



REQUEST FOR PROPOSALS

Solid Waste Management Facility Assessment

Town of Snow Lake

P.O. Box 40, Snow Lake, MB R0B 1M0

Issue Date: June 10, 2026

Closing Date: July 10, 2026 at 4:30 p.m. Central Daylight Time

Contact: Alexander Fisher, CAO | snowlake@mymts.net

1.0 Background

The Town of Snow Lake operates a Class 2 Waste Disposal Ground (Permit No. 18931 P2) east of the community at NW 9-68-17 WPM. The Facility was last formally assessed in 2013. Since that time, the Waste Management Facilities Regulation (MR 111/2016) has come into force and the existing operating permit has been reissued. The Town is seeking proposals from qualified engineering firms to carry out an updated assessment.

2.0 Scope of Work

The successful proponent will be required to, at minimum:

- Review available background information, the existing permit, and current provincial regulatory requirements.
- Conduct a site inspection and staff interviews to document current Facility conditions and operations.
- Prepare waste generation projections and estimate remaining site life.
- Identify waste diversion opportunities at a conceptual level.
- Develop a conceptual landfill closure geometry.
- Develop a Facility monitoring plan for groundwater, surface water, and leachate.

- Prepare a standalone Assessment Report with recommendations and updated cost estimates.

3.0 Proposal Requirements

Submissions shall include:

- A brief firm profile and statement of relevant qualifications and experience.
- Identification of key project personnel, including the proposed Project Manager.
- A description of the proposed approach to the work.
- A project schedule.
- A fixed-fee proposal broken down by task, with disbursements shown separately, exclusive of GST. Hourly rates for out-of-scope work should also be provided.

4.0 Submission Instructions

Proposals must be submitted in PDF format by email to:

Alexander Fisher, Chief Administrative Officer

Town of Snow Lake | snowlake@mymts.net

Subject line: "RFP Solid Waste Management Facility Assessment"

Proposals must be received by the closing date and time noted on the cover page. Late submissions will not be considered.

Proposals shall remain valid for 60 days from the closing date.

5.0 General Conditions

- This RFP does not constitute a commitment to award. The Town reserves the right to accept or reject any or all proposals without incurring liability.
- Proponents are responsible for all costs of proposal preparation.
- Any actual, potential, or perceived conflict of interest must be disclosed.
- Submissions are subject to The Freedom of Information and Protection of Privacy Act (FIPPA) of Manitoba.