



"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

REQUEST FOR QUOTES – CONSTRUCTION OF ROOF STRUCTURE AND LOCK BLOCK WALL

Located at Fraser Lake Transfer Station

Solicitation # RDBN-ENV-26-07

Regional District of Bulkley-Nechako

Request Issued: July 20, 2026

**Closing Date: August 20, 2026
4:00 pm (Pacific Standard Time)**

Contact: Alex Eriksen, Director of Environmental Services
bid@rdbn.bc.ca

WWW.RDBN.BC.CA

INFO@RDBN.BC.CA

1-250-692-3195

1-800-320-3339

37 3RD AVE, PO BOX 820 BURNS LAKE, BC V0J 1E0

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1 PROJECT SUMMARY

The Regional District of Bulkley-Nechako (the Regional District) is seeking quotations from qualified proponents for the construction of a lock-block retaining wall and the supply and construction of a steel-framed roof structure to cover the waste collection trailer at the Fraser Lake and Area D Transfer Station (FLTS), located at:

3366 Fraser Lake Airport Road, Fraser Lake, BC

The new structure is intended to provide year-round weather protection for the 53-foot waste haul trailer. The project includes reconstruction of the existing lock block wall using the lock blocks currently on site. Any additional lock blocks will be supplied by the Regional District. The Proponent will be responsible for the dismantling, reconfiguration, and installation of the lock block wall as per the detailed design. A building permit for the project has already been obtained. There is sufficient space on site to accommodate multiple material stockpiles (see attached site plan).

Scouton Engineering has been retained by the Regional District to provide quality control and engineering review services. These services include the preparation of and review of construction drawings, Schedule B Assurances, field inspections during and after construction, and the issuance of Schedule C-B assurances upon satisfactory completion. Any additional inspections or quality control work resulting from construction deficiencies will be at the contractor's expense.

The intent is for the construction to be completed by October 31, 2026 at the latest. Completion of the lock block wall reconstruction can be completed far in advance of the steel structure if necessary, without impacting the RDBN operations.

To be considered, all quotations must include the following:

1. Be submitted by 4:00 p.m. local time on August 20, 2026, in accordance with Section 3 – Submission Guidelines
2. A completed Proposal Reply Form (see Section 4)
3. A detailed cost breakdown, including materials, labour, equipment, and any other applicable costs
4. A proposed project schedule, including estimated start and completion dates
5. A completed Conflict of Interest Disclosure Form (see Section 12)

The terms and conditions applicable to this Request for Quotations are contained within this document. Submission of a quotation in response to this RFQ indicates acceptance of all terms and conditions contained herein or in any addenda issued by the Regional District.

2 BACKGROUND

The FLTS currently utilizes three hydraulic transfer bins for waste collection. These bins are nearing the end of their usable lifespan. Rather than replacing these costly units, the Regional District will decommission and remove the existing bins and prepare the site to accommodate a 53-foot waste haul trailer for direct waste loading.

This new system will align with the design and operation of other Regional District transfer stations and will provide a simpler, more cost-effective alternative to the current setup.

The Regional District will ensure that the existing transfer bins are fully removed prior to the start of

the project. The new structure has been designed to make use of the existing concrete footings and a lock block wall. The existing lock block wall is sloped at 6:1 and does not have appropriate tiebacks or backfill and will be reconstructed at a 20:1 slope, with an additional row to increase the height, as part of the project.

A building permit for this project has already been approved.

3 TERMS AND CONDITIONS

The terms and conditions applicable to this Request for Quotations are contained within this document. Submission of a quotation in response to this RFQ indicates acceptance of all terms and conditions contained herein or in any addenda issued by the Regional District.

4 CANCELLATION OF RFQ

The Regional District reserves the right to cancel this Request for Quotations at any time and for any reason and will not be responsible for any direct or indirect loss, damage, cost, or expense incurred or suffered by any Proponent because of such cancellation. The acceptance of any quotation and the subsequent execution of a contract may be subject to funding and approval by the Board of the Regional District of Bulkley-Nechako.

5 SUBMISSION GUIDELINES

The Regional District invites the submission of quotations from qualified and experienced contractors as outlined in this document.

The Regional District will accept quotations submitted by:

- Email,
- Direct delivery (in person or by courier/mail) to the Regional District main office at 37 3rd Avenue Burns Lake or
- BC Bid e-service.

All proposals must be submitted to the Regional District by 4:00 pm (local time) on August 20, 2026.

Proposals submitted by fax will **NOT** be accepted. Any Proposals received after the closing time will be considered disqualified.

By Email

One (1) single PDF file containing your submission must be delivered to the Regional District by email at bid@rdbn.bc.ca. The Regional District will confirm receipt of emails. Each Proponent submitting a proposal via electronic delivery method is solely responsible for ensuring that its proposal is received by the Regional District prior to the stated closing date and time.

A proposal will be deemed to have been delivered at the date and time it becomes fully accessible in readable form on the Regional District's email server.

The Regional District will not be responsible for any loss of, or delay in, submission of proposals due

to internet outages, power failures, hardware malfunctions, spam filtering, or any other technological issues of any nature.

By Direct Delivery (Hand Delivered, Mail or Courier)

One (1) complete copies of your submission must be submitted in a sealed envelope with the following information written on the outside of the envelope containing the proposal, as well as on the outside of the courier envelope/box (if sending by courier):

Attention: Asset Management and Procurement Clerk
Regional District of Bulkley-Nechako
37 3rd Avenue Burns Lake, BC V0J 1E0

Regional District of Bulkley-Nechako: Construction of Roof Structure
Request for Quotation
Responding Organization's name and address.

By BC Bid e-service

Quotations submitted using the BC Bid e-service. Only pre-authorized electronic bidders registered on the BC Bid Portal can make an electronic submission using the BC Bid system. It is recommended that Proponents become familiar with the online submission process before the closing date.

Inquiries regarding the RFQ may be directed by email to bid@rdbn.bc.ca.

Please note that questions related to this Request for Quotations will be accepted up to 4:00 pm on August 7, 2026. This will allow the answers to questions asked to be properly distributed to all interested parties via BC Bid.

Proponents shall be solely responsible for the delivery of their quotation in the manner and time prescribed. All submissions must be delivered according to the instructions provided herein and the Regional District will accept no responsibility for documents delivered to any other location.

To ensure your receipt of any answers to questions asked or addendums issued, you must fill out and return the attached reply form to bid@rdbn.bc.ca.

Failure to submit a properly filled out reply form absolves the Regional District of any obligation to provide addendums to Proponents wishing to submit a quotation.

See Section 32 for the Proposal Reply Form

6 SITE TOUR

A site tour is not mandatory. For proponents who wish to visit the site, a guided tour will be available on July 29, 2026, at 2:00 pm. Proponents wishing to attend should confirm their participation in advance by contacting Alex Eriksen by email at bid@rdbn.bc.ca. Alternatively, proponents may visit the site at another time; however, they must check in with an onsite member upon arrival.

7 ADDENDA

Addenda to this RFQ may be issued prior to closing in response to queries received or at the initiative of the Regional District. Addenda will be in written form posted on BC Bid and the Regional

District website. Information contained within RFQ addenda is considered an integral part of the RFQ and should be considered by Proponents when responding to this RFQ.

All final Addenda will be issued and posted on BC Bid and the Regional District website by 4:00 pm on August 12, 2026.

Verbal communications will not be binding unless confirmed by written addenda.

It is the sole responsibility of the Proponent to check for addendums.

8 CHANGES TO QUOTATIONS

By written notice submitted prior to the closing date, a Proponent may amend or withdraw its quotation. Upon closing, all quotes become irrevocable and may not be amended or withdrawn except where the Proponent and the Regional District have mutually agreed to a change for the purpose of entering into a contract.

Information obtained from any other source is not official and should not be relied upon.

9 PROPONENT'S EXPENSES

The Regional District will not be responsible for any costs incurred by the Proponents as a result of the preparation or submission of a Quotation pertaining to this RFQ. The accuracy and completeness of the Quotation is the Proponent's responsibility. If errors are discovered, they will be corrected by the Proponent at their expense.

Proponents acknowledge that the Regional District, in preparation for the RFQ supply of oral or written information to Proponents, review quotations or the carrying out the Regional District's responsibilities under this RFQ, does not owe a duty of care to the Proponents.

10 CONFIDENTIALITY OF INFORMATION

In accordance with the Freedom and Information and Protection of Privacy Act, the Proponents will treat as confidential and will not, without prior written consent of the Regional District, publish, release, or disclose, or permit to be published, released, or disclosed, any information supplied to, obtained by, or which comes to knowledge of the Proponents as a result of this RFQ except insofar as such publication, release or disclosure is required by the laws of British Columbia.

11 OWNERSHIP OF PROPOSALS AND FREEDOM OF INFORMATION

All Proposals submitted under this RFQ become the property of the Regional District and will not be returned to the Proponent. The Regional District advises Proponents that parts or all their Proposals may be subject to the provisions of British Columbia's *Freedom of Information and Protection of Privacy Act (FIPPA)* and the *Community Charter*. Proponents who wish to ensure parts of their Proposals are protected from disclosure under the FOIPP Act should specifically identify any information or records provided with their Proposals that constitute a) trade secrets, and b) that are supplied in confidence, and c) 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. The Regional District cannot guarantee that any information contained within a proposal will remain confidential if

a request for access is made.

12 ACCEPTANCE OF QUOTATIONS

This RFQ should not be construed as an agreement to purchase goods or services nor as an invitation to perform any service for the Regional District except as specifically outlined herein. Quotations shall remain open for acceptance by the Regional District for a minimum of 60 days after the RFQ closing date.

The Regional District's intent is to enter into a contract with the Proponent who has submitted the best value proposal. The Regional District reserves the right to accept any or none of the quotations submitted and will evaluate quotations based on the best value offered to the Regional District and not necessarily the lowest price, using the criteria specified in this RFQ.

The Regional District reserves the right in its sole unrestricted discretion to:

- a) Reject any and/or all irregularities in a quotation submitted.
- b) Waive any defect or deficiency in a quotation whether that defect or deficiency materially affects the quotation and accept that quotation.
- c) Reject any and/or all quotations for any reason, without discussion with the Proponent(s); and
- d) Accept a quotation which is not the lowest price quotation.

In addition to any other provision of this RFQ, the Regional District may, at its absolute discretion, choose not to consider a quotation 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 Regional District in relation to any matter.

Proponents should not attempt to solicit any members of the elected Board of Directors or employees of the Regional District. Any solicitation may result in the Proponent being removed from consideration.

13 EVALUATION CRITERIA

Quotations will be ranked on a points basis. Quotes will be evaluated based on the:

1. Cost.
2. Qualifications & experience (company and personnel).
3. Availability/completion date.
4. Quotation Quality.

The Quotation Evaluation Form is a tool to assist in the evaluation process; however, it is not the sole determining factor in the evaluation process.

See Appendix B for the Quotation Evaluation Form

14 CONFLICT OF INTEREST

When submitting a quotation, the Proponent must complete, sign and include with their proposal a Conflict-of-Interest Disclosure Statement (Appendix "C").

The Regional District may reject a quotation based on an actual, potential, or perceived conflict of interest.

The Regional District may reject any quotation where:

- a) One or more of the directors, officers, principles, partners, senior management employees, shareholders, or owners of the Proponent, is an officer, employee, or director of the Regional District or a consultant involved in the procurement process, or is a member of the immediate family of an officer, employee or director of the Regional District or a consultant involved in the procurement process; or
- b) In the case of a quotation submitted by a Proponent who is an individual person, where that individual is an officer, employee, or director of the Regional District or a consultant involved in the procurement process or is a member of the immediate family of officer, employee, or director of the Regional District or a consultant involved in the procurement process.

(collectively, "Restricted Parties")

A Proponent who has any concerns regarding whether a current or prospective employee, advisor, or member of that Proponent is, or may be, a Restricted Party, should request an advance decision by submitting to the Chief Administrative Officer (CAO), not less than ten working days (August 6, 2026) prior to the Closing Time, by email, the following information:

- a) Names and contact information of the Proponent and the person which the advance opinion is requested.
- b) A description of the relationship that raises the possibility or perception of a conflict of interest or unfair advantage; and
- c) Copies of any relevant documentation

The Regional District may make an advance decision regarding whether the person is a Restricted Party, and whether the Regional District will reject a Proposal based on the information provided. If Proponent has identified an actual, perceived or potential conflict of interest regarding this RFQ process or project, the Proponent must submit a Conflict-of-Interest Disclosure Statement (Appendix "C") to the CAO by August 13, 2026.

15 SUBCONTRACTORS

All subcontractors, including affiliates of the Proponent, should be clearly identified in the quotation as per the form attached as Appendix "D."

A Proponent may not subcontract to a firm or individual whose current or past corporate or other interests, may, in the Regional District's opinion, give rise to an actual, perceived or potential conflict of interest in connection with the services described in the RFQ. This includes, but not limited to, involvement be the firm or individual in the preparation of the RFQ, or a relationship with any employee, contractor representative of the Regional District involved in preparation of the RFQ, participating on the evaluation committee or in the administration of the Contract. If a proponent is in doubt as to whether a proposed subcontractor might be in conflict of interest, the Proponent should consult with the CAO prior to submitting a quotation. By submitting a quotation, the Proponent represents that it is not aware of any circumstances that would give rise to a conflict of interest this is actual, perceived or potential, in respect of the RFQ.

16 EXECUTION OF CONTRACT

Following acceptance by the Regional District, the successful Proponent will be provided with written

confirmation. A contract will be signed by both parties subject to negotiation between the Regional District and the Proponent.

17 INTENT OF CONTRACT DOCUMENTS

The intent of the Contract Documents is that the Contractor will provide all permits, materials, supervision, labour, equipment and all else necessary for, or incidental to, the proper execution to the work described in the RFQ documents or as directed by the Regional District and all incidental Work to complete the project.

18 LOCAL CONDITIONS

The Contractor will, by personal inspection, examination, calculations, or tests, or by any other means, satisfy themselves with respect to the local conditions to be encountered and the quantities, quality, and practicability of the work and of their methods of procedure. No verbal agreements or conversation with any officer, agent, or employee of the Regional District, either before or after the execution of the Contract, will affect or modify any of the terms or obligations herein contained.

19 MANAGER'S STATUS

The Manager will be the Regional District's representative during the period of operation and will observe the Work in progress on behalf of the Regional District for the purpose of ensuring that the Contractor maintains the site in a satisfactory condition, and for ensuring that the work has been satisfactorily carried out. The Manager will have the authority to stop the work whenever such stoppage may be necessary, in their opinion, to ensure the proper execution of the work in accordance with the provisions of the Contract.

The Contractor will comply with such an order immediately. Neither the giving nor the carrying out of such orders thereby entitle the Contractor to any extra payment and the Regional District will not be held liable for any damages or any breach of laws, bylaws or regulations that may result.

20 GREENHOUSE GAS (GHG) REPORTING

The Contractor shall report all fuel used while performing work under this RFP, including fuel used by subcontractors, if applicable. At minimum, the Contractor must provide:

- Type of fuel used (e.g., gasoline, diesel)
- Estimated volume (in litres)
- General description of vehicle or equipment (e.g., pickup truck, excavator)
- Purpose or location of work (e.g., site name or activity)

This information shall be submitted once at the end of the project or as requested by the Regional District. (Form in Appendix E)

The data collected will support the Regional District's CleanBC reporting and climate initiatives.

Contractors are asked to retain supporting records (e.g., receipts or logs) for a period of one year in case verification is needed.

21 CONTRACTOR'S PERSONNEL

The Contractor will always keep sufficient personnel to carry out the Work required by the Contract. The Contractor must demonstrate that their organization is adequately staffed and trained to perform the requirements.

All workers must have sufficient knowledge, skill, and experience to perform properly the Work assigned to them and to be tactful and courteous in dealing with the Regional District's staff. Any supervisor or worker employed by the Contractor or Sub-Contractor who, in the opinion of the Manager, does not perform their Work in a competent manner, appears to act in a disorderly or intemperate manner, or is intoxicated or willfully negligent will at the written request of the Manager, be removed from the site of the Work immediately and will not be employed again in any portion of the Work without the approval of the Manager.

The Contractor will comply with all federal and provincial legislation regarding wages and labour regulations including payment of all dues, levies, or charges made under or in relation to the Contract. The Contractor will make proof of payment available to the Manager when requested.

22 CONTRACTOR'S QUALITY CONTROL AND CONSULTANT OVERSIGHT

The Contractor must demonstrate that their organization has an established quality control plan for identifying and preventing deficiencies in the quality of services. General performance monitoring and supervision of the service is a fundamental requirement.

The Regional District has budgeted for independent Quality Control (design Engineer) services, as follows:

1. Complete one field review during the construction of the Block wall and prepare a report
2. Complete one field review during the construction of the steel structure and prepare a report
3. Complete one field review of the block wall upon completion and prepare a report
4. Complete one field review of the steel structure completion and prepare a report
5. Issue Schedule of Assurance C-B" upon satisfactory completion of the Block Wall
6. Issue Schedule of Assurance C-B" upon satisfactory completion of the steel structure

Should deficiencies be observed and additional inspections be required, this will be at the Contractor's expense.

23 ASSIGNMENT OF CONTRACT

The Contractor will not sublet, sell, transfer, assign, or otherwise dispose of the Contract or any portions thereof, or their right, title, or interest therein, or their obligations thereunder without written consent of the Regional District, except for assignment to a bank of the payments to be received hereunder.

24 RIGHT TO TERMINATE SERVICES

The Regional District may terminate any or all services upon 30 days' written notice. If such notice is given, the Regional District will pay only for time and expenses incurred by the Contractor up to the termination date and for any reasonable time and expenses incurred to bring the services to a close in a prompt and orderly manner.

25 REGIONAL DISTRICT'S RIGHT TO CORRECT DEFICIENCIES

Upon failure of the Contractor to perform the Work in accordance with the Contract Documents, and after written notice to the Contractor, or without notice if any emergency or danger to the Work or

public exists, the Regional District may, without prejudice to any other remedy they may have, correct such deficiencies. The cost of Work performed by the Regional District in correcting deficiencies will be paid by the Contractor or may be deducted from monies payable to the Contractor.

26 INDEMNITY

Notwithstanding the provision of insurance coverage by the Contractor, the Contractor hereby agrees to indemnify and save harmless the Regional District, its officers, agents and employees from and against all claims, demands, losses, costs, damages, actions, suits or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by or attributable to the activities of the Contractor, its servants, agents, sub-contractors and sub-operators, in providing the services and performing the Work of the Contract, excepting always liability arising solely out of the negligent act or omission of the Regional District.

27 INSURANCE

The Contractor, without limiting its obligations or liabilities, and at its own expense, must provide and maintain throughout the Contract term, the following insurances with insurers licensed in the Province of British Columbia in forms acceptable to the Regional District. All required insurance (except Professional Liability Insurance and automobile insurance on vehicles owned by the Contractor) shall be endorsed to show the Regional District as additional insured and provide the Regional District with thirty (30) days' advance written notice of cancellation or material change.

The Contractor must provide the Regional District with evidence of the required insurance, in a form acceptable to the Regional District, upon notification of award and prior to the execution and delivery of the contract:

- a) Commercial General Liability (CGL), written on an occurrence-based form, in an amount not less than \$3,000,000 inclusive per occurrence insuring against bodily injury and property damage and including liability assumed under the contract. The Regional District is to be added as additional insureds. Such CGL coverage shall include the following liability extensions: Contingent Employers Liability, Broad Form Products & Completed Obligations, Personal Injury, Blanket Contractual, and Cross Liability.
- b) Professional Liability in an amount not less than \$2,000,000 inclusive per occurrence.
- c) Where the Contractor requires the use of automobiles to undertake the Work of the Contract, the Contractor will have the following:
 - a. Automobile Liability on all vehicles owned, operated, or licensed in the name of the Contractor in an amount not less than \$2,000,000 per occurrence.
 - b. Non-owned Automobile Liability insurance in an amount not less than \$2,000,000 per occurrence.

The Contractor shall ensure that all sub-contractors forming from this Contract meet the insurance requirements outlined above. It is the sole responsibility of the Contractor to determine if additional limits of liability insurance coverage are required to protect them from risk.

28 OCCUPATIONAL HEALTH AND SAFETY

The Contractor will use due care and take all necessary precautions to ensure the protection of persons and property at the Facility and will comply with the Workers' Compensation Act of the Province of British Columbia.

The Contractor must prepare a Health and Safety plan in accordance with the provincial WorkSafe BC.

A copy will be submitted to the Regional District prior to commencing the Work.

29 CHANGES IN THE WORK

The Regional District, without invalidating the Contract, may make changes by altering, adding to, or deducting from the Work. The Contractor will proceed with the Work as changed and the Work will be executed under the provisions of the Contract. No changes will be undertaken by the Contractor without a written order from the Regional District, except in an emergency endangering life or property, and no claims for additional compensation will be valid unless the change was so ordered. The Regional District will entertain no payment for extra work or changes in any Contract unless a "Change Order" form is completed and signed by the Regional District and the Contractor.

If, in the opinion of the Regional District, such changes affect the Contract amount, these will be adjusted at the time of ordering the changes. The value of the addition or deduction from the Contract amount, and the method of determining such value, will be decided by the Regional District. The Regional District will use one or more of the following methods in deciding such value:

1. by lump sum submitted by the Contractor and accepted by the Regional District.
2. on a force account basis as specified in these General Conditions.

30 COMPLIANCE WITH LAWS

The contractor will give all the notices and obtain all the licenses and permits required to perform the Work and provide written confirmation that the Contractor (and Sub- contractor's) personnel are fully certified to perform the Work. The Contractor will comply with all laws, regulations and requirements of authorities having jurisdiction applicable to the Work or performance of the contract.

31 LAWS OF BRITISH COLUMBIA

Any Contract resulting from this RFQ will be governed by and will be construed and interpreted in accordance with all laws in effect in the Province of British Columbia.

32 SCOPE OF WORK

See Appendixes E through G for Scope of Work, Fraser Lake Transfer Station Detailed Design for Steel Roof Structure, and Photos.

APPENDIX A – QUOTATION REPLY FORM

QUOTATION REPLY FORM	
Project Title: Supply and Install of Steel Roof Structure	
Company Name: _____	
Contact Person: _____	
Contact Information	
Phone	
e-mail	
Mailing Address	

APPENDIX B QUOTATION EVALUATION FORM

QUOTATION EVALUATION FORM			
Proponent's Name: _____			
Project Title: Supply and Installation of Steel Roof Structure			
Evaluation Date: _____			
Evaluator: _____			
Criteria			
Step 1:		YES	NO
Mandatory Criteria	Received prior to closing		
	Completed Reply Form Appendix A		
	Completed Conflict of Interest Disclosure Form Appendix C		
	Proposed Work Plan and Schedule		
	Detailed All-Inclusive Price Quote		
Step 2:		Max Points	Points Awarded
	Overview and Scope of Work Clarity and completeness Alignment with requirements and design intent Identification of key risks and mitigation strategies	20	
	Qualifications & Experience Relevant project experience Qualifications of key personnel References and past performance with a regional connection	10	
	Availability/Completion Date Proposed project schedule and completion date Resource availability Ability to meet or exceed desired completion targets	30	
	Pricing Total all-inclusive price Cost clarity and breakdown	40	
Total Score		100	

APPENDIX C - CONFLICT OF INTEREST DISCLOSURE STATEMENT

Proponent Name: _____

The Proponent, including its officers, employees, and any person or other entity working on behalf of or in conjunction with (including subcontractors), the Proponent on this procurement process:

- ☐ is free of any conflict of interest that could be perceived to improperly influence the outcome of this procurement process.
- ☐ has not, and will not, participate in any improper procurement practices that can provide the Proponent with an unfair competitive advantage including obtaining and using insider type information to prepare a solicitation offer or participating in bid rigging.
- ☐ has an actual, perceived or potential conflict of interest regarding this procurement process as a result of:

State reason(s) for conflict of interest:

If an actual, perceived or potential conflict of interest regarding this procurement process has been identified, the Proponent must submit this document to the CAO by August 13, 2026.

By signing below, I certify that all statements made on this form are true and correct to the best of my knowledge.

Print Name of Person Signing Disclosure

Signature of Person Making Disclosure

Authorized Representative of:

Date Signed

APPENDIX D - LIST OF SUBCONTRACTORS

The Proponent advises that they will be subcontracting the following parts of the work to the Subcontractor(s)listed below. In the Proponent’s opinion, the Subcontractor(s) named are reliable and competent to perform that part of the work for which each is listed. Please indicate “not applicable” on this page if Subcontractors are not required and include it with your Proposal. Following acceptance of the Proposal, the Subcontractors named in the List of Sub-Contractors must not be changed nor will additional subcontractors be employed except with the written approval of the Regional District.

Subcontractor’s Legal Name	Work to be Performed by Subcontractor

APPENDIX E – GHG REPORTING FORM

GHG Reporting Form for Small Contracts

This form is intended for small contract work carried out on behalf of the Regional District. Please complete and submit this form at project completion or upon request. This information supports CleanBC carbon reporting and climate action efforts.

Section 1: Contractor and Project Information

Contractor Name:	
Project Name/Description:	
Project Location:	
Reporting Date (MM/DD/YYYY):	

Section 2: Fuel Use Summary

Provide best estimates if exact amounts are not available.

[illegible]

Section 3: Declaration

I confirm that the information provided above is accurate to the best of my knowledge.

Name and Title: _____

Signature: _____

APPENDIX F – SCOPE OF WORK

1. Mobilization

The Contractor shall mobilize all necessary personnel, equipment, tools, and materials to the project site prior to start of work.

2. Labour and Accommodations

The Contractor shall supply all skilled and unskilled labour required to carry out the work, including supervision. The Contractor shall also provide all necessary worker accommodations, transportation, and site support services. There is a washroom on site.

3. Lock Block Wall Reconstruction

The Contractor shall supply all materials and equipment required for the reconstruction of the lock block wall as per design specifications, excluding the lock blocks, which will be reused from the existing wall. The block wall will be six (6) blocks high (14'), be 80' long at the base and 55' long at the top. The base layer will be rotated perpendicular to the wall. The top row shall be flat. A total of 97 blocks will be used for the wall.

4. Roof Structure

The Contractor shall supply all materials necessary for the complete construction of the roof structure, including but not limited to structural members, connectors, fasteners, and protective finishes.

5. Roof Structure Construction

The Contractor shall construct the roof structure in accordance with the detailed design drawings or an approved alternative design. The work shall include, but not limited to:

- Construction of the roof structure
- Supply and Installation of walkways
- Supply and installation of guardrails
- Installation of bollards

As per the design, construction shall utilize the existing footings and the reconstructed lock block wall.

6. Safety and Regulatory Compliance

The Contractor shall ensure that all work carried out on accordance with current WorkSafe regulations and all applicable safety standards. The Contractor is responsible for:

- Providing all required personal protective equipment
- Implementing a site-specific safety plan
- Ensuring proper use of all safety equipment
- Maintaining a safe work environment at all times

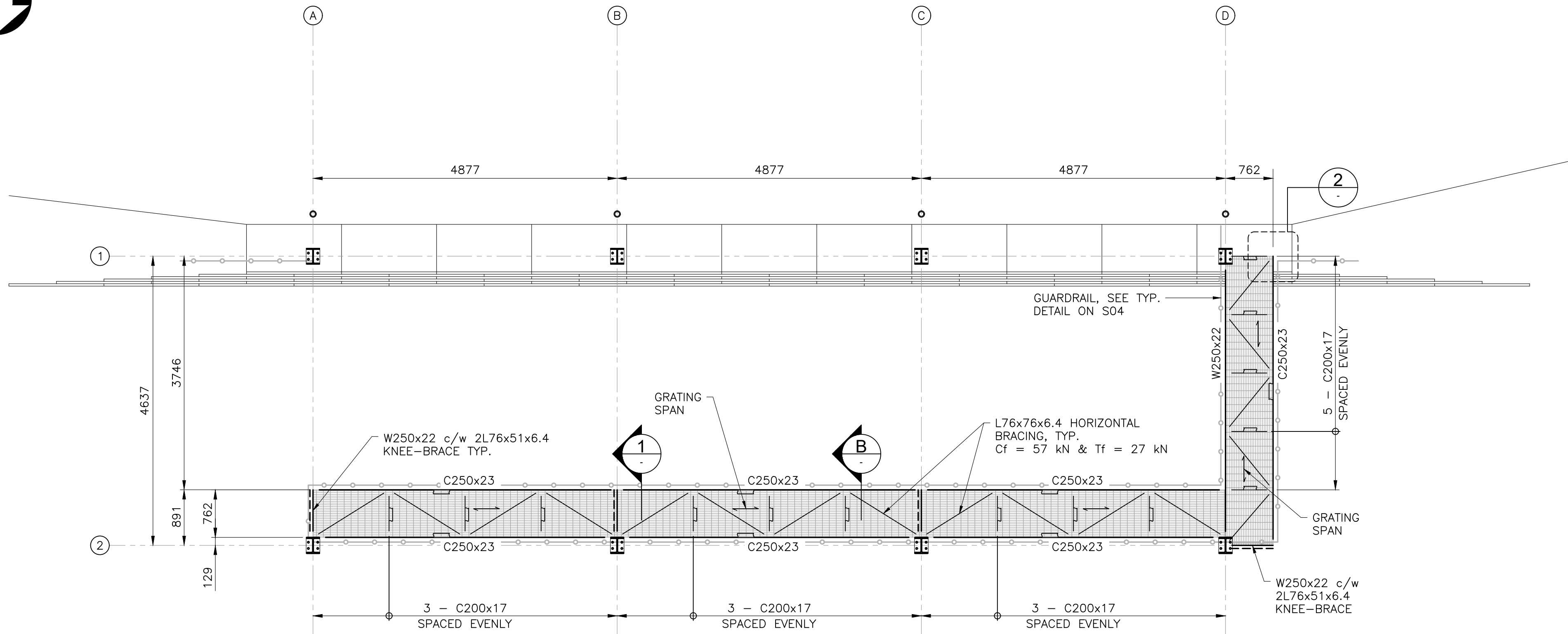
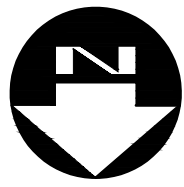
7. Quality Control

The RDBN will be responsible for one field review during the construction of the block wall, one field review upon completion of the block wall, steel structure materials approval, one field review during the construction of the steel structure, one field review upon completion of the steel structure and Issue Schedule of Assurances C-B.

The Contractor shall be responsible for any additional field inspections resulting from deficiencies.

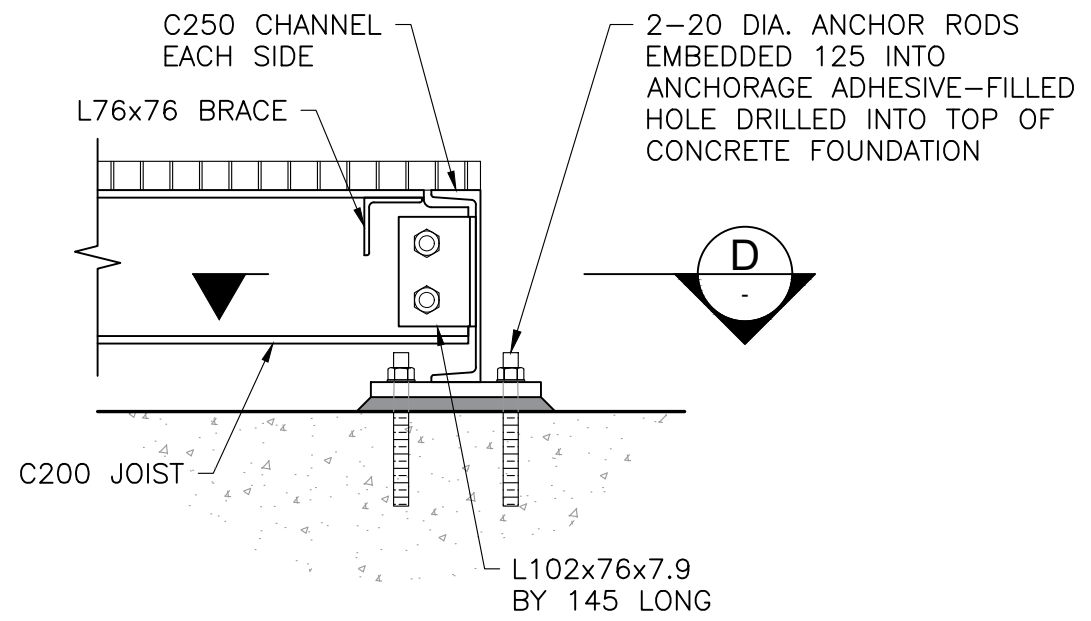
APPENDIX F – ENGINEERED DETAILED DESIGN FOR STEEL ROOF STRUCTURE AND LOCKBLOCK WALL

DILLON CONSULTING LIMITED 555 BURNARD STREET, SUITE 1055, VANCOUVER BC, V7X 1M7
PROJECTS: 2024 DILLON 42MPW VMS1531248494-09-STR-CON-DWG PLOTTED BY: WARD, MAHEW
FILENAME: C:\PW\WORKING DIRECTORY\PROJECTS\2024 DILLON 42MPW VMS1531248494-09-STR-CON-DWG PLOT SCALE: 1:25.4 PLOT STYLE: DILLON-STD.AUTOCOR
PLOT DATE: 2026-05-05 9:55:52 AM

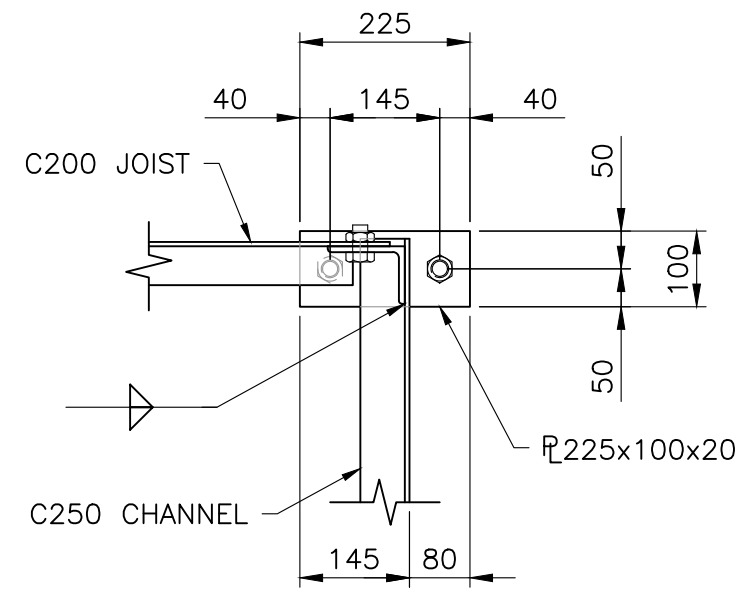


CATWALK PLAN
1:50

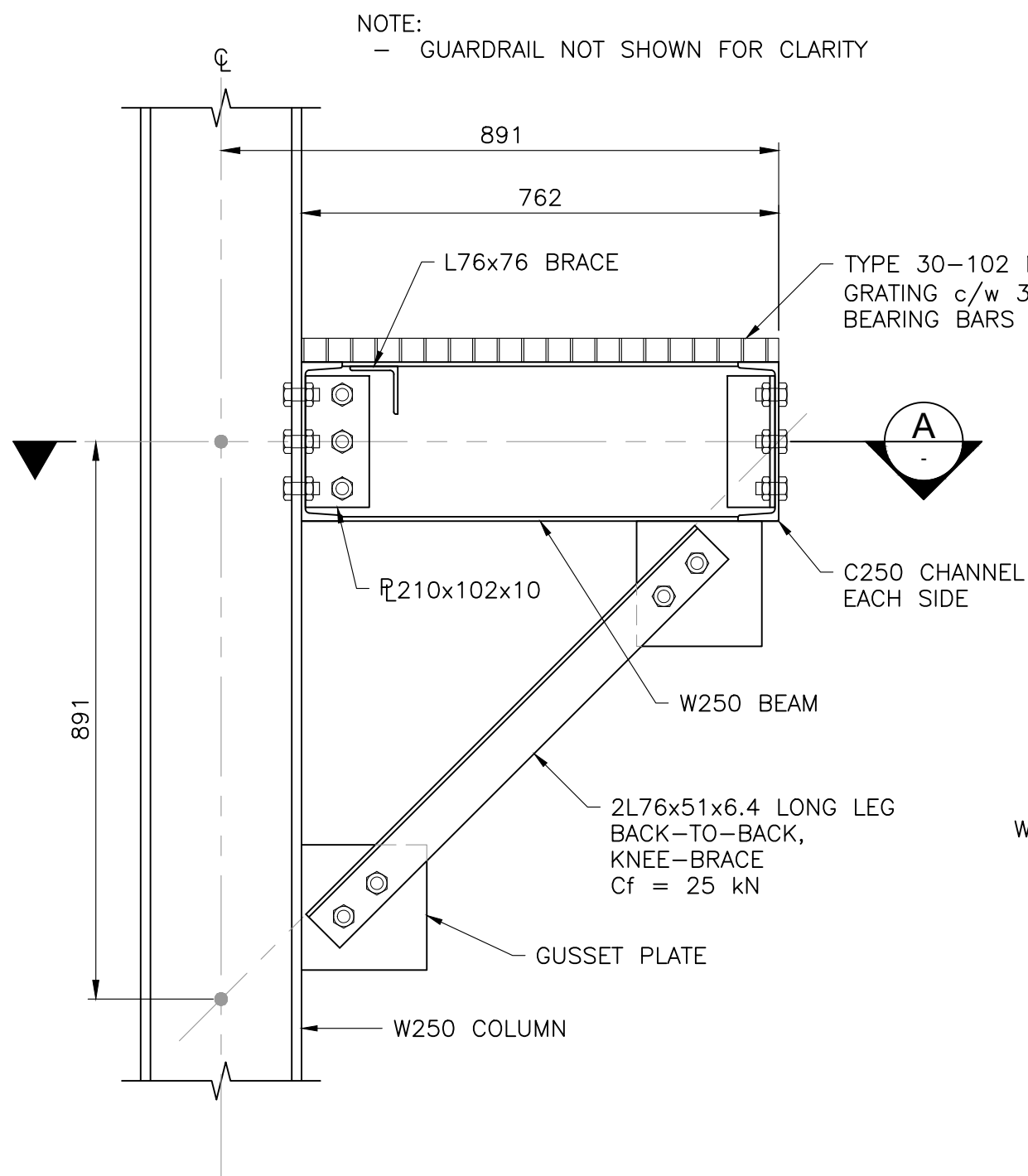
NOTES:
- T/STEEL EL. 104.803 U.N.O.



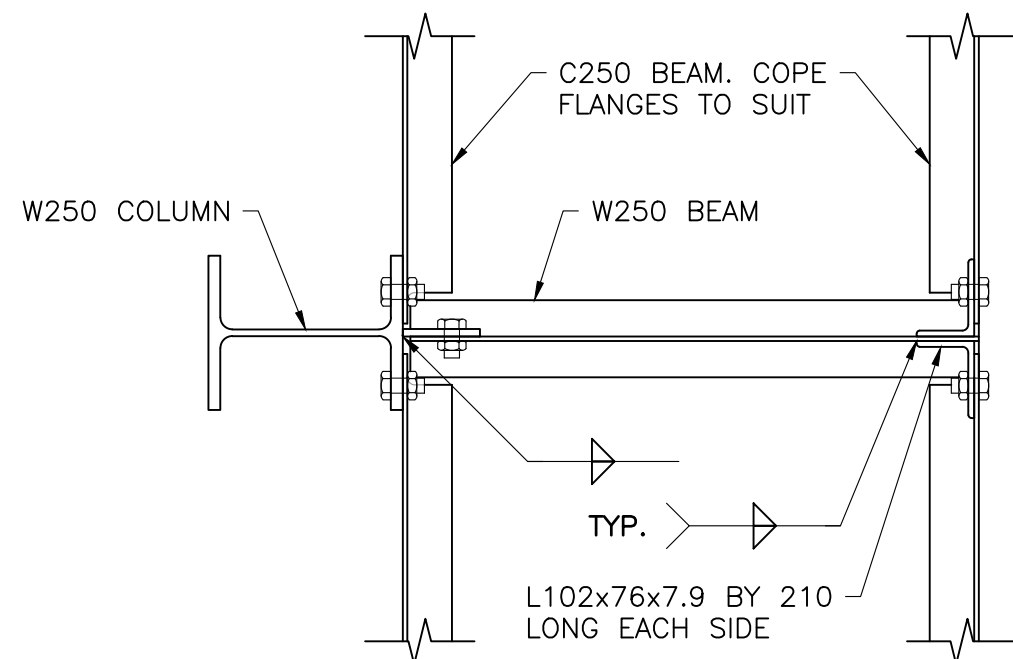
2 CHANNEL BASE PLATE DETAIL
1:10



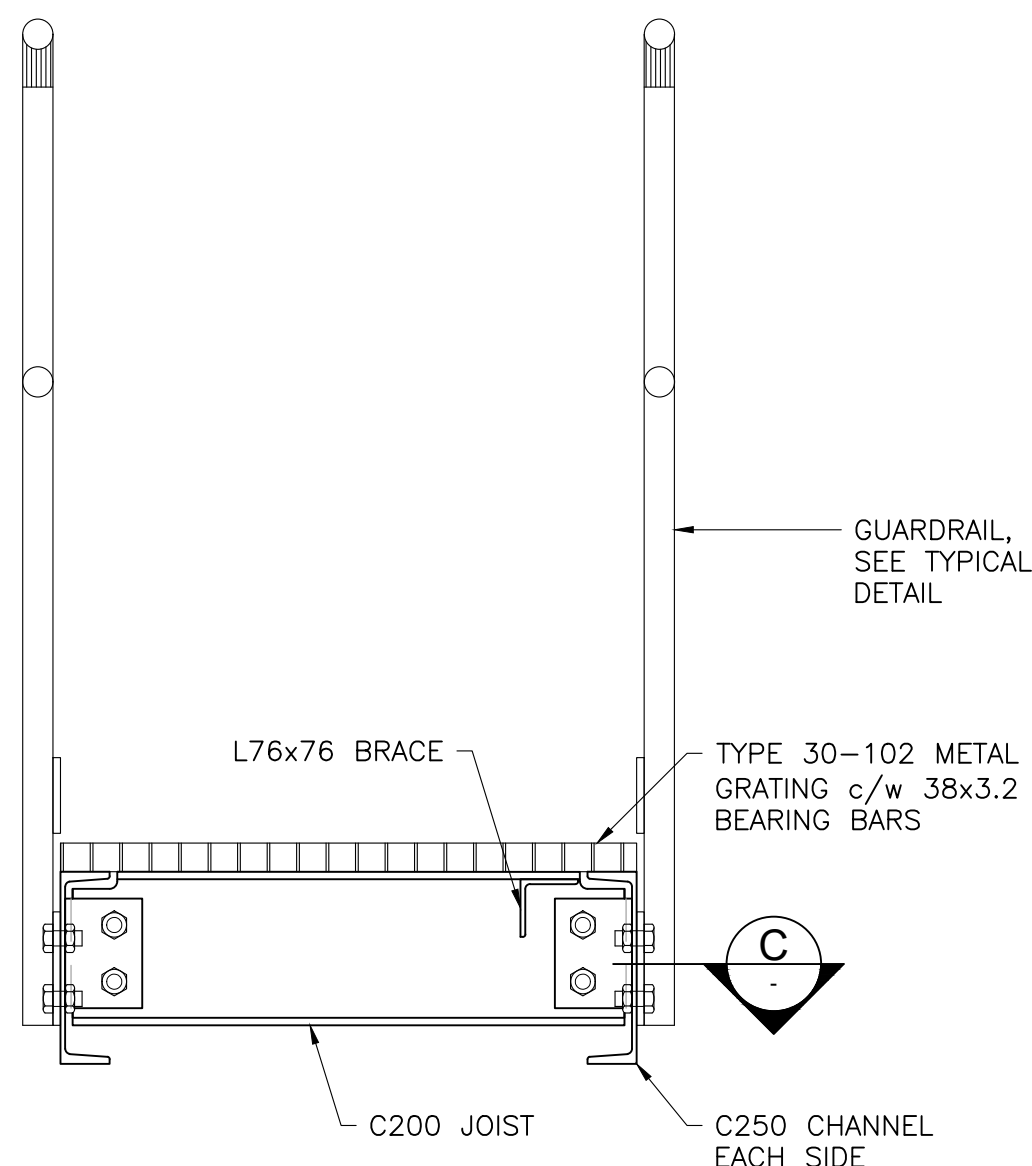
D SECTION
1:10



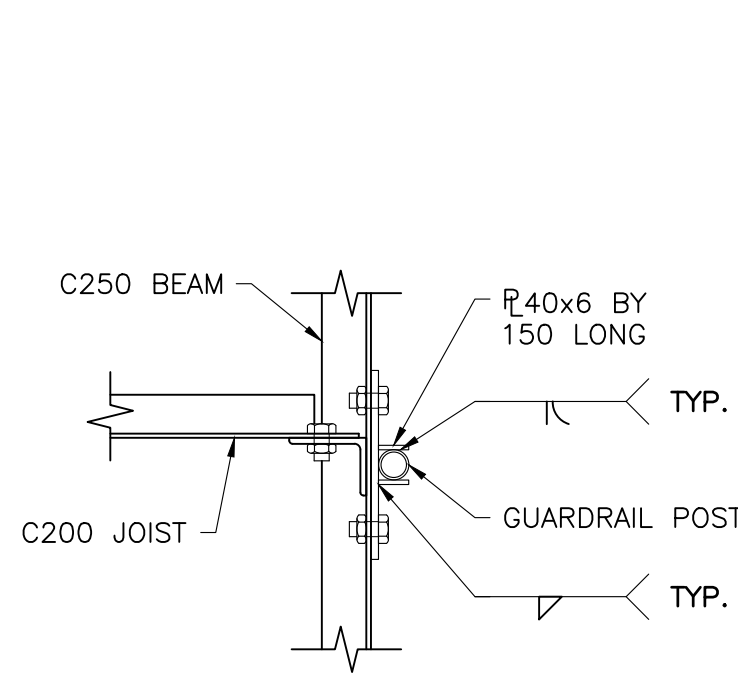
1 KNEE-BRACE DETAIL
1:10



A SECTION
1:10



B CATWALK SECTION
1:10



C GUARDRAIL SECTION
1:10

Conditions of Use

Verify elevations and/or dimensions on drawing prior to use.
Report any discrepancies to Dillon Consulting Limited.

Do not scale dimensions from drawing.

Do not modify drawing, re-use it, or use it for purposes other than those intended at the time of its preparation without prior written permission from Dillon Consulting Limited.

NOT FOR CONSTRUCTION

ISSUED FOR TENDER



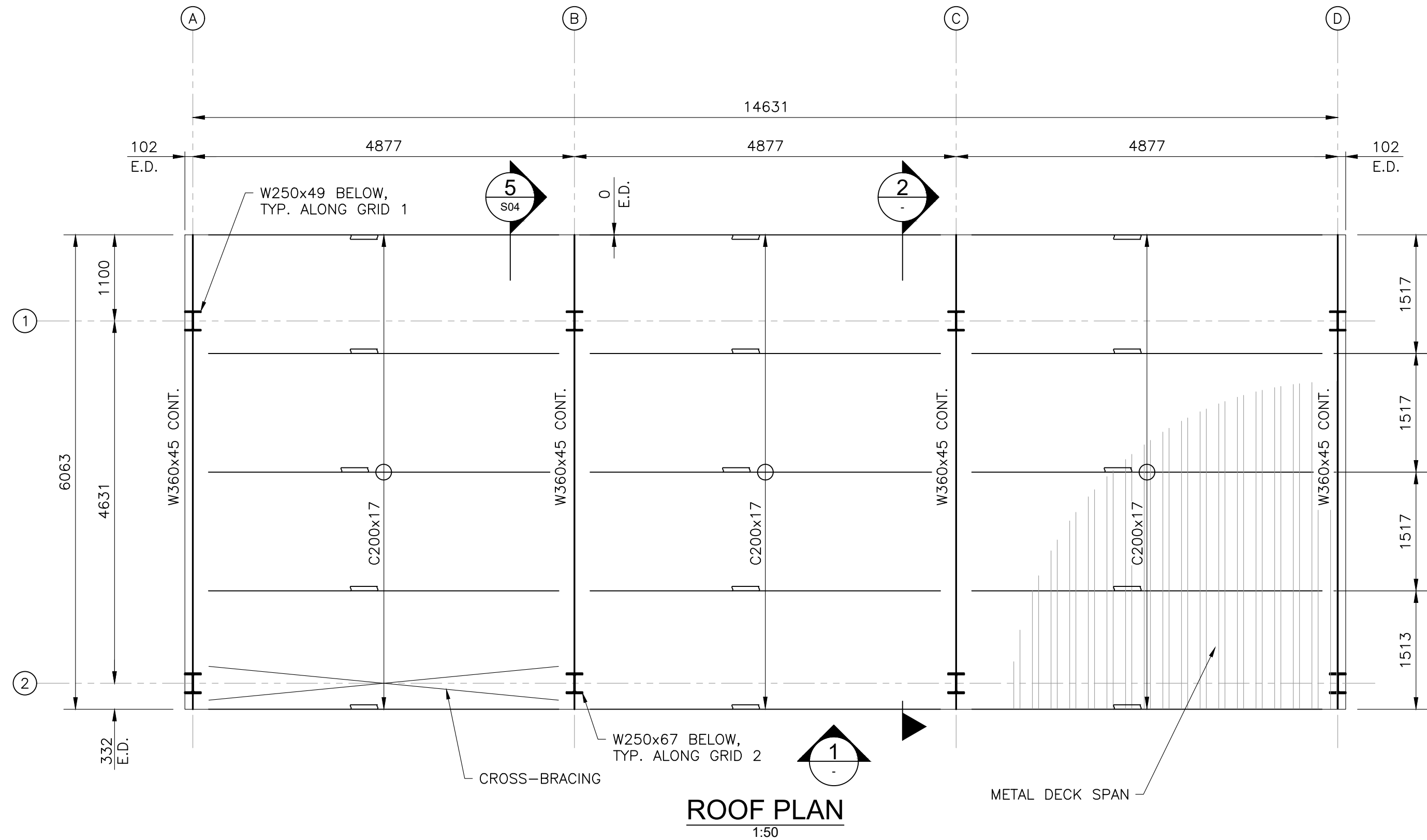
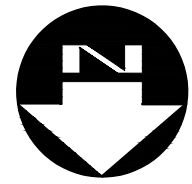
DESIGN	MPW	REVIEWED BY	ML
DRAWN	MPW	CHECKED BY	ML
DATE	MAY 2026		
SCALE	AS NOTED		
1	ISSUED FOR TENDER	2026.05.04	MPW
No.	ISSUED FOR	DATE	BY

FRASER LAKE TRANSFER STATION

PROJECT NO.
24-8494

CATWALK PLAN, SECTIONS AND
DETAILS

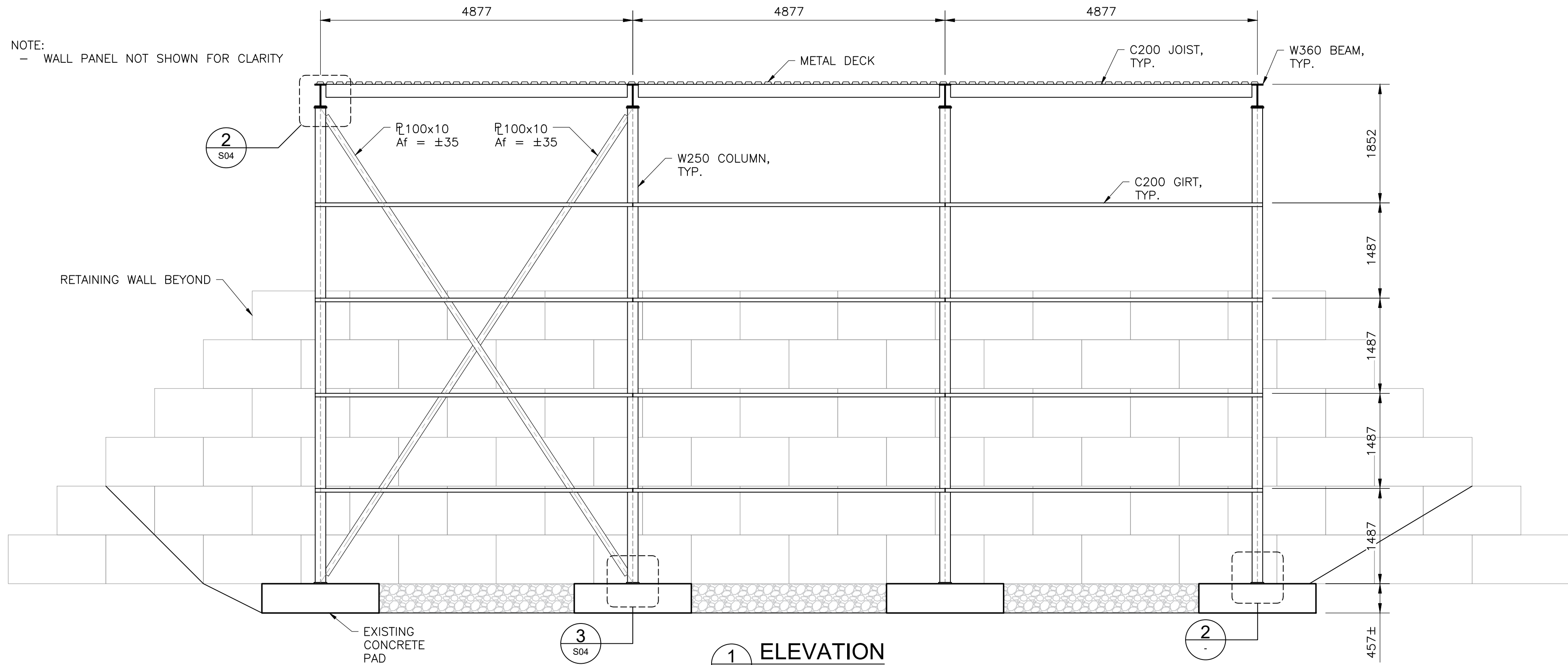
SHEET NO.
S02



ROOF PLAN

1:50

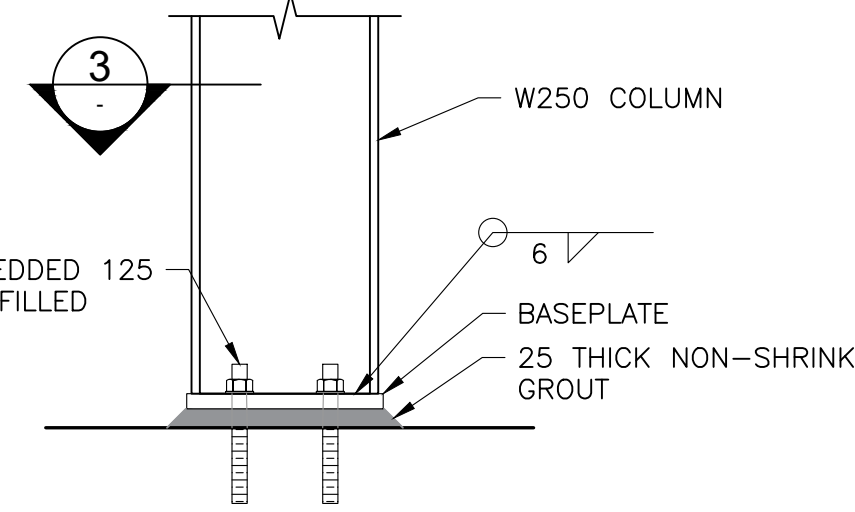
NOTE:
- WALL PANEL NOT SHOWN FOR CLARITY



ELEVATION

1:50

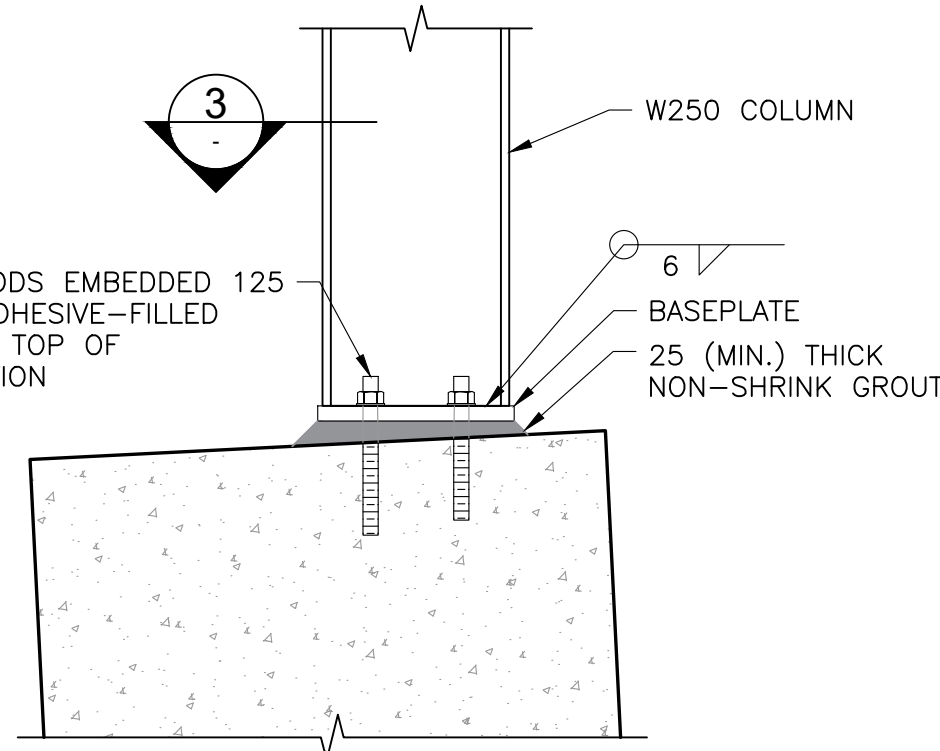
20 DIA. ANCHOR RODS EMBEDDED 125 INTO ANCHORAGE ADHESIVE-FILLED HOLE DRILLED INTO TOP OF CONCRETE FOUNDATION



COLUMN DETAIL

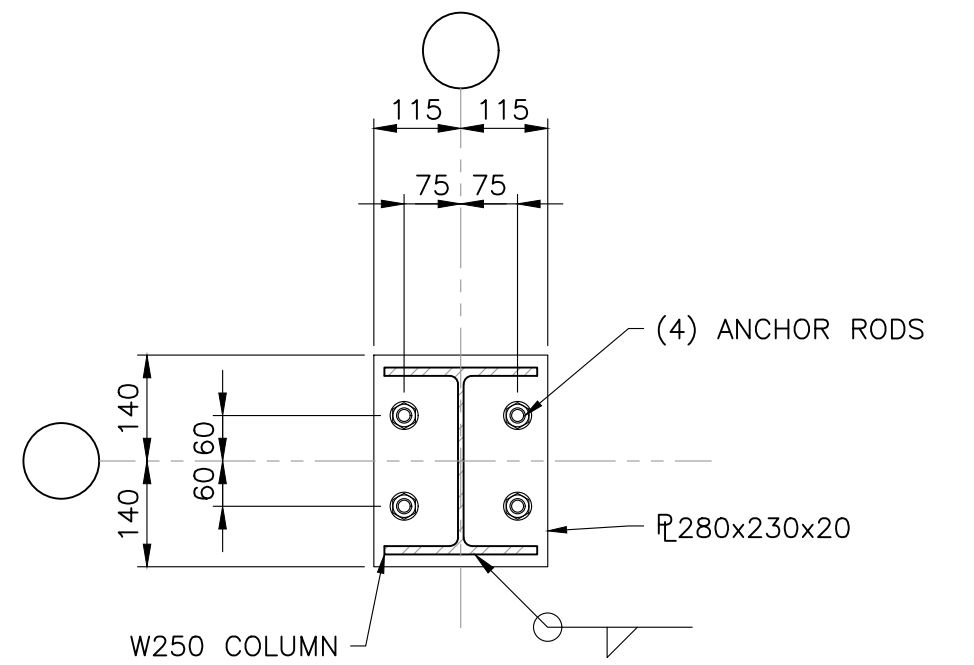
1:5

20 DIA. ANCHOR RODS EMBEDDED 125 INTO ANCHORAGE ADHESIVE-FILLED HOLE DRILLED INTO TOP OF CONCRETE FOUNDATION



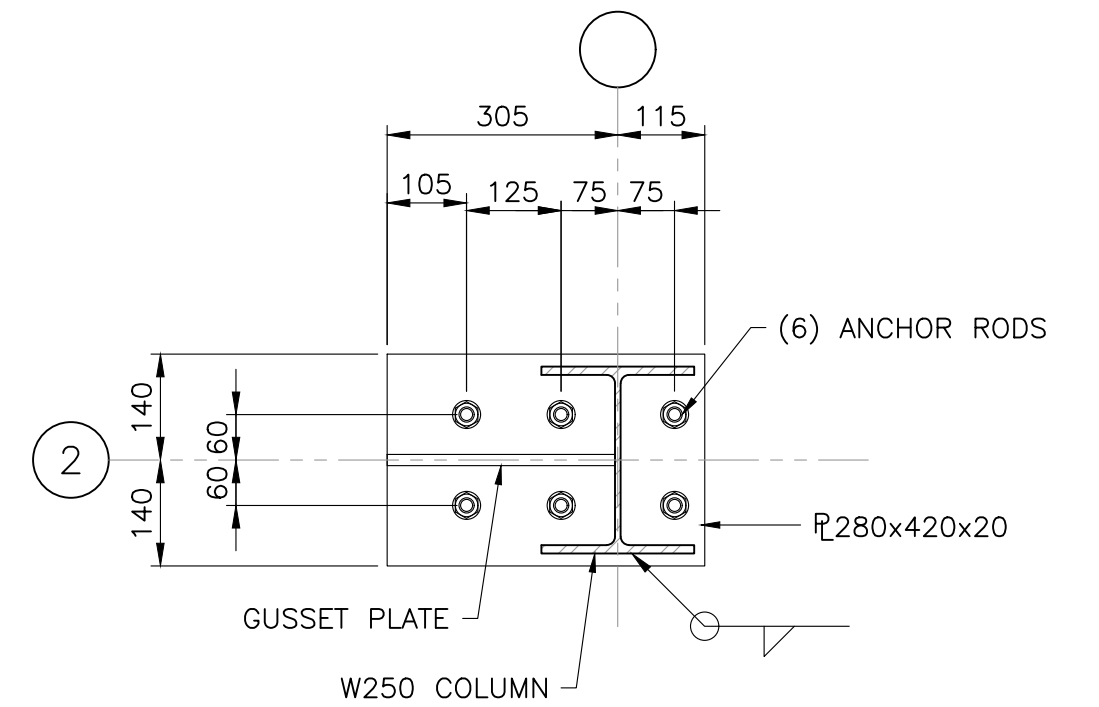
COLUMN DETAIL

1:10



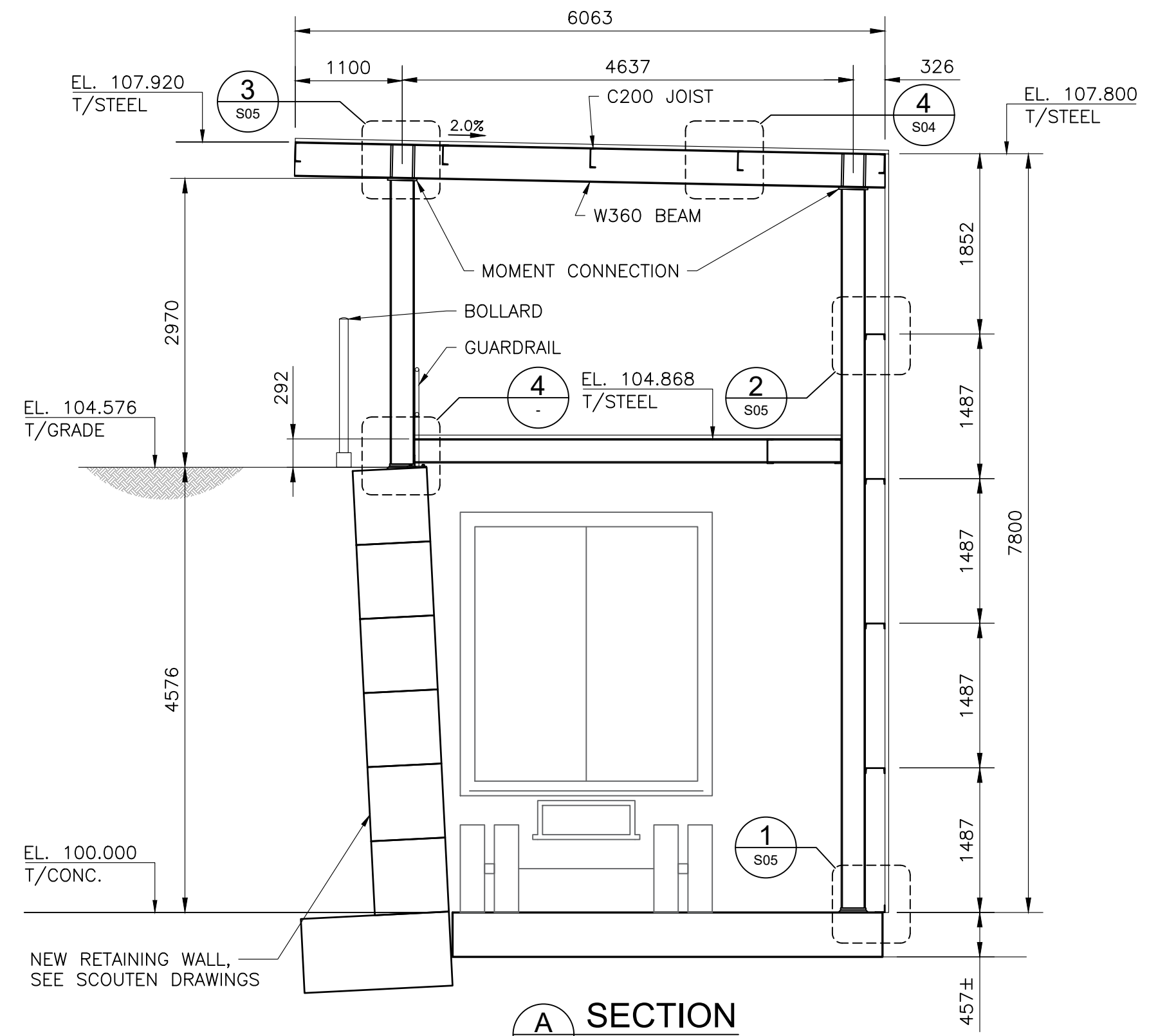
BASE PLATE DETAIL

1:10



BASE PLATE DETAIL AT X-BRACE

1:10



SECTION

1:50

Conditions of Use
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NOT FOR CONSTRUCTION
ISSUED FOR TENDER

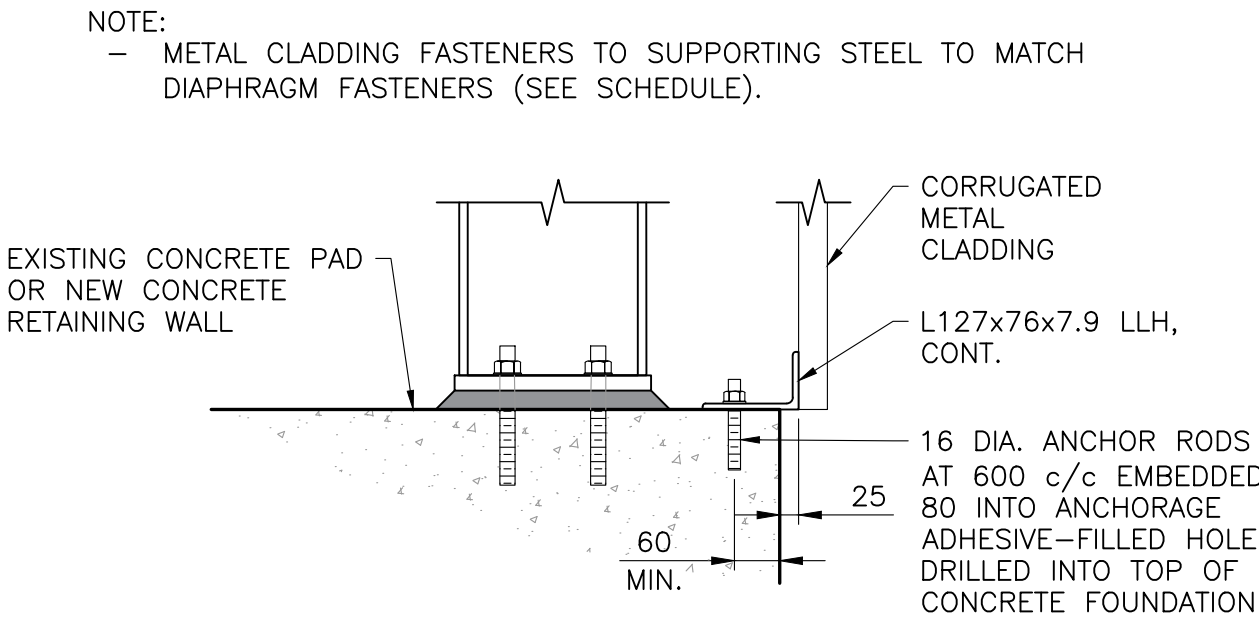


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No.	ISSUED FOR	DATE	BY

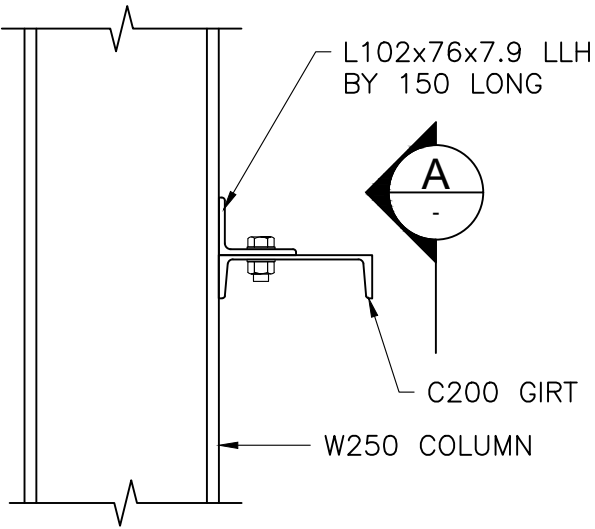
DESIGN	MPW	REVIEWED BY	ML
DRAWN	MPW	CHECKED BY	ML
DATE	MAY 2026	SCALE	AS NOTED

PROJECT NO.	24-8494
SHEET NO.	S03

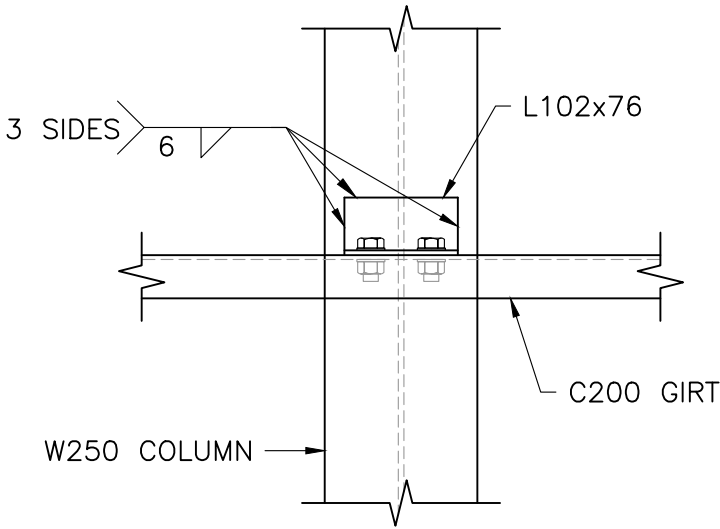
DILLON CONSULTING LIMITED, 555 BURNARD STREET, SUITE 405, VANCOUVER BC, V7X 4M7
FILENAME: C:\PW\WORKING DIRECTORY\PROJECTS_2024\DILLON_42MPW\MSS\153\248494-09-STR-CON-DWG_PLOTTED BY: WARD, MAHEW
PLOT DATE: 2026-05-05 @ 8:55:26 AM PLOT SCALE: 1/25.4 PLOT STYLE: DILLON-STD.AUTOCOR



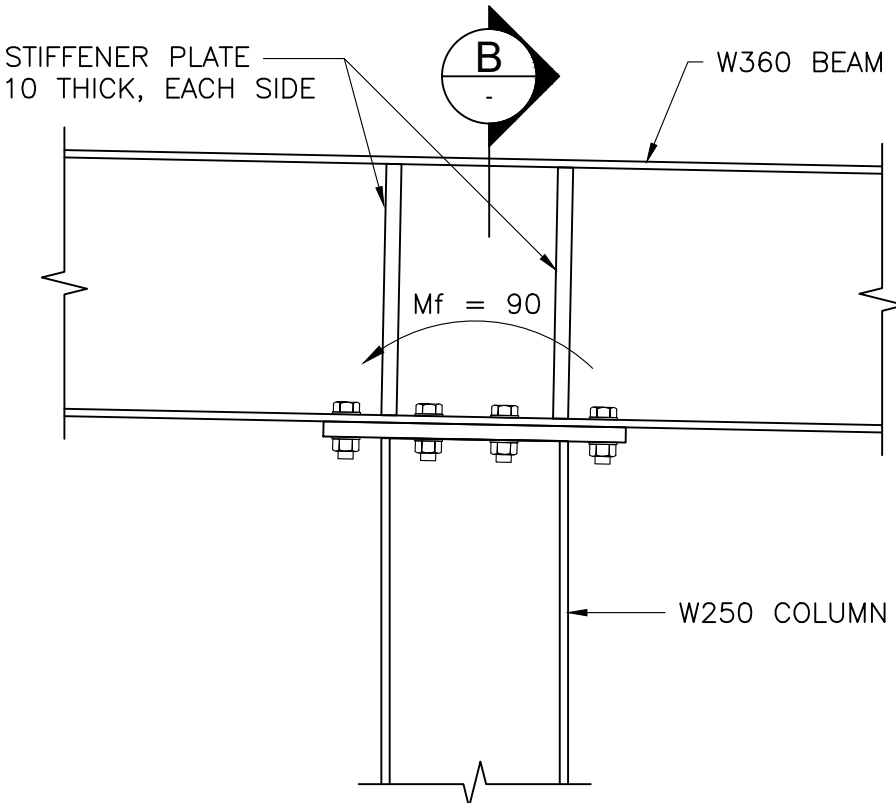
1 LEDGER ANGLE DETAIL
S03 1:10



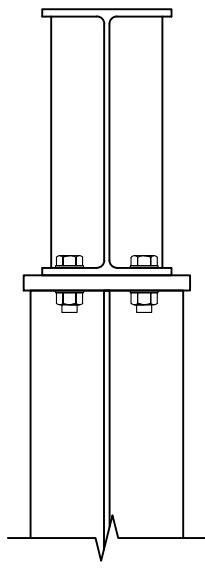
2 CHANNEL CONNECTION DETAIL
S03 1:10



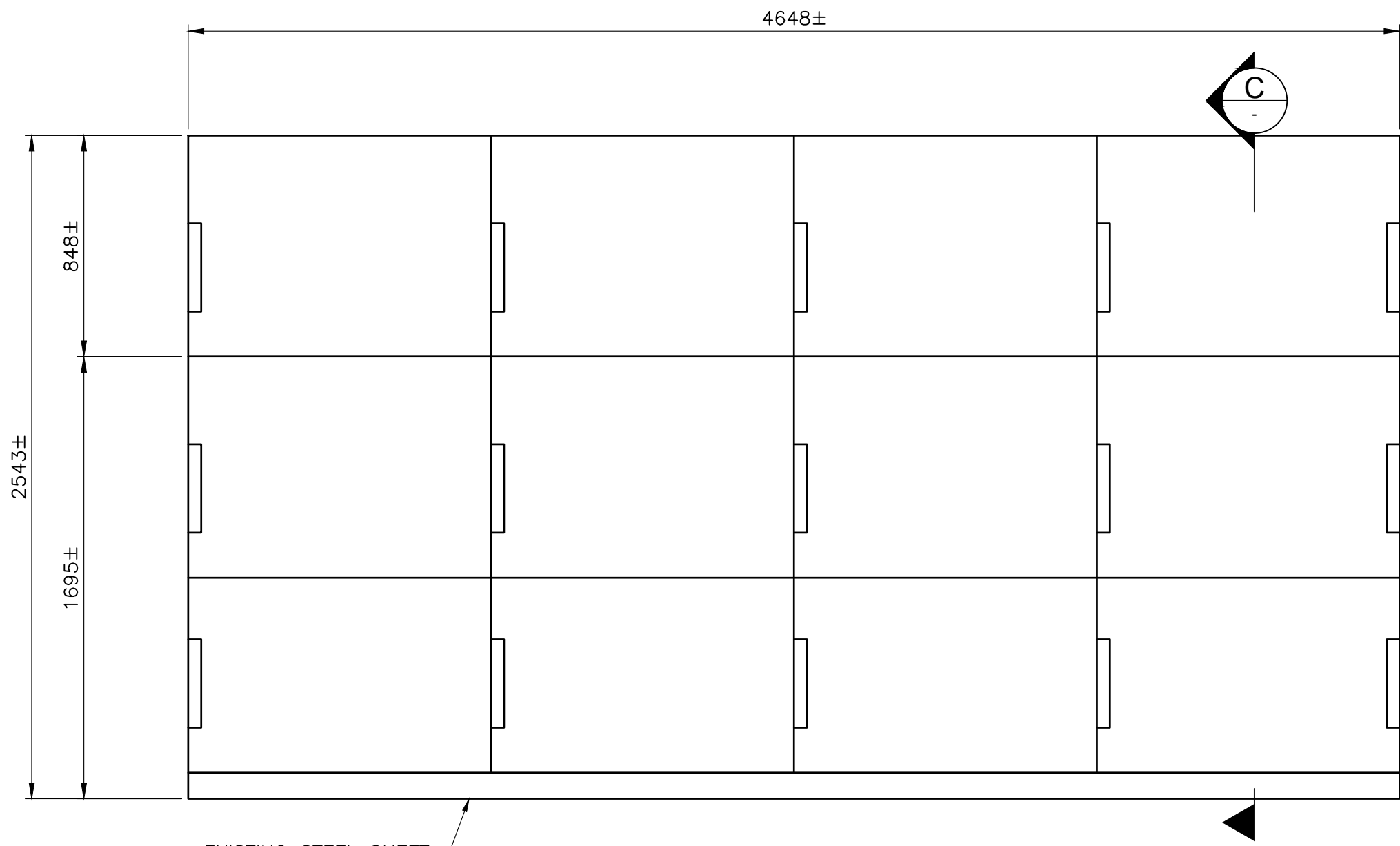
A SECTION
1:10



3 CONNECTION DETAIL
S03 1:10

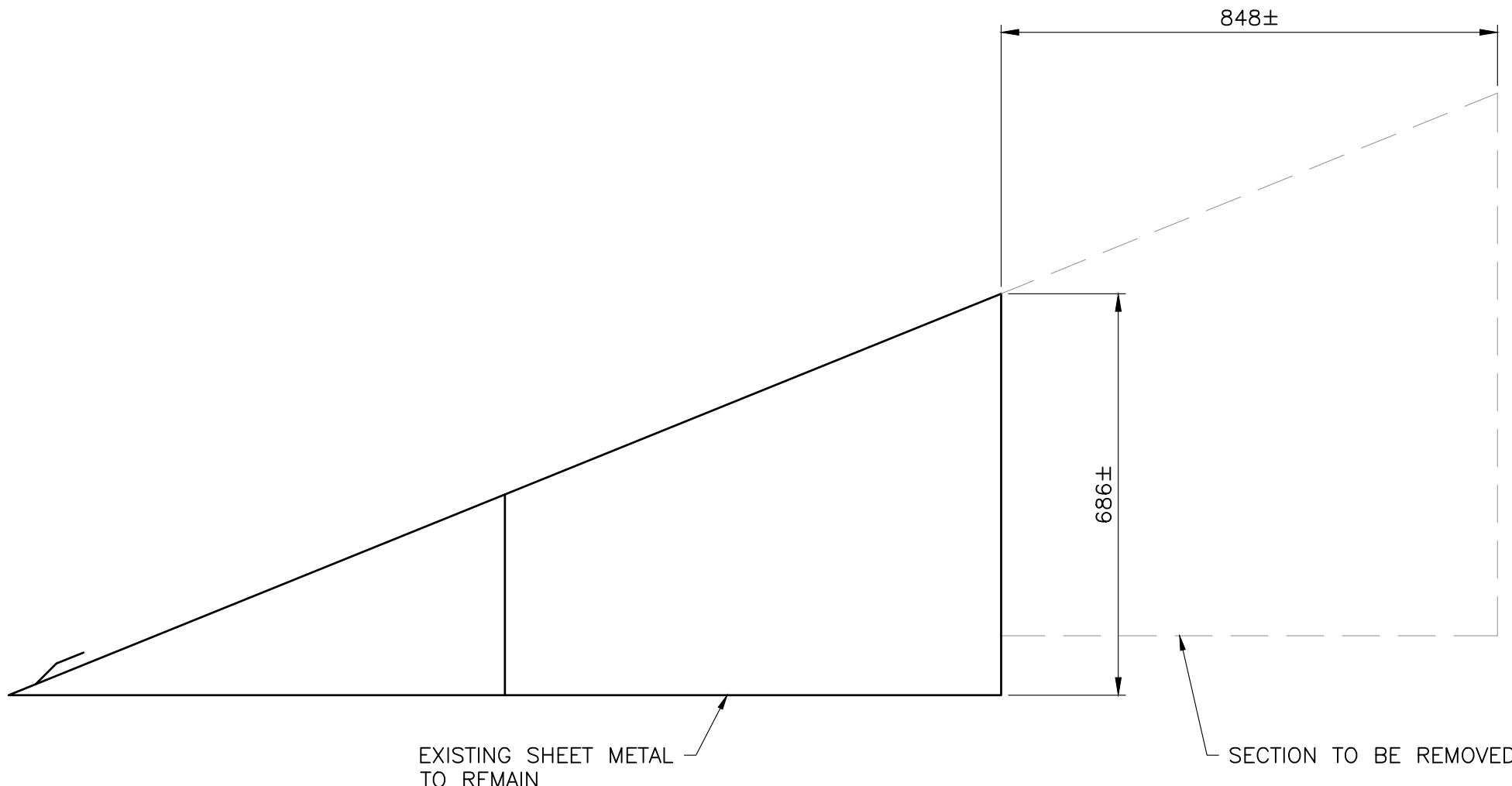


B SECTION
1:10



EXISTING METAL CHUTE PLAN
1:20

NOTE:
- 3 CHUTES IN TOTAL
- SEE PHOTOGRAPH THIS SHEET



C SECTION
1:10



PHOTOGRAPH OF METAL CHUTE

Conditions of Use

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NOT FOR CONSTRUCTION

ISSUED FOR TENDER



1	ISSUED FOR TENDER	2026.05.04	MPW		
No.	ISSUED FOR	DATE	BY		

DESIGN	MPW	REVIEWED BY	ML
DRAWN	MPW	CHECKED BY	ML
DATE	MAY 2026		
SCALE	AS NOTED		

FRASER LAKE TRANSFER STATION

PROJECT NO.
24-8494

STEEL SECTIONS AND DETAILS

SHEET NO.

S05

GENERAL NOTES

1. DESIGN PARAMETERS:

1.1. RETAINED FILL (NATIVE FILL):

UNIT WEIGHT:19 kN/m³

ANGLE OF INTERNAL FRICTION:20°

1.2. REINFORCED FILL (ENGINEERED FILL):

UNIT WEIGHT:21 kN/m³

ANGLE OF INTERNAL FRICTION:25°

1.3. BASE SOIL:

UNIT WEIGHT:21 kN/m³

ANGLE OF INTERNAL FRICTION:25°

1.4. SEISMIC LOAD:

0.0799 [PEAK GROUND ACCELERATION]

1.5. SURCHARGE LOADS:

VEHICULAR TRAFFIC:12 kPa [250 psf]

LOAD TRANSFER FROM ROOF STRUCTURE:126 kN [FACTORED LOAD PER COLUMN, 4 COLUMNS]

[PROVIDED BY DILLON CONSULTING VIA EMAIL ON SEPT 4, 2025]

1.6. DESIGN LIFE:

50 YEARS

1.7. NO GLOBAL ANALYSIS HAS BEEN PERFORMED.
2. GENERAL:

2.1. REFERENCED CODES SHALL BE THE EDITIONS DESIGNATED IN TABLE 1.3.1.2 OF DIVISION B OF THE BRITISH COLUMBIA BUILDING CODE (BCBC) 2024 UNLESS NOTED OTHERWISE.

2.2. THESE NOTES SHALL BE READ IN CONJUNCTION WITH ALL OTHER CONTRACT DOCUMENTS.

2.3. THE DRAWINGS ARE FOR THE COMPLETED PROJECT. FORMWORK, FALSEWORK, SCAFFOLDING, SHORING AND THE SUPPORT OF NEW AND EXISTING STRUCTURES DURING CONSTRUCTION ARE THE RESPONSIBILITY OF THE CONTRACTOR.

2.4. WHOLE NUMBERS INDICATE MILLIMETRES, DECIMALIZED NUMBERS INDICATE METRES. ELEVATIONS ARE IN METRES UNLESS NOTED OTHERWISE.

2.5. ALL COORDINATES ARE GROUND COORDINATES.

2.6. DO NOT SCALE DRAWINGS.

2.7. THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS IN THE FIELD. THE ENGINEER SHALL BE INFORMED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN ON THE DRAWINGS. THE CONTRACTOR SHALL CONTROL THE PRODUCTION OF WORK ON SITE AND ELSEWHERE TO FULFILL THE INTENT OF THE DRAWINGS.

2.8. THE ENGINEER'S REVIEW OF SHOP DRAWINGS DOES NOT RELIEVE THE CONTRACTOR OF THE SOLE RESPONSIBILITY FOR ERRORS OR OMISSIONS ASSOCIATED WITH THE PREPARATION OF THE SHOP DRAWINGS.

2.9. THE CONTRACTOR SHALL INFORM THE ENGINEER AND THE AUTHORITY HAVING JURISDICTION (AHJ) A MINIMUM OF 48 HOURS PRIOR TO REQUIRING INSPECTIONS.

2.10. ALL WORK SHALL BE CARRIED OUT IN ACCORDANCE WITH THE BCPC 2024, THE MASTER MUNICIPAL CONSTRUCTION DOCUMENT 2019 EDITION (MMCD).

2.11. THE MORE STRINGENT SPECIFICATION SHALL APPLY IN CASE OF A DISCREPANCY BETWEEN SPECIFICATIONS.

3. ENVIRONMENTAL:

3.1. THE CONTRACTOR SHALL COMPLY WITH ALL FEDERAL, PROVINCIAL AND MUNICIPAL REGULATIONS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO SUBMIT NOTIFICATIONS OR APPLICATIONS FOR APPROVAL TO THE AHJ AS REQUIRED.

3.2. ALL WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH MMCD SECTION 01 57 01.

4. CONCRETE:

4.1. PRECAST CONCRETE SHALL CONFORM TO AND BE PLACED IN ACCORDANCE WITH CSA-A23.4 AND SECTION 03 40 01 OF THE MMCD.

5. EARTHWORKS:

5.1. EARTHWORKS SHALL COMPLY WITH DIVISION 31 OF THE MMCD UNLESS NOTED OTHERWISE.

5.2. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES IN THE VICINITY OF ANY GROUND DISTURBANCE. THE REPRESENTATION OF UNDERGROUND UTILITIES ON THE DRAWINGS DOES NOT RELIEVE THE CONTRACTOR OF THE SOLE RESPONSIBILITY TO VERIFY THEIR LOCATION.

5.3. EXCAVATIONS SHALL CONFORM TO THE SLOPING AND SHORING REQUIREMENTS OF THE OCCUPATIONAL HEALTH AND SAFETY (OHS) REGULATION.

5.4. FILL SHALL BE GRANULAR MATERIAL OR APPROVED NATIVE MATERIAL FREE OF ORGANIC MATERIAL, FOREIGN MATTER AND ROCKS LARGER THAN 75 mm. NATIVE MATERIAL IS NOT ACCEPTABLE IF IT IS IMPRACTICABLE TO CONTROL THE WATER CONTENT OR COMPACT TO THE SPECIFIED DENSITY.

5.5. BASE SHALL BE CRUSHED GRANULAR BASE MATERIAL CONFORMING TO THE GRADING SPECIFIED IN THE TABLE ON THIS DRAWING.

5.6. DRAIN ROCK SHALL BE CLEAN ROUND GRAVEL OR CRUSHED ROCK CONFORMING TO THE GRADING SPECIFIED IN THE TABLE ON THIS DRAWING.

5.7. FILL SHALL BE COMPACTED TO THE FOLLOWING STANDARD PROCTOR MAXIMUM DRY DENSITIES IN LAYERS NOT EXCEEDING 300 mm:

FILL:98 %

BASE:100 %

6. GEOSYNTHETICS

6.1. THE SUPPLY AND INSTALLATION OF GEOSYNTHETICS SHALL COMPLY WITH SECTION 31 32 19 OF THE MMCD UNLESS NOTED OTHERWISE.

6.2. GEO-GRID SHALL BE:

LONG TERM DESIGN STRENGTH (GRI-GGA):

51.03 kN/m

1

6.3. NON-WOVEN GEOTEXTILES SHALL COMPLY WITH THE FOLLOWING UNLESS NOTED OTHERWISE:

GRAB TENSILE STRENGTH (ASTM D4595):890 N

CBR PUNCTURE STRENGTH (ASTM D6241):2,200 N

7. MECHANICALLY STABILIZED EARTH (MSE):

7.1. MSE WALLS SHALL BE CONSTRUCTED IN ACCORDANCE WITH FHWA-NHI-00-043.

7.2. BASE SHALL BE GRANULAR BASE MATERIAL CONFORMING TO THE GRADING SPECIFIED IN THE TABLE ON THIS DRAWING.

7.3. GEOSYNTHETIC REINFORCEMENT SHALL BE INSTALLED WITH THE STRONG AXIS PERPENDICULAR TO THE WALL.

7.4. GEOSYNTHETIC REINFORCEMENT SHALL BE PRETENSIONED TO REMOVE SLACK PRIOR TO PLACING FILL. PRETENSIONED REINFORCEMENT SHALL BE SECURED IN PLACE BY STAKING OR PLACING FILL.

7.5. FILL SHALL BE PLACED ONTO OR PARALLEL TO THE REAR AND MIDDLE OF THE REINFORCEMENT AND BE SPREAD TOWARDS THE FRONT.

7.6. CONSTRUCTION EQUIPMENT MUST NOT BE IN DIRECT CONTACT WITH THE REINFORCEMENT. A MINIMUM OF 150 mm FILL MUST BE PLACED BEFORE EQUIPMENT OPERATES ON THE REINFORCEMENT.

7.7. FILL SHALL BE COMPACTED TO THE SPECIFIED DENSITIES AS SHOWN ON THE DRAWINGS. SHEEPSFOOT ROLLERS MUST NOT BE USED. ONLY WALK-BEHIND COMPACTORS SHALL BE USED WITH 1 m OF THE WALL.

7.8. COMPACTION OF THE REINFORCED FILL SHALL BE TESTED EVERY 1.5 m OF WALL HEIGHT AND EVERY 30 m OF WALL LENGTH.

① COMPACT WITH WALK-BEHIND ROLLER OR PLATE COMPACTOR IN MAX 200 mm LIFTS.

② COMPACT WITH RIDE ON ROLLER IN MAX 300 mm LIFTS.

TYPICAL COMPACTION SKETCH

NTS

KEY PLAN

★ – SITE LOCATION

MATERIAL GRADATION TABLE		
MATERIAL	GRANULAR BASE	DRAIN ROCK
SIEVE (mm)		
75	–	–
25	–	0 – 100
19	100	–
12.5	75 – 100	0 – 5
9.5	60 – 90	0
4.75	40 – 70	–
2.36	27 – 55	–
1.18	16 – 42	–
0.60	8 – 30	–
0.30	5 – 20	–
0.15	–	–
0.075	2 – 8	–

DRAWING LIST	
DRAWING NO.	DRAWING TITLE
100	GENERAL NOTES
101	PROPOSED RETAINING WALL

DRAWING NOTES

REFERENCE DRAWINGS

DWG No.	REV	PROJECT No.	PRODUCED BY
S03	A	24-8494	DILLON CONSULTING LTD.

DRAWING REVISIONS

REV	DATE	DRW	DES	APP	REVISION
1	26.05.04	RP	RP	MG	REVISED FOR TENDER
0	25.10.10	RP	RP	MG	ISSUED FOR TENDER

CONSULTANT

Scouten

ENGINEERING

202 - 1300 1st Avenue

PRINCE GEORGE • BC • V2L 2Y3

info@scoutenengineering.com

T 250.562.7050

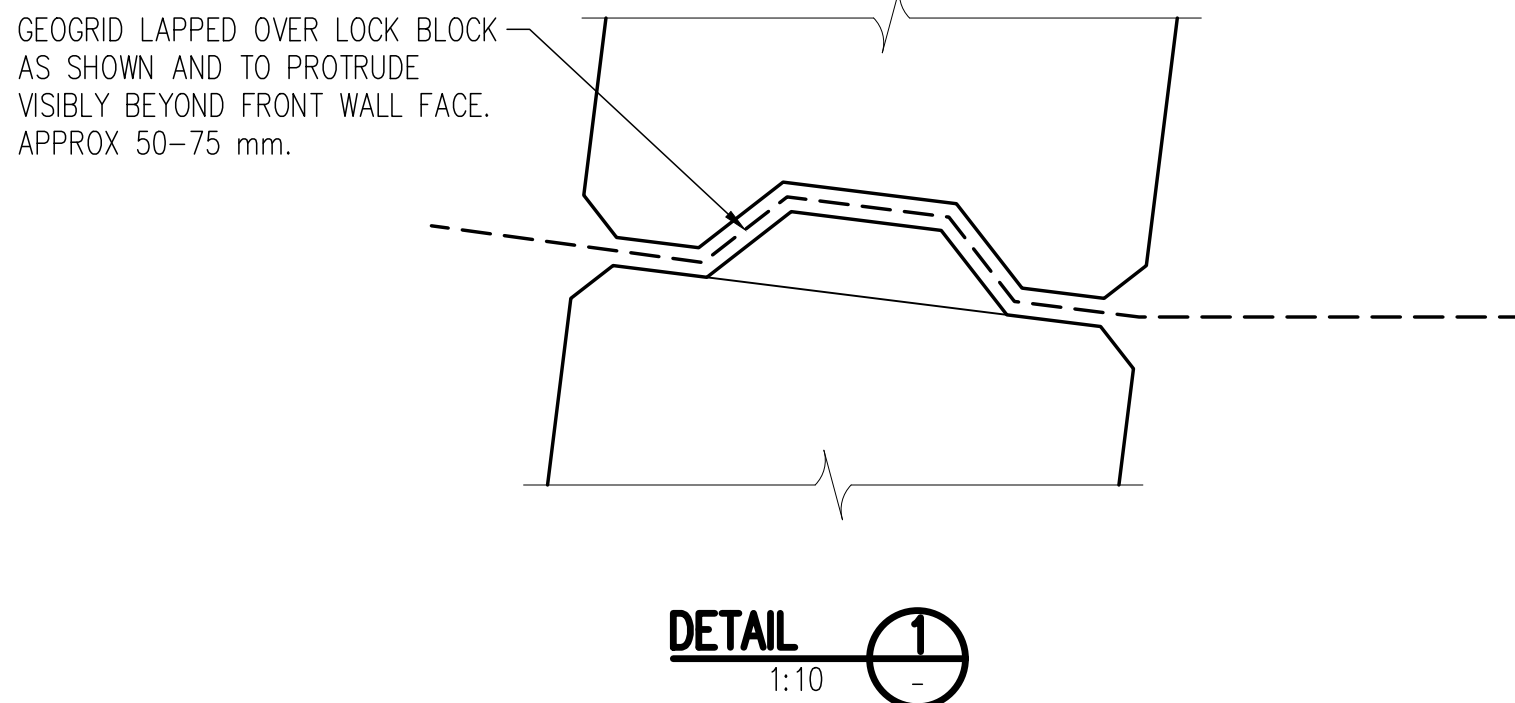
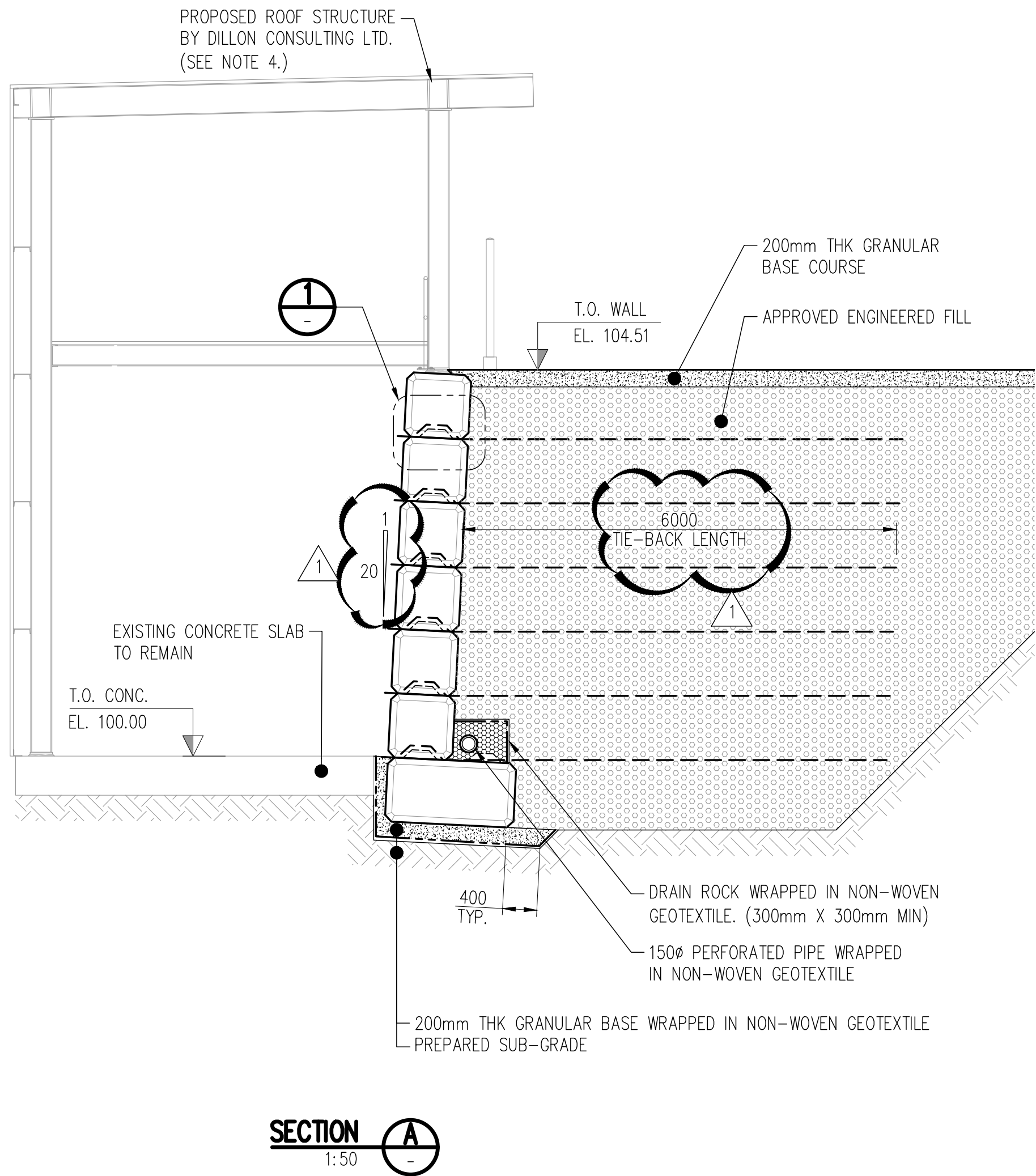
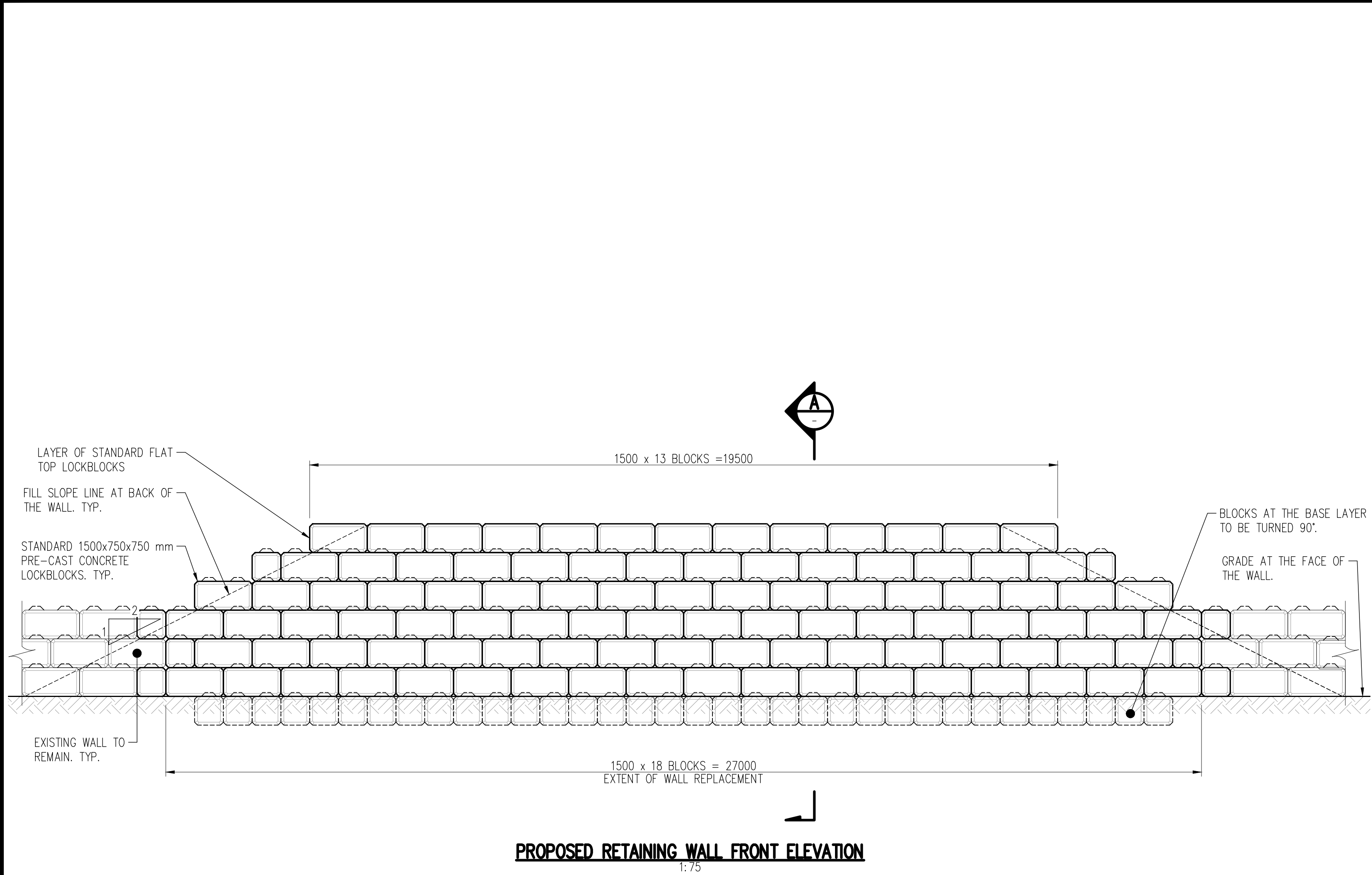
CLIENT

PROJECT INFORMATION

DILLON CONSULTING LTD.		
FRASER LAKE TRANSFER STATION RETAINING WALL		
GENERAL NOTES		
PROJECT No.	DRAWING No.	REV
145-24	100	1

REVISED FOR TENDER

FILE NAME: 145-24 [01] Retaining Wall.dwg LAST UPDATED: 04.05.26 DISCARD ALL PREVIOUS REVISIONS



- DRAWING NOTES
1. SEE DRAWING 100 FOR GENERAL NOTES.
 2. SEE DILLON CONSULTING LTD. DRAWINGS FOR WALL LOCATION.
 3. ALL ELEVATIONS GIVEN ON THIS DRAWING ARE REFERENCED FROM THE DRAWING 24-8494-S03 BY DILLON CONSULTING LIMITED.
 4. SEE DILLON CONSULTING DRAWING 24-8494, S01 TO S05 FOR ROOF CANOPY STRUCTURE DETAILS.

REFERENCE DRAWINGS			
DWG No.	REV	PROJECT No.	PRODUCED BY
S03	A	24-8494	DILLON CONSULTING LTD.

DRAWING REVISIONS					
REV	DATE	DRW	DES	APP	REVISION
1	26.05.04	RP	RP	MG	REVISED FOR TENDER
0	25.10.10	RP	RP	MG	ISSUED FOR TENDER

CONSULTANT

Scouten
ENGINEERING

202 - 1300 1st Avenue
PRINCE GEORGE • BC • V2L 2Y3
info@scoutenengineering.com
T 250.562.7050

CLIENT


DILLON
CONSULTING

PROJECT INFORMATION		
DILLON CONSULTING LTD.		
FRASER LAKE TRANSFER STATION RETAINING WALL		
PROPOSED RETAINING WALL		
PROJECT No.	DRAWING No.	REV
145-24	101	1

REVISED FOR TENDER

APPENDIX G – PHOTOS



Photo 1. Existing infrastructure facing west



Photo 2. Existing infrastructure facing east



Photo 3. Existing footings

APPENDIX H – SITE PLAN & CONSTRUCTION ZONES

