

# *Overview of a RFQL for a Small-Scale Research Facility*

Solid Waste Management Services  
City of Toronto  
October 31, 2003

# Overview of a RFQL for a Small-Scale Research Facility

## Topics:

- Definition of Small-Scale Research Facility (SSRF) Project
  - SSRF Purpose and Objectives
  - SSRF Scope and Scale
  - City and Contractor Responsibilities
- Procurement Process
- Key Components of RFQL
  - Objective
  - Information Requirements and Screening Criteria

# Overview of a RFQL for a Small-Scale Research Facility: Project Definition

## *SSRF Purpose and Objectives:*

- to support NETP&P undertaking
- to investigate key performance parameters of a NET process for residual waste treatment, including diversion rate and the quantity and quality of products and emissions
- to undertake a research program to produce new information on waste processing options

# Overview of a RFQL for a Small-Scale Research Facility: Project Definition

## *SSRF Development Concept:*

- complete system including receipt, processing and emissions treatment
- processing by NET
- enable research projects by:
  - designed for operational flexibility
  - variety of pre-processing capabilities
  - designed for ease of monitoring/sampling
  - flexible operating contract terms
- designed for public access

# Overview of a RFQL for a Small-Scale Research Facility: Project Definition

## *Potential Research Program Elements:*

- methods for and efficiency of material separation and recovery operations
- feedstock and pre-processing impacts on:
  - quantity and quality of products recovered
  - NET process efficiency
  - quantity and quality of solid residues and other emissions
- overall mass and energy balances
- fate of contaminants

# Overview of a RFQL for a Small-Scale Research Facility: Project Definition

## *SSRF Scope and Scale:*

- 5,000 <> 25,000 tpy residual waste from any/all City waste management programs
- NET process: physical, biological, thermal and/or chemical methods
- no landfill, no incineration
- term: 2 to 5 years of operations (after construction)

# Overview of a RFQL for a Small-Scale Research Facility: Project Definition

## City and Contractor Responsibilities:

### City Responsibilities:

- site and approvals (optional)
- D/B/O\* or D/B/O/O\*\* contract (depending upon site ownership)
- provide residual waste
- market recovered products
- solid residue management
- \$ for design, construction and operations
- design research program & monitor execution

\* D/B/O = design, build, operate

\*\* D/B/O/O = design, build, own, operate

# Overview of a RFQL for a Small-Scale Research Facility: Project Definition

## *City and Contractor Responsibilities:*

### Contractor Responsibilities:

- site and approvals (optional)
- design and construction
- ongoing operation and maintenance of the SSRF
- execute research program defined by City
- beneficial utilization of energy products (if required)
- monitoring and reporting operational results

# Overview of a RFQL for a Small-Scale Research Facility: Procurement Process

## *Three Stage Procurement Process:*

### Stage 1- Request for Expressions of Interest (REOI)

- Closed July 15, 2003
- objectives: investigate state of NET industry, signal marketplace of City's intentions
- no screening or evaluation
- 50 submissions received
- see REOI submissions summary report  
([www.toronto.ca/wes/techservices/involved/swm/net/pdf/aug15\\_9155\\_results.pdf](http://www.toronto.ca/wes/techservices/involved/swm/net/pdf/aug15_9155_results.pdf))

# Overview of a RFQL for a Small-Scale Research Facility: Procurement Process

## *Three Stage Procurement Process:*

### Stage 2 - Request for Qualifications (RFQL)

- To be released Dec. 2003
- objective: identify Qualified Respondents
- screening criteria applied (pass/fail)

### Stage 3 - Request for Proposals (RFP)

- To be released 2004
- Qualified Respondents invited to respond
- objective: identify proposal that best satisfies City's requirements (technical and financial)
- screening and evaluation criteria applied

# Overview of a RFQL for a Small-Scale Research Facility: Procurement Process

## *Three Stage Procurement Process:*

- Stage 2 and Stage 3 will include a Lobbying Disclosure Process
- Respondents will be required to disclose contacts with staff, Councilors, Advisory Group members and project consultants to the City Clerk
- Reporting details will be specified in RFQL and RFP documents

# Overview of a RFQL for a Small-Scale Research Facility: RFQL

## ***Objective of RFQL: to identify Qualified Respondents to invite to respond to RFP***

- Qualified means: having provided evidence of sufficient technological, design and construction, operational and financial capabilities to complete SSRF project
- Determined through RFQL information requirements and screening criteria
- Screening criteria are pass / fail
- Must pass all to be Qualified Respondent

# Overview of a RFQL for a Small-Scale Research Facility: RFQL

## *Information Requirements and Screening Criteria*

Categories:

- 1- Technological Capability
- 2 - Project Development Experience and Capability
- 3 - Operating Capability
- 4 - Financial Capability
- 5 - Information and Quantity Requirements and Contract Terms

# Overview of a RFQL for a Small-Scale Research Facility: RFQL

## *Information Requirements and Screening Criteria*

### 1- Technological Capability

- must provide evidence of a reference facility that satisfies the following requirements:
  - uses proposed NET
  - processes similar municipal waste
  - has a design capacity of at least 1 tonne per day
  - has processed at least 200 tonnes in the previous 12 months
  - has a rate of diversion from landfill of at least 50%
  - is capable of satisfying Ontario regulatory requirements for facility siting
  - is not landfill or incineration (see Tech. Sub-Committee draft definition of incineration  
[www.toronto.ca/wes/techservices/involved/swm/net/pdf/oct29\\_03\\_definition\\_of\\_Incineration\\_ag\\_presentation.pdf](http://www.toronto.ca/wes/techservices/involved/swm/net/pdf/oct29_03_definition_of_Incineration_ag_presentation.pdf))
- must provide reference for owner, operator and host jurisdiction

# Overview of a RFQL for a Small-Scale Research Facility: RFQL

## *Information Requirements and Screening Criteria*

### 2 -Project Development Experience and Capability

- must provide evidence of the completion of the design and construction of one or more waste processing facilities similar in scope and scale to the SSRF
- must provide references for the current owner, operator and host jurisdiction

### 3 - Operating Capability

- must provide evidence of the direct operational control of one or facilities processing at least 10,000 tonnes of municipal waste in the previous 12 months
- must provide references for the facility owner and host jurisdiction

# Overview of a RFQL for a Small-Scale Research Facility: RFQL

## *Information Requirements and Screening Criteria*

### 4 -Financial Capability

- must provide confirmation from an acceptable Surety or financial institution that the Respondent can be bonded to the estimated full design and construction cost of the SSRF
- must provide contact information for the Surety or financial institution

### 5 - Information and Tonnage Requirements and Contract Terms

- must state the information required in order to respond to RFP
- must state minimum tonnage requirements to respond to RFP
- must state any required contractual terms to respond to RFP

# Overview of a RFQL for a Small-Scale Research Facility: RFQL

## *Next Steps in the RFQL Development Process*

- November 12: public deputation and Advisory Group discussion of RFQL
- November 26: Advisory Group discussion of RFQL
- December: RFQL release
- January 2004: staff report to Council on RFQL progress