



## **Penticton Indian Band**

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### **Request for Proposal**

**Penticton Indian Band (PIB) Indian Reserve (IR) No. 1 Appleton Waste environmental monitoring project will involve environmental monitoring for the sorting and removal of about 3,360 tonnes of waste from Lot 210, Lot 98 and Lot 208, Green Mountain Road. PIB Request for Proposal (RFP) process invites qualified PIB members and businesses to submit competitive bids for project works as stipulated below.**

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**RFP Reference Number: RFP 2022-11-09**

**Release Date: November 8, 2022**

**Closing Date: November 22, 2022**

## INTRODUCTION

The Penticton Indian Band Lands Department have targeted the abandoned Appleton Waste site for garbage sorting and removal (Lot 210, Lot 98, and Lot 209). The illegal dump piles vary in both size and scope and are visible in the pictures below. Over 80 percent of the waste material is very clearable and sortable as wood, plastic, newer roofing, new drywall job site clean-ups, hardy siding, clean wood from construction site, baled cardboard and other easily sorted items.

Garbage will need to be sorted into compostable, non-compostable, and recyclable materials. All non-compostable and recyclable materials must be brought to a registered landfill and/or recycling facility for proper disposal. Compostable materials will be left on site for above-ground, covered composting.

## DELIVERABLES AND OBJECTIVES

The deliverables and objectives of this project are to provide environmental monitoring for the sorting of the waste from Lot 210, Lot 98, and Lot 209, including:

- Review and implement the existing Risk Assessment for Asbestos Exposure, Exposure Control Plan, and Safe Work Procedures;
- Complete baseline, mid-project, and final survey to confirm that the waste has been sorted and hauled as per the project work plan and timeline and provide to PIB;
- Daily Monitoring of Occupational and Ambient Air sampling outside of the containment area is necessary by a Qualified Professional. Occupational air sampling will be run on the equipment operator once per day for 20 minutes each. Ambient Air sampling will need to be run around the 4 sides of the containment site during the cleaning process (estimate based on 50 days; 8 hours per day; weekdays);
- Daily visual monitoring of sorting and shredding activities (estimate based on 50 days; 8 hours per day; weekdays) to:
  - confirm compliance with and implementation of controls identified in the health and safety plans;
  - ensure that waste is properly sorted into piles that are compostable, non-compostable and recyclable;
  - non-compostable and hazardous are put into double lined, with 6mm poly liners, bins, manifested and hauled as assumed asbestos materials from the site by a Certified Hazardous Materials Hauler; and
  - ensure that plastics are not shredded as compostable materials.

- Receive, review, approve and track manifests from Campbell Mountain Landfill to confirm proper disposal of waste and recycling;
- Take immediate action to stop work if occupational health and safety policies are not adhered to and notify PIB;
- Initiate immediate investigations into incidents;
- Monitor to ensure that water, from a water truck, is used to dampen potential asbestos containing materials and to reduce the number of airborne fibers released into the environment;
- Monitor to ensure that a vacuum equipped with a HEPA filter is used to clean up dust and waste if it exists;
- Monitor to ensure that the contractor:
  - maintains the temporary construction fencing;
  - ensures that workers wear proper PPE (½ face respirator, Tyvek suit, rubber boots/gloves) and are properly fit tested;
  - ensures that no water flows outside of the perimeter of the worksite; and
  - maintains a cleaning/decontamination station with a water supply available to each worker.
- Once the clean-up is completed and the site is cleaned, complete a final visual inspection and take a Final Air Clearance Test;
- Provide a weekly written summary report to PIB to confirm that the contractor is undertaking the sorting and hauling project on time and as agreed upon by PIB;
- Review and approve invoices provided by the contractor;
- Provide weekly written summary report of visual and air quality monitoring; and
- Provide a final summary report and clearance report documenting the air clearance testing results for the project for PIB.

## SPECIFICATIONS

This project will involve the environmental monitoring of the sorting, composting or removal of mixed construction debris. This project must be treated as a MODERATE RISK ASBESTOS ABATEMENT WORK ACTIVITIES based on the Hazardous Materials Testing from July 2020. Samples collected and analyzed found no asbestos, but this does not exclude the possibility of asbestos being present in the debris pile.

Known hazards include:

- Silica containing building materials – drywall and stucco;

- Painted wood materials – assumed lead painted; and
- Potential to release asbestos fibres while pulling debris piles apart with the excavator.

Known non-asbestos containing building materials will be sorted:

- Metals;
- Digital printed/dated drywall;
- Architectural (new style) shingles;
- Clean Wood;
- Gypsum;
- Styrofoam;
- Plastic;
- Electronics;
- Painted Wood – assume to be lead painted; and
- Concrete and cement items.

Those materials must be washed with a fire hose off a water truck to remove any hazardous materials/dust/debris and sorted into separate bins. These materials can be either hauled away as non-asbestos contaminated materials to a standard recycling facility by non-certified haulers or be shredded on site for above-ground, covered composting.

Waste materials that cannot be easily sorted will be treated as asbestos containing materials. Potentially asbestos containing materials must be placed into double lined bins using an excavator, manifested, and hauled as assumed asbestos materials from the site by a Certified Hazardous Materials Hauler in double lined bins to a proper receiving site (e.g., Campbell Mountain Landfill).

All asbestos contained material will be labeled with an ASBESTOS warning sign on it. Either a waste bin will be available on the site for filling with the hazardous materials for transportation to the landfill or waste will be stored in a secure area until transportation to the landfill can be arranged.

Construction fencing will need to be placed around the site and needs to be wrapped with 6mm poly by a trained asbestos worker wearing proper PPE (½ face respirator, Tyvek suit, rubber boots/gloves). Perimeter fencing is required when the worksite is within 50 feet of a neighbouring property or public road, which this work site is.

Ground around the waste pile is very absorbent and the waste pile is approximately 400 yards away from the channel. Caution is required to ensure no water flows outside the perimeter of the work site.

A cleaning station and a clean room is required for workers to enter/exit the site during clean-up. Caution will need to be used to ensure water used to wash building materials/debris does not drain into the channel.

Excavator and heavy equipment on site will need to be pressure washed, interior HEPA vacuumed, and air filter changed when work on the site is completed.

The entire site needs to be very thoroughly scraped clean at the end of the project. The top 6" of soil will need to be scraped off within a 15-foot perimeter around the waste pile. This soil will need to be tested to confirm that it is not contaminated soil or removed and treated as contaminated soil.

## BUDGET

The total budget for this project must **include all eligible disbursements and contingencies**. Terms and timelines for payment will be negotiated in the contract for services.



## PROPOSAL RESPONSE GUIDELINES

- To ensure a proposal is considered for evaluation it should include all the information requested and be presented in the order described below.

### COVER LETTER

A covering letter, dated and signed by a person authorized to negotiate, make commitments, and provide any clarifications with respect to the proposal on behalf of the bidding consultant or firm. Provide a statement indicating your company's understanding of the proposed project and the deliverables required. Provide an indication of any proposed deviations or exceptions to the terms and conditions outlined in this RFP document.

### PROPOSED PROJECT PLAN

- A detailed proposed project plan, outlining how the specifications will be addressed, with timelines, that indicates the steps to be taken from start of the contract to completion. The project must be completed by March 31, 2023. The project must address the waste on the following lots, in order, Lot 210, Lot 98, and Lot 209.

### PROJECT RESOURCES

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## QUALIFICATIONS AND EXPERIENCE

### PROJECT TEAM

Identify the lead consultant and provide a breakdown of qualification for each member of the project team including:

Name;

Role;

Responsibility;

### RESUME SHOWING:

professional certifications; and

length and type of experience.

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## REFERENCES

Please supply two client references for your company or lead consultant, including the name and address of the reference and the name, title and phone number of the contact person. Describe how the services provided to these references are similar to the services proposed.

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## INNOVATION

Provide details of any possible innovative ideas, suggestions, improvements, recommendations, or opportunities for improvement that would enhance the project, processes or required outcomes indicated within this RFP.

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## COSTS AND CHARGES

Provide an all-inclusive, detailed (i.e., number of hours, rates by hour, unit prices, etc.) fixed cost quotation in Canadian funds for the project. Identify the expected costs and their allocation.

## SUBMISSION

As a potential supplier of these professional services, you are invited to submit a proposal to provide professional services in accordance with the terms, conditions, detailed in this document.

Hard copies of your proposal and a Microsoft Word version on a memory stick or compact disk indicating the RFP Reference # are to be forwarded to:

**Penticton Indian Band**

**Attention: Lisa Wilson, Director Policy and Planning**

**Email: [lwilson@pib.ca](mailto:lwilson@pib.ca)**

**841 Westhills Drive**

**Penticton BC, V2A 0E8**

## CLOSING DATE AND TIME:

**November 22, 2022, 5:00 p.m. PST**

Proposals received after the closing time may not be considered.

Facsimile proposals will not be accepted.



## REVIEW SCHEDULE

**RFP Release Date: November 8, 2022**

**Last Day for Written Questions: November 18, 2022**

**Closing Date: November 22, 2022**

**Tentative Review and Selection of Consultant: November 22, 2022 - November 25, 2022**

## INQUIRIES

Inquiries, interpretations, and questions regarding this RFP are to be directed to the Penticton Indian Band, in writing, at [lwilson@pib.ca](mailto:lwilson@pib.ca).

Written e-mail questions may be received up to November 18, 2022. Verbal questions may be asked at any time during regular business hours of the Penticton Indian Band, however verbal responses are not binding on either party.

## RFP PROCESS

Upon closing, PIB will review all proposals for completeness. Only completed proposals will be brought forward to the CAO for further consideration. Eligible proposals will be evaluated based on the response guidelines and financial competitiveness.

## PERIOD OF AGREEMENT

The term of any contractual agreement will be from the date of award up to March 31, 2023. All necessary planning documents must be provided in final form, approved by the PIB CAO and adopted for submission no later than December 1, 2022.

## TERMS AND CONDITIONS

1. The Penticton Indian Band (PIB) will not be responsible for any costs incurred by a consultant in preparing and submitting proposals and/or attending interviews. The PIB accepts no liability of any kind to a consultant prior to the signing of a contract.
2. Submission of a proposal shall not obligate, nor should it be construed as obligating the PIB to accept any such proposal or to proceed further with the project. The PIB may, in their sole discretion, elect not to proceed with the project, and may elect not to accept any or all proposals for any reason.
3. Consultants may amend or withdraw their proposals prior to the closing date and time specified in the RFP by way of written or faxed notice to the PIB CAO. After the closing date and time, proposals may not be withdrawn.

4. Proposals submitted shall be final and may not be altered by subsequent offerings, discussions, or commitments unless the consultant is requested to do so by the PIB.
5. The consultant must identify any information in its proposal that it considers to be confidential or proprietary.
6. There will not be a public opening. All proposals and accompanying documentation received under this competition will become the property of the PIB and will not be returned.
7. The PIB has reserved the right to waive minor non-compliance by a consultant with the requirements of the RFP. This will allow the PIB to consider and possibly accept any proposal which is advantageous even though the proposal may be non-compliant in some minor respect.
8. The PIB reserves the right to accept or reject, in whole or in part, any or all proposals.
9. The PIB reserves the right to cancel and/or re-issue this RFP at any time for any reason without penalty.
10. Prices quoted are to be held firm for a minimum of 12 days following the RFP closing date, and shall remain in effect through the duration of an agreement.
11. The consultant's proposal shall form part of the contractual agreement by attachment and will be incorporated by reference. Claims made in the proposal shall constitute contractual warranties. Any provision in the proposal may be included in the contractual agreement as direct provision thereof.
12. The successful consultant agrees to obtain and maintain all professional certifications and licenses necessary to lawfully provide the services required under this request for proposals.