

Request for Proposals

Solid Waste Transport Services

Issued by Chief Mountain Regional Solid Waste Services Commission

The Chief Mountain Regional Solid Waste Services Commission (CMRSWSC) is seeking proposals from qualified and experienced contractors to provide solid waste transport services for the safe, efficient, and reliable transportation of municipal solid waste within its service area. This Request for Proposals (RFP) outlines the services required, the proposal submission process, and the evaluation criteria.

1. Introduction

CMRSWSC is a regional commission responsible for the management and transportation of solid waste generated within its member municipalities. CMRSWSC is located within the boundaries of the County of Warner and Cardston County and is comprised of 11 member municipalities including Cardston County, the County of Warner, the Town of Milk River, the Town of Raymond, the Town of Magrath, the Town of Cardston, the Village of Stirling, the Village of Warner, the Village of Coutts, the Village of Glenwood and the Village of Hillspring. We also provide collection of solid waste from the Transfer Station located in Standoff on the Blood Reserve.

The purpose of this RFP is to explore options for contracting out transport services for collecting, hauling, and transferring solid waste from its **15** designated waste transfer station facilities to the regional landfill.

2. Scope of Work

The selected contractor will be responsible for:

- Providing transport services for the collection and transportation of municipal solid waste from 15 transfer stations within the CMRSWSC region
- Hauling waste to the designated regional or out-of-region landfill and disposal facilities as directed by the Commission

- Supplying and maintaining suitable and reliable vehicles and equipment compliant with all applicable regulations
- Ensuring all operations align with provincial and federal safety and environmental standards
- Maintaining a regular and on-call schedule as required by the Commission
- Providing detailed manifests, reports, and supporting documentation for each load transported

3. Proposal Submission Requirements

Interested proponents must submit a proposal that includes:

- Company profile, including relevant experience and qualifications
- List and description of vehicles and equipment proposed for use
- Personnel qualifications, including driver certifications and safety training
- Detailed methodology for the collection, transportation, and disposal of solid waste
- Proposed schedule and flexibility for accommodating peak periods or emergencies
- References from comparable contracts or clients
- Comprehensive cost proposal, including pricing structure, fuel surcharges, and any additional fees
- Proof of insurance and WCB (Workers' Compensation Board) coverage
- Any value-added services or innovative solutions offered

4. Term of Contract

The successful contractor will enter into a service agreement with CMRSWSC for an initial term of three (3) years, with the possibility of extension based on satisfactory performance and mutual agreement.

5. Proposal Evaluation Criteria

Proposals will be evaluated based on:

- Relevant experience and demonstrated capacity
- Quality and reliability of vehicles/equipment
- Safety record and environmental compliance
- Cost and value for money
- References and past performance

- Innovation and value-added services

6. Submission Instructions

- Submit proposals in electronic (PDF) format to:
Marian Carlson, SEO
Chief Mountain Regional Solid Waste Services Commission
Email: chiefmountainsolidwaste@gmail.com
- Proposals must be received no later than **October 15, 2025, at 4:00 PM**
- All questions or requests for clarification must be submitted in writing to:
Marian Carlson, SEO
Email: chiefmountainsolidwaste@gmail.com

no later than **October 10, 2025**

7. Additional Information

- The Commission reserves the right to accept or reject any or all proposals and to negotiate terms with the successful proponent.
- All costs incurred in the preparation and submission of proposals are the responsibility of the proponent.
- This RFP does not constitute an offer or contract of any kind.

For more information and a complete copy of the Service Agreement, please contact:

Chief Mountain Regional Solid Waste Services Commission

P.O. Box 1711

Cardston, AB T0K 0K0

Marian Carlson, SEO

403-625-0201

Email: chiefmountainsolidwaste@gmail.com

We thank all proponents for their interest in supporting our regional solid waste management solutions.