

Main Office: 155 George Street, Prince George, BC V2L 1P8 Telephone: (250) 960-4400 / Fax: (250) 563-7520 Toll Free: 1-800-667-1959 / <u>www.rdffg.ca</u>

REPORT FOR COMMITTEE CONSIDERATION

TO: Chair and Members, Environment and Parks Standing Committee

File No.: TRAN 10.2

FROM: Darren Wahl, Manager of Solid Waste Operations

DATE: February 3, 2025

 SUBJECT
 Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station

 SUMMARY:
 Purpose: Consider Award of Contract

 Attachments:
 Backgrounder

 Previous Reports:
 Item No. 12.2, January 2025

RECOMMENDATION(S):

- THAT the report dated February 3, 2025 regarding "Contract ES-25-03 Caretaker Services – Chief Lake Regional Transfer Station" be received for information.
- 2. THAT the Committee recommend to the Board that Contract ES-25-03 Caretaker Services Chief Lake Regional Transfer Station be awarded to Shelton Rafferty, Owner, R and M Maintenance Services, for the total amount of \$6,000 per month (excluding taxes) from April 1, 2025 to March 31, 2028.

ENTITLEMENT	HOW VOTE COUNTED
All 1 Director/1 vote	Majority
All 1 Director/1 vote	Majority

ISSUE(S):

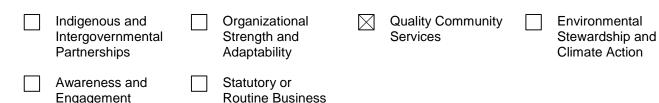
At the January 2025 Board meeting, the Board approved entering into a competitive bid process for caretaker services at the Chief Lake Regional Transfer Station. Invitation to Tender for Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station was available on the Regional District web page and the Provincial BCBid® website as of January 24, 2025, with a closing date of February 7, 2025. One complete bid was received from a qualified service provider.

The Committee is being asked to recommend to the Board to consider the award of Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station to Shelton Rafferty, Owner, R and M Maintenance Services for the total amount of \$6,000 per month (excluding taxes) from April 1, 2025 to March 31, 2028.

RELEVANT POLICIES:

- 1. Regional District of Fraser Fort-George Delegation Bylaw No. 3276, 2022:
 - provides for requirement of Board authorization for contracts over \$100,000 in value
- 2. Policy RD-03-09: Procurement of Goods and Services
 - provides for procurement levels and limits
- 3. Regional Solid Waste Management Plan (RSWMP):
 - provides for the operation of a transfer station system for the collection of both residential solid waste and recyclable materials

STRATEGIC PRIORITIES ALIGNMENT:



SERVICE RELEVANCE:

The Regional District provides solid waste services for the entire Regional District, including rural transfer stations. Having caretaker services at the solid waste facilities provides a safe site and addresses Regional District liability concerns.

FINANCIAL CONSIDERATION(S):

Budget implications for these services are reflected in the proposed 2025 Solid Waste Management (3305) Budget.

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

- 1. Approve recommendations.
 - a recommendation will be made to the Board to consider award of Contract ES-25-03 Caretaker Services
 Chief Lake Regional Transfer Station to Shelton Rafferty, Owner, R and M Maintenance Services for the total amount of \$6,000 per month (excluding taxes) from April 1, 2025 to March 31, 2028.

Other Options:

- a. do not make recommendation to Board for award of Contract ES-25-03 Caretaker Services Chief Lake Regional Transfer Station
 - would result in the Regional District not having caretaker services at the Chief Regional Transfer Station after March 31, 2025.

COMMENTS:

Environmental Services Administration recommends that Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station be awarded to Shelton Rafferty, Owner, R and M Maintenance Services for the total amount of \$6,000 per month (excluding taxes) from April 1, 2025 – March 31, 2028.

Respectfully submitted,

"Darren Wahl"

Darren Wahl Manager of Solid Waste Operations

DW:jt