



## **Penticton Indian Band**

841 Westhills Drive

Penticton, British Columbia

Canada V2A 0E8

Telephone: 250-493-0048 Fax: 250-493-2882

---

### **Request for Proposal**

**Penticton Indian Band (PIB) Indian Reserve (IR) No. 1 Appleton Waste clean-up project will involve 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.**

---

**RFP Reference Number: RFP 2022-11-08**

**Release Date: November 08, 2022**

**Closing Date: November 22, 2022**

## INTRODUCTION

The Penticton Indian Band Lands Department have targeted the abandoned Appleton Waste site for garbage 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 sort and remove illegally dumped waste from Lot 210, Lot 98, and Lot 209. All materials must be sorted into:

- Non-compostable (household type-waste, treated wood, hazardous building materials, potentially asbestos containing materials, tar roofing, drywall (no digital stamp date), materials too small to sort) to be taken to a local registered landfill;
- Recyclable (Metals, Plastics, Asphalt/ Concrete/ Cement, Clean Cardboard, and recyclable hazardous materials and wastes) to be taken to a local recycling facility for proper disposal; and
- Compostable (Organic materials, Clean wood waste, and weathered Paper/cardboard) to be shredded and left on site for above-ground, covered composting.

Assume a minimum manual sort rate of two (2) sorters per 2.0 metric tonnes in about two hours (industrial Construction and Demolition (C&D) separation plants can exceed sorting rates of 50 tonnes per hour).

The contractor shall:

- Ensure the health and safety of all workers at the work site, by following the Exposure Control Plan, Safe Work Procedures, and Controls for moderate exposure provided by PIB;
- Ensure that workers and supervisors are adequately instructed and trained in the hazards of asbestos exposure and controls used to protect themselves, their fellow workers, and the public;
- Keep written records of training (detailing who, what, and when);

- Establish and maintain an occupational health and safety policy and a procedure for incident investigations;
- Take immediate action when a worker or supervisor tells you about a potentially hazardous situation;
- Ensure that workers use appropriate PPE, disposable coveralls that resists penetration by asbestos dust such as Tyvek and covers the body and fits snugly at the neck, wrists, and ankles, covers the head (to prevent skin contact with asbestos contamination) and can be immediately repaired or replaced if torn, eye protection, gloves, lace-less boots, and ½ face respirator with P100 Filters;
- Maintain records of training and inspections;
- Ensure that copies of workers Respirator Fit Tests, the Exposure Control Plan, Safe Work Procedures, and Risk Assessment, Training Certificates, Hazardous Materials Report and Scope of Work are available at the work site;
- Ensure that the resources (for example, safe work procedures, worker training, and PPE) required to implement and maintain this exposure control plan are readily available where and when they are required; and
- Initiate immediate investigations into incidents.

All tipping fees will be paid by the Certificate of Possession Holder directly and receipts must be submitted as part of the contract to ensure for proof of proper garbage disposal and recycling.

## SPECIFICATIONS

This project will involve 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 is not to exceed \$400,000 **including 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.

A site map must be provided, indicating where materials will be sorted and composted.

### PROJECT RESOURCES

---

#### 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.

---

## 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.

---

## 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.

---

## 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.