



## **REQUEST FOR PROPOSAL (RFP)**

# **CURVE LAKE FIRST NATION WELL PERFORMANCE TESTING AND HYDROGEOLOGICAL AND QUALITY ANALYSIS**

CURVE LAKE FIRST NATION  
22 WINOOKEEDAA ROAD  
CURVE LAKE, ONTARIO K0L 1R0

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## **1. SUMMARY AND BACKGROUND**

Curve Lake First Nation is currently accepting proposals for Well Performance Testing and Hydrogeological and Quality Analysis.

The purpose of this Request for Proposal (RFP) is to solicit proposals from various individuals or organizations, conduct a fair and extensive evaluation based on criteria listed herein, and select the candidate who best represents the knowledge and experience needed to complete the task.

Curve Lake First Nation is located on a peninsula situated between Buckhorn Lake, Harrington Narrows and Chemong Lake. It is affiliated with the Union of Ontario Indians and is one of seven Williams Treaty First Nations.

The total registered population of Curve Lake First Nation is 2260. There are 777 members who live on reserve while 1483 live off of the reserve.

The Council is comprised of one (1) Chief and eight (8) Councilors.

First Nation operations are currently organized into five departments. These are Finance and Administration, Health and Family Services, Education, Economic Development and Public Works. Curve Lake First Nation employs approximately 80 full time employees and 25 short term contracts and sub-staff.

Several Council committees have been established to assist the operating departments. These include Finance, Health & Family Services, Education, Economic Development, Public Works, Housing, Lands and employee Health and Safety. Additional Council Committees include, Gaming Revenue Fund, Claims, Petroglyphs, Pow Wow, Recreation, Rights and Resources and Youth Council.

Curve Lake First Nation delivers a number of essential and non-essential programs and services to both member and non-member residents of the community.

## **2. PROPOSAL GUIDELINES**

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until 12 pm (noon) Monday, June 12, 2017. Any proposals received after this date and time will be returned to the sender.

If the individual or organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organizations being contracted.

All costs must be itemized to include an explanation of all fees and costs.

Contract terms and conditions will be negotiated upon selection of the winning bidder for this RFP. All contractual terms and conditions may be subject to review by Curve Lake First Nation legal department and will include scope, budget, schedule, and other necessary items pertaining to the project.

### **Proposal Inquiries**

All questions, requests for information, instructions or clarifications regarding any part of this proposal document must be set out in writing and directed to:

Showna Smoke, General Manager  
22 Winookeedaa Street  
Curve Lake First Nation, ON, K0L 1R0  
705-657-8045  
ShownaS@curvelake.ca

All questions related to this Request for Proposal (RFP) or any clarification with respect to this RFP must be made no later than 3 Business Days prior to the closing date of this RFP in order that staff may have sufficient time to respond. Curve Lake reserves the right to extend the deadline for questions, if required, regarding this RFP.

Written answers or clarifications to issues of substance shall be shared with all Proponents and shall be issued as part of the RFP in the form of an Addendum. This proposal document and all addendum(s), if any, shall also be posted on the First Nation's web-site.

### **Proposal Submissions and Closing Date**

The **closing date for proposals is set for Monday, June 12, 2017 at noon.** Only proposals that are mailed or emailed will be accepted. If packages are mailed, please send 3 copies of the proposal. Packages should be clearly marked **Well Performance Testing and Hydrogeological and Quality Analysis.**

Proposals should be submitted to the attention of:

Showna Smoke, General Manager  
22 Winookeedaa Street  
Curve Lake First Nation, ON, K0L 1R0  
705-657-8045  
ShownaS@curvelake.ca

## **3. PROJECT PURPOSE**

Curve Lake First Nation has been working toward improving their potable drinking water supply for decades and are wanting to confirm the ground water source due to the low ground water table in the area this past summer season.

Several investigations/studies have been completed to date to determine the raw water source for the proposed water treatment plant for Curve Lake First Nation. Through this process, it was determined that ground water was the preferred option. Four wells were selected based on their well performance tests and analysis during the previous investigations/studies. They are wells 2, 3, 7 & 10. Well # 10 is the only well indicated as GUDI. Based on the 2006 Aquifer Evaluation Report completed by Henderson Paddon & Associates Limited, the 20-year yield of the four selected wells is 795.6 L/min (175 IGPM). Henderson Paddon/Genivar completed the hydrogeological investigations and oversaw the initial development of these wells.

There have also been water quality concerns from wells within Curve Lake First Nation, due to high bacteria, iron, sodium, turbidity, nitrates as well as staining of fixtures, taste and odour.

The purpose of this project is to verify the well capacity and quality of wells 2, 3, 7 & 10, under the current low ground water situation, so an adequate raw water supply will be available for the proposed water treatment plant. A minimum of the 20-year capacity is required from these wells.

#### **4. PROJECT SCOPE**

4.1 Obtain the well records, travel to the site, inspect the area around the wells, uncap the wells and measure the depth to water and the total depth of the well. Check results against the well records to see if the well has silted in to any significant extent. A methane probe will be used to test the well head space for methane gas. The well casings will be inspected for any damage or corrosion.

4.2 Prepare a well performance testing plan for wells 2, 3, 7 & 10. This plan must be reviewed and approved by Curve Lake First Nation before any testing begins. Furthermore, all provincial and federal requirements must be met (i.e., permit to take water, discharge requirements, etc.).

4.3 The well production rates of all four wells will be measured by performing a pump test over a sufficient period to establish the flow rate at each well and evaluate the sufficient recharge capacities. Complete the well performance step tests and continuous test of a minimum of 24 hours and recovery monitoring of at least 90% recovery. This testing is to verify the long-term capacity of a Municipal Well system so due diligence is required. The well testing procedures and analysis is to be done in a manner that meet current Provincial and Federal requirements/guidelines and industry standards.

4.4 The water is to be sampled at various stages (minimum 8 and 24 hours of the well performance test), tested by an accredited laboratory, and compared to the provincial and federal water quality requirements/guidelines. Any concerns or exceedances are to be discussed. Major ions are to be tested, along with parameters such as turbidity, temperature, pH.

4.5 The discharge water from the pumping test will be properly directed from the pumping well in a down-hill direction at a sufficient distance from the pumping well. This will prevent re-circulation of the pumped water into the well or aquifer and will preserve both the pumping water level and the integrity of the pumping test.

4.6 If necessary, a teleconference may be held with Curve Lake First Nation to fill in any gaps in information or clarify the details of the work. Any maps or reports borrowed from Curve Lake First Nation are to be returned at the time of the final report and before final payment can be made.

4.7 Notify Curve Lake First Nation staff of any visits or assistance that is required during the testing process, along with any impacts that may result from the testing process (extra noise, traffic, individual well impacts, etc.). All negative impacts must include acceptable mitigation plans.

4.8 All information and calculations are to be provided in a final report. This report will become the intellectual property of Curve Lake First Nation.

4.9 The work should be completed within 4 weeks of the date of contract award.

4.10 The analysis and oversight of the project is to be completed by a qualified and Ontario-licensed hydrogeologist.

## **5. REQUEST FOR PROPOSAL AND PROJECT TIMELINE**

### **Request for Proposal Timeline:**

All proposals in response to this RFP are due no later than **12:00 pm (noon) EST Monday, June 12, 2017.**

The selection decision for the winning bidder will be made no later than June 16, 2017

Notifications to bidders who were not selected will be completed by June 20, 2017.

**Project Timeline:** Project must be completed by July 14, 2017.

## **6. BUDGET**

All proposals must include proposed costs to complete the tasks described in the project scope. Costs should be stated as one-time or non-recurring costs (NRC) or monthly recurring costs (MRC). Pricing should be listed for each of the following items in accordance with the format below:

Project Initiation and Planning	NRC	MRC
Research	NRC	MRC
Compilation of data/report	NRC	MRC
Presentation to Council	NRC	MRC

NOTE: All costs and fees must be clearly described in each proposal.

## **7. BIDDER QUALIFICATIONS**

Bidders should provide the following items as part of their proposal for consideration:

- Description of experience in research and report writing
- List of how many full time, part time, and contractor staff in your organization
- Examples of other reports completed
- Testimonials from past clients
- Anticipated resources you will assign to this project (total number, role, title, experience)
- Timeframe for completion of the project
- Project management methodology

## **8. PROPOSAL EVALUATION CRITERIA**

Curve Lake First Nation will evaluate all proposals based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all of the following criteria:

- Corporate Experience and Project Team Members.
- Methodology
- Schedule Once Approval is Given. (Gantt Chart)
- Costs (This is to be broken down into tasks including a manpower matrix)

## **9. PREPARATION OF SOLICITATION**

If a proposing company, individual, or subcontractor was involved in the preparation of the RFP solicitation that proposal is disqualified.

## **10. PRIVILEGE CLAUSES**

Curve Lake First Nation reserves its right:

- Not to award the contract;
- Not to award the contract necessarily to the lowest priced bidder, but rather to the best “value”;
- To conduct negotiations with one or more bidders in the event the negotiations with the first bidder are unsuccessful;
- To conduct a survey of potential bidders to obtain clarification of their proposals as part of the evaluation process;
- To cancel and reissue the RFP; and
- To extend any deadlines and amend the proposal process.

## **11. EXCLUSIONARY CLAUSES**

The proposal writer shall be liable for all costs associated with preparation and submission of the proposal up to the final award of the contract.

Curve Lake First Nation shall not be liable for any costs, expenses, loss or damage incurred, sustained or suffered by any bidder prior, or subsequent to, or by reason of the acceptance or the non-acceptance by CLFN of any proposal, or by reason of any delay in acceptance of a proposal, except as provided in the tender documents.