Wasoqopa'q First Nation

Request for Tender

Yarmouth Reserve

Snow Removal

RFT-2025-05

1.0 Introduction

This RFT is issued under the authority of the Wasoqopa'q First Nation seeking proposals from experienced and qualified persons(s) to perform snow removal on the various reserves located within the Wasoqopa'q First Nation Reserves. If selected to provide the services agreed upon, the proponent will be given an agreed upon location and map of where the services will be provided and subsequently paid. (These tender addresses all reserves and responsibility will be given to specific proponents based on the geographic location)

2.0 Terms:

2.1 Definitions

RFT: Request for Tender

Proponent: Any person(s) that submits or intends on submitting a proposal to the Wasoqopa'q First Nation for consideration of acceptance in the particular project.

2.2 Acceptance of the terms of the contract

All terms and conditions of the contract are laid out in this document. It is assumed that the contract is accepted by the proponent and incorporated into the proposal as a result in the proponent responding to this RFT.

2.3 RFT Amendments

Wasoqopa'q First Nation reserves the right to amend or supplement this RFT, giving equal information and cooperation by way of issued addendum to all proponents as a result of such an amendment.

2.4 Rejection of Proposal

Wasoqopa'q First Nation reserves the right to reject or accept any or all proposals submitted for this RFT.

2.5 Proponent Costs

All costs incurred prior to acceptance of the proposal and written agreement as to solely be incurred by the proponent including preparation of the proposal to Wasoqopa'q First Nation for this RFT.

2.6 Contract cancellation

A contract entered into with the successful proponent may be cancelled for, but not limited to the following reasons:

Defaults in the observance and compliance of any of the conditions set forth in the contract or specifications of the RFT including Scope of Work: or has become insolvent.

2.7 Validity Period

Proposals must be open for acceptance of 14 days after the closing date. Upon acceptance, prices quoted within the proposal submitted by the proponent must be firm for the entire contract period unless otherwise specified and agreed to with the Band Manager.

3.0 Submissions of Proposals

Proposals must be submitted to the Band Manager no later than 5.00 pm on October 31st , 2025.

Proposals must be submitted to

Executive Director- Julian O'Connell
Wasoqopa'q First Nation
10526 Hwy 3 Yarmouth, N.S. B5A-5J7
Or email proposal to joconnell@wasoqopaq.ca
Any proposals received after this date will be rejected.

4.0 Scope of Work

- The proponent agrees to provide all labor, materials, equipment and supplies to provide Snow removal on the Wasoqopa'q First Nation Reserve of Yarmouth

Any proponents requiring assistance with the application may contact the Band manager directly to provide guidance in the application process.

Description of Services- All main roads on the reserve of Yarmouth
Clearing of Snow at the following Locations and shoveling access from the home to the driveway
Driveways at the locations below

- **Residence of Doris Bartlett-** 19 Robinson Rd
- **Residence of Carol Daurie –** 9 Bartlett Lane
- **Residence of Mary Pitman** – 46 Burbine Street
- **Residence of Bernard Pictou –** 18 Luxey Lane
- **Residence of Norman Roache-** 26 Ash Drive
- **Residence of Jim Thibeau –** 5 Bartlett Lane
- **Residence of Marla Dulong-**3 Bartlett Lane
- **Residence of Martha Falls** – 43 Robinson Rd
- **Residence of Tom Burbine** – 17 Burbine Street
- **Residence of Hubert Jarvis –** 158 Robinson Road
- **Residence of Elaine Cottreau –** 4 Bartlett Lane
- **Residence of Anna Decoursey –** 6 Bartlett Lane
- **Residence of Rose Francis** -28 Luxey Lane Ext
- **Residence of Donna Roache** – 10 Bartlett Lane
- **Residence of Charlene Daurie–** 20 Ash Drive
- **Residence of Lorraine Usher -**21 Pictou Drive
- **Residence of Marilyn Francis** – 21 Charles Ave
- **Residence of Deborah Robinson-**35 Robinson Rd
- **Residence of Dan Falls –** 25 Pictou Drive
- **Seniors Complex walkway clearing**
- **Parking lot surrounding the Winners World gas station including out back connecting to the hotel**
  - **NOTE the business is operated 24/7 and as such snow in large snow events should be cleared as they occur**
- **Parking Lot surrounding the Bingo hall**
- **Parking Lot for Health Center and Administration building**
- **Parking lot and entrance to the Rose Purdy community center**
- **Parking lot and entrance to the AFN Youth Center**
- **Entrance to fishing compound and front of fish shack and freezer unit**

- **Entrance to Carpenters Building**
- **Hotel parking lot and sidewalks**

Description of Equipment

Road clearing must be accomplished through the use of commercial road clearing equipment. The proponent must provide a detailed list of all equipment that will be utilized for road clearing / salting procedures. Information on the size, year and capabilities of the equipment must be provided for all commercial equipment

Cleaning of driveways can be completed by truck and plow. Details on the year / model of the vehicle must be provided by the proponent in the RFP response.

The proponent must provide a copy of the detailed snow log that will be used to summarize the operator, equipment being used, hours of operation and what areas were cleaning. Extenuating circumstances should be documented in case of high snow falls or issues with parked vehicle etc.

All other requests are required to be approved by the Executive Director for payment to be committed.

Liability / Insurance

Commercial businesses operating commercial snow removal equipment must carry commercial liability insurance and must provide the same upon acceptance of the contract.

5.0 Price Schedule

Pricing will be based on the completion of each deliverable as set out in the below noted table Billing must be forwarded to the Finance Department in Yarmouth electronically. There will be four milestone payments for services rendered.

December 4th, 2025- 25% of total approved contract
January 8th, 2026- 25% of total approved contract
February 12th, 2026- 25% of total approved contract
March 26th, 2026- 25% of total approved contract

Evaluation Criteria
Proponents will be evaluated on both previous experience and pricing. The response to this RFT will be considered an offer to contract. The following process will be followed:
The proposal accepted will be documented and a "Notice of Award" will be forwarded to the successful proponent

Final negotiations on the approved contract will be conducted and additions / omissions will be added to the original contract and signed by the proponent and the executive director.

A Start date will be approved and notifications forwarded to appropriate agencies with the contact name and number of the successful proponent

The contract when duly executed shall represent the entire agreement between all parties.
Final Approval
Executive Director:_____ Date _____

Proponent:_____ Date_____