



Corporation of the City of
NEW WESTMINSTER

REQUEST FOR PROPOSAL

NWRFP-12-28

Multi-Family Food Scraps Collection Program

Closing Time:

Thursday, December 13th, 2012
3:00 PM, Local Time, Vancouver BC

Closing Location:

Main Reception Desk
City of New Westminster
511 Royal Avenue,
New Westminster, BC, V3L 1H9

Further requests for information :

Purchasing: Ron Gidda

Purchasing and Inventory Supervisor
Telephone: 604-517-5406
Facsimile: 604-527-7783
Email: rgidda@newwestcity.ca

COMPANY NAME			
Address:			
(including Postal Code)			
Contact Name:			
Telephone number:			
Facsimile number:		Email:	
<u>Signature:</u> by officer with express authority to enter into contract		Dated	

CORPORATION OF THE CITY OF NEW WESTMINSTER

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1.0 DEFINITIONS

“Agreement” “Contract” “Services Agreement” means the contract for services that will be issued to formalize with the successful Proponent through negotiation process with the City based on the proposal submitted and will incorporate by reference the Request for Proposals, any addenda issued, the Proponent’s response and acceptance by the City.

“City” “Owner” means City of New Westminster.

“Contractor” “Vendor” means the person(s) firm(s) or corporation(s) appointed by the City to carry out all duties, obligations, work and services first contemplated in the Request for Proposals and all associated documentation, which may also include mutually agreed revisions subsequent to submission of a Proposal. Both “Contractor” “Vendor” and “Proponent” are complimentary in terms of duties, obligations, and responsibilities contemplated at the Request for Proposals stage, through evaluation process, execution, and performance of the Food Scraps Collection Services.

“Council” means the city council of the City of New Westminster.

“Food Scraps” means Waste comprising of food, including meat, fish, fat, dairy products, bread, baking products, fruits and vegetables, whether cooked or uncooked originating from a residential source that is loose or in kraft bags.

“Green Waste” means solid waste that comprises of:

- a. Vegetative matter resulting from gardening that is capable of being composted and includes grass, shrub and tree branches, weeds, leaves, vegetable stalks, brush that is loose or in kraft bags.
- b. Paper, and
- c. Yard waste

But does not include Food Scraps or Soiled Paper or any material whatsoever which in the opinion of the City is considered contaminated.

“Paper” means waste that is manufactured from thin sheets of wood pulp or other fibrous substances that may be converted into reusable materials and includes newspapers and inserts, magazines, telephone directories, catalogues, office papers, envelopes, boxboard, paper bags, carbon paper, tissue paper, paper napkins or towels, but excludes photographic paper, gable top containers such as milk cartons and paper that is infused with or covered with wax, paper that is adhered to plastic or metal or composite paper products such as tetrapak containers.

“Proponent” means responder to this Request for Proposals.

“Preferred Proponent” means the Proponent who’s Proposal, as determined by City staff through the evaluation analysis described in the RFP, provides the best overall value in meeting the City’s requirements, and may be recommended for award.

“Processing and Marketing Services” See section 7.2

“Proposal” means the submission by the Proponent.

“RFP” “Request for Proposals” shall mean and include the complete set of documents, specifications, drawings, and addenda incorporated herein, and included in this Request for Proposals.

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“**Residuals**” means waste that does not meet the definition of SSOW, clean wood waste, yard waste or green waste and includes plastics, glass and metal.

“**Services**” means and includes the provision by the successful Proponent of all services, duties and expectations as further described in this RFP.

“**Shall**” “**Must**” “**Will**” “**Mandatory**” mean a requirement that must be met.

“**Source separated organic waste**” (herein after called SSOW) means Municipal solid waste that comprises;

Food waste, green waste, soiled paper or a combination of such waste, that is collected from New Westminister multi-family residents in a loose unbagged form or in kraft bags or compostable bag liner approved by the City of New Westminister and Proponent’s processor of choice, as identified in a Proponent’s submission to this RFP.

“**Supply**” “**Provide**” shall mean supply and pay for, and provide and pay for.

“**Waste**” means discarded or abandoned materials, substances or objects but does not include:

- Animal feces;
- Any shrub or tree trimmings that exceed 12” in stem diameter;
- Any rocks, plastic, plastic bags, bag material of any kind except kraft paper, wire, or inorganic materials;
- Biodegradable or compostable bags not acceptable to the proponents organics processor;
- Food waste other than fruit and vegetable waste;
- Any material which is defined as hazardous waste under the Waste Management Act of British Columbia; or
- Any material whatsoever which in the opinion of the proponent is reasonably contaminated.

“**Yard Waste**” means “Yard Waste” as defined by the Organic Matter Recycling Regulation

2.0 PROPOSAL INSTRUCTIONS

Three (3) hard copies of the Proposal, including one signed and initialled copy and one (1) electronic copy of this Request for Proposal, are to be submitted and clearly marked on the outside envelope or box as follows:

NWRFP-12-28
Multi-Family Food Scraps Collection Program

The electronic copy may be submitted on a USB flash drive or other similar electronic storage device. In the event of a discrepancy between a hardcopy and an electronic copy of a Proposal, the hardcopy version will have priority.

The City will receive Proposals at the location and time indicated on the title page of this Request for Proposal. The clock at the MAIN RECEPTION DESK is the official clock.

It is the Proponent's responsibility to ensure that the City receives its Proposal **prior** to the stated Closing Time. The City does not accept facsimile, electronic mail, or other unsealed submissions. The City **will not consider** late proposals.

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It is the responsibility of each proponent to seek clarification on any matter relating to this proposal. Requests for clarification must be made in writing to Ron Gidda, Supervisor, Purchasing and Inventory Stores, City of New Westminster, email: rgidda@newwestcity.ca

The City will respond to enquiries that it considers relevant to this RFP, which the City will determine in its sole discretion. The City or Purchasing Supervisor will only respond to those written queries received at least ninety-six (96) hours prior to the Closing Date and Time.

The City's representative will not answer enquiries directly. The City will record enquiries and post replies on the City's website at [City of New Westminster | Bid Opportunities | Business | Request for Bids & Proposals - Open](#) along with any additional information and addenda to this RFP.

It is solely the responsibility of the Proponent to check the City's [website](#) regularly for all information related to this RFP. The Proponent shall acknowledge any Addenda in its Proposal. Failure to acknowledge any Addenda may result in disqualification of the Proponent.

The City accepts no responsibility for any information provided by its employees or agents that is not in writing and in accordance with this section. The City cautions Proponents that information obtained from any other source is not official and may be inaccurate.

Proposals shall be irrevocable for a period of 60 days from date of closing. Successful Proposals submitted may become part of contracts for services. The Proponent has not nor will not copyright the Proposal and offers it for any purposes of the City.

3.0 INTRODUCTION

In 2010, the City implemented a food scraps collection program for all single-family units in the City through the use of its own Engineering Operations employees. The City now wishes to expand the program into multi-family dwellings through a contracted third party. As such, the City is seeking responses to this RFP from qualified Vendors for the collection, hauling and disposal of solid waste food scrap services. The City is considering a five-year term commencing March 4th, 2013.

4.0 KEY CONTENT

The following are considered key content that should be included as part of the Proponent's submitted Proposal. The City may not consider any Proposal that does not include all of the key content.

1. a brief outline of the Proponent's understanding of the project;
2. a work plan approach and methodology to successfully accomplish this assignment;
3. a rate structure for the duration of the engagement with an explanation of the fees proposed;
4. the name(s) of the key contact personnel, complete with brief resumes;
5. the names of three references of clients who have undertaken similar work. The City may contact the references to assess the performance of the Proponent;
6. a statement of commitment to undertake the Services, provide the staff, and support necessary to complete the project. The City is seeking the services of food scraps collection firm that can start immediately upon contract award.

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5.0 ADDENDA

- 5.1** Should addenda to the Request for Proposal documents be required for any reason, it is the City's intention not to issue addenda during a period three (3) days prior to the Proposal Closing date and time.
- 5.2** Proponents are responsible for checking the City's website for any addenda or other information relating to this Request for Proposal.
- 5.3** All Addenda become part of the Proposal documents. Proponents are responsible for including any adjustment costs in their Proposal. The Proponent must acknowledge receipt of any Addenda in their Proposal.
- 5.4** Failure to acknowledge any Addenda may result in disqualification of the Proponent.

6.0 GENERAL CONDITIONS

6.1 OWNERSHIP OF PROPOSALS AND FREEDOM OF INFORMATION

All documents submitted to the City in response to this RFP or as part of any subsequent negotiation will become the property of the City, and will not be returned. Proponents should also be aware that the City is subject to the provisions of the *Freedom of Information and Protection of Privacy Act (FOIPPA)*. A Proponent may stipulate in their Proposal that portions of the Proposal contain confidential information and are supplied to the City in confidence. However, under FOIPPA, the City may nevertheless be obligated to disclose all or part of a response pursuant to a request made under the Act, even if the Proponent has stipulated that part of the Proposal is supplied in confidence. The Proponent should review section 21, and other provisions of FOIPPA in order to gain a better understanding of the City's disclosure responsibilities under the Act.

6.2 OWNERSHIP OF PROJECT DOCUMENTATION

All proposals submitted and subsequent related documents and information shall remain the property of the City of New Westminster and shall be provided to the City at any time during the engagement and within a period of two (2) years after completion of the Services.

6.3 CONFIDENTIALITY OF CITY INFORMATION

Proponents must not disclose any information acquired about the City during this RFP process unless authorized in writing by the City, and this obligation will survive the termination of this RFP process. The awarding of any contract or the reaching of any agreement for the provision of services to the City will not permit any Proponent to advertise a relationship with the City without the City's prior written authorization.

6.4 PROPONENT'S EXPENSES

Proponents shall be solely responsible for their own expenses in preparing a proposal and subsequent negotiations with the City, if any. If the City elects to reject all proposals, the City will not be liable to any Proponent for any claims, whether for costs or damages incurred by the Proponent in preparing the proposal, loss of anticipated profit in connection with any final Contract, or any other matter whatsoever.

6.5 LIMITATION OF DAMAGES

Further to the preceding section, the Proponent, by submitting a proposal, agrees that it will not claim damages, for whatever reason, relating to the Contract or in respect of the competitive process, in excess of an amount equivalent to the reasonable costs incurred by the Proponent in preparing its proposal and

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the Proponent, by submitting a proposal, waives any claim for loss of profits if no Contract is made with the Proponent.

6.6 ACCEPTANCE OF PROPOSAL

The City reserves the right to accept or reject any or all proposals received in response to this RFP. The City is under no obligation to proceed with the RFP and, should it decide to abandon the same, it may, at any time, invite further Proposals for the provision of the Services or enter into discussions or negotiations with any party of the provision of such services.

The City at its sole discretion, at any time, may choose to terminate this RFP process.

No contractual, tort, or other legal obligations are created or imposed on the City, or any other individual, officer or employee of the City by the RFP documentation or by submission or consideration by the City of any Proposal.

6.7 THE PROPONENT ACKNOWLEDGES AND AGREES THAT:

1. Other City officers (except those stated on the Title page), City employees and elected officials will not be contacted directly or indirectly regarding this Request for Proposal;
2. This RFP is not a call for Tenders but is intended to invite Proponents to submit detailed Proposals by which the City's objectives, as stated herein, can be met, following which the City will enter into further negotiations with the successful Proponent for the provision of the required services;
3. The City has the absolute right to accept or reject any Proposal for any reason, to negotiate with any Proponent or Proponents and to evaluate the Proposals in accordance with all information submitted by the Proponents and to abandon the RFP at any stage, for any reason;
4. There shall be no obligation on the part of the City of New Westminister neither to receive further information, whether written or oral, from any Proponent nor to disclose the nature of any Proposal received. If the City accepts a Proposal, following negotiations with the City, the Proponent will be required to execute a formal Contract to provide the services, in a form acceptable to the City;
5. The City of New Westminister shall not be obligated in any manner whatsoever until a written agreement has been duly executed relating to an approved proposal.
6. In submitting a proposal, the proponent acknowledges and agrees that it has read, understood, and agreed to all terms and conditions described in the RFP and they have the necessary experience, skills, and ability to provide effectively the Services.

6.8 COMPLIANCE WITH LAWS AND REGULATIONS

Any successful Proponent must be prepared, at no extra cost, to give all the notices, and obtain all the licenses and permits required to provide the services in the City of New Westminister and to comply with all Federal Provincial and Municipal laws applicable to the services or the performance of the contract, including those of WorkSafe BC.

6.9 CLIENT / SERVICE AGREEMENT

The successful Proponent will be required to enter into a contract with the City of New Westminister, based on the draft Services Agreement attached as Appendix A.

6.10 SUBCONTRACT AND ASSIGNMENT

In the event of any proposed sub-contracting arrangement (which includes a joint Proposal submitted by two bodies having no formal corporate links), the responsibility for the submission of a Proposal, any subsequent negotiation, and the administration of any resulting contract for service will be that of the first Proponent named on the title page.

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Under no circumstances may any part of an executed contract resulting from this Request for Proposal be sub-contracted or assigned to another firm, person, or company without the prior written authorization of the City of New Westminster.

6.11 PERMITS AND LICENSES

The successful Proponent is required to obtain a City of New Westminster Business license prior to commencement of work.

6.12 INSURANCE

The successful Proponent will, without limiting its obligations or liabilities and at its own expense, provide and maintain throughout the Contract term, the following insurance with insurers licensed in British Columbia in forms acceptable to the City:

- a) Automobile Liability Insurance with a liability limit of five million dollars - \$5,000,000; and
- b) Commercial Comprehensive General Liability Insurance protecting the City, for an amount of five million dollars (\$5,000,000) naming the City as additional insured.

6.13 INDEMNITY

Notwithstanding the provision of insurance coverage by the City, the Contractor hereby agrees to indemnify and save harmless the City, its successor(s), assign(s) and authorized representative(s) and each of them from and against losses, claims, damages, actions, and causes of action (collectively referred to as "claims") that the City may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this Agreement, that arise out of errors, omissions or negligent acts of the Contractor, servant(s), agent(s) or employee(s) under this agreement, excepting always that this indemnity does not apply to the extent, if any, to which the claims are caused by errors, omissions or the negligent acts of the City, its other consultant(s), assign(s) and authorized representative(s) or any other person.

6.14 ACTING IN CONFLICT

Any contract for service, which results from this RFP process, will include a term prohibiting the service provider(s) from acting for any party whose interests are in conflict with those of the City, unless specific prior waiver of that term has been given in writing by the City in each instance.

6.15 CONFLICT OF INTEREST

By submitting a proposal, the Proponent warrants that neither it nor any of its officers, directors, employees or subcontractors, has any financial or personal relationship or affiliation with any elected official or employee of the City or their immediate families which might in any way be seen or perceived (in the City's sole and unfettered discretion) to create a conflict of interest.

6.16 MEDIATION

The parties agree that, both during and after the performance of their responsibilities under the Service Agreement, each of them shall make bona fide efforts to resolve any disputes arising between them by amicable negotiations and provide frank, candid, and timely disclosure of all relevant facts, information, and documents to facilitate those negotiations.

The parties further agree to use their best efforts to conduct any dispute resolution procedures herein as efficiently and cost effectively as possible. The parties agree to attempt to resolve all disputes arising out of or in connection with this Service Agreement, or in respect of any legal relationship associated with it or from it by mediated negotiation with the assistance of a neutral person appointed by the British Columbia International Commercial Arbitration Centre administered under its Commercial Mediation Rules.

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If the dispute cannot be settled within thirty (30) calendar days after the mediator has been appointed, or such other period agreed to in writing by the parties, the dispute shall be referred to and finally resolved by arbitration administered by the British Columbia International Commercial Arbitration Centre pursuant to its rules. Place of arbitration shall be Vancouver, British Columbia, Canada.

6.17 FORCE MAJEURE

Neither party shall be liable for any loss or damage suffered by the other party, directly or indirectly, as a result of the first party's failure to perform, or, delay in performing, any of its obligations contained in this agreement where such failure or delay is caused by circumstances beyond the first party's control or which make performance commercially impractical including but not limited to labour disruptions, fire, flood, storm, or, other natural disaster, accident or governmental regulations, or, restrictions of any kind but excluding financial incapacity.

6.18 TERMINATION OR CANCELLATION

Either party may terminate or cancel the Services contract upon seven (7) days written notice. In the event of such termination or cancellation by either party, the successful Proponent shall, within the 60 day notice period, pass over all files to an alternate firm or firms as instructed by the City and shall, under the authority and direction of the City, provide all information and other information relating to the Services that may either be in privilege or held in files and shall not hinder the process of early settlement of or, resolution to, any outstanding matters concerning the Services.

6.19 LAW

The proposal and any resultant award shall be governed by and construed in accordance with the laws of the Province of British Columbia, which shall be deemed the proper law thereof.

6.20 LITIGATION

In addition to any other provision of this RFP, the City may, in its absolute discretion, reject a proposal if the Proponent, or any officer or director of the proponent, is or has been engaged directly or indirectly in a legal action against the City, its elected or appointed officers, representatives or employees in relation to any matter.

In determining whether or not to reject a proposal under this section, the City will consider whether the litigation is likely to affect the Proponent's ability to work with the City, its consultants and representatives and whether the City's experience with the proponent indicates a risk the City will incur increased staff and legal costs in the administration of the contract if awarded to the Proponent.

6.21 LIVING WAGE POLICY

Effective January 1, 2011, the City of New Westminster became a "Living Wage Employer". As such, the City has established a Living Wage Policy that requires all firms that are contracted by the City to provide services on City premises, to pay their employees, who perform said service on City property, a Living Wage as calculated by the Living Wage for Families Campaign. The figure for 2012 for the Lower Mainland is \$19.14, assuming no benefits are provided by the employer.

In order to determine an employee's hourly rate with benefits the Living Wage for Families has created a Living Wage Calculator to assist with this determination. Please access the following website to determine your compatibility. <http://livingwageforfamilies.ca/calculator/>

The City includes in all its competitive bid documents a Declaration referencing the City's expectations with regards to compliance of the Policy. **Completion and submission of the Declaration is required prior to Contract award.**

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In evaluating submissions, the City intends to rely on the Declaration provided by a Respondent and shall have no obligation or duty to investigate the truthfulness of the Declaration. Please review the City's Living Wage Policy for further information.

http://www.newwestcity.ca/business/living_wage_employer.php

7.0 SUMMARY (SCOPE) OF WORK

7.1 GENERAL INFORMATION

The City is seeking a contractor to provide collection, hauling and disposal services to execute the launch and provide ongoing services for the Multi-Family Foods Scraps Collection program. Also, the successful Proponent shall Supply, distribute, and maintain collection totes for all multi-family buildings and Supply educational kits that consist of a 10L kitchen container and program guide (at the very minimum) that shall be distributed to all multi-family units prior to the commencement of collection services.

The City is asking for the provision of individual lobby events to be held in each building included in the program where educational material and kitchen catchers will be distributed through one on one coaching from representatives designated by the successful Proponent.

Ongoing excellence in public education is expected throughout the term of the agreement. Sufficient signage shall be posted on collection containers and the proponent shall produce an educational brochure that is to be distributed to residents on a biannual basis.

Proponents shall base their Proposal on the basis of providing food scraps collection services for a total number of units estimated to be approximately 20,586 from 489 complexes (see Appendix B). The City may add new addresses with future anticipated growth.

7.2 COLLECTION CONTAINERS

The Proponent shall be responsible for the Supply and delivery of fully assembled recycling containers to each site. A minimum of one (1) containers shall be provided to each site. Based on the Proponent's experience, additional containers shall be supplied for all complexes where the number of units will produce food scraps material in quantities which exceed the likely capacity available in the minimum single container. A Proponent's submission shall indentify the number of containers anticipated for a successful rollout. Proponents are to Supply the wheeled cart type of food scraps containers of 240 litre capacity. If appropriate, and approved by the City and the multi-family complex's management, an approved container of smaller capacity may be provided for those complexes which have fewer than four (4) suites.

The Proponent shall also be responsible for the Supply and distribution of reusable, 10 litre (or approximate volume) kitchen catcher to each unit. The kitchen catcher should be specifically designed for use with household Food Scraps and constructed of dishwasher safe plastic material, have a perforated lid with adequate locking design and have an ergonomically designed carrying handle. Provision for replacement is to be included.

A) MARKINGS

Both wheeled carts as well as kitchen catchers shall be decaled, stamped or printed with the City's logo, contact information and examples of acceptable/non-acceptable SSOW with appropriate imagery and identified by category.

B) LOCATION

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The successful Proponent shall establish the container location with the appropriate representative from each building/property. The City will not be involved with this process and will only become involved should there be failure in establishing a mutually agreed upon location. Containers cannot be placed on City property without written approval from the City. Placement of recycling containers cannot displace existing waste collection containers onto City property.

C) REPLACEMENT

It shall be the responsibility of the successful Proponent to ensure that all containers are maintained in good shape, in fully usable condition and undergo regular cleaning as part of a maintenance program. Repairs to containers will be made within five (5) days of defects being discovered. In cases where repair or onsite cleaning is not possible or cost effective, a replacement container shall be delivered within five (5) days and the defective container removed. Due to the nature of the materials collected, containers may be requested to be cleaned or replaced up to once (1) per year at the request of the City. Cleaning or replacement of soiled containers shall be delivered within five (5) days at the expense of the contractor.

The City will not accept responsibility for damaged, lost, or stolen containers. The cost of all replacement containers shall be at the expense of the successful Proponent as will be the replacement cost of all required tote bags.

As additional buildings/complexes are constructed, containers are to be delivered to these locations upon written notification from the City. The cost for these containers will be at the expense of the City and this cost, including all coordination, Supply, assembly, delivery, and all other items related to establishing service to a new location, shall be included as a separate item in the Proposal.

7.3 COLLECTION VEHICLES

Vehicles proposed for collection must be approved by the City. Proponents must ensure that all vehicles and equipment proposed conform to current industry standards and comply with all Federal, Provincial, and Municipal government requirements. Proponents are to assign an appropriate number of vehicles to each route to ensure adequate performance of the work. The use of natural gas powered vehicles is encouraged and will be considered an asset during the evaluation process.

Collection vehicles shall have exterior surfaces that are suitable for the application of City approved advertising which will promote the City's commitment to sustainability and environmental initiatives through food scraps recycling programs or City waste management programs. No other advertising will be permitted on the collection vehicles other than the Proponent's name.

7.4 EMISSIONS TRACKING

The City, as part of the Metro Vancouver Region, has signed the *BC Climate Action Charter*, which commits local governments to become carbon neutral in their corporation operations. Part of the *BC Climate Action Charter* requires that contractors of solid waste collection, transportation and diversion providing services to a municipality participating in the *Charter*, provide to the City their fuel consumption data generated annually for the contracted service. Proponents shall confirm their commitment to the City to provide this information.

7.5 EQUIPMENT

Proponents shall identify the location of and describe size and layout their service yard to be used for parking, maintaining and cleaning their vehicles.

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7.6 PERSONNEL

Proponents shall propose only personnel who are experienced and adequately trained to perform the services described in this RFP. Training, identification, conduct, grooming, discipline, and all other areas shall be the responsibility of the Proponent. Supervisory personnel and administrative personnel are to be identified. A Proponent shall identify their firm's training requirements and processes in their submission.

7.7 ROUTE MAPS

The successful Proponent, as part of contract finalization, shall be required to develop route maps for each collection vehicle for each collection day. Route maps will require City approval prior to implementation. The City will provide base mapping in digital format if required.

7.8 SERVICE FREQUENCY

All complexes shall receive pick-up service once per week from Monday through Friday between the hours of 7:30 am and 7:30 pm. Statutory holidays shall be accommodated and incorporated into the service schedule.

7.9 SCHEDULE

During the period of contract finalization, the successful Proponent will produce a schedule for pick-up service which satisfies City requirements and receives City approval.

7.10 MATERIALS COLLECTED

See section 1.0 definition of SSOW.

The contractor shall inform the City of any changes or additions to the limitations of SSOW materials in which they will accept for processing. In turn, the City will notify its residents of these changes.

7.11 MATERIAL QUANTITIES

Proponents are required to provide a price that will apply on a per unit basis with assumed minimum guaranteed quantities. Proponents are invited to express modifications to their proposed prices to cover changes in the range of quantities. No assurance is provided on waste composition or quality, nor will any guarantees be provided.

7.12 DISPOSITION OF COLLECTED MATERIALS

Upon pick-up, ownership of the collected materials becomes that of the Contractor. The Contractor shall be responsible for the collected material from the point of pick-up onward. They shall also be responsible for the recollection of any materials spilled during or as part of the collection process. They shall convey the collected material to a City approved organics processing facility that is licensed to operate under the authority of the Greater Vancouver Regional District or the Provincial government.

7.13 REPORTING REQUIREMENTS

The Contractor shall maintain books and records relating to the performance of this work. Any records or documents required to be maintained for the performance of this work must be made available at any time when requested by the City. At a minimum, reports to the City will be as follows:

- Weights of all materials collected by category,
- Vehicle collisions,
- Customer incidents or complaints of any nature,
- Claims of reported damage,
- Locations in non-compliance with requirements,
- Other incidents to which the City would be interested, and

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- Vehicle fuel consumption.

Reports are to be produced at monthly and annual intervals.

7.14 OPERATIONAL PROCEDURES

Proponents shall identify and describe in their submission the following:

- Service levels
- Existing company policies
- Workers' Compensation Board compliance
- Record keeping
- Reporting procedures
- Method of payment
- Processing and marketing
- Any additional information pertinent to operational procedures

7.15 EXPERIENCE AND CAPABILITIES

Proponents shall provide information on their experience, capabilities and resources. The organization or consortium must have sufficient capabilities and resources to provide the services requested in this RFP.

As part of the Proposal, the Proponent shall discuss recyclable materials processing capabilities in terms of processing services presently provided. Items discussed should include but not be limited to the following:

- Municipalities currently served including tonnages and materials being processed,
- Previous experience with multi-family food scraps collection programs or pilot programs,
- Other information relevant to assessing the Proponent's capabilities and experience in the area of solid waste collection, hauling, disposal, and educational services,
- Key staff, roles, responsibilities and current operational experience of employees, and
- Any other relevant information pertaining to materials processing capabilities.

Proponents must provide references (senior municipal officials) including name, title, address, telephone number and email addresses, who can be contacted to confirm the Proponent's capabilities in the area of recyclable materials collection, transportation and disposal for processing and marketing.

Proponents must confirm their financial capabilities. Public companies must submit audited financial statements for the past three (3) years. This submission may be in the form of an annual report provided as an appendix to their Proposal. Proponents must also extract the relevant information from their financial statements.

If a Proponent is a private corporation and not in a position to provide an audited financial statement they must, at a minimum, provide a letter from their auditor attesting to the financial numbers presented.

If a Proponent is a large multi-divisional corporation and financial information is reported on a divisional basis then the Proponent is encouraged to submit the information for the relevant waste management division in addition to the consolidated corporate information.

7.16 SUPPLY

Proponents shall make provision in their Proposal for the supply of all labour, materials, tools, equipment and all other items required for the processing of solid waste food scrap material from the multi-family housing sector in the City.

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7.17 COORDINATION

The successful Proponent shall be responsible for the following:

- Procedures for notification to public of upcoming service,
- Details of the program,
- Implementation planning and execution,
- Distribution of collection containers, kitchen catchers and program information,
- Access arrangement, and
- Any other item related to the work.

7.18 LENGTH OF CONTRACT

The length of the negotiated Contract will be for a period of five (5) years. Following the expiration of the initial contract period, the Contract may be extended for a further period of two (2) years by mutual agreement of the City and successful Proponent. Any contract extension request must be established in writing six (6) months prior to the initial Contract period expiring.

7.19 PUBLIC RELATIONS

The Proponent acknowledges that this work entails considerable dealings with the public and that it is of primary importance to the City that excellent relations with the public be maintained.

The distribution of educational material forms a part of this work. The content of all public educational materials requires City approval.

8.0 PRICING

8.1 PROPOSED PRICES AND PRICE BREAKDOWN

Proponents shall submit per unit prices based on the information provided in section 7.1 General Information. The actual number of units to which service will be provided will be established by the City.

All proposed prices must be submitted at 2012 price levels. At the contract negotiation stage, the City proposes to establish with the Preferred Proponent, a published price index (e.g. Statistics Canada CPI for the Vancouver Region) to be used in adjusting price levels in future years. Contract prices to prevail in subsequent years of the agreement will be based on the 2012 contract price adjusted by the agreed indicator for only the operating cost portion of the price.

All proposed prices and cost information must be expressed in Canadian dollars.

HST and GST/PST must be clearly identified and listed separately.

The proposed prices must be all-inclusive for providing the services specified and described. This service must conform to all applicable codes and regulations and the proposed price must include the cost of complying with all applicable codes and regulations during the life of the contract.

If, in addition to the proposed price, there are any other charges or other financial obligations required of the City, they must be clearly identified and quantified. There will be no provision for negotiating any such additional fees, charges or obligations following the submission of the Proposals.

8.2 INVOICING

The successful Proponent will invoice the City for work performed on a monthly basis. Invoices shall be based on the completion of the previous month's work.

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9.0 PROPOSAL EVALUATION AND SELECTION

- 9.1** The City of New Westminster will evaluate all submitted valid Proposals. The City will disqualify Proponent(s) that fail to meet any of the mandatory requirements (9.8). The object of the evaluation and selection process is to identify the Proposal that, in the City's opinion offers the best value for the products and/or services requested.
- 9.2** The City is not obligated to accept the lowest or any Proposal, and may reject all submissions.
- 9.3** The City may award the Contract to the Proponent whose submission, in the City's sole discretion, provides the best overall value to the City for the work. In evaluating the overall value to the City for the work in respect of each submission received, the City, in addition to price, will have in mind its critical goals of obtaining a high quality product in accordance with the schedule established under the Request for Proposal documents.
- 9.4** The City of New Westminster reserves the right to invite proposals from other parties and to reject any or all proposals. The proposal offering the lowest cost or any proposal may not necessarily be accepted. The City is looking for a proposal offering best overall value.
- 9.5** In evaluating overall value, the City may consider, without limitation, price, qualifications and past experience of Proponents, availability of necessary work forces and other resources, proposed methodology and schedule for completing the work, and the past performance of Proponents on similar projects in respect of quality of work, timeliness of work, costs of contract administration to the owner of the project, and costs associated with claims for extras in respect of the project. In this regard, considerations other than price may be of greater weight in the City's evaluation of submissions received.
- 9.6** The City, in assessing best value:
- a) May not necessarily accept the lowest or any Proposal and may, in its sole discretion, accept any Proposal and may waive any minor informality or irregularity in Proposals received;
 - b) Has no obligation to receive further information, whether written or oral, from any Proponent, nor to disclose the nature of any Proposals received;
 - c) May negotiate changes to the scope of work with any one or more Proponents without having any duty or obligation to advise any other Proponent(s) or to allow them to vary their Proposal(s) due to changes to the scope of work.
- 9.7** A Proponent must be capable of completing all identified tasks; the City will not consider partial submissions.

9.8 EVALUATION CRITERIA

Proposals meeting the mandatory requirements will be further assessed against the following criteria. The relative weighting for each criterion is also given.

Value-Added Considerations (i.e. contract term options, public education initiatives for implementation and ongoing success, etc...	15%
Corporate Strength /Experience and Qualifications of the Proponent's performance history	10%
Implementation strategy outline and overall plan	20%

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Commitment to sustainability and reduction of environmental impact	10%
Demonstration of Proponent's financial stability	10%
Pricing	35%
Total	100%

The following are mandatory requirements. Proposals not clearly demonstrating that they meet the mandatory requirements will receive no further consideration during the evaluation process. Proponents shall include in their submission the following completed check list.

Mandatory Criteria	Yes	No
<ul style="list-style-type: none"> ▪ Agree to meet the City's anticipated timelines for Multi-Family Food Scraps collection start date. 		
<ul style="list-style-type: none"> ▪ Evidence of the Proponent's ability to satisfactorily handle the type and volume of work being offered by the City including, Management, technical capability and experience in the type of work and equipment proposed. 		
<ul style="list-style-type: none"> ▪ References for the Proponent (including contact person's phone/fax, email) provided with the Proposal, highlighting similar previous experience, especially in working with other public agencies. 		
<ul style="list-style-type: none"> ▪ Evidence confirming the supply and maintenance provisions for all equipment. 		
<ul style="list-style-type: none"> ▪ Acknowledgement to provide fuel consumption data for Emission Tracking requirement. 		
<ul style="list-style-type: none"> ▪ Proposed prices and price breakdown (see section 8.1). 		
<ul style="list-style-type: none"> ▪ Outline of operational procedures (see section 7.14). 		

9.9 CLARIFICATIONS

As part of the evaluation process, the Evaluation Committee may make requests for further information with respect to the content of any Proposal in order to clarify the understanding of the Proponent's response.

The Evaluation Committee may request this further information from one or more Proponents and not from others.

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10.0 REFERENCES

10.1 NOTE: Failure To Provide References May Result In Disqualification

10.2 Proponents shall provide sources for three (3) references (companies for whom work of a similar magnitude and nature completed in the past five (5) years, including the City of New Westminster).

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APPENDIX A

DRAFT SERVICES AGREEMENT

This Agreement made the ____ day of _____ 2012

BETWEEN: THE CORPORATION OF THE CITY OF NEW WESTMINSTER
511 Royal Avenue, New Westminister, BC, V3L 1H9
(herein called the “City”)

AND: “CONTRACTOR NAME”
Address
(herein called the “Contractor”)

The City and the Contractor agree as follows:

1.0 Services

- a) The Contractor agrees to perform Solid Waste Collection Services (herein called the “Services”) and provide all qualified personnel, support services, reports, analysis and such other things required by the Request For Proposal attached hereto and Proposal for *(name of RFP)*, submitted to the City *(date of submission)* (as the same may be amended from time to time by mutual agreement in writing) which form part of this Agreement.
- b) The Contractor’s relationship to the City will be that of a prime contractor.
- c) The Contractor represents that he/she is professionally qualified and capable of performing the Services and shall at all times exercise the standards of care, skill and diligence normally provided by a professional specializing in the performance of the Services similar to those contemplated by this Agreement.
- d) The Contractor will not act for any party whose interests are in conflict with those of the City, unless the City provides specific prior waiver of that term in writing, in each instance.
- e) The Contractor warrants that neither it nor any of its officers or directors, or any employee, has any financial or personal relationship or affiliation with any elected official or employee of the City or their immediate families which might in any way be seen or perceived (in the City’s sole and unfettered discretion) to create a conflict. If such any conflict of interest arises during this Agreement, the Contractor will immediately inform the City in writing.
- f) Missed pick-ups shall be collected within twenty four (24) hours of notification.
- g) Under no circumstances shall vehicles or personnel used in undertaking this work be permitted to engage in private collection while undertaking the contract work.

2.0 Duration And Termination

2.1 Duration

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- a) Services under this Agreement shall commence on **(insert start date)** and continue for a period of ___ years. Following the expiration of the initial Contract period, the Contract may be extended for a further period of _____ years by mutual agreement of the City and Contractor. The agreement to extend the Contract must be established in writing _____ months prior to the initial Contract period expiring.
- b) In the event additional services are required that do not fall within those described in the Scope of Work then the completion date set forth above may be extended by mutual agreement, by a period determined to be sufficient for such additional services. The City may request additional services and the Contractor will provide a written fee quote. The Contractor will not commence additional services until the City has accepted the fee quote.
- c) Should the Contractor breach this agreement, either by abandonment, or by act or omission on his part contravening the terms of this Agreement then this Agreement shall terminate at the time of such abandonment or act or omission and the Contractor shall be paid only for Services performed up to the date of contravention.
- d) Acts or omissions by the Contractor which shall justify termination of this Agreement shall include but not be limited to the following:
 - i) neglect of duties;
 - ii) non-compliance of this Agreement;
 - iii) inability to perform the Services he represented himself as competent to perform;
 - iv) any misrepresentation made or concealment of material fact for the purpose of securing this Agreement.

2.2 Termination

- a) The agreement may be terminated by the City as follows:
 - i) For Deficiency or Default – following seven (7) days written notice by the City, the City may at any time terminate this Agreement if the performance of the Contractor is unsatisfactory in the opinion of the City, or if the Contractor breaches any provisions of the Agreement and fails to remedy the same promptly;
 - ii) Without Cause - by providing the Notice in writing to the Contractor's representative (as agreed upon).
- b) Upon termination of the agreement, the City will pay the Contractor for all work performed up to the effective date of termination. All other obligations of the City to the Contractor will terminate upon the termination or expiry of the agreement.

3.0 Non-Disclosure Of Information

- 3.1 The Contractor accepts that any information relating to the business affairs of the City is confidential and that any disclosure by him of any such information to unauthorized persons shall be reason for termination of this Agreement.

4.0 Ownership Of Contract Documents And Freedom Of Information

- 4.1 All documents submitted to the City of New Westminster become the property of the City, and as such, the City advises Contractor that parts, or all, of this contract and documents legally connected to this contract may be subject to the provisions of British Columbia's *Freedom of Information and Protection of Privacy* (FOIPP) and *Community Charter*. Contractors who wish to ensure particular

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parts of this contract are protected from disclosure under the FOIPP Act should specifically identify any information or records forming part of the contract that constitute (1) trade secrets, (2) that are supplied in confidence, and (3) the release of which could significantly harm their competitive position. Information that does not meet all three of the foregoing categories may be subject to disclosure to third parties. Please refer to the Freedom of Information and Protection of Privacy Act for further information.

5.0 Compliance With Applicable Laws

- 5.1 The Contractor shall be responsible for giving all notices and complying with all laws, ordinances, rules, regulations, codes, and standards relating to the conduct of the Services and the locations to which the Services are to be performed. The Contractor shall indemnify the City and hold it harmless from and against any claim, penalty, losses, damages, or expenses that might be made, imposed, suffered, or incurred due to an asserted or established violation of any such laws, ordinances, rules, regulations, codes or standards.
- 5.2 The Contractor will register for, obtain, and maintain their own separate WorkSafe BC Insurance Coverage, when required by WorkSafe BC and the *Workers Compensation Act*. When WorkSafe BC Insurance coverage is required, the Contractor will provide proof of Good Standing to the City before the Contractor starts work for the City and again before the City makes final payment to the Contractor.
- 5.3 The Contractor will comply with the WorkSafe BC Occupational Health and Safety Regulation and the *Workers' Compensation (WC) Act*. Any WorkSafe BC violation by the Contractor may be considered a breach of contract resulting in possible termination or suspension of the contract and/or any other actions deemed appropriate at the discretion of the City. Any penalties, sanctions or additional costs levied against the City, because of the actions of the Contractor are the responsibility of the Contractor.

6.0 Patent Rights And Royalties

- 6.1 The Contractor shall save harmless and indemnify the City from and against all claims and proceedings for or in account of infringement or any patent, design right, trademark or name or other protected rights in respect of any practice or process in respect of the Services to be performed.

7.0 Advertising And Publicity

- 7.1 The Contractor shall submit all proposed advertising or publicity by the Contractor referring to the City or performance of the Services to the City for written approval prior to issue.

8.0 Relationship

- 8.1 It is expressly agreed, represented and understood that the parties have entered into an arm's length independent contract for the rendering of the above-mentioned Services and that the Contractor is not an employee, agent or servant, of the City. Further, this Agreement shall not be deemed to constitute or create any partnership, joint venture, master-servant, employer-employee, principal-agent, or any other relationship apart from an independent contractor status providing an independent service for which the City will be invoiced according to the terms and conditions of this Agreement.
- 8.2 The manner and means by which the Contractor conducts its work in order to provide the Services contemplated by this Agreement are under its control.

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9.0 Compensation

- 9.1 In consideration of the performance of the Services, the City shall pay the Contractor the rates provided in the Proposal dated **(enter date here)**, excluding applicable taxes.
- 9.2 The City retains the right to access and audit the Consultant's files and records related to the City's business with twenty-four (24) hours notice during normal business hours.

10.0 Application For Payment

- 10.1 The Contractor shall submit invoices to the City, attention **(as directed)**, on, or before the tenth (10th) day of each month. Invoices shall be based on the completion of the previous month's Services. The City, if it approves the amount of such invoices, shall pay such invoices within thirty (30) days from the invoice date.
- 10.2 Each invoice will show an itemized list of services and costs incurred for each of the tasks outlined in the Scope of Work.
- 10.3 If the City does not approve of or wishes to further review, audit or otherwise seek clarification concerning the Contractor's invoices, for whatever reason, the City shall not be liable for interest charges in respect of that invoice for the period from the date the invoice is submitted, until that date that invoice is paid. The City, if it approves the amount of such invoices, shall pay such invoices on or before the twentieth (20th) day of the following month.
- 10.4 The Contractor shall keep proper accounts and records of all costs and expenditures forming the basis of any billing to the City, including but not limited to, hours worked, and details of all disbursements (including copies of services invoices). The City shall be entitled to verify the accuracy and validity of all billings and payments made by auditing and taking extracts from the books and records of the Contractor and by such other means as shall be reasonably necessary or advisable.
- 10.5 The Contractor agrees to remit and shall be responsible for all withholding taxes, income taxes, Canada Pension Plan contributions, Employment Insurance deductions, and any other deductions required by the applicable provincial or federal statutes for the Contractor and any of its employees.

11.0 Indemnification

- 11.1 The Contractor, on its own behalf and on behalf of all persons and corporations working by, through or under the Contractor, hereby agrees to indemnify and save harmless the City and its employees, officers, and agents from and against all losses, damages, claims, expenses suits and judgements arising out of, or related to, the provision of the Services by the Contractor that are found to be negligent.
- 11.2 This indemnification shall not apply:
- a) where the losses, damages, claims, expenses, suits or judgements result from the City acting on the advice of, or receiving direct service from, the sub contractors or employees of the sub contractors of the Contractor and without the knowledge or consent of the Contractor; **or**
 - b) to the extent that the City, its employees, officers, or agents were negligent.

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11.3 Nothing in this article shall derogate from the tort and other duties and liabilities of the Contractor and its sub contractors to the City.

12.0 Change To Scope Of Service

12.1 The City may vary at any time the Scope of Work to be provided by the Contractor as part of the Services. In that case and where this Agreement contains a limit as to the maximum fees and disbursements to be paid to the Consultant for all or any part of the Services, such limit or limits shall be adjusted as agreed to by both parties in writing.

12.2 Should the Contractor consider that any request or instruction from the City constitutes a change in the scope of the work; the Contractor shall so advise the City within ten (10) days in writing. Without said written advice within the period specified, the City shall not be obligated to make any payments of additional fees to the Contractor.

13.0 Insurance

13.1 The Consultant shall provide, maintain and pay for the following insurance which shall be in place with such insurance company or companies and in such form as may be acceptable to the City:

- a) General Liability Insurance of not less than five million dollars (\$5,000,000.00) inclusive any one occurrence.
- b) Automobile Liability Insurance of not less than five million dollars (\$5,000,000.00).

13.2 Before undertaking any part of the work, the Contractor shall furnish to the City certificates showing that such insurance is in force. Such certificates shall provide that the insurance is non-cancellable except upon thirty (30) days prior written notice to the City.

14.0 Authorization To Proceed

14.1 The City will issue a Notice to Proceed letter to the Contractor. Issuance of the letter authorizes the Contractor to proceed with the Services.

15.0 Assignments

15.1 This Agreement may not be assigned by the Contractor, or to its successor (s) without the express written consent of the City.

16.0 Engagement Of Other Contractors

16.1 The City, in any event, reserves the right at its own discretion to engage any contractor, other than that with which it reaches agreement(s), during the term of such agreement(s), if is deemed advantageous or appropriate.

17.0 Ownership And Copyright

17.1 All drawings, plans, specifications, reports, and other documents or products produced by the Contractor from the Service shall become the property of the City.

No term of this Agreement shall be deemed to have been waived by a party unless written waiver from the other party has been first obtained, and no condoning, excusing or overlooking of any default on previous occasions, or any earlier written waiver shall operate as a waiver in respect of a subsequent default.

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This Agreement is the whole of the Agreement between the parties and sets forth all the warranties, representations, covenants, promises, terms, and conditions between the parties and there is no other written or oral express or implied terms, conditions, warranties, representations or promises not reduced to writing and set out in this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused their respective seals to be affixed as of the day and year first above written

**THE AUTHORIZED SIGNATURE FOR
THE CORPORATION OF THE CITY OF
NEW WESTMINSTER:**

Name and Title

Accepted and Agreed on

____, 2012

By
CORPORATE NAME

Authorized Signature

Name and Office

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APPENDIX B

Service Units

Account Number	Service Units	Civic Address House	Civic Address Street	Civic Address Postal Code	Property Type
10392	24	37	AGNES ST		STRATA
10479	42	47	AGNES ST	V3L 1E2	STRATA
10478	16	57	AGNES ST	V3L 1E2	LAND
10341	160	102	AGNES ST	V3L 5C7	LAND
10384	17	111	AGNES ST	V3L 1E4	LAND
10385	5	117	AGNES ST	V3L 1E4	LAND
10386	21	119	AGNES ST	V3L 1E4	STRATA
10387	17	125	AGNES ST	V3L 1E4	LAND
10388	17	129	AGNES ST	V3L 1E4	LAND
10362	14	204	AGNES ST	V3L 1E6	LAND
10361	16	210	AGNES ST	V3L 1E6	LAND
10360	16	212	AGNES ST	V3L 1E6	LAND
10359	18	214	AGNES ST	V3L 1E6	STRATA
10358	9	250	AGNES ST	V3L 1E6	LAND
10370	21	307	AGNES ST	V3L 1E7	LAND
10371	21	309	AGNES ST	V3L 1E7	LAND
10372	42	315	AGNES ST	V3L 1E7	LAND
10373	16	321	AGNES ST	V3L 1E7	LAND
10374	11	325	AGNES ST	V3L 1E7	LAND
10375	18	327	AGNES ST	V3L 1E7	LAND
10376	15	331	AGNES ST	V3L 1E7	LAND
10332	11	338	AGNES ST	V3L 1E9	LAND
10464	18	403	AGNES ST	V3L 1G2	LAND
10463	22	407	AGNES ST	V3L 1G2	LAND
10477	36	410	AGNES ST	V3L 1G1	STRATA
11100	48	423	AGNES ST	V3L 1G2	STRATA
10476	47	428	AGNES ST	V3L 1G1	STRATA
10460	14	503	AGNES ST	V3L 1G2	LAND
20509	1	518	AGNES ST	V3L 1G1	LAND
18530	47	525	AGNES ST	V3L 1G2	STRATA
18605	33	624	AGNES ST	V3M 1G8	STRATA
20343	112	813	AGNES ST		STRATA
20346	112	813	AGNES ST		STRATA
20429	6	813	AGNES ST		STRATA
18219	99	838	AGNES ST	V3M 6R3	STRATA
18249	99	838	AGNES ST	V3M 6R3	STRATA
18269	100	838	AGNES ST	V3M 6R3	STRATA
12647	20	211	ASH ST	V3M 3M5	LAND
18492	18	221	ASH ST	V3M 3M5	STRATA
12741	50	222	ASH ST	V3M 3M4	LAND
12742	40	230	ASH ST	V3M 3M3	LAND
12927	27	311	ASH ST	V3M 5X7	LAND

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13049	27	325	ASH ST	V3M 3M8	LAND
13047	60	330	ASH ST	V3M 3M7	LAND
13253	29	404	ASH ST	V3M 3M9	LAND
13246	44	409	ASH ST	V3M 3N1	LAND
13255	41	420	ASH ST	V3M 3M9	LAND
13403	21	425	ASH ST	V3M 3N2	STRATA
13402	43	435	ASH ST	V3M 3N2	LAND
13392	14	436	ASH ST	V3M 3M9	LAND
14003	69	511	ASH ST	V3M 3N4	LAND
14007	15	512	ASH ST	V3M 3N3	LAND
14005	16	522	ASH ST	V3M 3N3	LAND
14004	56	527	ASH ST	V3M 3N5	LAND
18559	104	1035	AUCKLAND ST	V3M 1K9	STRATA
20546	158	14	BEGBIE ST	V3M 0C4	STRATA
10329	21	48	BEGBIE ST	V3M 3L9	LAND
14175	126	615	BELMONT ST	V3M 6A1	STRATA
			BLACKBERRY		
18373	46	55	DR	V3L 5S7	STRATA
12913	29	610	BLACKFORD ST	V3M 1R6	LAND
12912	36	611	BLACKFORD ST	V3M 1R7	STRATA
13365	19	620	BLACKFORD ST	V3M 1R6	STRATA
13306	41	1210	CAMERON ST	V3M 1W6	LAND
13335	41	1211	CAMERON ST	V3M 1W5	LAND
13334	10	1221	CAMERON ST	V3M 1W5	LAND
20380	8	1222	CAMERON ST	V3M 1W6	STRATA
18156	60	1310	CARIBOO ST	V3M 1X2	STRATA
13320	8	1321	CARIBOO ST	V3M 1X1	LAND
10336	3	202	CARNARVON ST	V3L 1B8	LAND
10364	17	205	CARNARVON ST	V3L 1B7	LAND
10335	12	206	CARNARVON ST	V3L 1B8	LAND
10365	41	209	CARNARVON ST	V3L 1B7	STRATA
18406	34	210	CARNARVON ST	V3L 1B8	STRATA
10366	17	215	CARNARVON ST	V3L 1B7	LAND
10353	15	301	CARNARVON ST	V3L 1B9	LAND
10356	13	311	CARNARVON ST	V3L 1B9	LAND
10334	57	312	CARNARVON ST	V3L 5H6	STRATA
10357	12	313	CARNARVON ST	V3L 1B9	LAND
10333	28	320	CARNARVON ST	V3L 1C1	LAND
18965	29	335	CARNARVON ST	V3L 1B9	STRATA
17905	63	410	CARNARVON ST	V3L 5N9	STRATA
17953	88	410	CARNARVON ST	V3L 5N9	STRATA
10472	100	425	CARNARVON ST	V3L 1C3	LAND
18248	56	509	CARNARVON ST	V3L 5S4	STRATA
18632	80	720	CARNARVON ST	V3M 6S2	STRATA
10352	70	735	CARNARVON ST	V3M 1E6	LAND
20575	239	888	CARNARVON ST	V3M 0C6	STRATA
20518	206	892	CARNARVON ST	V3M 0C5	STRATA
20517	207	898	CARNARVON ST	V3M 0C3	STRATA
17948	12	308	CEDAR ST	V3L 3P1	LAND
11269	38	316	CEDAR ST	V3L 3P1	STRATA
11268	29	330	CEDAR ST	V3L 3P1	STRATA

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12334	18	335	CEDAR ST	V3L 3N9	STRATA
11264	47	345	CEDAR ST	V3L 3N9	LAND
18268	49	328	CLARKSON ST	V3L 5S3	STRATA
18853	60	680	CLARKSON ST	V3M 6X9	STRATA
15587	101	25	CLUTE ST	V3L 1Z6	LAND
15588	101	45	CLUTE ST	V3L 1Z7	LAND
10393	23	73	COBURG ST	V3L 2E7	LAND
10480	12	76	COBURG ST	V3L 5G7	LAND
15190	44	615	COLBORNE ST	V3L 2E1	LAND
15192	9	619	COLBORNE ST	V3L 2E1	LAND
15191	10	621	COLBORNE ST	V3L 2E1	LAND
19129	45	549	COLUMBIA ST		STRATA
12983	22	1006	CORNWALL ST	V3M 1S2	STRATA
12988	21	1025	CORNWALL ST	V3M 1S1	STRATA
10918	10	119	E COLUMBIA ST	V3L 3V7	LAND
11029	5	319	E COLUMBIA ST	V3L 3W8	LAND
20427	102	415	E COLUMBIA ST		STRATA
11259	3	455	E COLUMBIA ST	V3L 3X6	LAND
11270	5	463	E COLUMBIA ST	V3L 3X6	LAND
18015	3	480	E COLUMBIA ST	V3L 3X5	LAND
11277	39	466	E EIGHTH AVE	V3L 4L2	STRATA
20408	85	11	E ROYAL AVE	V3L 0A8	STRATA
20456	9	12	E ROYAL AVE	V3L 0B7	STRATA
20253	72	14	E ROYAL AVE		STRATA
20410	94	15	E ROYAL AVE	V3L 0A9	STRATA
16722	37	2222	EDINBURGH ST	V3M 2Y1	LAND
15565	54	620	EIGHTH AVE	V3M 5V7	STRATA
15585	32	708	EIGHTH AVE	V3M 2R3	STRATA
15584	27	720	EIGHTH AVE	V3M 2R3	STRATA
15189	1	927	EIGHTH AVE	V3M 2R4	LAND
15218	16	1169	EIGHTH AVE		STRATA
14545	41	1303	EIGHTH AVE	V3M 2S2	LAND
18721	10	111	EIGHTH ST	V3M 3P6	LAND
10444	5	119	EIGHTH ST	V3M 3P6	LAND
10443	11	125	EIGHTH ST	V3M 3P6	LAND
10442	15	127	EIGHTH ST	V3M 3P6	LAND
12735	18	230	EIGHTH ST	V3M 3P9	LAND
12737	24	231	EIGHTH ST	V3M 3P8	LAND
12736	41	236	EIGHTH ST	V3M 3P9	LAND
12738	4	237	EIGHTH ST	V3M 3P8	LAND
12948	51	310	EIGHTH ST	V3M 3R2	LAND
13044	15	327	EIGHTH ST	V3M 3R3	LAND
13043	6	331	EIGHTH ST	V3M 3R3	LAND
13037	41	340	EIGHTH ST	V3M 3R4	LAND
13266	11	410	EIGHTH ST	V3M 3R6	LAND
13254	20	411	EIGHTH ST	V3M 3R5	LAND
13256	21	417	EIGHTH ST	V3M 3R5	LAND
13394	15	427	EIGHTH ST	V3M 3R5	LAND
13391	13	429	EIGHTH ST	V3M 3R5	LAND
14011	42	508	EIGHTH ST	V3M 3R9	LAND

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14010	56	520	EIGHTH ST	V3M 3S1	LAND
14185	80	525	EIGHTH ST	V3M 6H2	LAND
14162	49	550	EIGHTH ST	V3M 3R9	STRATA
15571	83	621	EIGHTH ST	V3M 3S5	LAND
15574	54	707	EIGHTH ST	V3M 3S6	STRATA
16085	31	777	EIGHTH ST	V3M 3S7	STRATA
13369	97	211	ELEVENTH ST	V3M 6B3	STRATA
13299	61	420	ELEVENTH ST	V3M 4E8	LAND
13341	35	430	ELEVENTH ST	V3M 4E7	LAND
13296	3	433	ELEVENTH ST	V3M 4G2	LAND
14039	36	515	ELEVENTH ST	V3M 4G4	STRATA
14048	35	516	ELEVENTH ST	V3M 4G3	LAND
14049	51	520	ELEVENTH ST	V3M 5W9	LAND
14038	73	525	ELEVENTH ST	V3M 4G5	LAND
10337	45	31	ELLIOT ST	V3L 5C9	STRATA
20254	154	935	EWEN AVE		STRATA
20513	4	1201	EWEN AVE	V3M 5E5	STRATA
20480	36	1211	EWEN AVE		STRATA
14187	110	612	FIFTH AVE	V3M 1X5	STRATA
14002	125	711	FIFTH AVE	V3M 1X6	LAND
13393	14	726	FIFTH AVE	V3M 1X7	LAND
14008	98	727	FIFTH AVE	V3M 1X8	LAND
13390	25	732	FIFTH AVE	V3M 1X7	LAND
13381	44	810	FIFTH AVE	V3M 1X9	LAND
14012	60	815	FIFTH AVE	V3M 1Y1	LAND
13389	26	820	FIFTH AVE	V3M 1X9	LAND
13352	42	910	FIFTH AVE	V3M 1Y2	LAND
14015	49	911	FIFTH AVE	V3M 1Y3	LAND
13293	42	1016	FIFTH AVE	V3M 1Y5	LAND
13294	41	1030	FIFTH AVE	V3M 1Y5	LAND
14052	29	1205	FIFTH AVE	V3M 1Y9	STRATA
13332	21	1218	FIFTH AVE	V3M 1Y8	LAND
13363	21	1222	FIFTH AVE	V3M 1Y8	LAND
13322	16	1314	FIFTH AVE	V3M 1Z2	LAND
13321	13	1320	FIFTH AVE	V3M 1Z2	LAND
12891	25	335	FIFTH ST	V3L 2X3	LAND
13229	13	401	FIFTH ST	V3L 2X5	LAND
11118	65	65	FIRST ST	V3L 5K9	STRATA
20227	12	815	FIRST ST		STRATA
17961	6	508	FOURTEENTH ST	V3M 4P2	STRATA
13051	56	700	FOURTH AVE	V3M 1S6	LAND
13357	17	740	FOURTH AVE	V3M 5Z1	LAND
13036	54	814	FOURTH AVE	V3M 1S9	LAND
13259	33	815	FOURTH AVE	V3M 1S8	STRATA
13268	42	905	FOURTH AVE	V3M 1T1	LAND
13276	36	1011	FOURTH AVE	V3M 1T3	STRATA
12999	15	1012	FOURTH AVE	V3M 1T4	LAND
13275	42	1021	FOURTH AVE	V3M 1T3	LAND
12995	26	1024	FOURTH AVE	V3M 1T4	LAND
13274	41	1033	FOURTH AVE	V3M 1T3	LAND

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12994	30	1040	FOURTH AVE	V3M 1T4	STRATA
13297	35	1115	FOURTH AVE	V3M 1T6	LAND
13304	33	1205	FOURTH AVE	V3M 1T8	LAND
13308	4	1215	FOURTH AVE	V3M 1T8	LAND
13018	3	1216	FOURTH AVE	V3M 1T9	LAND
13313	4	1301	FOURTH AVE	V3M 1V1	LAND
10330	40	45	FOURTH ST		STRATA
10471	77	52	FOURTH ST	V3L 2T6	LAND
10331	10	53	FOURTH ST	V3L 2T7	LAND
20581	72	225	FRANCIS WAY	V3L 0G1	STRATA
20506	39	270	FRANCIS WAY	V3L 0C3	STRATA
20505	37	290	FRANCIS WAY	V3L 0C4	STRATA
11148	44	370	GINGER DR	V3L 5L4	LAND
10457	159	385	GINGER DR	V3L 5L6	STRATA
11133	94	415	GINGER DR	V3L 5L1	LAND
20431	49	510	GINGER DR	V3L 5K8	LAND
			GLOUCESTER		
10432	41	702	ST	V3M 1K7	LAND
			GLOUCESTER		
10440	27	707	ST	V3M 5W1	STRATA
11274	22	460	GRIFFITHS PL	V3L 3Y7	LAND
11276	24	461	GRIFFITHS PL	V3L 3Y8	LAND
11273	5	466	GRIFFITHS PL	V3L 3Y7	LAND
15567	87	610	HAMILTON ST	V3M 2M5	LAND
20182	110	615	HAMILTON ST		STRATA
15566	30	625	HAMILTON ST	V3M 2M7	STRATA
15576	94	700	HAMILTON ST	V3M 2M6	LAND
15583	36	707	HAMILTON ST	V3M 2M7	STRATA
20251	84	720	HAMILTON ST	V3M 7A6	STRATA
15582	36	721	HAMILTON ST	V3M 2M7	STRATA
16081	41	737	HAMILTON ST	V3M 2M7	STRATA
15581	88	740	HAMILTON ST	V3M 5T7	STRATA
14211	42	1116	HAMILTON ST	V3M 2M9	LAND
14209	21	1117	HAMILTON ST	V3M 2M8	LAND
14210	4	1121	HAMILTON ST	V3M 2M8	LAND
20537	36	288	HAMPTON ST	V3M 5L9	STRATA
11031	30	312	HOSPITAL ST	V3L 3L4	LAND
11030	26	315	HOSPITAL ST	V3L 3L5	LAND
11032	37	321	HOSPITAL ST	V3L 3L5	LAND
11041	48	331	HOSPITAL ST	V3L 3L5	LAND
11047	38	338	HOSPITAL ST	V3L 3L4	LAND
11449	31	352	HOSPITAL ST	V3L 3L4	LAND
11456	5	377	HOSPITAL ST	V3L 3L7	LAND
18201	36	1009	HOWAY ST	V3M 6R1	STRATA
14028	108	1021	HOWAY ST	V3M 1Z9	LAND
			JACK MAHONY		
19111	34	18	PL	V3L 5V8	STRATA
			JACK MAHONY		
19130	49	18	PL	V3L 5V8	STRATA
18033	110	69	JAMIESON CRT	V3L 5R3	STRATA
18119	110	69	JAMIESON CRT	V3L 5R3	STRATA

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10484	66	5	K DE K CRT	V3M 6B6	STRATA
10450	84	11	K DE K CRT	V3M 6B6	LAND
11157	71	12	K DE K CRT	V3M 6C5	STRATA
13318	6	1335	KAMLOOPS ST	V3M 1V5	LAND
13319	4	1345	KAMLOOPS ST	V3M 1V5	LAND
20485	101	200	KEARY ST	V3L 0A6	STRATA
11438	6	361	KEARY ST	V3L 3L2	LAND
19140	62	815	KENNEDY ST	V3M 1R8	LAND
11243	42	319	KNOX ST	V3L 3N4	LAND
11245	42	331	KNOX ST	V3L 3N4	STRATA
18700	116	10	LAGUNA CRT	V3M 6W3	STRATA
18701	24	12	LAGUNA CRT	V3M 6W4	STRATA
18184	46	38	LEOPOLD PL	V3L 2C6	STRATA
10351	11	44	LEOPOLD PL	V3L 2C6	LAND
10350	12	48	LEOPOLD PL		STRATA
10401	18	220	MANITOBA ST	V3L 1J2	LAND
10400	8	228	MANITOBA ST	V3L 1J2	LAND
15644	66	841	MCBRIDE BLVD	V3L 2C3	LAND
15645	45	845	MCBRIDE BLVD	V3L 2C2	LAND
15646	53	855	MCBRIDE BLVD	V3L 2C4	LAND
10369	16	74	MERIVALE ST	V3L 2P8	LAND
13361	26	812	MILTON ST	V3M 1N2	STRATA
11223	48	67	MINER ST	V3L 5N5	STRATA
11222	34	74	MINER ST	V3L 5N6	STRATA
18848	28	202	MOWAT ST	V3M 4B2	STRATA
12683	41	215	MOWAT ST	V3M 4B1	STRATA
13362	28	225	MOWAT ST	V3M 4B1	STRATA
13358	39	230	MOWAT ST	V3M 4B2	STRATA
14120	21	1019	NANAIMO ST	V3M 2E7	LAND
12960	56	320	NINTH ST	V3M 3V7	LAND
13042	20	327	NINTH ST	V3M 3V8	STRATA
12961	33	340	NINTH ST	V3M 3V6	STRATA
13351	28	430	NINTH ST	V3M 3W4	LAND
13387	12	441	NINTH ST	V3M 3W3	LAND
14016	16	502	NINTH ST	V3M 3W5	LAND
14013	26	505	NINTH ST	V3M 3W6	LAND
14017	36	510	NINTH ST	V3M 3W5	LAND
14014	47	515	NINTH ST	V3M 3W6	LAND
14019	33	520	NINTH ST	V3M 3W5	LAND
14021	14	530	NINTH ST	V3M 3W5	STRATA
20189	45	600	PARK CRES	V3L 5W1	STRATA
20238	42	625	PARK CRES		STRATA
20320	38	675	PARK CRES	V3L 5W4	STRATA
18828	89	700	PARK CRES	V3L 5T9	STRATA
19141	14	114	PARK ROW	V3L 2J6	STRATA
10495	19	119	PARK ROW	V3L 2J5	LAND
18604	129	719	PRINCESS ST	V3M 6T9	STRATA
18493	67	728	PRINCESS ST	V3M 6S4	STRATA
18663	129	739	PRINCESS ST	V3M 6V6	STRATA
11156	72	1040	QUAYSIDE DR	V3M 6C1	LAND

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11168	94	1045	QUAYSIDE DR	V3M 6C9	STRATA
11202	98	1065	QUAYSIDE DR	V3M 1C5	STRATA
17872	110	1135	QUAYSIDE DR	V3M 6J4	STRATA
11188	104	1150	QUAYSIDE DR	V3M 6E1	STRATA
11234	32	1210	QUAYSIDE DR	V3M 6H1	STRATA
11235	41	1210	QUAYSIDE DR	V3M 6H1	STRATA
11236	36	1210	QUAYSIDE DR	V3M 6H1	STRATA
11237	42	1210	QUAYSIDE DR	V3M 6H1	STRATA
17958	99	1245	QUAYSIDE DR	V3M 6J6	STRATA
18010	104	1245	QUAYSIDE DR	V3M 6J6	STRATA
18538	104	1245	QUAYSIDE DR	V3M 6J6	STRATA
11224	104	1250	QUAYSIDE DR	V3M 6E2	STRATA
10441	112	706	QUEENS AVE	V3M 1L5	LAND
12649	15	711	QUEENS AVE	V3M 1L3	LAND
10439	113	720	QUEENS AVE	V3M 1L6	LAND
20483	9	727	QUEENS AVE	V3M 1L7	LAND
12666	30	803	QUEENS AVE	V3M 1L8	STRATA
10452	4	912	QUEENS AVE	V3M 1M2	LAND
10349	97	1026	QUEENS AVE	V3M 6B2	STRATA
11155	60	31	RELIANCE CRT RENAISSANCE	V3M 6C6	STRATA
20501	150	1	SQ RENAISSANCE	V3M 0B6	STRATA
17912	62	2	SQ RENAISSANCE	V3M 6K3	STRATA
17950	61	3	SQ RENAISSANCE	V3M 6K4	STRATA
17947	25	5	SQ RENAISSANCE	V3M 6K5	STRATA
18141	47	6	SQ RENAISSANCE	V3M 6N8	STRATA
18155	62	6	SQ RENAISSANCE	V3M 6N8	STRATA
20319	6	8	SQ RENAISSANCE	V3M 7A9	STRATA
20317	146	10	SQ	V3M 7B1	STRATA
20091	85	7	RIALTO CRT	V3M 7A8	STRATA
17974	58	25	RICHMOND ST	V3L 5P9	STRATA
18143	45	48	RICHMOND ST	V3L 5P4	STRATA
18191	30	48	RICHMOND ST	V3L 5P4	STRATA
18220	51	48	RICHMOND ST	V3L 5P4	STRATA
18405	45	78	RICHMOND ST	V3L 5T2	STRATA
18529	33	78	RICHMOND ST	V3L 5T2	STRATA
18595	47	78	RICHMOND ST	V3L 5T2	STRATA
12643	4	601	ROBSON AVE	V3M 1M8	LAND
20753	46	245	ROSS DR	V3L 0C6	STRATA
20724	54	265	ROSS DR	V3L 0C8	STRATA
20709	194	280	ROSS DR	V3L 0C2	STRATA
20439	70	285	ROSS DR	V3L 0B9	STRATA
20323	6	42	ROYAL AVE	V3L 1G7	LAND
10481	20	52	ROYAL AVE	V3L 1G8	LAND
10486	59	55	ROYAL AVE	V3L 1G9	LAND

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10398	64	225	ROYAL AVE	V3L 1H5	LAND
10368	113	320	ROYAL AVE	V3L 5C6	STRATA
10466	4	404	ROYAL AVE	V3L 1H8	LAND
11048	54	550	ROYAL AVE	V3L 5H9	STRATA
10430	51	715	ROYAL AVE	V3M 5X4	STRATA
10429	37	735	ROYAL AVE	V3M 1J6	LAND
20415	123	814	ROYAL AVE	V3M 1J9	STRATA
20863	29	828	ROYAL AVE		STRATA
19143	75	850	ROYAL AVE		STRATA
20603	32	200	SALTER ST	V3M 0E5	STRATA
20604	98	200	SALTER ST	V3M 0E5	STRATA
20848	30	230	SALTER ST		STRATA
20514	46	240	SALTER ST	V3M 0C1	STRATA
20382	44	250	SALTER ST	V3M 0B7	STRATA
20155	67	808	SANGSTER PL		STRATA
10423	10	115	SECOND ST	V3L 2K4	LAND
12819	10	305	SECOND ST	V3L 2K7	LAND
20377	38	38	SEVENTH AVE	V3L 5W2	STRATA
15569	77	615	SEVENTH AVE	V3M 2J1	LAND
15570	72	620	SEVENTH AVE	V3M 5T6	STRATA
15568	92	707	SEVENTH AVE	V3M 2J2	LAND
15572	76	710	SEVENTH AVE	V3M 5V3	STRATA
15575	107	711	SEVENTH AVE	V3M 5S8	LAND
15573	89	720	SEVENTH AVE	V3M 2J4	LAND
14224	6	1115	SEVENTH AVE	V3M 2J6	LAND
14267	15	1210	SEVENTH AVE	V3M 2J7	LAND
14302	23	1315	SEVENTH AVE	V3M 2J9	LAND
10431	24	110	SEVENTH ST	V3M 5W5	STRATA
18962	81	123	SEVENTH ST	V3M 6Y2	STRATA
12751	63	220	SEVENTH ST	V3M 3K4	LAND
12646	39	221	SEVENTH ST	V3M 3K2	LAND
13050	53	322	SEVENTH ST	V3M 3K8	LAND
12907	14	323	SEVENTH ST	V3M 3K9	LAND
12908	21	329	SEVENTH ST	V3M 3K9	LAND
13245	42	404	SEVENTH ST	V3M 3L1	LAND
13250	37	420	SEVENTH ST	V3M 3L1	LAND
13401	41	436	SEVENTH ST	V3M 3L3	STRATA
19138	53	220	SHERBROOKE ST	V3L 3M2	LAND
20443	78	240	SHERBROOKE ST	V3L 0A4	STRATA
20504	94	244	SHERBROOKE ST	V3L 0A3	STRATA
20444	59	248	SHERBROOKE ST	V3L 0A2	STRATA
12335	28	311	SHERBROOKE ST	V3L 3M4	LAND
11244	60	329	SHERBROOKE ST	V3L 3M5	LAND
19028	38	15	SIXTH AVE	V3L 1T1	STRATA
19029	53	15	SIXTH AVE	V3L 1T1	STRATA
15545	128	505	SIXTH AVE	V3L 5H3	LAND

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13997	3	514	SIXTH AVE	V3L 1V3	LAND
14001	16	610	SIXTH AVE	V3M 2B2	LAND
14024	43	908	SIXTH AVE	V3M 2B6	LAND
14111	14	1001	SIXTH AVE	V3M 2B7	LAND
14026	21	1002	SIXTH AVE	V3M 2B8	LAND
14109	9	1007	SIXTH AVE	V3M 2B7	LAND
14108	3	1009	SIXTH AVE	V3M 2B7	LAND
14027	41	1010	SIXTH AVE	V3M 2B8	LAND
14037	41	1020	SIXTH AVE	V3M 2B8	LAND
14225	37	1115	SIXTH AVE	V3M 2B7	LAND
14330	5	1317	SIXTH AVE	V3M 2C3	LAND
14329	5	1321	SIXTH AVE	V3M 2C3	LAND
13818	6	1402	SIXTH AVE	V3M 2C6	LAND
13819	4	1404	SIXTH AVE	V3M 2C6	LAND
20481	120	39	SIXTH ST	V3L 0B3	STRATA
11226	1	61	SIXTH ST	V3L 2Z6	LAND
10525	14	225	SIXTH ST	V3L 3A5	STRATA
20525	44	306	SIXTH ST	V3L 0C9	STRATA
18969	118	612	SIXTH ST	V3L 5V2	STRATA
15550	72	631	SIXTH ST	V3L 3C1	LAND
15564	3	733	SIXTH ST	V3L 3C6	LAND
13265	117	810	ST. ANDREWS ST	V3M 1V8	LAND
13382	35	815	ST. ANDREWS ST	V3M 1V9	LAND
13273	45	910	ST. ANDREWS ST	V3M 1W2	LAND
13281	41	1010	ST. ANDREWS ST	V3M 1W3	LAND
13290	12	1015	ST. ANDREWS ST	V3M 1W4	STRATA
13282	23	1024	ST. ANDREWS ST	V3M 1W3	LAND
13287	48	1025	ST. ANDREWS ST	V3M 1W4	LAND
17976	72	98	TENTH ST	V3M 6L8	STRATA
11075	29	109	TENTH ST	V3M 3X7	STRATA
17956	108	121	TENTH ST	V3M 3X7	STRATA
11158	31	134	TENTH ST	V3M 3X8	LAND
13354	37	215	TENTH ST	V3M 3Y1	STRATA
18964	53	222	TENTH ST	V3M 3X9	STRATA
12714	14	231	TENTH ST	V3M 3Y1	LAND
12715	28	231	TENTH ST	V3M 3Y1	LAND
12964	5	302	TENTH ST	V3M 3Y3	LAND
13355	25	315	TENTH ST	V3M 3Y2	STRATA
12963	43	321	TENTH ST	V3M 3Y2	LAND
12962	41	333	TENTH ST	V3M 3Y2	LAND
13277	13	402	TENTH ST	V3M 3Y7	LAND
13267	27	405	TENTH ST	V3M 3Y8	LAND
13345	25	425	TENTH ST	V3M 3Z1	LAND
13291	44	426	TENTH ST	V3M 3Z2	LAND
14018	14	509	TENTH ST	V3M 3Z4	LAND

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14020	32	517	TENTH ST	V3M 3Z4	LAND
14025	50	520	TENTH ST	V3M 3Z6	LAND
14022	25	525	TENTH ST	V3M 3Z4	LAND
14023	25	529	TENTH ST	V3M 3Z4	LAND
14112	11	608	TENTH ST	V3M 3Z7	LAND
20703	5	630	TENTH ST	V3M 3Z8	LAND
14113	4	634	TENTH ST	V3M 3Z8	LAND
12778	15	304	THIRD AVE	V3L 2R9	LAND
12842	26	317	THIRD AVE	V3L 1M5	LAND
12903	10	411	THIRD AVE	V3L 1M6	LAND
12882	7	417	THIRD AVE	V3L 1M6	LAND
10536	25	418	THIRD AVE	V3L 1M7	LAND
10539	3	506	THIRD AVE	V3L 1M7	LAND
10541	3	514	THIRD AVE	V3L 1M7	LAND
12915	17	605	THIRD AVE	V3M 1N4	LAND
12754	42	610	THIRD AVE	V3M 1N5	STRATA
12914	29	615	THIRD AVE	V3M 1N4	LAND
12728	15	808	THIRD AVE	V3M 1N9	LAND
12949	44	811	THIRD AVE	V3M 1P1	LAND
12965	35	1009	THIRD AVE	V3M 1P6	LAND
12966	23	1015	THIRD AVE	V3M 1P6	LAND
12971	3	1031	THIRD AVE	V3M 1P6	LAND
17982	4	131	THIRD ST	V3L 2R1	LAND
13017	4	331	THIRTEENTH ST	V3M 4L4	LAND
13019	17	335	THIRTEENTH ST	V3M 4L4	LAND
13333	4	425	THIRTEENTH ST	V3M 4L7	LAND
14088	8	502	THIRTEENTH ST	V3M 4L9	LAND
18283	34	511	THIRTEENTH ST	V3M 4M1	LAND
14160	51	514	THIRTEENTH ST	V3M 5Y7	STRATA
14087	35	518	THIRTEENTH ST	V3M 4L9	STRATA
17911	24	526	THIRTEENTH ST	V3M 4L9	STRATA
14085	12	540	THIRTEENTH ST	V3M 4L9	LAND
14278	3	707	THIRTEENTH ST	V3M 4M5	LAND
15223	48	895	THIRTEENTH ST	V3M 5Z7	LAND
12791	7	241	TOWNSEND PL	V3L 1L4	LAND
18726	40	211	TWELFTH ST	V3M 4H4	STRATA
18727	44	211	TWELFTH ST	V3M 4H4	STRATA
18935	30	211	TWELFTH ST	V3M 4H4	STRATA
18983	33	211	TWELFTH ST	V3M 4H4	STRATA
13011	4	338	TWELFTH ST	V3M 4H6	LAND
18226	40	412	TWELFTH ST	V3M 6R2	STRATA
18925	34	425	TWELFTH ST	V3M 4H7	STRATA
13327	2	438	TWELFTH ST	V3M 4H8	LAND
18661	57	519	TWELFTH ST	V3M 6V9	STRATA
18714	56	519	TWELFTH ST	V3M 6V9	STRATA
18855	28	588	TWELFTH ST	V3M 4H9	STRATA
19037	35	588	TWELFTH ST	V3M 4H9	STRATA
14238	2	615	TWELFTH ST	V3M 4J3	LAND
14271	4	620	TWELFTH ST	V3M 4J4	LAND
14239	16	621	TWELFTH ST	V3M 4J5	LAND

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14242	6	625	TWELFTH ST	V3M 4J5	LAND
14243	14	629	TWELFTH ST	V3M 4J5	LAND
14274	14	634	TWELFTH ST	V3M 4J4	LAND
18120	6	712	TWELFTH ST	V3M 4J6	LAND
18585	16	723	TWELFTH ST	V3M 4J8	STRATA
14296	2	730	TWELFTH ST	V3M 4J9	LAND
14533	5	814	TWELFTH ST	V3M 4K1	LAND
14483	4	833	TWELFTH ST	V3M 4K4	LAND
14462	6	933	TWELFTH ST	V3M 4K7	LAND
14463	4	941	TWELFTH ST	V3M 4K7	LAND
10475	9	521	VICTORIA ST	V3L 1C6	LAND
20411	146	610	VICTORIA ST	V3M 0A5	STRATA
11247	51	318	WARD ST	V3L 5P3	LAND
11254	57	325	WARD ST	V3L 3N7	LAND
11250	14	338	WARD ST	V3L 3N8	STRATA
<hr/>					
Total	20586	489			

CORPORATION OF THE CITY OF NEW WESTMINSTER

APPENDIX C



DECLARATION – LIVING WAGE EMPLOYER

I, _____ as a duly authorized signing officer of

Company: _____

Address: _____

_____,

confirm that all employees and sub-contractors under our contract with the City as outlined below, are paid not less than the “Living Wage” as calculated by the Living Wage for Families Campaign.

I understand that this requirement extends only to those employees and sub-contractors’ employees that perform work while on City premises and property for durations in excess of one continuous hour per occasion.

I understand that the City will conduct audits if and when notification of breach of this compliance is received by the City. I understand that in the event any breach of this declaration is found to be true, the City reserves the right to cancel its contract without penalty at any time once said authentication of the breach is made.

Contract Name: _____

Authorized Signatory:

Dated:
