



RM of Frenchman Butte No. 501

Request for Proposal

For Frenchman Butte Hamlet Waterline
Replacement

Rural Municipality of Frenchman Butte No. 501

Release Date: Jan 28, 2025

Closing Date: Feb 24, 2025

Closing Time: 2:00 p.m., Local Saskatchewan Time





1.0 INTRODUCTION

The Rural Municipality of Frenchman Butte No. 501 is seeking proposals from qualified engineering firms to provide professional services for the replacement of aging waterlines in the Hamlet of Frenchman Butte. This project aims to address persistent issues with leaks and breaks, improve system reliability, and support future growth while implementing a more efficient and maintainable design.

The scope of this RFP includes three distinct phases:

1. Design Phase: Assessment of the existing system and preparation of detailed designs and specifications, including the feasibility of the Hamlet's proposed redesign.
2. Tender Phase: Preparation of tender documents, bid evaluation, and contractor selection assistance.
3. Construction Management Phase: On-site supervision, quality assurance, and final project closeout services.

Firms are invited to submit proposals for all our selected phases. Separate cost estimates are required for each phase, allowing the RM to evaluate and select services based on project priorities and budget considerations.

This RFP is an opportunity for engineering firms to demonstrate their expertise in designing and managing waterline replacement projects that incorporate innovative solutions to address challenges and improve infrastructure longevity.

2.0 SCHEDULE OF EVENTS

If it becomes necessary to revise any other part of this RFP, exclusive of the foregoing schedule of events, those revisions will be posted on sasktenders.ca.

	Date
RFP Release Date:	Jan 28, 2025
RFP Closing Date and Time:	Feb 24, 2025 2:00 p.m., Local Saskatchewan Time
Tentative Evaluation Completion:	Feb 25, 2025
Tentative Firm Selection	Feb 26, 2025

3.0 PROPOSAL SUBMISSIONS

Forward completed proposal documents by email or in a sealed envelope to:

Aaron Neilly

Infrastructure Manager, by 2:00 p.m. local Saskatchewan time, Feb 24, 2025

Mailing address:

R.M. of Frenchman Butte No. 501
Box 180



RM of Frenchman Butte No. 501

Paradise Hill, SK
S0M 2G0

Email: rm501cet@sasktel.net

Courier Address:

Junction of Highway 3 and Highway 21 North, Paradise Hill, SK

Legal Address:

Part SW-11-53-24-W3

The office hours are: 8:00 a.m. to 4:30 p.m., Local Saskatchewan Time, Monday to Friday, excluding statutory holidays.

Proposals received after the closing time will not be considered and will be returned.

4.0 CONTACT INFORMATION

For questions or further information regarding this RFP, please contact:

Primary Contact:

Aaron Neilly
Infrastructure Manager
RM of Frenchman Butte No. 501
Phone: (306) 344-2034
Email: rm501cet@sasktel.net

Additional Contact for Waterline-Specific Inquiries:

Josh Evans
Hamlet Board Chairman
Phone: (306) 307-0670

5.0 PROJECT BACKGROUND

The Hamlet of Frenchman Butte is embarking on a project to replace its aging waterline system to address persistent issues, improve system reliability, and support future growth. The existing waterline infrastructure includes:

- Plant to Manhole: 6" Cast Iron (circa 1930s).
- Manhole Onwards: 2" PVC (~1962).
- Pump Details: The system operates with Sta-Rite DMC-2-200 Pentair Pumps, maintaining water pressure at 70 PSI and meeting a daily demand of 5,000 gallons.
- System Overview:
 - Approximately 2,000m of existing waterlines, including 6" and 2" mains, with 1" service lines branching to individual properties.
 - 24 service connections (out of 33 total) are included in this upgrade.
 - The water source is a well located northeast of the treatment plant.



- The water treatment plant includes a 20,000-gallon storage tank.

The Hamlet has experienced frequent leaks and breaks downstream of the manhole, underscoring the need for an upgraded system. To address these challenges, the Hamlet is pursuing a redesigned waterline system. The proposed plan includes:

- Installing approximately eight (8) manholes to serve as central hubs for branching 1" service lines to nearby homes, replacing the current setup where individual lines directly T off the mainline.
- Centralized valves within the manholes to improve line isolation and simplify maintenance.
- Eliminating curb stops in favor of the centralized valve system.

This design concept aims to increase system durability, simplify future repairs, and reduce waterline disruptions. To assist engineering firms in understanding the current infrastructure and proposed improvements, the following drawings are attached:

1. A drawing showing the approximate locations of the existing waterlines.
2. A drawing outlining the proposed design concept with manholes and branching service lines.

6.0 SCOPE

Engineering firms are invited to propose services for the following scope:

6.1 Design Phase:

6.1.1 System Assessment:

- Conduct a detailed evaluation of the current infrastructure, including approximately 2,000m of existing waterlines, pumps, valves, and pressure management systems.
- Review and validate the attached drawings showing the current waterline locations and Hamlet's proposed design concept.

6.1.2 Feasibility Study:

- Assess the feasibility of the proposed design, which includes installing approximately eight (8) manholes as central hubs for branching 1" service lines.
- Evaluate the benefits of the proposed system for improving isolation, reducing leaks, and eliminating curb stops.
- Identify potential technical challenges, cost implications, and alternative solutions if the proposed design cannot be fully implemented.

6.1.3 Detailed Design Development:



- Prepare detailed engineering designs and specifications, incorporating the proposed manhole hub concept if feasible.
- Specify the placement and configuration of manholes, valves, and service line connections.
- Ensure compliance with relevant regulatory, environmental, and safety standards.

6.1.4 Cost and Schedule Estimation:

- Provide a detailed cost estimate for the project, including design, materials, and construction.
- Develop a proposed project timeline, including milestones for design approval, tendering, and construction.

5.2 Tender Phase

6.1.5 Preparation of Tender Documents:

- Develop comprehensive tender documents, including technical specifications, bid forms, and instructions for bidders.

6.1.6 Tender Assistance:

- Assist the RM in advertising the tender and responding to bidder inquiries.
- Evaluate submitted bids and provide recommendations for contractor selection.

5.2 Construction Management Phase

6.1.7 Preparation of Tender Documents:

- Develop comprehensive tender documents, including technical specifications, bid forms, and instructions for bidders.

6.1.8 Tender Assistance:

- Assist the RM in advertising the tender and responding to bidder inquiries.
- Evaluate submitted bids and provide recommendations for contractor selection.

7.0 DELIVERABLES

The selected engineering firm will be required to provide the following:

7.1 Design Phase Deliverables

7.1.1 Assessment Report:



- Detailed evaluation of the existing waterline system, including current infrastructure, condition assessment, and feasibility analysis of the proposed design concept.
- Recommendations for optimizing the system to meet Hamlet's goals of improved isolation, reduced leaks, and eliminating curb stops.

7.1.2 Proposed Design Plans:

- Detailed engineering drawings and specifications incorporating the proposed manhole hub concept, or alternative solutions if the concept is deemed infeasible.
- Clear identification of manhole locations, branching service lines, and valve configurations.

7.1.3 Cost Estimates:

- Comprehensive cost estimate for the replacement project, including design, materials, and construction costs.
- Breakdown of costs associated with the proposed design concept versus alternative designs (if applicable).

7.1.4 Project Timeline:

- Detailed schedule outlining milestones for design approval, tendering, and construction phases.

7.2 Tender Phase Deliverables

7.2.1 Tender Documentation:

- Preparation of tender documents, including technical specifications, bid forms, and evaluation criteria.

7.2.2 Bid Evaluation Report:

- Analysis of bids received, with recommendations for contractor selection.

7.3 Construction Management Phase Deliverables

7.3.1 Construction Progress Reports:

- Regular updates documenting the progress, inspections, and any issues encountered during construction.

7.3.2 Final Inspection Report:

- Documentation of final inspections, including confirmation of compliance with design specifications and regulatory requirements.

7.3.3 As-Built Drawings:

- Updated drawings reflecting the completed system, including any deviations from the original design.



8.0 SUBMISSION REQUIREMENTS

Proposals must include:

8.1 Cover Letter:

- A brief introduction to the firm, including its understanding of the project and why it is suited to undertake the work.

8.2 Company Profile and Relevant Experience:

- A summary of the firm's history, expertise, and past projects similar in scope, including references from at least two recent projects.

8.3 Resumes of Key Personnel:

- Details of the project team, including their roles, qualifications, and experience with similar projects.

8.4 Proposed Methodology and Timeline:

- A detailed explanation of the approach to be taken for each phase of the project (design, tender, and construction management).
- A project timeline with clear milestones and deliverables.

8.5 Separate Cost Estimates for Each Phase:

- Design Phase: Provide a detailed breakdown of fees and expenses associated with system assessment, feasibility analysis, and preparation of designs and specifications.
- Tender Phase: Include costs for preparing tender documents, bid evaluation, and contractor selection.
- Construction Management Phase: Outline fees for on-site supervision, inspections, and project closeout services.
- Firms must provide quotes for individual phases to allow flexibility in the RM's decision-making process.

8.6 Additional Recommendations:

- Suggestions or value-added services that could enhance the project's success or reduce costs.

8.7 References:

- Contact details for at least two references from similar projects completed within the last five years.



9.0 EVALUATION CRITERIA

Proposals will be evaluated based on:

9.1 Relevant Experience and Qualifications (25%)

- Demonstrated experience with similar waterline replacement projects, including innovative solutions for system isolation, centralized valve systems, or similar improvements.
- Qualifications and expertise of the proposed project team.

9.2 Understanding of the Project Scope (20%)

- Clear comprehension of the existing system's challenges and the Hamlet's proposed design concept.
- Assessment of potential obstacles and how the firm plans to address them.

9.3 Proposed Methodology and Approach (20%)

- Detailed approach to the design, tendering, and construction management phases.
- Feasibility and practicality of the firm's proposed solutions, including any value-added recommendations.

9.4 Cost and Fee Structure (20%)

- Separate cost estimates for each phase of the project (design, tender, and construction management).
- Overall cost-effectiveness, including alignment with the RM's budget considerations.

9.5 Timeline and Project Schedule (10%)

- Realistic timeline with clear milestones and deliverables for each phase.
- Demonstrated ability to meet deadlines and adapt to unforeseen challenges.

9.6 References and Past Performance (5%)

- Feedback from references on similar projects completed within the last five years.
- Proven track record of delivering high-quality work on time and within budget.

10.0 ADDITIONAL INFORMATION

10.1 Drawings and Supporting Documentation:

- A drawing showing the approximate locations of the existing waterlines is attached.



- A drawing outlining the Hamlet's proposed design concept, including the placement of manholes and branching service lines, is also attached.

10.2 Site Conditions:

- The soil in the Hamlet varies by location and includes sand, clay, and rock.
- The project involves relocating the main waterline off private property to improve accessibility and compliance.

10.3 Coordination with Utilities:

- The project will require coordination with existing utilities, including power, gas, and phone lines, to ensure proper integration and minimize disruptions.

10.4 Access and Work Conditions:

- Access to the project site will be facilitated by the RM.
- Efforts should be made to minimize disruptions to residents during construction.

10.5 Communication:

- Proponents are encouraged to ask questions and seek clarifications before the proposal deadline. Contact information for inquiries is provided in this RFP.
- Regular communication and updates will be required during the project, particularly during construction management (if applicable).

10.6 Regulatory Requirements:

- All designs must comply with relevant provincial and federal regulations, including those related to water safety and environmental protection.

11.0 ADDITIONAL TERMS AND CONDITIONS

11.1 Costs and Liability:

- The RM of Frenchman Butte No. 501 will not be responsible for any costs incurred by a proponent in preparing and submitting a proposal.
- Submission of a proposal does not obligate the RM to accept any proposal or proceed further with the project.

11.2 Acceptance and Rejection of Proposals:

- The RM reserves the right to accept or reject any or all proposals, in whole or in part, for any reason and without penalty.
- The RM may, at its sole discretion, elect not to proceed with any phase of the project.



11.3 Proposal Amendments and Withdrawal:

- Proponents may amend or withdraw their proposals prior to the closing date and time by providing written notice to the RM.
- After the closing date and time, proposals are considered final and may not be altered, except as requested by the RM during the evaluation process.

11.4 Contract Award:

- The RM reserves the right to negotiate terms, conditions, and fees with the selected proponent.
- A final contract will be executed once all terms and conditions have been agreed upon.

11.5 Confidentiality:

- All information provided in the RFP process, including proposals submitted, will be treated as confidential.
- Proponents must not disclose any details of their proposals to third parties without prior written consent from the RM.

11.6 Intellectual Property:

- All designs, plans, and documents prepared by the successful proponent as part of this project will become the property of the RM upon completion of the project and full payment for services rendered.

11.7 Regulatory Compliance:

- The successful proponent is responsible for ensuring compliance with all applicable municipal, provincial, and federal laws, regulations, and standards.

11.8 Right to Cancel or Modify the RFP:

- The RM reserves the right to cancel or re-issue this RFP at any time for any reason without penalty or obligation.
- The RM may issue an addenda to modify or clarify this RFP. Proponents are responsible for reviewing any addenda issued before submitting their proposals.

Frenchman Butte Hamlet Existing Water Lines

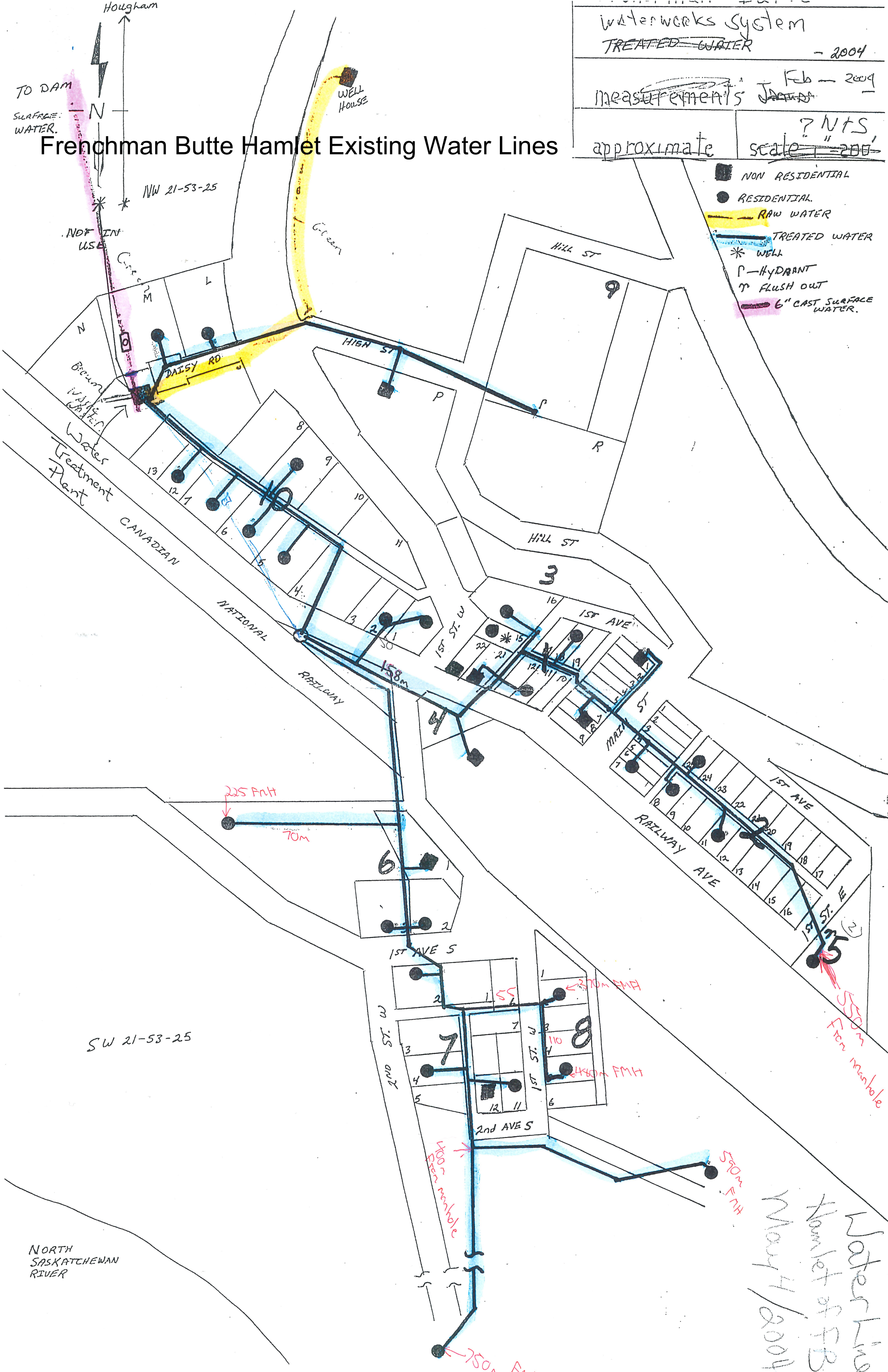
Waterworks System
TREATED WATER

- 2004

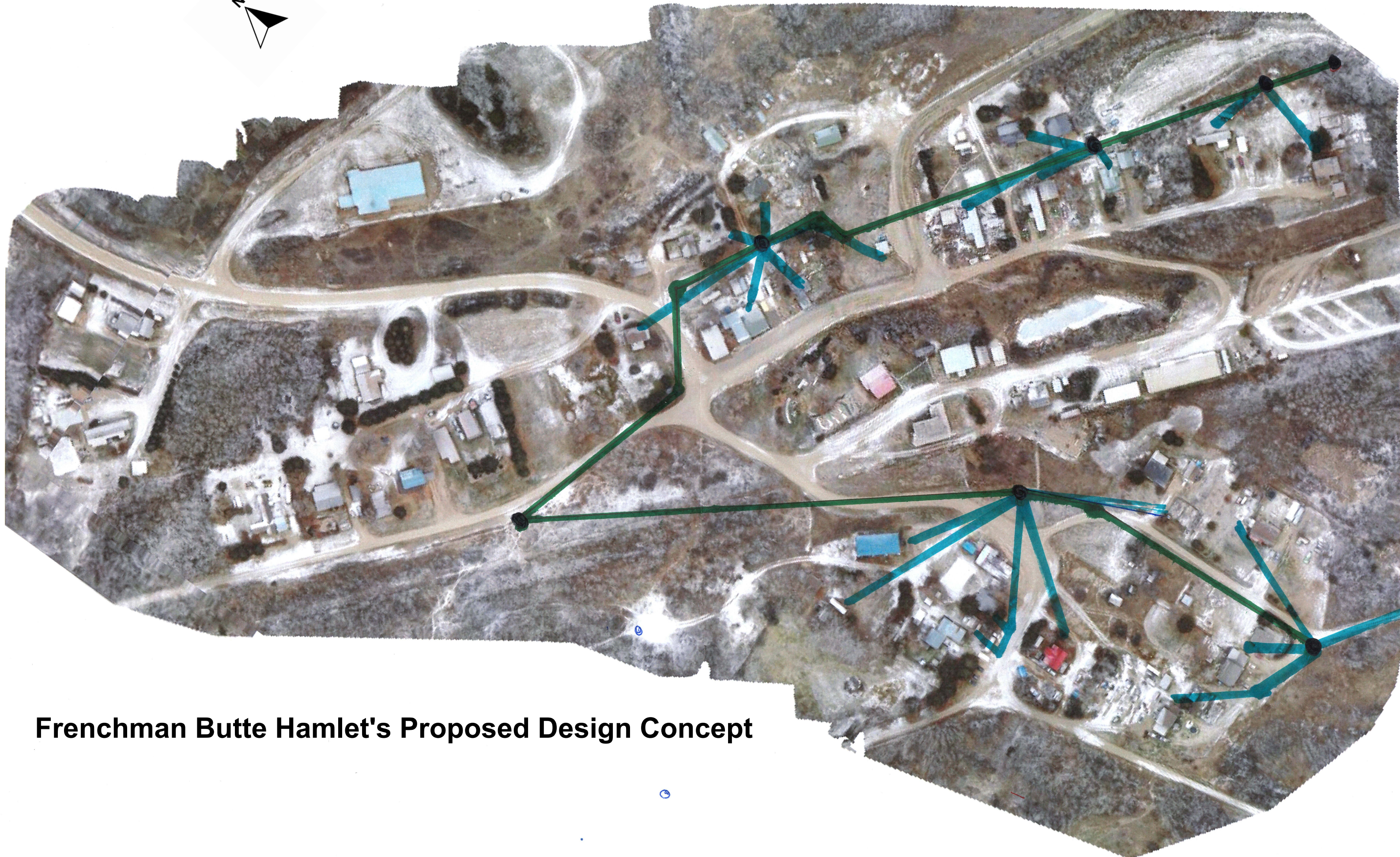
measurements JAN 2009

approximate scale 1" = 200'

- NON RESIDENTIAL
- RESIDENTIAL
- RAW WATER
- TREATED WATER
- * WELL
- P - HYDRANT
- ∇ FLUSH OUT
- 6" CAST SURFACE WATER



Master List
Hamlet of 400
March 7/2009



Frenchman Butte Hamlet's Proposed Design Concept