



RECYCLEBC™

Recycle BC Collection Services RFP Summary

British Columbia – North Vancouver (City & District) and the District of West Vancouver – Curbside and Multi-Family

Purpose of the RFP

Recycle BC seeks competitive proposals for curbside and multi-family PPP collection services in North Vancouver (City & District) and West Vancouver, including collection, customer service, container delivery, contamination monitoring, and delivery to designated post-collection facilities.

General Information and Key Dates

| Request for Proposal Information | | |
|----------------------------------|---|---|
| RFP Title: | Recycle BC Collection Services | |
| Date Issued: | March 20, 2026 | |
| Contact Person(s): | RFP Coordinator Tessa Janzen Director, Collection proposals@recyclebc.ca | RFP Coordinator Support Jennifer Nguyen Manager, Program-Led Services proposals@recyclebc.ca |
| Proposal Submission Date: | May 25, 2026; 4:00 PM PST | |
| Additional RFP Dates: | <ul style="list-style-type: none"> • Deadline for Proponents' Questions: April 13, 2026 • Final Responses to Questions: April 20, 2026 • Proposal Submission Date: May 25, 2026; 4:00 PM PST • Proposal Evaluation, Interview and Selection Period: May 26 – June 12, 2026 • Agreement Negotiation and Finalization with Selected Proponent(s) Period: June 15 - June 26, 2026 • Notice to Selected Proponent(s): June 29, 2026 • Service Commencement Date: July 3, 2028 | |

Service Scope

These services include but are not limited to:

- As applicable, collection of PPP at Curbside from residential households in single-family homes, including converted single-family buildings with secondary suites and buildings with up to four (4) suites;
- Collection of PPP at Multi-Family buildings that are generally (5) five units or more where residents are expected to deliver PPP to a central storage/collection area accessible by all residents;
- Delivery of collected PPP to the Designated Post-Collection Facility;
- Weighing of collected PPP as directed by the Designated Post-Collection Service Provider;
- Delivery of collection containers to households receiving service in the Service Area;
- Accurate recording, reporting and regular upkeep of addresses and households receiving services within the Service Area(s);

- Provision of customer service, inclusive, but not limited to, staffed phone lines able to receive and return calls with resident, receiving and responding to email, recording of incidents, managing missed pick-ups, replacement of collection containers, support for resident education services; and
- Coordinating with the Recycle BC team on operational issues and projects as applicable and required.

Service Areas

Curbside Collection:

1. City of North Vancouver and District of North Vancouver
2. District of West Vancouver

Multi-Family Collection:

3. City of North Vancouver and District of North Vancouver
4. District of West Vancouver

Materials Collected

A Contractor will collect the following material categories:

- Mixed Paper and Cardboard;
- Mixed Containers;
- Segregated Glass Bottles and Jars; and
- Segregated Flexible Plastics (not currently collected in City and District of North Vancouver Curbside or Multi-Family programs).

Interested parties

Interested parties are requested to contact the RFP Coordinator to express their interest in accessing the full RFP materials, at proposals@recyclebc.ca

RFP Process Integrity

All RFP-related communications with Recycle BC, from the time this RFP is advertised and issued until the time an Agreement is approved, will be through the RFP Coordinator in writing. Neither Proponents nor their agents will contact or otherwise lobby other Recycle BC staff or Recycle BC's Board in connection with this RFP.

Recycle BC will only make modifications or clarifications to this RFP through a written addendum issued by the designated contact for this RFP. No oral statement or other representation from any source this RFP will be included in or in any way amend this RFP.

Response to questions received will be provided through written addendum by Recycle BC and will not state the source of any questions. Recycle BC may edit or revise Recycle BC-posted questions for clarity. Questions not submitted in a form that can be distributed to all respondents may not be answered by Recycle BC.

Proposals will include all information and materials the Proponent wants Recycle BC to use during the Proposal evaluation and selection process. Recycle BC may request additional information during the evaluation and selection process but is under no obligation to consider unsolicited materials provided by the Proponent that are not part of its Proposal or are not specifically requested by Recycle BC.

Evaluation Methodology

Proposals will be evaluated by a committee comprising of Recycle BC representatives. Recycle BC's submission and evaluation protocol requires a two-part electronic submission for all proposals, separating the technical evaluation

from the price submission. Only those proposals meeting the qualified technical criteria will have the price proposal evaluated to determine the Proposal that provides the best overall value to Recycle BC.

All decisions on whether a Proposal meets (or to what degree it meets) the stated requirements are decisions within the judgement of Recycle BC's evaluation committee. Proponents are advised that all determinations and decisions made by Recycle BC relating to this RFP and any Proposals by Proponents, including without limitation, whether a Proposal satisfies the Mandatory Forms and Requirements and the extent to which scoring, and points are awarded, are within Recycle BC's sole and absolute discretion and are final and binding without appeal whatsoever.