



Municipal District of Opportunity No. 17
Fire Smart Maintenance Tender: FFP-24-63 Calling Lake
Issued by: Corporate & Regulatory Services Department
Closing date: 2026-07-28

Tender Detail

TENDER INFORMATION		
Release Date (yyyy-mm-dd)	2026-07-07	
Closing Date (yyyy-mm-dd) and Time (HH:00)	2026-07-28 12:00 MT	
Anticipated Award Date (yyyy-mm-dd)	2026-08-10	
<i>Interested contractors must have a minimum of \$2 million liability insurance, WCB account in good standing (date of clearance letter no more than 30 days old), a valid COR or SECOR and a current MD Business License to be considered.</i>		
<u>Project Description:</u> This project calls for clean up (maintenance) on 7.5 ha of previously treated area in Calling Lake, as per the scope of work. A map indicating the project locations attached (treatment blocks are green in color). <i>The M.D reserves the right to award contract to one or more contractors.</i>		
<u>Scope of Work:</u> • Hand thin and prune of any conifers that were either missed during the initial treatment or have since grown enough for a full 2m prune, along with removal of any dead and down / dead standing woody debris. Trees deemed suitable for firewood will be bucked into short lengths and piled. • Coniferous stems greater than 5m in height will be pruned to a height of 2m. Any branches attached to the stem above 2m but hang lower will be trimmed back to obtain the required 2m clearance between the branch and the ground. Any dead limbs on all conifer regardless of height will be removed up to 2m, leaving any living branches on trees less than 5m in total height. • Debris disposal will be through pile and burn, mulching, or with a portable chipper. Disposal method will be determined based on conditions and operational viability. • The target inter-tree spacing on conifer will be to the full 4 – 6m between crowns. Factors that may influence this spacing will include: resident requests, tree size, conifer density, and overall stand structure and patchiness. • Must use machinery that is operationally suitable for working on soils that are sensitive to rutting and compaction.		
<u>Contact Person:</u> Chris Carew 780 891 3778 or Kevin Kuhn (technical inquiries) 780 843 5846.		
<u>Tender Submission Instructions:</u> Submit Tender in a sealed envelope marked with CRS, FFP-24-63 Calling Lake Please drop off tender at the main office located at 2077 Mistassiniy Road, Wabasca Alberta before the closing date and time. <i>Must submit the Bidder Information Form, copies of all requested information, the Bid Sheet and document checklist to qualify as a complete tender submission.</i>		
Project completion date (yyyy-mm-dd)	2026-12-31	
Scoring Matrix to be used for evaluation (Not necessary the lowest price will be accepted)		
Item	Weight (maximum)	Comment
Bid cost	60	Lowest score is baseline 60, rest a portion thereof.
Timeframe	10	Shortest timeframe is the baseline, others a portion thereof
Previous experience	10	Most experience is the baseline, others portion thereof.
Local content	20	Most local guaranteed content is the baseline, others portion thereof.
Total	100	



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Bidder Information

GENERAL INFORMATION				
Date:		Compulsory GST No.:		
Company Name:		Phone:		
		Fax:		
		E-mail:		
Street Address:		Mailing Address:		
Province:	Postal Code:	Province:	Postal Code:	
Business Licence Information (Compulsory)				
Copy of Business Licence Attached? Y N If No, explanation:		Copy of COR/SECOR Certificate Attached? Y N If No, explanation:		
Workers' Compensation Information (Compulsory)				
Clearance Letter Attached? Y N				
WCB Number:		Industry Code:		
Insurance (Compulsory) Attach Copy of Insurance				
	Coverage Limit	Policy No.	Insurance Co.	
Commercial Comprehensive General Liability	\$			
Work History – Previous Jobs (Compulsory)				
Customer	Type of Project	\$ Size	Contact	Phone
SIGNATURES: By signing below you certify that the information provided above is accurate.				
Senior Company Representative Name:		Title	Signature:	
		Telephone Number:	Date:	

MUST SUBMIT FORM WITH TENDER



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FFP-24-63 CALLING LAKE VEGETATION MAINTENANCE BID SHEET

COMPANY INFORMATION

Company:

Contact Name:

Phone:

Mailing address:

Email:

BID PRICE (WITHOUT GST)

I/We, the undersigned, having examined the tender package documents for the above named project, hereby offer to perform the work in accordance with the tender documents, for a fixed price of:
Timeframe (in days)

Price per hectare: \$_____ x 7.5 ha = \$_____

ADDITIONAL INFORMATION

Comments:

DECLARATION

I/we, the undersigned, declare that:

1. we are qualified to perform the work and our bid price covers all of our obligations and things necessary for the performance of the work;
2. we agree to commence the project within 10 days after receiving notice of contract award;
3. we have arrived at this fixed bid price without collusion with any competitor; and
4. all documents in the tender package form an integral part of this; and
5. the md reserves the right to award the project to one or more contractors.

SIGNATURE(S)

I acknowledge all information provided by the Municipal District of Opportunity No. 17 related to this tender and hereby submit the above pricing for the project named on this sheet.

Authorized Representative

Name: _____

Title: _____

Signature: _____

Date: _____

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Document Submittal Checklist

Company Name: _____

Please ensure you submit the following documents with your bid. Failure to do so may disqualify your submission (*see General Tender Information handout for more details*).

Document Type Submitted	Check Mark
WCB Clearance Letter	
Copy of Insurance	
Copy of COR/SECOR	
Copy of MD Business License	
Bidder Information Sheet	
Bid Sheet	
Document Submittal Checklist	

Signature: _____ Date: _____

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	IRREGULARITY	RESPONSE
1	Late Bids (submitted after the 12:00 pm local time on the tender closing day)	MD discretion to accept/reject bid.
2	Unsealed Bids	Automatic rejection, do not open the Bid
3	Bid not completed in non-erasable medium and not signed in ink	Automatic rejection
4	Incomplete Bids / partial Bids / all items not bid upon	Automatic rejection except where the tender form clearly states that an award may be made for individual items or where, in the opinion of the Senior Management Team and the Department Manager, the irregularity is trivial or insignificant
5	Qualified Bids (condition or restriction on the Bid)	Automatic rejection except where the change is requested by the MD, or the MD deems the change to be trivial or insignificant.
6	Bid not properly executed (signature or seal)	Automatic rejection
7	Mathematical errors	May be accepted if corrected in the checking/review procedure. Unit prices shall be used to correct extensions.
8	Bids received on documents other than those provided in the Tender	Automatic rejection unless, in the opinion of the Senior Management Team and the Department Manager, the matter is trivial or insignificant.
9	Erasures, overwriting, corrections, or strikeouts not initialed:	
a)	Changes which are minor (i.e. address, clerical error)	May be accepted, time limit given to initial change
b)	Unit prices have been changed but not initialed and the Bid totals are consistent with the price as amended	May be accepted, time limit given to initial change
c)	Unit prices have been changed but not initialed and the Bid totals are <u>not consistent</u> with the prices as amended	Automatic rejection
10	Minor clerical errors	May be accepted, time limit given to correct and initial
11	Other minor irregularities	The MD shall have the authority to waive irregularities deemed to be minor and immaterial, using a consistent approach to fair practices.