



MUNICIPALITY OF
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Municipal District of Opportunity No. 17

Fire Smart Tender: FFP-24-66/FFP-25-19 Sandy 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

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.

Project Description: Completion of 24.0 ha of vegetation management (fuel reduction) treatment in Sandy Lake, as per the scope of work. The project includes 3 treatment blocks SL3-4 (14.4ha), SL10 (5.6ha), SL3-5 (4.0). A map indicating the project locations are attached (treatment blocks are green in color).

The MD reserves the right to award contract to one or more contractors.

Scope of Work:

- Prune all conifers greater than 5m in height to a height of 2m.
- Increase inter-tree spacing of conifer stems as much as possible up to 4m through removal of smaller and / or immature trees. Merchantable live trees are not to be removed.
- All dead limbs on all conifers are to be removed up to a height of 2m.
- Thin by mulching using hand crews and/or small mulcher (<200hp).
- Prune remaining conifers and remove dead / down debris using hand tools and/or machinery operationally suitable. Larger debris can be piled and transported or cut up for firewood users in the community.
- Chip, mulch or burn woody debris on site where operationally viable.
- Must complete the scope of work to minimize impact of surface vegetation and soils disturbance of organic layer. If using machinery (i.e. mulcher) must use machinery that is operationally suitable for working on soils that are sensitive to rutting and compaction.

Contact Person: Chris Carew 780 891 3778 or Kevin Kuhn (technical inquiries) 780 843 5846.

Tender Submission Instructions: Submit Tender in a sealed envelope marked with CRS, FFP-24-66/FFP-25-19 Sandy Lake. Please drop off tender at the main office located at 2077 Mistassiniy Road, Sandy Lake Alberta before the closing date and time. ***Must submit the Bidder Information Form, copies of all requested information, the Bid Sheet and document checklist to qualify as a complete tender submission.***

Project completion date (yyyy-mm-dd)	2026-12-31
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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-24-66/FFP-25-19 SANDY LAKE VEGETATION MANAGEMENT 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 Weeks)

Price per hectare: \$ _____ x 14.4ha (SL3-4) = \$ _____

\$ _____ x 5.6 ha (SL10) = \$ _____

\$ _____ x 4.0 ha (SL3-5) = \$ _____

Total = \$ _____

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 14 days after receiving notice of contract award;
3. we have arrived at this fixed bid price without collusion with any competitor;
4. all documents in the tender package form an integral part of this bid; 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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General Tender Information

The MD, in exercising its discretion to waive a minor or non-substantial irregularity in a Bid, shall follow the guidelines provided below:

	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.