

REQUEST FOR PROPOSAL

**The Corporation of the Township of Whitewater
Region**

**Stormwater Assessment, Planning and
Implementation of the Cobden Agriculture Area**

Request for Proposals No. 2020-22



TABLE OF CONTENTS

1.0 PROPOSAL INFORMATION	1
1.1 Requirement.....	1
1.2 Invitation	1
1.3 Period of Proposed Contract.....	1
1.4 Project Authority	1
1.5 Project Schedule	2
2.0 PROPOSAL REQUIREMENTS	3
2.1 Proposal Schedule	3
2.2 Inquiries	3
2.3 Order of Precedence	3
2.4 Proposal Content.....	4
2.5 Proposal Review	6
2.6 Financial Proposal.....	6
2.7 Proposal Evaluation	7
2.8 Right to Visit.....	8
2.9 Insurance.....	8
3.0 LIMITATIONS AND WARRANTY	11
3.1 Proposal Validity	11
3.2 Right to Award	11
3.3 Statement of Confidentiality	13
3.4 Access to Documents.....	13
3.5 Peer Review	13
4.0 PROPOSAL SUBMISSION	14

APPENDICES

A	TERMS OF REFERENCE
B	FINANCIAL PROPOSAL
C	MAPS

1.0 PROPOSAL INFORMATION

1.1 Requirement

The Corporation of the Township of Whitewater Region (Township) is seeking proposals from consulting firms (Consultant) to provide professional engineering services for the project described in the "Terms of Reference" attached as Appendix "A."

1.2 Invitation

This proposal call is an open competition and advertised on the Township's website and biddingo.com. Failure to register will result in non-acceptance of your submission. It is your responsibility to check the Township's website or biddingo.com for addenda prior to bid closing.

Firms that are considering partnership with other listed firms are to inform the municipality in writing prior to RFP submission date.

1.3 Period of Proposed Contract

The proposed project will commence immediately following award by Council (estimated to be February 3, 2021).

1.4 Project Authority

The services provided will be subject to review and acceptance by the Township's Project Team identified as: Ivan Burton (Manager of Community Development "Planner/ EDO") and others, as appropriate.

The active participants in the project team members will include but not limited to:

- Planner/ Economic Development Officer
- Manager of Public Works
- Chief Administrative Officer
- Muskrat Watershed Council
- Consultant(s)
- Contractor(s)

1.5 Project Schedule

The project schedule is set out in the Terms of Reference included as Appendix "A."

2.0 PROPOSAL REQUIREMENTS

2.1 Proposal Schedule

Proposals are due no later than 2:00 p.m. local time on January 22, 2021.

2.2 Inquiries

All inquiries regarding this Request for Proposal (RFP) are to be directed to the Technical Contact for the Project Authority at:

Lane Cleroux
Manager of Public Works
Township of Whitewater Region
40 Main Street
Cobden, ON, K7V 1P8

Phone: 613-646-2282 x 128
Email: lcleroux@whitewaterregion.ca

Inquiries must be received by email no later than 4:00 p.m. on January 18, 2021. All answers to questions will be provided to all participating consultants by way of written communication, no later than 4:00 p.m. on January 20, 2021 without naming the source of the inquiry.

2.3 Order of Precedence

The documents listed below form part of the Request for Proposal (RFP) and will be incorporated into any resulting contract. If there is a discrepancy between the wording of one document and the wording of any other document, which appears on the list, the wording of the document, which appears first on this list, shall take precedence:

- Request for Proposal
- Appendix A – Terms of Reference
- Appendix B – Financial Proposal
- Consultant's Proposal

2.4 Proposal Content

The Consultant's proposal must clearly demonstrate:

Understanding of Scope of Work and Project Objectives

- A demonstration of the Consultant's ability and experience in performing similar projects.
- A demonstration of the Consultant's understanding of the assignment, including overall scope and objectives.
- A list of any foreseeable limitations that may affect completion of the project.
- Demonstration of understanding limitations of rehabilitation techniques.
- Demonstrate schedule issues and how it will be managed.

Experience and Qualifications of Consultant (Team)

The firm's experience and qualifications. Please provide:

- A company profile outlining qualifications of the firm for a project of this type and complexity.
- A detailed description of two (2) similar projects in the ten (10) years with reference. Experience must include design and construction management, not required to be part of the same project.

Please note that the Project Authority reserves the right to contact any of the Consultant's clientele provided in response to the above-mentioned projects.

- A list of all sub-consultants/subcontractors, if any, who will be utilized by the Consultant on this project along with their company profile and qualifications.

Experience and Qualifications of Key Personnel

Experience and qualifications of key personnel. Please provide:

- A list of the key personnel who will be involved with all aspect of this project.
- Please include a description of their related experience, qualifications and reference their role in this project. Roles should be identified in sufficient detail to allow a complete understanding as to how, and by whom, the work will be carried out.
- Proposals will be reviewed assessing the strengths of team members proposed in the design and construction phases.

Any change in the personnel listed above, at any time throughout the project, must be put forth to the Township and formally accepted by the Township in writing.

Quality of Approach and Methodology

- A project approach, methodology, and creativity will demonstrate the Consultant's ability to complete all aspects of the assignment in order to achieve the project goals and objectives. This should include task descriptions, task sequencing and anticipated timing. This methodology must clearly indicate the Consultant's proposed scope of work as well as the Township's role.

Work plan, Schedule and Level of Effort

The phases of the project are outlined in the Terms of Reference and generally include:

- Project Startup
- Assessment Phase
- Planning Phase
- Action Plan
- Public Education

Include a clear presentation of the proposed work program. Provide a "Level of Effort" chart outlining task information specific planned, staff hours, hourly rates and totals for each team member.

The consultant shall prepare a schedule in Gantt chart form and submit in the proposal. The work plan shall include attendance of meetings during design and construction.

Overall Presentation of the Proposal

- The Consultant will be restricted to eight (8) pages excluding appendices. The Consultant shall consider the importance of keeping the information clear, concise and brief. No penalty will be applied for less than 8 pages. Close adherence of the proposal sections with the ranking system and layout of the RFP will enable the Township to evaluate all proposals equally and efficiently.

- It is recommended that your submission be bound, letter sized pages (8 ½" x 11"), single-sided, with a minimum 10 point font. Spreadsheets may be submitted on 11" x 17" ledger sized pages.
- Three (3) hard copies of the bound proposal and one (1) digital copy are to be submitted.

Financial Proposal

The consultant shall submit a financial proposal as follows:

- A financial component comprised of a completed form from Appendix B complete with spreadsheet breakdown of Level of Effort and Fees.
- Consultant hourly rates shall be fixed for the duration of the contract as per the Consultant proposal.
- All billing for this project shall be based on a per diem basis for actual hours worked by staff to the upset limits shown for each task in the level of effort.

2.5 Proposal Review

Proposals will be reviewed in detail and scored by the project authority on a consensus basis.

During the proposal review, the review team reserves the right to clarify any issues during the entire evaluation process.

2.6 Financial Proposal

Financial Proposals are to be submitted as part of the proposal. The Consultant is to provide a total upset limit price, inclusive of all engineering fees, disbursements and taxes, to complete this assignment in accordance with the requirements detailed herein and in the Consultant's proposal. The project costs are to be related to the Level of Effort.

Points awarded for the Upset Cost Estimate portion of the evaluation shall be in accordance with the following:

The lowest fee proposed shall be awarded the full amount of points available for the fee portion of the evaluation (40). All higher fees proposed shall be awarded points, rounded to the closest full point for the fee portion of the evaluation by the following:

$$\frac{\text{Lowest Bid}}{\text{Proposed Bid}} \times (\text{maximum points for proposed Fee}) = \text{points}$$

For example: if the low fee is \$100,000 and 2nd low fee is \$120,000 their respective scoring would be as follows:

- a. The proponent with the low fee of \$100,000 would be awarded 40 points.
- b. The proponent with the 2nd low fee of \$120,000 would be awarded points as follows:

$$\frac{\$100,000}{\$120,000} \times 40 = 33 \text{ points}$$

The Township reserves the right to consider cost reductions from previously gained project technical knowledge and shall not penalize the financial rating on this basis.

2.7 Proposal Evaluation

The contents of the proposal should address the evaluation criteria outlined below and will be scored in relation to the points that are stipulated.

1) Understanding of Scope of Work and Project Objectives	(10 marks)
2) Experience and Qualifications of Consultant (Team)	(10 marks)
3) Experience and Qualifications of Key Personnel	(15 marks)
4) Quality of Approach and Methodology and Creativity	(10 marks)
5) Workplan, Schedule and Level of effort	(10 marks)
6) Overall presentation of the proposal	(5 marks)
7) Financial proposal	(40 marks)

Total =	(100 marks)

Only proposals deemed acceptable by the Project Authority will be considered for a presentation. This decision will be based on evaluation criteria items number one (1) through to number seven (7) outlined above.

2.8 Right to Visit

As part of the review process, Township staff reserves the right to visit the offices of the Consultant(s) whose complete proposal has been opened. If requested, the Consultants proposed Project Manager and engineer shall provide the Township of Whitewater Region staff with a guided tour of its office.

2.9 Insurance

The selected Bidder shall ensure that all insurance coverage is in place prior to the commencement of services.

- (a) The successful bidder will, at its expense (including the cost of deductibles) maintain in effect, with an insurer licensed in Ontario:
 - (i) a contract of general liability insurance for its operations, with limits of not less than Two Million (\$2,000,000) Dollars, exclusive of interest or costs per occurrence, including coverages for defense and claimants' costs, and coverages for:
 - personal injury including death
 - property damage or loss (direct or indirect and including loss of use thereof)
 - broad form property damage
 - contractual liability
 - non-owned automobile liability
 - products – completed operations
 - contingent employer's liability
 - cross liability;
 - severability of interest; and
 - blanket contractual liability.

The policy of insurance shall name the Township of Whitewater Region as an additional insured with respect to its interest in the operations of the Consultant; shall provide that the policy shall be non-contributing with, and apply only as primary and not as excess to any other insurance available to the Township; and shall also provide that neither the Consultant nor the insurer shall cancel, materially change or allow the policy to lapse without first giving the Township thirty days prior written notice.

- (ii) a policy of professional liability insurance or other errors and omissions insurance covering claims and expenses for liability for loss or damage arising from negligence in the provision of the

Services, of standard wording, with coverage of no less than Two Million (\$2,000,000) Dollars exclusive of interest or costs per occurrence; and

- (iii) a policy of motor vehicle liability insurance of standard wording, covering motor vehicles owned, leased or operated by or on behalf of the Consultant, in connection with the Services provided or to be provided under this Agreement, with coverage of not less than Two Million (\$2,000,000) Dollars exclusive of interest or costs per occurrence and equipment leased, borrowed, rented or operated with coverage of not less than Two Million (\$2,000,000.) exclusive of interest or costs per occurrence; and
- (b) Every policy of insurance shall contain either no deductible amount or a deductible amount which is reasonable considering the financial circumstances of the Consultant. The Consultant shall be responsible to pay all deductible amounts.
- (c) No policy shall contain any provision which would contravene the obligations of the successful bidder hereunder or otherwise be to the detriment of the Township.
- (d) The Consultant shall provide or cause to be provided to the Township, within thirty (30) days of award of Contract, a certificate from its insurer which shows that the policy or policies placed and maintained by it complies with the requirements of this agreement. No review or approval of any such insurance certificate by the Township shall derogate from or diminish the Township's rights or the Consultant's obligation contained in this Agreement.
- (e) If at any time the Township is of the opinion that the insurance taken out by the Consultant is inadequate in any respect, it shall forthwith advise the Consultant of the reasons therefore and the Consultant shall forthwith take out additional insurance, if available, satisfactory to the Township.
- (f) The taking out of insurance shall not relieve the Consultant of any of its obligations under this agreement or limit its liability hereunder.
- (g) All policies of insurance shall be:
 - (i) written with an insurer licensed to do business in Ontario;
 - (ii) in form and content acceptable to the Township acting reasonably;

- (iii) be non-contributing with, and will apply only as primary and not excess to any other insurance available to the Township; and
- (iv) contain an undertaking by the insurers to notify the Township in writing not less than thirty (30) days before any material change, cancellation, lapse or termination of the policies.

Failure to provide the aforementioned insurance will result in the withholding of payments or at the sole option of the Township, forfeiture of the Contract.

3.0 LIMITATIONS AND WARRANTY

3.1 Proposal Validity

Proposals shall remain valid and open for acceptance by the Township for a period of sixty (60) calendar days, following the due date for receipt of proposals.

3.2 Right to Award

In submitting a bid, the Bidder declares that:

- a) Regardless of the decision to award, or not to award, this RFP, the prospective Consultants are responsible for all costs incurred in the preparation of its proposal.
- b) It agrees to perform the Services specified in this RFP for the prices quoted in enclosed herein.
- b) No person, firm or corporation, other than the Bidder, has any interest in this bid or in the contract proposed to be entered into.
- c) This bid is made without any connection, knowledge, comparison of figures or arrangement with any other person or persons bidding for the same work, and is in all respects, fair and without collusion or fraud.
- d) The information provided in this bid submission is accurate, true and correct.
- e) The Bidder also declares that in making this Submission, he/she did not and does not rely upon verbal information furnished by the Township of Whitewater Region.
- f) The Bidder has carefully examined the locality and site of the proposed works, as well as all Documents, and hereby accepts the same as part and parcel of this Submission, and does as hereby enter into a Contract to do all the work, provide the labour and to provide, furnish, deliver, place and erect all materials mentioned and described or implied therein, including in every case freight, duty, exchange, and all other charges on the terms and conditions, and under the provisions therein set forth, and to accept in full payment therefore in accordance with the schedule of prices hereto annexed, and the Bidder also agrees that this offer is to remain open for acceptance until the formal Contract is executed by the successful Bidder for said work, and that the Owner may at any time without notice accept this Submission whether any other Submission has been previously accepted or not.

- g) If awarded this Contract the Bidder agrees to commence after the award date.
- h) In making this Submission for the work and in entering into the Contract, if awarded to this Bidder, the Bidder has investigated for himself the character of the work to be done and all local conditions that might affect this Submission and his acceptance of the work. The prices offered in this schedule take into account in all respects the cost of execution of the work under all weather conditions.
- i) The Bidder acknowledges that the Township shall have the right to reject any, or all, proposals for any reason, or to accept any proposal which the Municipality in its sole unfettered discretion deems most advantageous to itself.
- j) The Bidder does hereby acknowledge that no damages or liability flow from the inability for a contract to be reached and does hereby release and hold completely harmless the Township for any costs or damages incurred by the Bidder in preparing a bid or discussing/negotiating with the Municipality. By submitting a proposal, the Bidder acknowledges the Municipality's rights under this section and absolutely waives any right, or cause of action against the Municipality and its consultants, by reason of the Municipality's failure to accept the proposal submitted by the Bidder, whether such right or cause of action arises in contract, negligence, or otherwise.
- k) The lowest, or any, proposal will not necessarily be accepted and the Municipality shall have the unfettered right to:
 - Accept a non-compliant proposal;
 - Accept a proposal which is not the lowest proposal; and
 - Reject a proposal that is the lowest proposal even if it is the only proposal received.
- l) The Municipality reserves the right to consider, during the evaluation of proposals;
 - information provided in the proposal document itself;
 - information provided in response to enquiries of credit and industry references set out in the proposal;
 - information received in response to enquiries made by the Owner of third parties apart from those disclosed in the proposal in relation to the reputation, reliability, experience and capabilities of the Bidder;
 - the manner in which the Bidder provides services to others;
 - the experience and qualification of the Bidder's senior management, and project management;
 - the compliance of the Bidder with the Owner's requirements and specifications;

- innovative approaches proposed by the Bidder in the proposal;
and
 - whether the Bidder has been involved in litigation with the Owner during the last sixty (60) months before the date of this proposal.
- m) The Bidder acknowledges that the Municipality may rely upon the criteria which the Municipality deems relevant, even though such criteria may not have been disclosed to the Bidder.

3.3 Statement of Confidentiality

Consultants may submit proposals containing a "Statement of Confidentiality". However, this statement **must** indicate that the proposal can be reviewed by any staff of the Township of Whitewater Region, Township of Whitewater Council members, representatives or contractors employed by the Township including an independent third party consultant contracted by the Township solely for the purpose of reviewing the proposal. Any deviation may cause the proposal to be deemed ineligible.

3.4 Access to Documents

The Consultant shall grant the Municipality and all Provincial and Federal Ministries a non-exclusive and unlimited licence to use, in whole or in part, any materials or documents produced under the proposed agreement or any part thereof in the original or, notwithstanding any moral rights, modified form. The rights to all patents or copyrights developed as a result of this project remain with the Township, without exception.

3.5 Peer Review

The Township reserves the right to hire, at its own cost, an independent Consultant to peer review the design at any stage of the project. The Consultant must assist in whatever manner necessary to complete the review. The Consultant will be compensated for its time and materials associated with the peer review, as an extra to this assignment, but at the rates stipulated in the level of effort.

4.0 PROPOSAL SUBMISSION

The Consultants are to submit their proposals to the Township of Whitewater Region no later than 2:00 p.m. on January 22, 2021. Any submissions received after this time will be ineligible and remain unopened.

Three (3) copies of the bound proposal and an **electronic version** must be submitted in a sealed envelope, and clearly marked "Stormwater Assessment, Planning and Implementation of the Cobden Agriculture Area, RFP No. 2020-22" to:

Township of Whitewater Region
P.O, Box 40, 44 Main Street
Cobden, Ontario
K0J 1K0

Attention: Lane Cleroux

Proposals will only be received by mail, courier or hand delivery. No proposals will be accepted by e-mail.

APPENDIX A:

Terms of Reference

BACKGROUND

Township of Whitewater Region is situated within the scenic Ottawa Valley and bordered by the Ottawa River, encompassing 538 km² in Renfrew County. Highway 17 runs through the community for approximately 39 kilometres. Seven main residential areas exist with vast acres of farmland. According to the 2016 census, the permanent population is over 7,000 with 3,416 permanent dwellings, 2,775 of which are inhabited by usual residents. Previous seasonal population estimates were 3,900. Council is composed of seven members, all elected at large, with a Mayor, Reeve (who also sits on Renfrew County Council), and five councillors. The staff team is comprised of 29 full-time staff, led by a CAO.

Whitewater Region is a rural municipality comprising of large spans of rural and agricultural areas. Agriculture represents the fourth primary labour force industry in the Township at 8.1% (290 of 3,580 employees), compared to 1.46% in Ontario.

The Township and Muskrat Watershed Council jointly submitted a funding application to the Canadian Agricultural partnership for the places to Grow: Agri-Food innovation initiative funding for sectors in January 2020. The application was supported by Renfrew County Federation of Agriculture, Renfrew County Soil and Crop Improvement Association and National Farmers Union (Renfrew County). On October 9, 2020, the Township was notified that the funding application was successful.

GOALS AND OBJECTIVE

The goal of this project is to assess and evaluate the existing stormwater management for Cobden's agricultural area and local provincially significant wetlands to establish and implement mitigation measures and develop an information sharing/knowledge transfer plan.

The objective of this project will focus on encouraging and developing partnerships between the agricultural sector and regional organizations in the establishment of sustainable implementation tools for improving water quality.

INFORMATION AVAILABLE

The following list of documents are available for download

https://whitewaterregion-my.sharepoint.com/:f:/g/personal/lcleroux_whitewaterregion_ca/EtRsW8dvF49Er9aIP6NIa6wBWZRibwIB9ufOkIBgcZcxzg?e=0fZvyE

- Aerial imagery from Digital Raster Acquisition Project Eastern Ontario (DRAPE) with 20cm resolution
- Parcel fabric to be used as reference only.
- Adopt a lake campaign, University of Montreal (UdeM) Analysis Report
- Analytical survey of a sedimentary core from Muskrat Lake, Renfrew, Ontario
- County Official Plan - Schedule "A" - Township of Whitewater Region Enlargement
- County Official Plan - Schedule "B" - Map 1 - Hazards Map
- County Official Plan - Schedule "B" - Map 4 - Natural Heritage Features
- County Official Plan - Section 16 Whitewater Region
- Township of Bromley Environment appraisal report of proposed municipal drains
- Muskrat Lake Environmental Brief
- Muskrat Lake Shoreline Assessment Summary Report
- Muskrat Lake Values Survey Summary Report 2017
- Water Quality (2014) in the Muskrat Lake Watershed
- Muskrat Lake Watershed 2014-2017 Water Quality
- Temperature and Dissolved Oxygen Profiling of Muskrat Lake
- Tracking ~200 years of water quality in Muskrat Lake

ASSIGNMENT

The assignment shall be divided into the following areas:

- Project Startup
- Assessment Phase
- Planning Phase
- Action Plan
- Public Education

The consultant shall develop a work plan that addresses the items listed in the scope of work and the tasks below. The consultant may add additional tasks or delete tasks in the development of the work plan and shall provide the explanation for such changes.

Project Startup

- Project kickoff meeting with Township staff and Muskrat Watershed Council

Assessment Phase

- Review all existing information and background information.
- Assess and evaluate (including water sampling, if necessary) to determine a benchmark and baseline assessment of stormwater quality for the sub watershed/project area (the Cobden and Snake River Provincially Significant Wetlands) using academic and government leaders' methodologies and as recommended by Rebacca Dalton's Report - Muskrat Lake Watershed 2014-2017 Water Quality.
- Assess the nutrient/phosphorus loading created by the agricultural producers of the Cobden area on the Cobden and Snake River Provincially Significant Wetlands. Local academics have already conducted water quality assessment of Muskrat Lake and tributaries however, as noted on - Muskrat Lake Watershed 2014-2017 Water Quality, the Cobden Provincially Significant Wetland warrants further study to assess the contributions from stormwater. This assessment will be new to the study area.
- Assessment and evaluation of the existing stormwater management for Cobden and agricultural area (agricultural) including their impacts on the receiving waterbodies (Muskrat Lake and the Cobden and Snake River Provincially Significant Wetlands).
- Measure and assess the Cobden Wetland and Snake River Provincially Significant Wetland's biological, social, hydrological and environmental values and functions to stormwater management and nutrient water quality improvements.
- Assess the ongoing nutrient/phosphorus loading of the regional Muskrat Lake and its receiving waterbodies (Cobden and Snake River Provincially Significant Wetlands) generated by agricultural nutrient loss.
- Consultation with local agricultural and environmental partners, local/regional.

Planning Phase

- Summarize findings of the assessment phase in a background report.
- Establish mitigation measures (best management practices) to address issues/ impacts while considering natural, social and economic elements; and outline the planning and design process for the

implementation of stormwater management improvements to the study area.

- Evaluate impacts of agricultural phosphorous/nutrient loss/loading of stormwater on the biological, social, hydrological and environmental values and functions of the receiving waterbodies (Muskrat Lake and the Cobden and Snake River Provincially Significant Wetlands).
- Examine, analyze and incorporate existing industry priorities established by the Province in environmental stewardship.
- Identify source areas of nutrient loss in order to better understand the where financial and human resources should be directed.
- Developed documents to support improved planning and risk assessment.

Action Plan

- Based on the proven process, as utilized in the development of the Canada-Ontario Lake Erie Action Plan, the action plan will comprise of four components:
 - communication to quantify and demonstrate the sources of nutrients/ phosphorus in the project area,
 - educational and awareness to assist in quantifying and demonstrating to local producers the loss of nutrients and their impacts
 - actional items, best management strategies, to reduce nutrient/ phosphorus loading within the local waterbodies; and
 - marketing and engagement to support all levels of government and local farmers and producers to invest the necessary resources for improved water quality.
- The action plan shall also include educational, awareness, actionable and communication components will serve as local document to be used by all stakeholder partners in the allocation of financial and human resources.
- This document will serve as the foundation to improvement works throughout the region as well as the development of future implementation documents for larger study areas.

Public Education

- Develop an educational and awareness tools, best management practices and mitigations measures, communication and knowledge sharing strategies, recommended policies changes and coordination and leadership frameworks.
- Consultation with local agricultural and environmental partners, to implementation tools including best management practices, mitigation

measures and demonstrate that the phosphorus loss and soil degradation is impacting water quality of our local waterbodies.

- Hold public open house meetings to communicate the action plan.

SCHEDULE

The following schedule is to be used as a guide in the preparation of the proposal.

- | | |
|----------------------------------|-------------------|
| • Issue the Request for Proposal | December 23, 2020 |
| • Request for Proposal Due | January 21, 2021 |
| • Award by Township | February 3, 2021 |
| • Draft Findings | April 30, 2021 |
| • Substantial Completion | September 1, 2021 |
| • Stakeholder/ Public Engagement | October 2021 |
| • Final Report to Council | December 2021 |

APPENDIX B:

Financial Proposal

Financial Proposal

The Consultant offers to provide the services detailed herein under "Project Information" and "Terms of Reference", and as further detailed in the Consultant's proposal, to the acceptance of the Township of Whitewater Region for the following Total Upset Limit Price:

Summary of Financial Proposal			
<u>Task</u>	<u>Fees</u>	<u>Disbursements</u>	<u>Total</u>
A. Engineering Fees:			
Project Start Up and Assessment Phase			
Sampling			
Planning Phase			
Action Plan			
Public Education			
Additional services required but not outlined above _____ _____			
SUBTOTAL =			
B. HST (as applicable):			
TOTAL UPSET LIMIT PRICE =			

C. Addenda

Received and Incorporated ____ of ____

D. Declaration

SIGNED this _____ day of _____

The undersigned is/are authorized and empowered to sign and submit this bid. Also declares that confirms and acknowledges that it has been read and understands all sections of the entire RFP including but not limited to Section 3.2.

Signature and seal: Name and Title, I have the authority to bind the
Corporation.

Phone number Email address

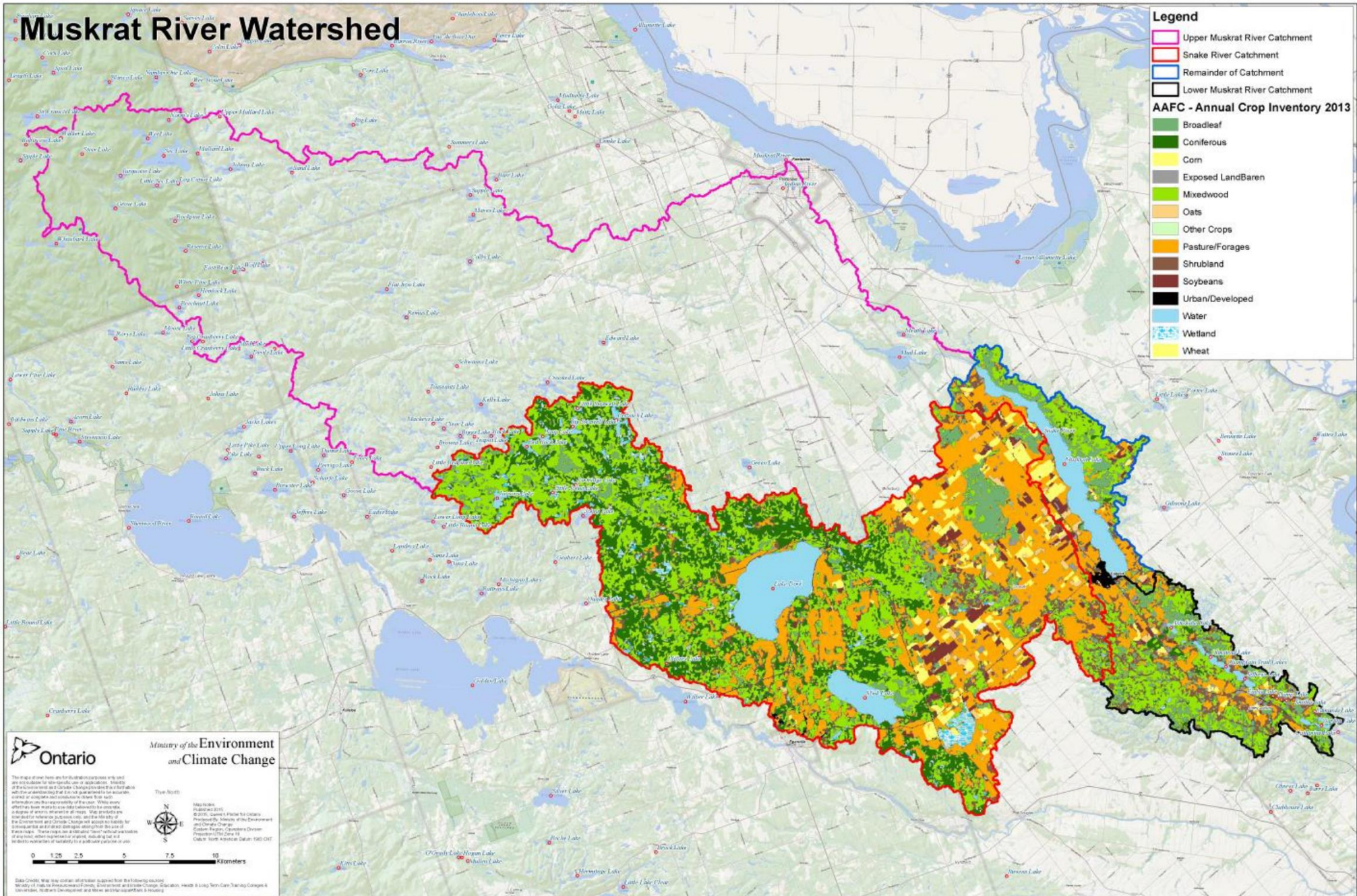
Company Name

Company Address

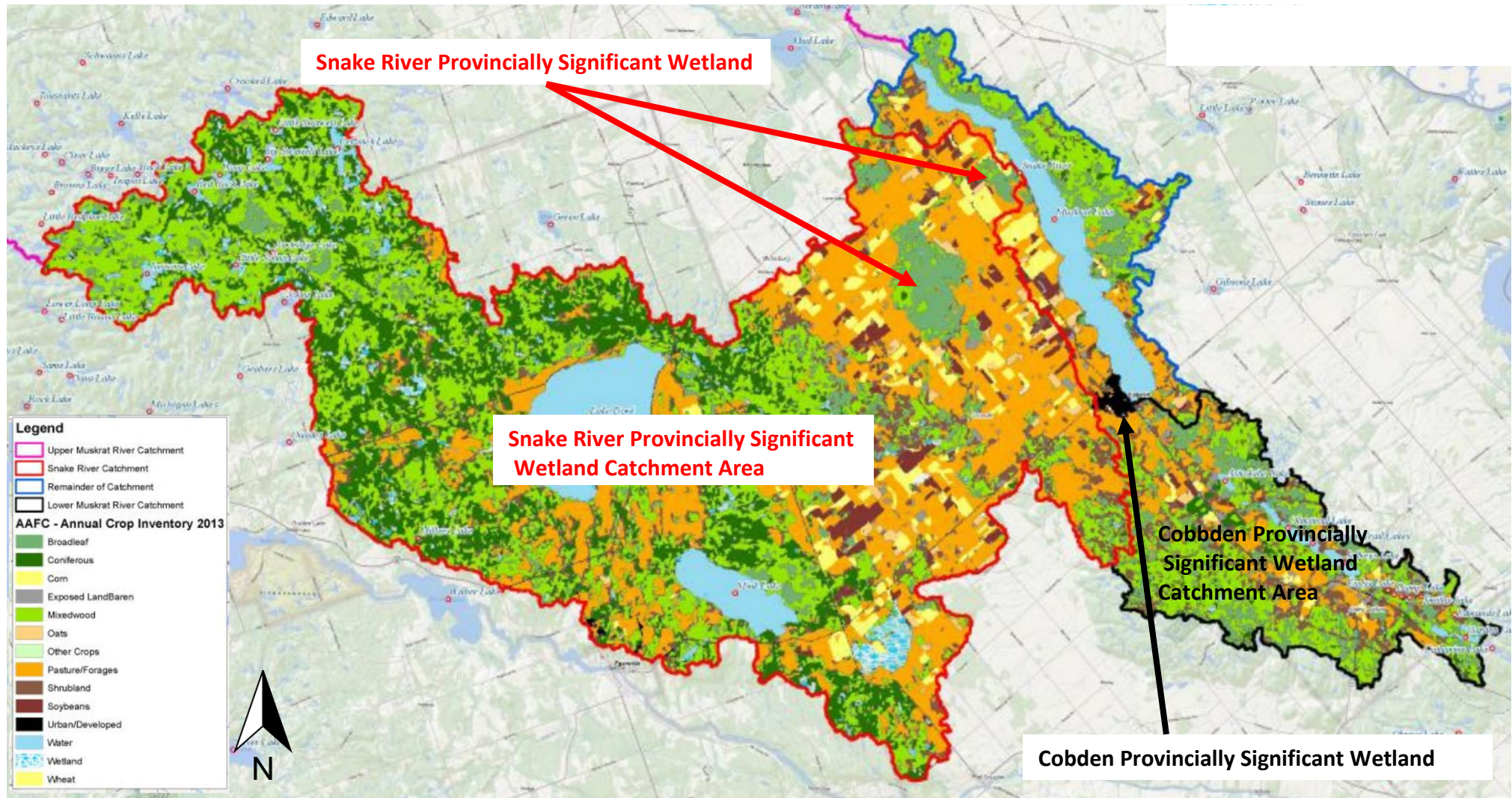
APPENDIX C:

Maps

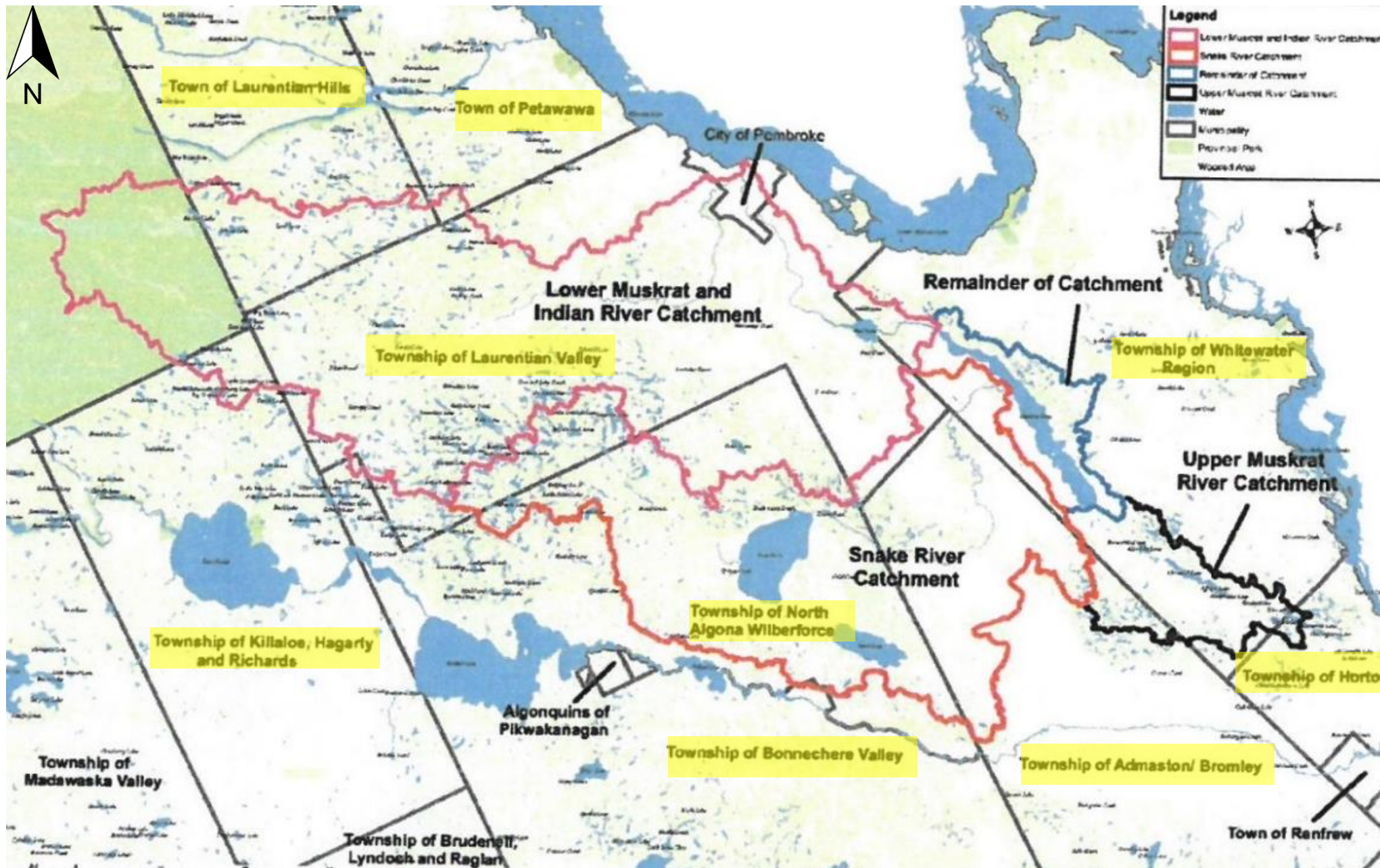
Muskrat Lake/River Watershed



Snake River and Cobden Provincially Significant Wetland Catchment Area



Muskrat Lake Watershed Municipalities



Excerpt from Schedule "B" Map 4 of the County Official Plan

