



Request for Expressions of Interest (REOI) for Dedicated Collection and Transportation Services

THIS IS A REQUEST FOR EXPRESSIONS OF INTEREST (REOI)
NOT A REQUEST FOR PROPOSALS (RFP) OR A TENDER CALL

BACKGROUND

The New Brunswick Beverage Containers Act (BCA) was a pioneering piece of legislation in Canada in 1992, formalizing the concept of industry becoming stewards of their products' containers even after use. Encorp Atlantic Inc. (Encorp) is the non-alcoholic beverage industry's response to post-consumer challenges in New Brunswick. Since then, Encorp, as an agent for distributors of beverage products in New Brunswick, has been at the forefront of the province's stewardship movement, implementing and operating a comprehensive province-wide system that meets the requirements of the BCA and the needs of consumers to recycle.

A collection network of independently operated redemption centre (RC) locations throughout the province provide convenient access for all New Brunswickers to return their used beverage containers (UBCs) for a refund. Currently, 69 RC operators provide this service, receiving redeemable ("deposit-bearing") beverage containers from the public. Encorp pays them a handling fee for service and reimburses them the consumer refund.

OBJECTIVE

Encorp is seeking to establish a list of eligible service providers for Dedicated Collection and Transportation Services for UBCs to be delivered to one or more processing centre (PC) location(s). The proposed PC location(s) will be selected to coincide with the commencement of this *Dedicated Collection and Transportation Services Agreement*. **The successful proponent (the Carrier) must be ready to provide adequate, appropriate and logistically convenient service commencing October 3, 2022, and provide such service on a province-wide basis. The contract term will be for a period of five (5) years.**

MATERIALS MANAGEMENT

Encorp provides RCs with large (bulk) bags to sort and store UBCs. UBCs are sorted at each RC by container type (and for certain plastic and glass containers by colour also). The different materials collected through the program and how they are sorted for shipment to the PC(s) are shown in Appendix A (UBC Material Volumes). The Carrier must regularly pick up full bulk bags stored at RCs and deliver them to one or more PC locations.

SCOPE OF WORK – DEDICATED COLLECTION AND TRANSPORTATION SERVICES

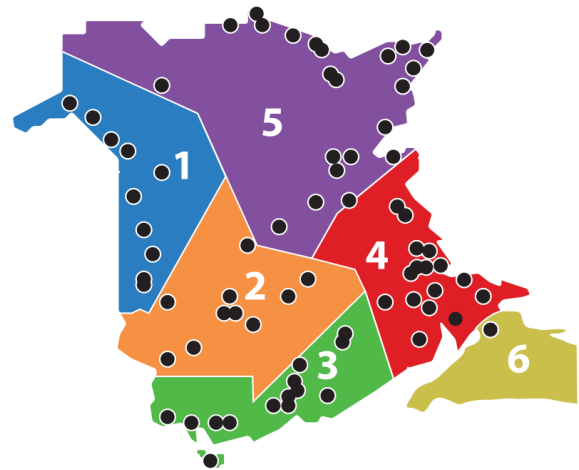
Proponents must provide province-wide carrier service for all RCs.

The collection and transportation service is a dedicated service, not a backhaul.

A provincial map showing the location of all RCs is available on Encorp's website at www.encorpatl.ca.

It is anticipated that any of the zones shown on the following map below could be chosen as potential PC locations.

Dedicated collection and transportation services proponents must be able to provide include the following.



1. Collection/loading of full bulk bags from RCs containing UBC materials.
2. Ensuring pickups at RCs take place Monday to Friday, normally between the hours of 8 a.m. and 5 p.m.
3. Transporting UBC materials to the selected PC(s).
4. Delivering/unloading of UBC materials at the selected PC(s).
5. Ensuring deliveries to the selected PC(s) are Monday to Friday (excluding statutory holidays), normally between the hours of 7:30 a.m. and 5 p.m.
6. Ensuring that trucks are not docked more than two hours and that they leave the PC(s) dock(s) no later than 4 p.m.
7. Returning delivery/unloading of empty bulk bags from the selected PC(s) to RCs as directed by Encorp.
8. Developing and adhering to a published pickup schedule that is reasonably convenient for RCs and is in accordance with the BCA.
9. Planning and electronically publishing RC pickup schedules by 3 p.m. for the following working day.
10. Ensuring that any delay in a scheduled pickup shall be communicated to the affected RC.
11. Ensuring proper use and care of the EnSys™ system for tracking UBC materials, including proper input of scanner data at the time of bulk bag pickup.
12. Providing documentation to each RC for all bulk bags picked up in accordance with Encorp's specifications.
13. Exchanging full bulk bags for empty bulk bags at RCs, on a one-for-one basis, or as directed by Encorp.

ENSYS™ SYSTEM

Encorp uses a custom-built software platform to track UBC materials, generate reports, and issue payments to service providers. This materials control system is known as EnSys™. As part of this system, Encorp owns and uses portable handheld barcode scanners for collecting and submitting data from field operations. Once Encorp receives this data, it is used to generate various reports and issue payments. Encorp will provide all hardware and training required to operate the EnSys™ system. The Carrier must assign a designated employee to complete this training. Afterwards, the Carrier's designated employee will be responsible for training all other Carrier employees as required to ensure the EnSys™ system operates without interruption to the extent that the Carrier can reasonably be held responsible.

HOW TO RESPOND TO THIS REOI

Please provide Encorp with documentation addressing the following.

1. Full business registration profile, including
 - business's legal name as appropriate for use in a potential contract;
 - name and contact details for the business owner(s);
 - business registration number;
 - current status of registration; and
 - most recent registration renewal date.
2. Detailed description of your company's experience and capabilities. Experience with previous or existing comparable service agreements should be highlighted. Capabilities may relate to human and capital resources, certain expertise, equipment and/or technology, etc. Also, describe any similarities or differences with respect to current service agreements that may benefit or present a challenge if selected as a service provider for Encorp.
3. Detailed description of the equipment to be used for dedicated collection and transportation services, including number of tractor units, trailer units (specify length), age, general condition, and any other detail you wish to disclose – photos should be included.
4. Proof of public liability and property damage insurance coverage on all your vehicles to an amount no less than five million dollars.
5. Proof your company can obtain a Performance Bond or a Guaranteed Investment Certificate or an Irrevocable Letter of Credit in the amount of \$100,000 issued by a Surety Company licensed to do business in New Brunswick.
6. Detailed contingency plan which can be implemented in the event of equipment or other failure that would interrupt normal pickup and transportation of Encorp UBC materials for a period exceeding 24 hours.
7. Details of your company's employee health and safety program, which satisfies requirements under the New Brunswick Occupational Health and Safety Act.
8. Details of your company's sustainability statement. Describe any environmental initiatives your company has established in your community, or your willingness to do so. Also, describe any environmental action, policies, or technologies your company can offer to minimize its carbon footprint.

Information must be received by **JULY 16, 2021** and may be delivered by regular mail or courier or by email to the attention of Pierre Landry, Encorp Atlantic General Manager.

Mail/Courrier :

Encorp Atlantic Inc.
505-D St. George Street
Moncton, NB
E1C 1Y4

Email: pierre@encorpatl.ca

Appendix A – UBC Material Volumes

	Estimated Volumes of Bulk Bags				
	Year 1	Year 2	Year 3	Year 4	Year 5
PET /HDPE	113,270	115,540	117,850	120,210	122,610
Aluminum Cans	44,930	45,830	46,750	47,690	48,640
Glass	2,700	2,750	2,810	2,870	2,930
Cartons and Tetra	6,700	6,830	6,970	7,110	7,250
Other Plastics and Pouches	700	710	720	730	740
Steel Cans	1,010	1,030	1,050	1,070	1,090
Estimated Total Bulk Bags	169,310	172,690	176,150	179,680	183,260

Bulk bags and volumes may vary from these estimates.

PET/HDPE may be processed in a separate processing centre, all other UBC materials must be processed in the same facility.

Bulk bags for all UBC materials, with the exception of glass, is one cubic meter.

Bulk bag for glass is an open top .87 cubic meter bag.