) and a 2019 Komatsu D65PX-18 dozer to process the waste. The dozer is also utilized to place intermediate cover on the waste.

Many landfills utilize GPS systems for the following reasons:

- Improve compaction which decreases airspace consumption.
- Assist with grade control on slopes to minimize 'cut and fill' correction in the future.
- Assist with grade control of ditches and roads.
- Install accurate thickness of intermediate cover which can prevent leachate breakouts.
- Mark underground infrastructure.
- Mark buried hazards such as asbestos to avoid future disturbance. This is a requirement of the BC Landfill Criteria.
- Assist with landfill planning and execution of the plan.

The RDN sees value in all the above reasons, but the primary goal currently is to improve compaction and conserve airspace at the landfill. The RDN landfill has a lifespan of approximately 21 years and a priority goal of the RDN has been to extend the life of the landfill.

3. SCOPE OF SERVICES

The RDN Solid Waste Services are looking to secure a contact on a 5-year term for purchase and installation of a GPS system that should include a hardware and software component.
It is preferred that the successful proponent would include training for equipment operators as well as more comprehensive training for technical staff. Once the initial set-up and training is complete, it is expected that customer support will be readily available in the event troubleshooting is required or additional questions arise.

4. DELIVERABLES AND OUTCOMES

Supply and install hardware and software for two base systems with GPS, plus hardware for an additional base system, plus a handheld GPS unit and rover.

Base system with GPS to be installed on the following units:

- 2016 CAT 826 compactor
- 2020 Komatsu dozer

Base system only to be installed on the following unit:

- 2016 CAT 826 compactor (backup unit)

Handheld GPS with rover to be provided.

The RDN has the following requirements for the hardware and software:

- GPS Unit accuracy of +/- 2cm or better,
- Cellular connection,
- Monitoring and measuring compaction,
- A visual display of compaction in real time in both compactor and dozer,
- System maintenance and support,
- Proximity alarms, and
- System data accessible by the RDN.

5. PROPOSAL SUBMISSION AND EVALUATION

To assist in receiving similar and relevant information, and to ensure your Proposal receives fair evaluation, the RDN asks Proponents to provide the following information.

Please include with your proposal:

1. Corporate background, history, and areas of expertise;
2. Three (3) references of clients who have obtained similar work as that in this RFP in the last five (5) years;
3. Complete technical specifications including demonstrated ease of use in the following:
    a. Uploading design files to system software
    b. Uploading design files to GSP display in equipment
    c. Manipulation and reporting of data including training strategy
    d. Ease of use for equipment operators including training strategy
4. Customer support strategy and troubleshooting, including response time and site visit schedule for common issues that may arise;
5. Identify challenges, constraints and obstacles in the project and advise strategy to minimize;
6. What suggestions does your firm have to add value to the project?
7. Layout the plan to accomplish the project including timelines and key milestones;
8. Warranty details;
9. Proponents should include a copy of their preferred contract as part of the proposal. The proponent's contract will be reviewed and factored in as part of the evaluation process.
10. Comprehensive proposed fee, in Canadian Dollars, including but not limited to:
    a. All labour and material costs
    b. Travel and carriage costs
    c. Insurance costs
    d. Costs of delivery
    e. Costs of installation and set-up
    f. Any pre-delivery inspection charges
    g. All other overhead
    h. Any annual subscription fees or other charges required by law

Proposals will be evaluated on the following basis 60% Technical, 40% Financial.

The lowest price proposal will receive full marks. Other proposals will receive reduced scores based on the proportion higher than the lowest price. i.e. Score = Min Cost/Cost x Fee Points.

Proposals submitted should be in enough detail to allow the RDN to determine the Proponent's qualifications and capabilities from the documents received. The selection committee, formed at the RDN's sole discretion, will score the Proposals in accordance with the criteria provided.

The RDN may evaluate proposals on a comparative basis by comparing one proponent's proposal to another proponent's proposal. The RDN reserves the right to not complete a detailed evaluation if the RDN concludes the proposal is materially incomplete or, irregular or contain any financial or commercial terms that are unacceptable to the RDN.

The selection committee may proceed with an award recommendation or the RDN may proceed to negotiate with the highest evaluated proponent with the intent of developing an agreement. If the parties after having bargained in good faith are unable to conclude a formal agreement, the RDN and the Proponent will be released without penalty or further obligations other than any surviving obligations regarding confidentiality and the RDN may, at its discretion, contact the Proponent of the next best rated Proposal and attempt to conclude a formal agreement with it, and so on until a contract is concluded or the proposal process is cancelled.

The RDN reserves the right to award the assignment in whole or in part or to add or delete any portion of the work. Throughout the evaluation process, the evaluation committee may seek additional clarification on any aspect of the Proposal to verify or clarify the information provided and conduct any background investigation and/or seek any additional information it considers necessary.

6. GENERAL CONDITIONS

6.1 No Contract

By submitting a Request for Proposal and participating in the process as outlined in this RFP, proponents expressly agree that no contract of any kind is formed until a fully executed contract is in place.

6.2 Privilege Clause

The lowest or any proposal may not necessarily be accepted.

6.3 Acceptance and Rejection of Submissions

This RFP does not commit the RDN, in any way to select a preferred Proponent, or to proceed to negotiate a contract, or to award any contract. The RDN reserves the right in its sole discretion cancel this RFP, up until award, for any reason whatsoever

The RDN may accept or waive a minor and inconsequential irregularity, or where applicable to do so, the RDN may, as a condition of acceptance of the Submission, request a Proponent to correct a minor or inconsequential irregularity with no change in the Submission.

6.4 Conflict of Interest

Proponents shall disclose in their Proposals any actual or potential Conflict of Interest and existing business relationships it may have with the RDN, its elected officials, appointed officials or employees.

6.5 Solicitation of Board Members and RDN Staff

Proponents and their agents will not contact any member of the RDN Board or RDN Staff with respect to this RFP, other than the RDN Contact named in this document.

6.6 Litigation Clause

The RDN may, in its absolute discretion, reject a Proposal submitted by Proponent, if the Proponent, or any officer or director of the Proponent is or has been engaged either directly or indirectly through another corporation in legal action against the RDN, its elected or appointed officers and employees in relation to:

(a) any other contract for works or services; or
(b) any matter arising from the RDN's exercise of its powers, duties, or functions under the Local Government Act, Community Charter or another enactment within five years of the date of this Call for Proposals.

In determining whether to reject a Proposal under this clause, the RDN will consider whether the litigation is likely to affect the Proponent's ability to work with the RDN, its consultants and representatives and whether the RDN's experience with the Proponent indicates that the RDN is likely to incur increased staff and legal costs in the administration of this Contract if it is awarded to the Proponent.

6.7 Exclusion of Liability

Proponents are solely responsible for their own expenses in preparing and submitting a Proposal and for any meetings, negotiations, or discussions with the RDN. The RDN will not be liable to any Proponent for any claims, whether for costs, expense, losses or damages, or loss of anticipated profits, or for any other matter whatsoever, incurred by the Proponent in preparing and submitting a Proposal, or participating in negotiations for a Contract, or other activity related to or arising out of this RFP. Except as expressly and specifically permitted in these Instructions to Proponents, no Proponent shall have any claim for compensation of any kind whatsoever, as a result of participating in this RFP, and by submitting a Proposal each Proponent shall be deemed to have agreed that it has no claim.

6.8 Ownership of Proposals

All Proposals, including attachments and any documentation, submitted to and accepted by the RDN in response to this RFP become the property of the RDN.

6.9 Freedom of Information

All submissions will be held in confidence by the RDN. The RDN is bound by the Freedom of Information and Protection of Privacy Act (British Columbia) and all documents submitted to the RDN will be subject to provisions of this legislation. The successful vendor and value of the award is routinely released.