

THE CORPORATION OF THE MUNICIPALITY OF SIOUX LOOKOUT



SIOUX LOOKOUT
Hub of the North

Request for Quotation (RFQ)

No. Q019-2026

Project: Lagoon Dredging and Material Hauling

Procurement Type: Request for Quotation

Issue Date: June 8, 2026

Closing Date & Time: June 25, 2026 at 2:00 PM (CST)

June 2026

1. Invitation

The Corporation of the Municipality of Sioux Lookout is requesting quotations from qualified contractors for lagoon dredging and dewatered sludge excavation, hauling, and placement services at the Municipality's sludge lagoon.

The work includes two primary components:

1. Excavation, hauling, and placement of previously dewatered sludge material; and
2. Dredging of sludge material from the lagoon and placement of dredged material along the lagoon bank for dewatering.

The Municipality may award the work in whole or in part and may award the work to one or more contractors, at its sole discretion.

2. Background

The Municipality's sludge lagoon, located near the airport, was last dredged in 2021. At that time, approximately 1,500 cubic metres of sludge material was removed from the lagoon and placed along the lagoon bank to dewater.

The actual current quantity of dewatered material may be less than the original wet volume placed in 2021 due to dewatering and volume reduction over time. For estimating purposes, bidders may assume up to approximately 1,500 cubic metres of dewatered material may require excavation and hauling. The final payment quantity will be based on actual material removed, hauled, and placed, as verified by the Municipality.

Following removal of the dewatered material, the lagoon is to be dredged, and the newly dredged material is to be placed along the lagoon bank in a berm configuration for dewatering.

Refer to **Appendix A** for the lagoon location and **Appendix B** for the Hidden Lake Landfill location.

3. Scope of Work

The scope of work includes, but is not limited to, the following:

Part A – Dewatered Material Excavation, Hauling, and Placement

The Contractor shall:

- Excavate previously dewatered sludge material from the lagoon bank area;

- Load and haul the material to the Hidden Lake Landfill;
- Place the material at the Hidden Lake Landfill in the location and manner directed by landfill staff or the Municipality;
- Coordinate delivery timing with the Public Works Department and landfill operations;
- Maintain safe access and work areas throughout the project;
- the work in a manner that minimizes disturbance, odour, tracking of material, and disruption to municipal operations.

The approximate round trip distance between the lagoon and Hidden Lake Landfill is approximately 30 km. Bidders are responsible for confirming actual haul distances and site access conditions prior to submitting a quotation.

Payment for this component will be based on the actual quantity of dewatered material excavated, hauled, and placed, measured in cubic metres and verified by the Municipality.

Part B – Lagoon Dredging and Placement for Dewatering

Following removal of the dewatered material, the Contractor shall dredge the lagoon and place the dredged material along the lagoon bank in a berm configuration for dewatering.

The Contractor shall:

- Dredge sludge material from the lagoon;
- Place and shape dredged material along the bank in a stable berm configuration;
- Place material in the same general location as the material removed under Part A, unless otherwise directed by the Municipality;
- Provide equipment capable of reaching and removing material from the lagoon;
- Maintain the work area in a safe and orderly condition;
- Complete the dredging work continuously once commenced, except where delays are caused by weather, site conditions, municipal direction, or other conditions beyond the Contractor's reasonable control.

For estimating purposes, bidders may assume approximately 1,500 cubic metres of solids are to be dredged and placed for dewatering. Final payment will be based on actual quantity dredged and placed, as verified by the Municipality.

Given the width of the lagoon, bidders must identify the proposed excavator make/model and effective digging reach as part of the submission.

4. Contractor Review of Site

Bidders are responsible for reviewing site conditions, haul routes, access constraints, landfill delivery requirements, equipment requirements, and all other conditions that may affect the work.

Submission of a quotation shall be deemed confirmation that the bidder has reviewed the work requirements and is satisfied with the conditions affecting the work.

Bidders wishing to review the lagoon site, haul route, or landfill placement area shall coordinate access with the Public Works Department. No claim for additional compensation will be considered on the basis that the Contractor misunderstood site conditions, access constraints, haul distance, material condition, or landfill requirements.

5. Measurement and Payment

Payment shall be based on actual approved quantities completed under each work item.

The Municipality may verify quantities through drone survey, field measurement, load tracking, contractor records, or other methods deemed appropriate by the Municipality.

The Contractor shall provide all supporting information requested by the Municipality, including equipment used, dates of work, daily quantities, haul records, and work locations.

No additional payment will be made for mobilization, demobilization, fuel, labour, supervision, equipment, standby time, weekend work, landfill coordination, or incidental work unless specifically identified in the Bid Submission Form and accepted by the Municipality.

The Municipality's determination of approved quantities shall be used for payment purposes, subject to correction of demonstrated measurement or arithmetic errors.

6. Schedule

Bidders shall provide a proposed start date and estimated duration for completing each component of the work.

The Contractor shall not commence work until authorized by the Municipality.

Once work has commenced, the Municipality expects the work to proceed continuously until complete, subject only to weather delays, site conditions, municipal direction, or other reasonable circumstances.

The work shall be fully completed before freeze-up and, in any event, no later than October 31, 2026, unless otherwise approved in writing by the Municipality.

7. Quotation Requirements

The quoted prices shall include, but not be limited to:

- Labour;
- Equipment;
- Operators;

- Excavation;
- Dredging;
- Loading;
- Hauling;
- Placement and shaping of material;
- Mobilization and demobilization;
- Fuel;
- Supervision;
- Coordination with Public Works and landfill staff;
- Cleanup and site restoration;
- All other associated costs necessary to complete the work.

The Municipality is not obligated to accept the lowest or any quotation.

Bidders shall provide:

- Unit price per cubic metre for dewatered material excavation, hauling, and placement;
- Unit price per cubic metre for lagoon dredging and placement for dewatering;
- Hourly rates for equipment proposed to be used;
- Proposed start date;
- Estimated duration of work;
- Make and model of excavator proposed for dredging;
- Effective digging reach of excavator;
- Any assumptions, exclusions, or limitations.

8. Bid Submission Form

8.1 Contractor Information

Contractor Name: _____

Contact Name: _____

Address: _____

Phone: _____

Email: _____

8.2 Item 1 – Dewatered Material Excavation, Hauling, and Placement

Excavate dewatered sludge material from the lagoon area, haul to Hidden Lake Landfill, and place as directed by landfill staff or the Municipality.

Unit Price: \$ _____ / m³

*Estimated Quantity: 1,500 m³

Subtotal: \$ _____

8.3 Item 2 – Lagoon Dredging and Placement for Dewatering

Dredge sludge material from the lagoon and place/shape along the lagoon bank in a berm configuration for dewatering.

Unit Price: \$ _____ / m³

Estimated Quantity: 1,500 m³

Subtotal: \$ _____

**Estimated quantities are provided for bid comparison purposes only. Final payment will be based on actual approved quantities completed and verified by the Municipality.*

8.4 Equipment Information

Make and model of excavator proposed for dredging: _____

Effective digging reach:

_____ ft / m

(circle one)

Additional equipment proposed: _____

Hourly equipment rates, including operator:

Equipment: _____ Rate: \$ _____ / hour

Equipment: _____ Rate: \$ _____ / hour

Equipment: _____ Rate: \$ _____ / hour

8.5 Schedule

Proposed Start Date: _____

Estimated Duration for Part A: _____

Estimated Duration for Part B: _____

Estimated Total Duration: _____

8.6 Total Quotation

Subtotal – Item 1: \$_____

Subtotal – Item 2: \$_____

Total Before HST: \$_____

HST: \$_____

Grand Total: \$_____

9. Submission Instructions

Quotations shall be submitted electronically by email to:

Jeff Hawley

Public Works Manager

The Corporation of the Municipality of Sioux Lookout

Email: jhawley@siouxlookout.ca

Email subject line: **RFQ No. Q019-2026 – Lagoon Dredging and Material Hauling**

Quotations must be received no later than: **June 25, 2026, at 2:00 p.m. local time.**

Faxed or hand-delivered submissions will not be accepted.

10. Evaluation

Quotations will be reviewed based on:

- Total price;
- Unit rates;
- Equipment suitability and availability;
- Proposed schedule and ability to complete the work before freeze-up;
- Contractor experience and capability;

- Completeness of submission;
- Overall value to the Municipality.

11. Conditions

The Municipality is not obliged to accept to lowest or any quotation.

The Municipality reserves the right to:

- Accept or reject any or all quotations;
- Award the work in whole or in part;
- Award separate components of the work to one or more contractors;
- Adjust quantities as required;
- Waive minor irregularities;
- Request clarification from any bidder;
- Cancel, amend, or reissue this RFQ at any time.

The Municipality reserves the right to alter the volume of material requested for Part A, Part B, or both.

Quotations will be adjusted to correct arithmetic errors in extensions shown on the Bid Submission Form, and the corrected amount will be deemed to be the amount of the quotation.

Where specifications or requirements are listed, those specifications or requirements will not be altered when comparing quotations.

12. Contractor Responsibilities

The successful Contractor shall:

- Coordinate all work with the Public Works Department;
- Notify the Municipality prior to hauling material to the landfill;
- Complete the work in a safe, efficient, and professional manner;
- Provide properly trained and competent workers;
- Supply equipment suitable for the work;
- Comply with all applicable laws, regulations, and health and safety requirements;
- Maintain the work area in a safe condition;
- Prevent unnecessary tracking of material onto roads or municipal property;
- Repair any damage caused by the Contractor's operations, at no cost to the Municipality;
- Follow all reasonable directions from municipal staff.
- The Contractor shall be responsible for preventing spills, leakage, tracking, or release of sludge material during excavation, loading, hauling, placement, and equipment movement. Any spills, tracking, or material release caused by the Contractor's operations shall be cleaned up immediately at the Contractor's expense and to the satisfaction of the Municipality.

The Contractor should not expect the Municipality to incur additional costs due to weekend hauling or work completed outside normal landfill operating arrangements unless specifically approved in advance by the Municipality.

13. Insurance and WSIB

The successful Contractor may be required to provide proof of insurance and WSIB clearance prior to award or prior to commencing work.

The successful Contractor may be required to provide proof of Commercial General Liability Insurance of not less than \$2,000,000 with the Municipality named as an additional insured.

The Municipality reserves the right to withhold award or authorization to commence work until satisfactory documentation has been provided.

14. Questions and Inquiries

Questions regarding this quotation shall be directed to:

Jeff Hawley

Public Works Manager

The Corporation of the Municipality of Sioux Lookout

Phone: 807-737-1234 ext. 6001

Email: jhawley@siouxlookout.ca

Questions shall be submitted no later than June 22, 2026. Responses may be issued by addendum where required.

15. Contractor Acknowledgement

The undersigned has read and understands the requirements of this RFQ and is fully informed as to the nature of the work and the conditions relating to its performance.

Contractor Name: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

Appendix A



Appendix B

