

**PRIVATE &
CONFIDENTIAL**



Community Fireguard Construction Program: Staging Area Construction

Request for Proposal: Wabasca-Desmarais

Issue Date: September 17, 2021

Closing Date: October 1, 2021, 4:30 pm MST

Reference: CFCP-20-04

Submit proposals to:

William Auger
MD of Opportunity
2077 Mistassiniy Road North
Box 60
Wabasca, AB T0G 2K0
780-891-3778
bill.auger@mdopportunity.ab.ca

COMMUNITY FIREGUARD CONSTRUCTION PROGRAM: STAGING
AREA CONSTRUCTION
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Cover Page

PROJECT TITLE:

APPLICATION DATE:

APPLICANT INFORMATION

COMPANY NAME:

WCB ACCOUNT NUMBER:

MAILING ADDRESS

EMAIL:

PHONE:

AUTHORIZED
REPRESENTATIVE (NAME
AND TITLE OF SIGNING
AUTHORITY):

PROJECT TIMELINE:

AMOUNT OF FUNDING
APPLIED FOR (INCLUDING
GST) \$

NO. OF STAGING AREAS
TO BE CONSTRUCTED

The Applicant acknowledges having read and agreed to the terms and conditions described within this Request for Proposal to which the work plan and budget are made subject. The Applicant acknowledges and agrees that by its submission of this proposal it shall be bound by the terms and conditions, the MD's policies, procedures, protocols, and guidelines.

PLEASE INCLUDE THIS COVER PAGE WITH YOUR SEALED BID PACKAGE & PROPOSAL

Authorized Representative (as named above)

Date

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1 Introduction

- 1.1 The purpose of the Community Fireguard Construction Program (CFCP) is to support the Provincial FireSmart Program initiative by funding the construction of community fireguards that provide enhanced public safety and improved protection from wildfire for at-risk communities.
- 1.2 The Municipal District of Opportunity No. 17 (hereby referred to as “the MD”) has received a grant from the Forest Resource Improvement Association of Alberta (FRIAA) to construct a fireguard for the community of Wabasca-Desmarais. A fireguard is a strategically placed cleared right-of-way designed to stop or slow the spread of wildfire.
- 1.3 The cleared right-of-way is 500 m wide by approximately 12 km long and runs southeast from Range Road 254A to Chipewyan Lake Rd. The majority of the cleared right-of-way will be converted to pasture and maintained through grazing.
- 1.4 Three staging areas are required for the area being converted to pasture. One by the rodeo grounds (SW-Sec-17 Twp-081 Rge-25 Mer-4), one on the east side of the HWY (NE-Sec-08 Twp-081 Rge-25 Mer-4), and one on the far east side near the gravel pits (NW-Sec-35 Twp-080 Rge-25 Mer-4). Entry/Exit gates will already be at these locations.
- 1.5 The overall bid must include the cost to complete all work outlined in this RFP. This includes leveling the staging area, building up access, where required, and constructing a handling system for each staging location.
- 1.6 The contractor may bid on the construction of one (1) or more staging areas. Please highlight in the bid package the total project cost and the cost per staging area. The MD reserves the right to split the bid package with multiple contractors.
- 1.7 The following eligible activities may be considered by the applicant:
 - a) Equipment mobilization,
 - b) Lodging and/or travel (if required),
 - c) Construction and cleanup activities
 - d) Labour (equipment operators, general labourers, site supervision).
- 1.8 This RFP is open to contractors that operate within the Hamlet of Wabasca-Desmarais. Priority will be given to local contractors.
 - a) Subcontractors must be approved by the MD prior to commencing work.
 - b) The contractor must not subcontract any work without the MDs written consent.
 - c) The contractor must have equipment readily available for use.

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- 1.9 Construction must be completed no later than October 31, 2021.
- 1.10 The contractor must work with the MD to obtain any required regulatory permits.
- 1.11 The contractor must obtain all locates before equipment mobilization.
- 1.12 The contractor is responsible for any environmental degradation that occurs, including the avoidance of all wetlands and wet areas.
- 1.13 The contractor must report to the Field Operations Coordinator, representing the MD, and provide daily status updates on the progress of the work at hand.



2 Proposal Requirements

- 2.1 Applicants are advised to pay careful attention to the information provided in this RFP. Failure to satisfy any term, condition, or mandatory requirement of this RFP may result in delay or rejection of the proposal. Applicants are encouraged to use the template provided in sections 2.2 and 2.3, below.
- 2.2 Application Form
- a) Complete the cover page provided on page 3 of the bid package.
 - b) Provide contact information for the Authorized Representative (name, title, phone number, email, and address) of the applicant organization and the individual(s) authorized to represent the applicant and commit the applicant to the execution of a Project Grant Agreement.
 - c) Indicate the duration, timeline, and amount of budget required to complete the work.
 - d) Indicate the number of staging areas to be constructed.
 - e) Indicate the equipment to be used and total cost (\$).
 - f) Indicate the number of personnel that will be on-site to complete the work.
- 2.3 Template
- a) Describe the project approach, including methods for access construction, the handling system design, and the equipment to be used.
 - b) Provide a brief description of experience completing handling system and staging area construction.
 - c) Provide two (2) references from past work experience.
 - d) Outline the perceived risks and develop a risk mitigation table.
 - e) Provide an expected start date, end date, and duration of activities.
 - f) Establish lines of communication between the project team and the Field Operations Coordinator. Describe how daily updates will be achieved.
 - g) Outline a plan to address safety protocols and describe safe working conditions in respect of Covid-19 health and safety requirements.
 - h) The proposal must be no longer than 10 pages in length.



3 Proposal Adjudication Criteria

- 3.1 Proposals will be reviewed, evaluated, and recommended by the council for approval based on the following criteria:
- a) The proposal requirements are complete.
 - b) Priority will be given to local contractors within Wabasca-Desmarais. The ability to hire local labourers, including local Indigenous community members, is necessary.
 - c) The expenses set out in the proposal must be reasonable in all circumstances and must not exceed the fair market value of the goods and services being provided.
 - d) The total value of the project must not exceed \$105,000 (including GST)
 - e) Council will take into consideration:
 - a. The applicant's proximity to the Wabasca-Desmarais;
 - b. The applicant's experience in performing the statement of work (i.e., handling system construction, staging area construction);
 - c. Whether the applicant has, in the past, successfully completed projects for the MD; and
 - d. The ability of the applicant to complete the work economically and within the proposed timelines.
 - f) Valid COR safety certification and a minimum of \$5 million of liability insurance will be required.
 - g) Valid WCB coverage will be required.



4 Program Background

The MD has received a grant from the Forest Resource Improvement Association of Alberta under the Community Fireguard Construction Program. The location of the fireguard was determined based on the findings of the 2017 Mitigation Strategy and through discussions with the MD of Opportunity council members.

The fireguard is a right-of-way that is 500 m wide by approximately 12 km long and runs southeast from Range Rd 254A to Chipewyan Lake Rd (618 ha total). It is directly adjacent to an existing fuel break and within an area recommended for future fuel reduction according to the mitigation strategy. It is adjacent to the hamlet and exists primarily on municipal land, while the remainder of the proposed right-of-way is on public land.

To maintain the portion of the fireguard within the hamlet boundaries, the MD plans to convert the land to grazing. To complete this, the area on MD land has been stumped and will be site prepped, seeded to a grass mix, and the perimeter will be fenced. Debris burning, seeding, and fencing may be ongoing during the construction of the staging areas. The successful contractor will be responsible for coordinating construction with other contractors, as needed.

The purpose of this proposal is to tender a portion of the work to a local contractor or contractors. The contractor will be responsible for constructing three staging areas within the fireguard boundaries. Each staging area will need to have the ground leveled, access built up where necessary, and handling systems constructed. The purpose of the handling system is to sort, handle, and treat cattle. Figure 1 outlines the handling system requirements. The handling system will require:

- Collection alley to move cattle away from the pasture to the holding pens
 - The collection alley will need to be 12' wide and 48' long. The alley should be curved to take advantage of the animals' natural circling behaviour.
 - The alley should include two 12' prairie gates to divide cattle into smaller groups within the alley. The gates should be 12' from each end. A man gate should be in the center of the chute (Figure 2).
- A sorting pen off the side of the collection alley
 - The sorting pen needs to be angled to help allow cattle to see the pen before they enter. The sorting pen should be 40' long and 28' wide. A cross fence at 14' will help further sort the cattle (Figure 3).
- A holding pen to hold up to 30 cattle at one time.
 - The holding pen should be 600 square feet. Safety passes should be included at opposite corners. Safety passes are 14-inch openings that will allow the handler to escape, if necessary.
- A crowding pen to move small groups of 8-10 cattle into the working area
 - The crowding pen is small, not designed to hold cattle for any period of time.
 - The crowding pen should have solid walls (rather than gates that cattle can see through) and a solid crowd gate.

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- One side of the crowding pen should be angled at 30 degrees into the single file working chute (Figure 4). Alternatively, the pen can be a half-circle, angled into the single-file working chute, which will take advantage of the cattle's instinct to circle.
 - One man gate will be required to allow access into the pen if required.
 - A raised walkway, 18 inches wide around the crowding pen, will also be required. This will allow the handler to see over the fence and follow the cattle. The height of the walkway should be 36-42 inches below the top of the crowding fence, so when the handler stands on the walkway, the fence is waist-high.
- A single working file chute, at least 45 feet long and between 28 and 32 inches wide.
 - The sides of the chute should be 5-6 feet high and solid so cattle can't see the truck, people, or squeeze until they are almost through it.
 - A 6-inch gap from the ground level will allow for manure cleanup.
 - The chute should be curved with a maximum angle of 15 degrees.
 - A raised walkway, built to the same specifications as the holding pen will be required on the inside curve of the chute. This will allow the handler to see over the fence and follow the cattle.
 - Blocking gates at the entrance and exit of the working chute are required (Figure 6).
 - The gate at the entrance, between the crowding pen and the chute, should be see-through to prevent cattle from balking.
 - At the exit, between the chute and the squeeze, the gate should be solid.
 - A one-way gate needs to be located 12 feet from the squeeze. This will prevent cattle from backing up.
 - A cutting gate at the beginning of the chute will be needed to divert cattle to the loading chute.
 - See Figure 5 for an example of a typical single file working chute
- Loading chute (Figure 7)
 - Face the loading chute in a north-south direction.
 - The loading chute should be directly off the crowding pen, using a cutting gate to divert cattle from the working chute to the loading chute.
 - The loading chute should be curved, similar to the working chute, 30 to 35 inches wide.
 - The sides of the chute should be solid to prevent cattle from seeing the truck.
 - A 5-foot level landing area is required for cattle to walk on and off the truck
 - A fixed ramp with a slope no greater than 20 degrees with 1" by 2" cleats, spaced 8 inches apart will also be required. The cleats will stop cattle from slipping.
 - A raised walkway, built to the same specifications as the working chute so the handler can follow the cattle.
- Squeeze or headgate
 - Placed at the end of the working chute

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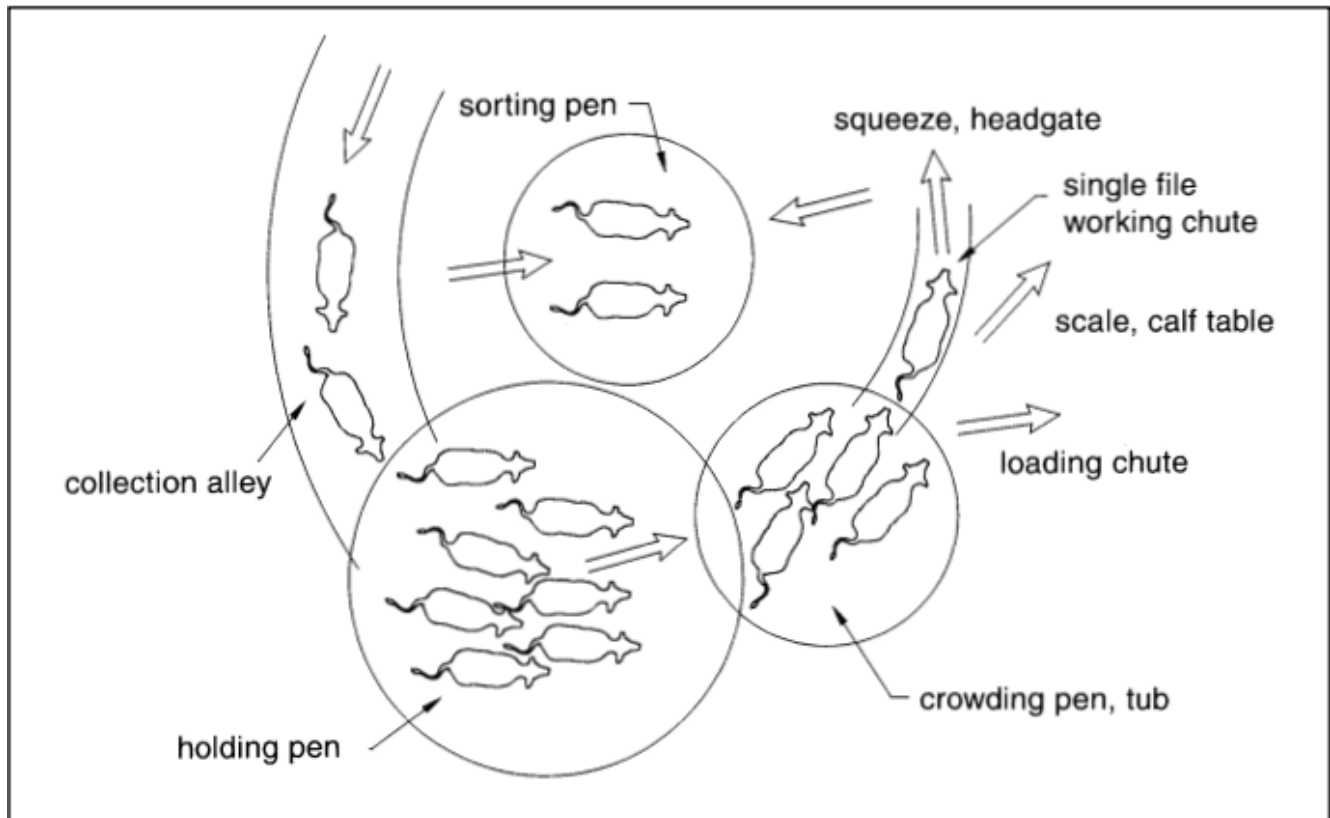


Figure 1 Handling System Requirements¹

¹ Alberta Agriculture, Food, and Rural Development (1993). Corrals for handling beef cattle. Downloaded from: [https://www1.agric.gov.ab.ca/\\$Department/deptdocs.nsf/all/agdex27/\\$FILE/420_723-1.pdf](https://www1.agric.gov.ab.ca/$Department/deptdocs.nsf/all/agdex27/$FILE/420_723-1.pdf)

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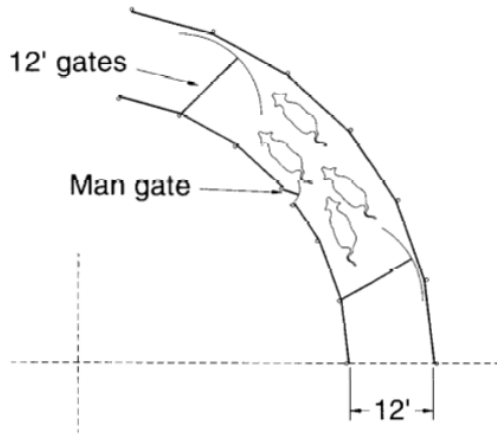


Figure 2 Collection Alley Example

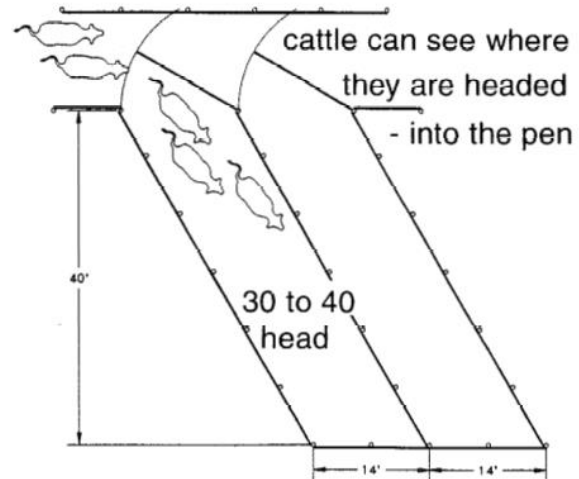


Figure 3 Sorting Pen Example

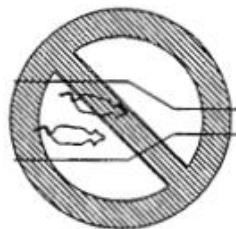
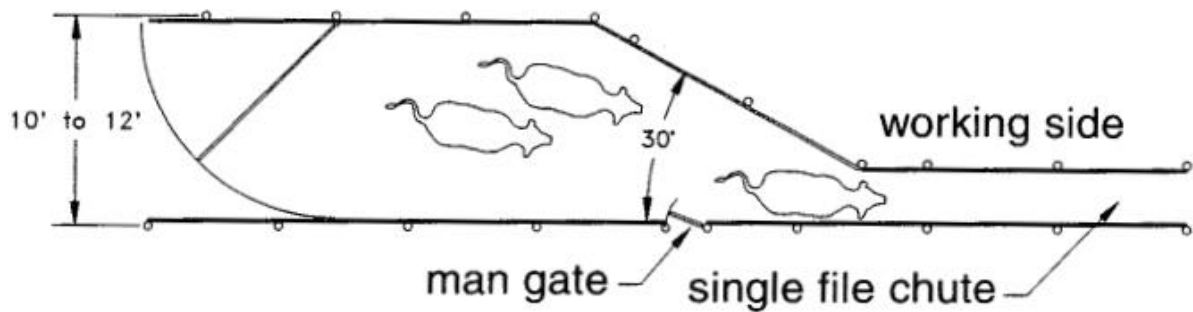


Figure 4 Crowding Pen Example

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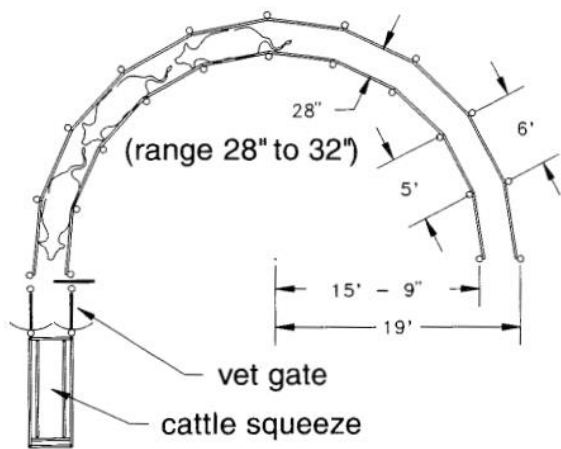


Figure 5 Typical single file working chute

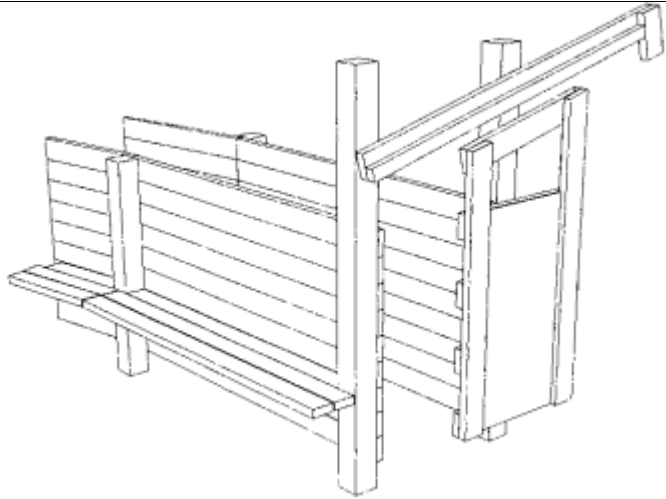


Figure 6 Blocking Gate

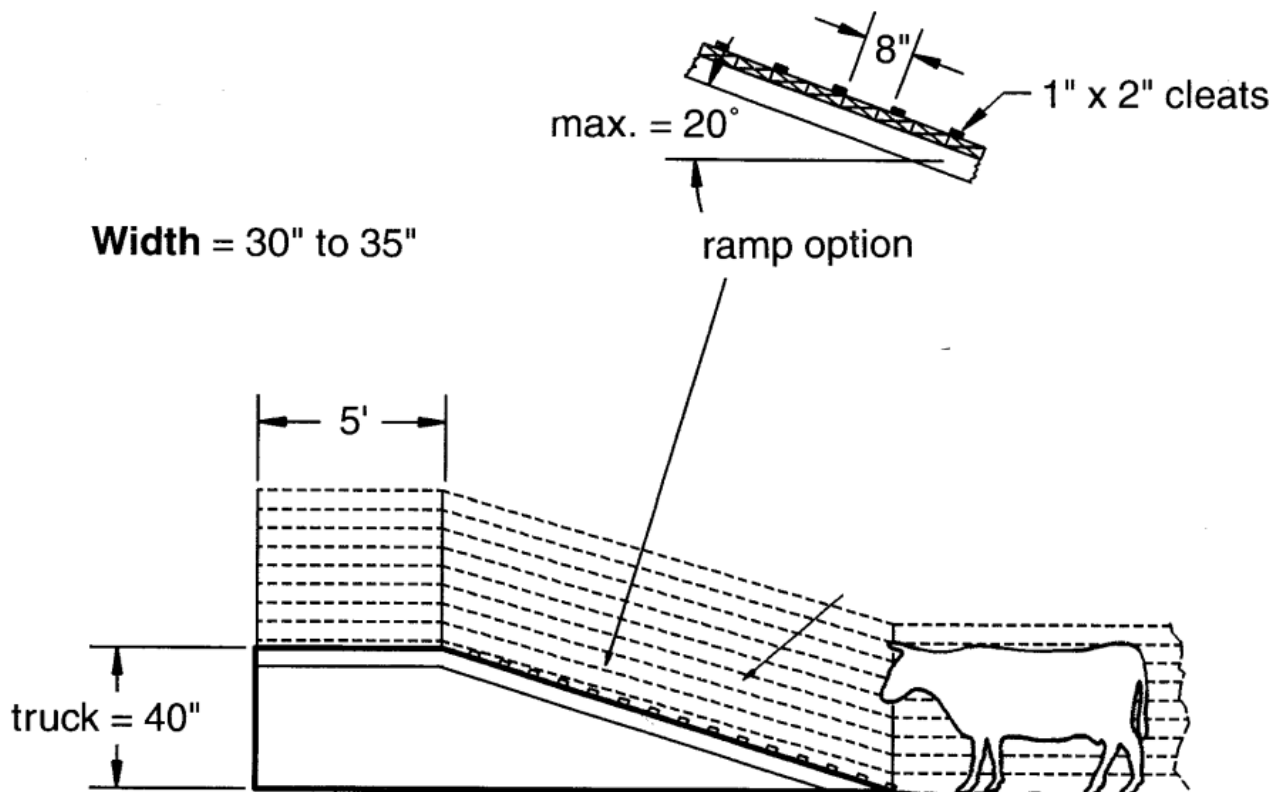


Figure 7 Loading Chute Example

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The layout for the staging areas can be configured by the contractor as they see fit, as long as the above specifications are met. An example layout is outlined in Figure 8. Note that Figure 8 provides additional items not required for these staging areas (e.g. AI stalls, trailer loading chute, etc.). The below figure is for illustrative purposes only.

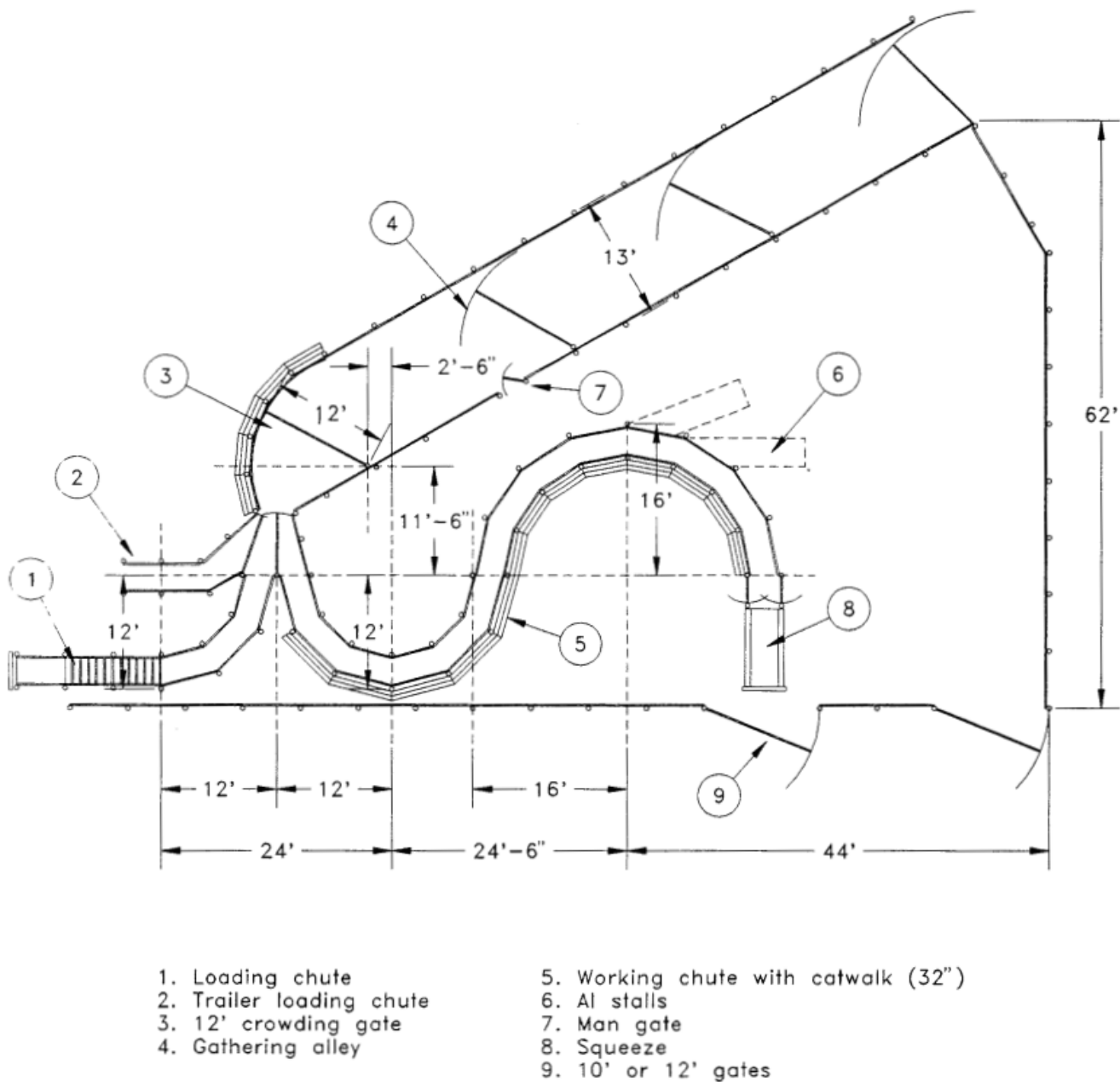
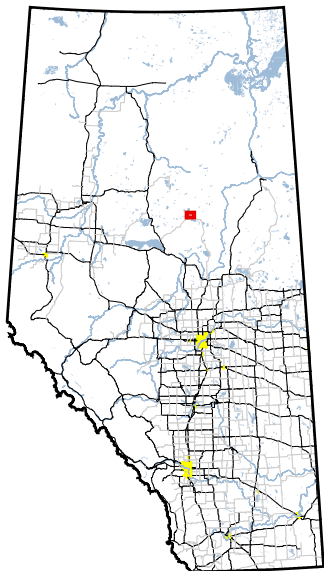


Figure 8 Example Layout

Wabasca Fire Guard Fencing Plan

- Proposed Fire Guard
- Registered Fur Management Area
- Forest Management Agreement Area
- Metis Settlement / First Nations Reserve
- Crown Land
- High Historical Resource Value (100m Buffer)
- Cabin
- Gate
- Hazard
- Wild Mint or Berry Patch
- Digital Integrated Disposition (DIDs)*
 - Surface
 - Grazing
 - Surface Hole Locations (AER)
 - Electrical Transmission Line
 - Pipeline (AER)
 - Potential Small Permanent Stream
 - Wetland Inventory (ABMI)
 - 30m Wetland Inventory Buffer
 - Landfill
 - Landfill 300m Buffer
- Fencing
 - Page Wire Cattle Fence
 - 5-String Fencing
- Gates
 - Cross
 - Dugout
 - Entry/Exit

* Excludes Canceled Dispositions



Map Extent



0 0.5 1
Kilometres
Scale 1:40,000

Map Version: 1.00
Map Date: August 11, 2021
Map Production: Silvacom Ltd.
Silvacom Ref: C-223
Map File: ...MapProject.aprx

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THIS MAP WAS DEVELOPED USING AVAILABLE INFORMATION
AND MAY NOT ACCURATELY REPRESENT THE LOCATION,
DEFINITION OR DISTRIBUTION OF LAND BASE FEATURES.

Section Area (ha)	
1	8.86
2	6.67
3	48.69
4	25.28
5	46.72
6	44.73
7	30.42
8	17.21



5 Legal Notice

- 5.1 By submitting a Proposal, you confirm that you have read, understand, and accept the information contained in this RFP and, that each of you, the applicant, and all individuals and entities that collaborate or are otherwise involved in the preparation of the Proposal or the delivery of the proposed project ("Project Partners") agree as follows:
- a) The MD may at any time withdraw, suspend, cancel, terminate, amend, or alter all or any portion of this RFP, including but not limited to the Program Proposal Requirements, the Proposal process, and the Proposal adjudication criteria.
 - b) The MD reserves the unqualified right to accept or reject any or all Proposals for any reason. The MD is not required to accept any Proposals.
 - c) The final decision with respect to the Proposals rests solely with the council's evaluation of the Proposals and may be based on, but is not in any way limited to, the criteria set out in this RFP. The MD may consider any criteria determined by the council to be relevant, regardless of whether such additional criteria have been disclosed to the applicant.
 - d) No conduct, act, or omission of the MD, or its consultants, project advisors, agents, servants, and their respective successors and assigns (collectively the "MD Parties") other than a written notice to the applicant in writing signed by an authorized person for the MD, will constitute an acceptance of a Proposal.
 - e) Proposals that do not comply with the requirements described in this RFP may be rejected in whole or in part or not considered. The MD reserves the unqualified right to accept or reject a non-compliant Proposal.
 - f) This RFP is an invitation for Proposals only. It is not an offer, and the submission of a Proposal does not create a contract or agreement of any kind between the MD and the applicant.
 - g) Acceptance of a Proposal does not create a binding contract between the MD and the applicant. The MD shall not be obligated in any manner whatsoever to any applicant until a written agreement between the MD and the applicant ("Project Grant Agreement") has been duly executed relating to an approved Proposal.
 - h) As between the parties, the Proposal and all documents and materials you submit to the MD in connection with the Proposal and this RFP and all intellectual property in and to the foregoing are the exclusive property of the MD immediately upon delivery to the MD. For clarity, this refers to the materials themselves, not to any technology or innovations disclosed or discussed in them. Intellectual property developed during the course of the project will be addressed through the Project Grant Agreement and will normally be owned by the applicant.
 - i) You, the applicant, and any Project Partners will keep this RFP confidential and will not use, reproduce, or distribute it, any portion of it, or any data, information, drawings, or specifications included in or provided with it except as necessary to prepare a Proposal to the MD in response to it or to apply for additional third-party funding for the project.
 - j) You, the applicant, and any Project Partners will not make a claim against the MD or the MD Parties for any reason whatsoever relating to this RFP. You are undertaking the expenditures required to prepare and submit a Proposal entirely at your own risk, and you waive any right and release the MD and the

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MD Parties from any demands, liability, claim, or recovery for costs, expenses, or damages incurred in connection with this RFP or any Proposal prepared in response to it, whether such right or claim arises in contract, negligence or otherwise.

- k) The MD takes no responsibility for the accuracy of the information supplied during this RFP process.
- l) Neither the MD nor any of the MD Parties will have any liability whatsoever to you, the applicant, or any Project Partners, or any of them, in connection with this RFP or any Proposal prepared in response to it.
- m) Upon acceptance of a Proposal by the MD, the applicant will be required to enter an Implementation Contract with the MD, on substantially the same terms and conditions contained in this RFP or available upon request.



6 Proposal Submission

6.1 Deadline for Proposals

- a) Applications will be accepted until 4:30 pm MST on October 1, 2021.
- b) Applicants will be notified of the acceptance or rejection of their proposals as soon as reasonably possible to facilitate the implementation of the proposed project.
- c) Proposals must be sealed and submitted in person by October 1, 4:30 pm (MST) to the Wabasca-Desmarais administration office with attention to:
 - a. William Auger
 - b. MD of Opportunity
2077 Mistassiniy Road North
Box 60
Wabasca, AB T0G 2K0
 - c. 780-891-3778 (office)
 - d. 780-891-8199 (cell)

- 6.2 The MD is not responsible for Proposals that are not received as the result of any delivery failure of any kind by any delivery service whatsoever.