



ALEX VUCINIC  
Manager of Purchasing

Elaine Castellan  
Purchasing Supervisor

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TELEPHONE NUMBER

December 17, 2018

**PROPOSAL NO. 180-18 – BIOSOLIDS OPERATIONS, MAINTENANCE AND PELLET MARKETING SERVICES**

Sealed proposals clearly marked as to contents will be received by the Purchasing Supervisor, 400 City Hall Square East, Suite 403, Windsor, Ontario, N9A 7K6, up to and including **ELEVEN-THIRTY FIFTY-NINE (11:30:59) A.M. (E.S.T.), MONDAY, JANUARY 21, 2019**, for biosolids management services for biosolids (sludge cake) which are produced at the Lou Romano Water Reclamation Plant (“LRWRP”) and the Little River Pollution Control Plant (“LRPCP”). The successful Proponent will be required to operate and maintain the City-owned state of the art Windsor Biosolids Pelletization Facility (“WBPF”) located at 4365 Sandwich St., and provide pellet marketing, handling and distribution services.

**A MANDATORY site meeting will be held on FRIDAY, JANUARY 4, 2019, beginning at 8:30 a.m. (E.S.T.), at Little River Pollution Control Plant, 9400 Little River Road, Windsor, ON. Directly following the site visit at Little River Pollution Control Plant, mandatory site visits will be held at Lou Romano Water Reclamation Plant (4155 Ojibway Parkway) and Windsor Biosolids Pelletization Facility (4365 Sandwich Street).** Proponents shall attend all three of the mandatory site meetings and stay in attendance for the duration of each meeting and shall sign the log upon arrival at each location. Failure to attend all three mandatory site meetings shall result in the disqualification of the Proponent. **Attendees are required to wear hardhat, safety vest and safety footwear and suggested to wear lightweight disposable coveralls.**

Proposal documents are available upon payment of a non-refundable fee at [www.biddingo.com/windsor](http://www.biddingo.com/windsor) for electronic documents or in person at Purchasing Division, 400 City Hall Square, Suite 403, Windsor, Ontario. The document is available in PDF and is bookmarked for easy reference.

There will be no public opening of this proposal.

Acceptance or rejection of any proposal will be made in accordance with City of Windsor Purchasing By-Law No. 93-2012 and amendments thereto. This procurement is subject to the Canadian Free Trade Agreement (CFTA), approved July 1, 2017.

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

*Elaine Castellan*

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Purchasing Supervisor

EC/jm