



Sunshine Coast Regional District

Request for Proposal

Number: 2535004

for

Environmental Monitoring Services for Sechelt Landfill and Pender Harbour Transfer Station

Issue Date:

January 9, 2026

Closing Date of

February 11, 2026 at 3:00 PM local time

OPTIONAL SITE MEETING: A site meeting will be held on January 22, 2026 at 11:30 am local time at enter 4901 Dusty Road, Sechelt BC. Proponents need to RSVP by January 21, 2026 to purchasing@scrd.ca if no RSVPs are received the site meeting may be cancelled.

CONTACT: All enquiries related to this Request for Proposal, including any requests for information and clarification, are to be submitted by January 26, 2026 and directed, in writing, to purchasing@scrd.ca, who will respond if time permits with a Q&A on BCBid by February 2, 2026. Information obtained from any other source is not official and should not be relied upon. Enquiries and any responses providing new information will be recorded and posted to BC Bid or otherwise distributed to prospective Proponents.

DELIVERY OF PROPOSALS: Proposals must be in English and must be submitted using one of the submission methods below, and must either (1) include a copy of this cover page that is signed by an authorized representative of the Proponent or (2) be submitted by using the e-bidding key on BC Bid (if applicable), in accordance with the requirements set out in the RFP.

BC Bid Electronic Submission: Proponents may submit an electronic proposal using BC Bid. Proposals must be submitted in accordance with the BC Bid requirements and e-bidding key requirements (found at <https://www.bcbid.gov.bc.ca/>). Only pre-authorized electronic bidders registered on the BC Bid system can submit an electronic proposal using the BC Bid system. Use of an e-bidding key is effective as a signature.

OR

Email Submission: Proponents may submit an electronic proposal by email. Proposals submitted by email should be submitted to submissions@scrd.ca in accordance with the instructions at Section 1.3 of the General Terms and Conditions of this RFP.

OR

Hard Copy Submission: Proponents must submit **ONE (1)** hard-copies and **ONE (1)** electronic copy on a USB Drive of the proposal. Proposals submitted by hard copy must be submitted by hand or courier to:

**Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V7Z 0A8**

Regardless of submission method, proposals must be received before Closing Time to be considered.

CONFIRMATION OF PROPONENT'S INTENT TO BE BOUND:

The enclosed proposal is submitted in response to the referenced Request for Proposal, including any Addenda. By submitting a proposal the Proponent agrees to all of the terms and conditions of the RFP including the following:

- The Proponent has carefully read and examined the entire Request for Proposal;
- The Proponent has conducted such other investigations as were prudent and reasonable in preparing the proposal; and
- The Proponent agrees to be bound by the statements and representations made in its proposal.

PROONENT NAME (please print): _____

NAME OF AUTHORIZED REPRESENTATIVE (please print): _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

DATE: _____

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1. GENERAL TERMS & CONDITIONS

1.1 DEFINITIONS

Throughout this Request for Proposal, the following definitions apply:

"Addenda" means all additional information regarding this RFP, including amendments to the RFP;

"BC Bid" means the BC Bid website located at <https://www.bcbid.gov.bc.ca/> ;

"Closing Location" includes the location or email address for submissions indicated on the cover page of this RFP, or BC Bid, as applicable;

"Closing Time" means the closing time and date for this RFP as set out on the cover page of this RFP;

"Contract" means the written agreement resulting from the RFP executed by the Regional District and the successful Proponent;

"Contractor" means the successful Proponent to the RFP who enters into a Contract with the Regional District;

"Must", or **"mandatory"** means a requirement that must be met in order for a proposal to receive consideration;

"Proponent" means a person or entity (excluding its parent, subsidiaries or other affiliates) with the legal capacity to contract, that submits a proposal in response to the RFP;

"Proposal" means a written response to the RFP that is submitted by a Proponent;

"Request for Proposals" or **"RFP"** means the solicitation described in this document, including any attached or referenced appendices, schedules or exhibits and as may be modified in writing from time to time by the Regional District by Addenda; and

"Should", **"may"** or **"weighted"** means a requirement having a significant degree of importance to the objectives of the Request for Proposals.

"SCRD", **"Regional District"**, **"Organization"**, **"we"**, **"us"**, and **"our"** mean Sunshine Coast Regional District.

1.2 FORM OF PROPOSAL

This Proposal must be completed in its entirety. Failure to properly complete this Proposal form may cause your Proposal to be rejected. The signing officer must initial all corrections. The Sunshine Coast Regional District (Regional District) reserves the right to permit a correction, clarification or amendment to the Proposal or to correct minor errors and irregularities.

1.3 SUBMISSION OF PROPOSAL

- a) Proposals must be submitted before Closing Time to the Closing Location using one of the submission methods set out on the cover page of this RFP. Proposals must not be sent by fax. The Proponent is solely responsible for ensuring that, regardless of submission method selected, the Regional District receives a complete Proposal, including all attachments or enclosures, before the Closing Time.
- b) For electronic submissions (BC Bid or email), the following applies:
 - (i) The Proponent is solely responsible for ensuring that the complete electronic Proposal, including all attachments, is received before Closing Time;
 - (ii) The Regional District limits the maximum size of any single email message to 20MB or less.
 - (iii) Proponents should endeavour to submit emailed proposal submissions in a single message and avoid sending multiple email submissions for the same opportunity. If an electronic submission exceeds the applicable maximum single message size, the Proponent may make multiple submissions (BC Bid upload or multiple emails for the same opportunity). Proponents should identify the order and number of emails making up the email proposal submission (e.g. "email 1 of 3, email 2 of 3...");
 - (iv) For email proposal submissions sent through multiple emails, the Regional District reserves the right to seek clarification or reject the proposal if the Regional District is unable to determine what documents constitute the complete proposal;
 - (v) Attachments must not be compressed or encrypted, must not contain viruses or malware, must not be corrupted, and must be able to be opened using commonly available software (e.g. Adobe Acrobat). Proponents submitting by electronic submission are solely responsible for ensuring that any emails or attachments are not corrupted. The Regional District has no obligation to attempt to remedy any message or attachment that is received corrupted or cannot be viewed. The Regional District may reject proposals that are compressed encrypted, cannot be opened or

- that contain viruses or malware or corrupted attachments.
- c) For BC Bid e-submissions only pre-authorized e-bidders registered on BC Bid can submit electronic bids on BC Bid. BC Bid is a subscription service and the registration process may take two business days to complete. If using this submission method, Proponents should refer to the BC Bid website or contact BC Bid Helpdesk at 250-387-7301 for more information. An electronic proposal submitted on BC Bid must be submitted using the e-bidding key of an authorized representative of the Proponent. Using the e-bidding key of a subcontractor is not acceptable.
 - d) For email proposal submissions, including any notices of amendment or withdrawal referred to in Section 1.6, the subject line of the email and any attachment should be clearly marked with the name of the Proponent, the RFP number and the project or program title.
 - e) The Regional District strongly encourages Proponents using electronic submissions to submit proposals with sufficient time to complete the upload and transmission of the complete proposal and any attachments before Closing Time.
 - f) The Proponent bears all risk associated with delivering its Proposal by electronic submission, including but not limited to delays in transmission between the Proponent's computer and the Regional District Electronic Mail System or BC Bid.
 - g) While the Regional District may allow for email proposal submissions, the Proponent acknowledges that email transmissions are inherently unreliable. The Proponent is solely responsible for ensuring that its complete email proposal submission and all attachments have been received before Closing Time. If the Regional District Electronic Mail System rejects an email proposal submission for any reason, and the Proponent does not successfully resubmit its proposal by the same or other permitted submission method before Closing Time, the Proponent will not be permitted to resubmit its proposal after Closing Time. The Proponent is strongly advised to contact the Regional District Contact immediately to arrange for an alternative submission method if:

- (i) the Proponent's email proposal submission is rejected by the Regional District Electronic Mail System; or

- (ii) the Proponent does not receive an automated response email from the Regional District confirming receipt of each and every message transmitted, within a half hour of transmission by the Proponent.

An alternate submission method may be made available, at the Regional District's discretion, immediately to arrange for an alternative submission method, and it is the Proponent's sole responsibility for ensuring that a complete proposal (and all attachments) submitted using an approved alternate submission method is received by the Regional District before the Closing Time. The Regional District makes no guarantee that an alternative submission method will be available or that the method available will ensure that a Proponent's proposal is received before Closing Time.

1.4 SIGNATURE REQUIRED

Proposals must be properly signed by an officer, employee or agent having authority to bind the Proponent by that signature.

1.5 CLARIFICATIONS, ADDENDA & MINOR IRREGULARITIES

If any Proponent finds any inconsistencies, errors or omissions in the proposal documents or requires information, clarification of any provision contained therein, they shall submit their query in writing or email, addressed as follows:

Purchasing Division
Sunshine Coast Regional District
1975 Field Road, Sechelt, BC V7Z 0A8

purchasing@scrd.ca

Any interpretation of, addition to, deletions from or any corrections to the proposal documents will be issued as written addendum by the Regional District.

All Addenda will be posted on BC Bid. It is the sole responsibility of the Proponent to check for Addenda on BC Bid. Proponents are strongly encouraged to subscribe to BC Bid's email notification service to receive notices of Addenda.

1.6 WITHDRAWAL OR REVISIONS

Proposals or revisions may be withdrawn by written notice provided such a notice of withdrawal is received prior to the closing date and time. Proposals

withdrawn will be returned to the Proponent unopened. Revisions to the proposals already received shall be submitted only by electronic mail, or signed letter. The revision must state only the amount by which a figure is to be increased or decreased, or specific directions as to the exclusions or inclusion of particular words.

1.7 CONDUCT OF THE CONTRACT

Unless otherwise specified within this document, any queries regarding this Request for Proposal are to be directed to purchasing@scrd.ca. No other verbal or written instruction or information shall be relied upon by the Bidder, nor will they be binding upon the Regional District.

1.8 CONFLICT OF INTEREST/NO LOBBYING

- (a) A Proponent may be disqualified if the Proponent's current or past corporate or other interests, or those of a proposed subcontractor, may, in the Regional District's opinion, give rise to an actual or potential conflict of interest in connection with the services described in the RFP. This includes, but is not limited to, involvement by a Proponent in the preparation of the RFP or a relationship with any employee, contractor or representative of the Regional District involved in preparation of the RFP, participating on the evaluation committee or in the administration of the Contract. If a Proponent is in doubt as to whether there might be a conflict of interest, the Proponent should consult with the Regional District Contact prior to submitting a proposal. By submitting a proposal, the Proponent represents that it is not aware of any circumstances that would give rise to a conflict of interest that is actual or potential, in respect of the RFP.
- (b) A Proponent must not attempt to influence the outcome of the RFP process by engaging in lobbying activities. Any attempt by the Proponent to communicate, for this purpose directly or indirectly with any employee, contractor or representative of the Regional District, including members of the evaluation committee and any elected officials of the Regional District, or with the media, may result in disqualification of the Proponent.

1.9 CONTRACT

By submitting a proposal, the Proponent agrees that should its proposal be successful the Proponent will enter into a Contract with the Regional District on substantially the same terms and Conditions set out in www.scrd.ca/bid and such other terms and conditions to be finalized to the satisfaction of the Regional District, if applicable.

1.10 SUSTAINABLE PROCUREMENT

The Regional District adheres to its sustainable consideration factors. Proposals will be considered not only on the total cost of services, but Proposals that addresses the environment and social factors.

1.11 INVOICING AND PAYMENT

Unless otherwise agreed, the Regional District payment terms are Net 30 days following receipt of services or approved invoices, whichever is later. Original invoices are to be forwarded to the accounts payable department of the Regional District. The purchase order number assigned by the Regional District must be stated on the invoice otherwise payment may be delayed.

1.12 PRICING, CURRENCY AND TAXES

Offered prices are to be attached as a price schedule in Canadian dollars with taxes stated separately when applicable.

1.13 IRREVOCABLE OFFER

This Proposal must be irrevocable for 90 days from the Proposal closing date and time.

1.14 TIME IS OF THE ESSENCE

Time shall be of the essence in this contract.

1.15 ASSIGNMENT

The Proponent will not, without written consent of the Regional District, assign or transfer this contract or any part thereof.

1.16 OWNERSHIP OF DOCUMENTS & FREEDOM OF INFORMATION

All documents submitted in response to this Request for Proposal shall become the property of the Regional District and as such will be subject to the disclosure provisions of the *Freedom of Information and Protection of Privacy Act* and any requirement for disclosure of all or a part of a Proposal under that Act.

The requirement for confidentiality shall not apply to any Proposal that is incorporated into a Contract for the Work. Further, the Regional District may disclose the top scoring proponent's aggregate pricing to the Regional District Board at a public meeting, when making a recommendation for the award of the Contract.

For more information on the application of the Act, go to http://www.cio.gov.bc.ca/cio/priv_leg/index.page.

1.17 AWARD OF CONTRACT

The Purchasing Policy at the Regional District offers contracts to businesses through an open, fair and consistent competitive bidding process. This ensures that the Regional District will receive the best overall value for the goods and services it requires. The Regional District reserves the right to cancel, award all or part of the scope of work described in this document to a single Proponent or may split the award with multiple Proponents.

All awards are subject to Board approval that meets the needs as determined by the Board. The Regional District, in receipt of a submission from a Proponent, may in its sole discretion consider the Proponent to have accepted the terms and conditions herein, except those expressly excluded or changed by the Proponent in writing.

The RFP shall not be construed as an agreement to purchase goods or services. The lowest priced or any proposal will not necessarily be accepted. The RFP does not commit the Regional District in any way to award a contract and that no legal relationship or obligation regarding the procurement of any good or service will be created between Regional District and the proponent unless and until Regional District and the proponent execute a written agreement for the Deliverables

1.18 COST OF PROPOSAL

The Proponent acknowledges and agrees that the Regional District will not be responsible for any costs, expenses, losses, damage or liability incurred by the

Proponent as a result of or arising out of submitting a Proposal for the proposed contract or the Regional District's acceptance or non-acceptance of their proposal. Further, except as expressly and specifically permitted herein, no Proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in this RFP, and by submitting a proposal each Proponent shall be deemed to have agreed that it has no claim.

1.19 PROPONENT'S RESPONSIBILITY

It is the Proponent's responsibility to ensure that the terms of reference contained herein are fully understood and to obtain any further information required for this proposal call on its own initiative. The Regional District reserves the right to share, with all proponents, all questions and answers related to this bid call.

1.20 EVALUATIONS

Proposals will be evaluated in private, including proposals that were opened and read in public, if applicable. Proposals will be assessed in accordance with the evaluation criteria.

If only one Proposal is received, the Regional District reserves the right to open the Proposal in private or if the total bid price exceeds the estimated budget for the Contract, the Regional District may cancel and re-tender, accept, not accept and cancel or re-scope the Work seeking a better response, with or without any substantive changes being made to the solicitation documents. If more than one Proposal is received from the same Proponent, the last Proposal received, as determined by the Regional District, will be the only Proposal considered.

1.21 ACCEPTANCE OF TERMS

The submission of the Proposal constitutes the agreement of the Proponent that all of the terms and conditions of the RFP are accepted by the Proponent and incorporated in its Proposal, except those conditions and provisions which are expressly excluded and clearly stated as excluded by the Proponent's proposal.

1.22 MANDATORY REQUIREMENTS

Proposals not clearly demonstrating that they meet the mandatory requirements will receive no further consideration during the evaluation process.

1.23 INSURANCE & WCB

The Proponent shall obtain and continuously hold for the term of the contract, insurance coverage with the Regional District Listed as "Additional Insured" the minimum limits of not less than those stated below:

- (a) Commercial General Liability – not less than \$2,000,000 per occurrence
- (b) Motor Vehicle Insurance, including Bodily Injury and Property Damage in an amount no less than \$2,000,000 per accident from the Insurance Corporation of British Columbia on any licensed motor vehicles of any kind used to carry out the Work.
- (c) Error & Omissions Insurance – not less than \$2,000,000 per occurrence

The Proponent must comply with all applicable laws and bylaws within the jurisdiction of the work. The Proponent must further comply with all conditions and safety regulations of the *Workers' Compensation Act* of British Columbia and must be in good standing during the term of any contract entered into from this process.

1.24 COLLUSION

Except otherwise specified or as arising by reason of the provisions of these documents, no person, or corporation, other than the Proponent has or will have any interest or share in this proposal or in the proposal contract which may be completed in respect thereof. There is no collusion or arrangement between the Proponent and any other actual or prospective Proponent in connection with proposals submitted for this project and the Proponent has no knowledge of the context of other proposals and has no comparison of figures or agreement or arrangement, express or implied, with any other party in connection with the making of the proposal.

1.25 CONFLICT OF INTEREST

Proponents shall disclose in its Proposal any actual or potential conflict of interest and existing business relationship it may have with the Regional District, its elected or appointed officials or employees.

1.26 LIABILITY FOR ERRORS

While the Regional District has used considerable efforts to ensure an acute representation of information in these bid documents, the information contained is supplied solely as a guideline for Proponents. The information is not guaranteed or

warranted to be accurate by the Regional District nor is it necessarily comprehensive or exhaustive.

1.27 TRADE AGREEMENTS

This RFP is covered by trade agreements between the Regional District and other jurisdictions, including the following:

- a) Canadian Free Trade Agreement; and
- b) New West Partnership Trade Agreement.
- c) Canada-European Union Comprehensive Economic and Trade Agreement

1.28 LAW

This contract and any resultant award shall be governed by and construed in accordance with the laws of the Province of British Columbia, which shall be deemed the proper law thereof.

1.29 REPRISAL CLAUSE

Tenders will not be accepted by the Regional District from any person, corporation, or other legal entity (the "Party") if the Party, or any officer or director of a corporate Party, is, or has been within a period of two years prior to the tender closing date, engaged either directly or indirectly through another corporation or legal entity in a legal proceeding initiated in any court against the Regional District in relation to any contract with, or works or services provided to, the Regional District; and any such Party is not eligible to submit a tender.

1.30 FORCE MAJEURE (ACT OF GOD)

Neither party shall be liable for any failure of or delay in the performance of this Agreement for the period that such failure or delay is due to causes beyond its reasonable control including but not limited to acts of God, war, strikes or labour disputes, embargoes, government orders or any other force majeure event. The Regional District may terminate the Contract by notice if the event lasts for longer than 30 days.

1.31 CONFIDENTIAL INFORMATION OF PROPONENT

A proponent should identify any information in its proposal or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by Regional District. The confidentiality

of such information will be maintained by Regional District, except the total proposed value, which must be publicly released for all proposals, or otherwise required by the Freedom of Information and Protection of Privacy Act ("FOIPPA"), law or by order of a court or tribunal. Proponents are advised that their proposals will, as necessary, be disclosed, on a confidential basis, to advisers retained by Regional District to advise or assist with the RFP process, including the evaluation of proposals. If a proponent has any questions about the collection and use of personal information pursuant to this RFP, questions are to be submitted to the RFP Contact.

1.32 DISPUTE RESOLUTION

All unresolved disputes arising out of or in connection with this Proposal or in respect of any contractual relationship associated therewith or derived therewith shall be referred to and finally resolved by arbitration as prescribed by Mediate BC services pursuant to its rules, unless otherwise mutually agreed between the parties.

1.33 DEBRIEFING

At the conclusion of the RFP process, all Proponents will be notified. Proponents may request a debriefing meeting with the Regional District.

2. INTRODUCTION

2.1 Purpose

The Regional District is seeking proposals from Qualified Environmental Professionals (QEP) for environmental monitoring services for the Sechelt Landfill and Pender Harbour Transfer Station in accordance with the then-current Sechelt Landfill Environmental Monitoring Plan (EMP) and the Pender Harbour Landfill Closure Plan (PHLCP).

3. SITUATION/OVERVIEW

3.1 Background

The Landfill Criteria for Municipal Solid Waste (BC, 2016) requires Environmental Monitoring Programs at the Sechelt Landfill and Pender Harbour Transfer Station - including groundwater, surface water, and landfill gas monitoring.

The Sechelt Landfill is an active landfill located at 4901 Dusty Road, Sechelt. The Site is located on Crown Land under License of Occupation No. 237204. The landfill comprises of municipal solid waste from the District of Sechelt, Town of Gibsons, shíshálh Nation Government District, and the electoral areas in the Sunshine Coast Regional District. The Sechelt Landfill encompasses an area of approximately 7.6 hectares, within an overall Site area of approximately 9.5 hectares. The Sechelt Landfill is located between the Irgens Creek watershed and the Chapman Creek watershed. Stormwater runoff from the Sechelt Landfill inactive areas drains through a series of ditches until eventually draining into the fish bearing Irgens Creek. Stormwater run-off from active areas of the landfill is routed to the contact water pond and allowed to infiltrate.

The Sechelt Landfill environmental monitoring program needs to comply with the monitoring requirements in the Sechelt Landfill Operational Certificate (No. 106060), issued by the BC Ministry of Environment and Parks on October 17, 2024. A copy of the Operational Certificate, the Environmental Monitoring Plan, and the Design, Operations, and Closure Plan are included as Appendix 1, Appendix 2, and Appendix 3 respectively.

The Regional District also operates and maintains the Pender Harbour Transfer Station. The Pender Harbour Transfer Station was used as a landfill for the disposal of non-hazardous municipal solid waste from 1960 to 2014, when the landfill was

converted to a transfer station (Dayton & Knight Ltd, 1994). The site location map is provided as Figure 1 in the 2014 PHLCP provided by Trace Associates Inc. The landfill waste area comprises of approximately 2.9 hectares, with the overall property being approximately 24 hectares. The Pender Harbour Transfer Station site contains a Meadow Creek tributary which leads to a Wetland Ecosystem downstream. Additional sensitive ecosystems have been mapped within the property and surrounding areas including Woodland Ecosystem, Riparian Ecosystem, Mature Forest Ecosystem, and Wetland Ecosystem. The Pender Harbour Transfer Station monitoring program needs to comply with the monitoring requirements in the 2014 PHLCP that is provided as Appendix 4.

3.2 Project Objectives

The goal of the landfill monitoring program is to assess any contaminant migration originating from landfill activities. The Contractor will undertake the environmental monitoring activities specified in the following:

- Sechelt Landfill Operational Certificate No. 106060 (OC).
- Sechelt Landfill Environmental Monitoring Plan (EMP).
- Sechelt Landfill Design, Operation, and Closure Plan (DOCP).
- Pender Harbour Landfill Closure Plan (PHLCP).

Additionally, the monitoring programs will adhere to the BC Field Sampling Manual for Continuous Monitoring and the Collection of Air, Air-Emission, Water, Wastewater, Soil, Sediment, and Biological Samples as well as other applicable criteria, regulations, and requirements for landfill monitoring. Changes to specific monitoring requirements may be implemented based on recommendations in the annual reports, risk assessments, and professional memorandums.

The Regional District is reviewing potential updates to the sampling protocols and monitoring program. During the contract term, the Contractor may be requested to support the implementation of approved updates, subject to Regional District direction and any applicable Ministry requirements.

3.3 Scope

The Contractor shall undertake sampling events as outlined in the then current EMP and PHLCP including data analysis, interpretation of results, and reporting. The Contractor will be tasked with the completion of water quality and quantity monitoring, gas monitoring, data analysis, and reporting on the following environmental components:

- Groundwater levels.
- Groundwater quality.
- Surface water quality.
- Storm water quality.
- Landfill gas monitoring.

Technical requirements on each of these environmental components, including sampling intervals are outlined in the then current Sechelt Landfill EMP and the PHLCP. Please note that the sampling routine, locations, parameters, frequency, timing, and reporting requirements for landfill monitoring may be subject to change over the course of the contract. These elements will be guided by the Sechelt Landfill EMP, DOCP, OC, and the PHLCP which may be updated or revised periodically to reflect evolving regulatory requirements, site conditions, or operational needs. As such, Contractors should anticipate and be prepared to adjust landfill monitoring protocols within the same level of effort, to align with each new iteration, ensuring continued compliance.

Currently the Regional District is performing a test trial on three (3) different methods of groundwater well sampling at the Sechelt Landfill and comparing results. These findings will inform future sampling methods. The three (3) methods in the trial are:

- Bailer Sampling (Purge-and-Sample Method): A discrete sampler is lowered into the well to collect water. Traditional well purging is required to remove stagnant water before sampling.

- Low-Flow (Minimal-Drawdown) Sampling: Groundwater is withdrawn at a low, controlled rate using a pump (e.g., peristaltic pump) and measured through a flow-through cell with a multi-parameter meter. Sampling occurs once field parameters stabilize; traditional well purging is not required.
- HydraSleeve (Passive Samplers): A no-purge device deployed in the screened interval that collects formation water without pumping or disturbing the water column.

Until an approved method is accepted by the Regional District following the trial period, the method used to sample the Sechelt Landfill groundwater wells will be the bailer sampling method.

3.3.1 Project Management

The Contractor is responsible for coordinating all aspects of the project to ensure timely and efficient delivery. Project management includes planning, communication, safety preparation, and regular reporting throughout the project duration.

An on-site kick-off meeting will be held with the Regional District's project and operations teams to review project scope, schedule, roles, and deliverables.

The Contractor will also participate in up to 10 additional one (1) hour virtual meetings per year with the Regional District and its engineering consultants to support coordination on sampling methods, data interpretation, and reporting.

- **Progress Reporting**

Sampling event progress updates will be submitted alongside invoices and will summarize:

- a) Tasks completed during the reporting period.
- b) Any issues or challenges encountered, and how they were addressed.
- c) The status of upcoming deliverables and schedule adherence.

- **Sampling Plan**

This plan will be submitted at least two (2) weeks before field activities begin and shared with the Regional District project manager and designated landfill staff. The plan will include:

- a) Proposed sampling schedule.
- b) Names of field personnel assigned.
- c) Locations and times of sampling activities.
- d) Planned sampling methods and equipment.

- **Field Safety Plan**

The Contractor needs to submit a Field Safety Plan to the Regional District that is specific to this sampling program prior to commencing field sampling. The Contractor shall ensure all field staff are trained and follow WorkSafe BC Regulations as applicable.

3.3.2 Water Sampling and Processing

The water sampling program will include, but is not limited to: Surface water quality, Groundwater quality, Groundwater well levels, Groundwater purge data, and Storm water quality as outlined in the then current EMP and PHLCP.

The Contractor will adhere to all requirements of the then current [*British Columbia Field Sampling Manual – Part E2*](#) for any groundwater sampling technique, including the method currently utilized by the Regional District and any alternative methods that may be identified during the term of the contract. The Contractor is to take all necessary measures to avoid cross-contamination between sampling locations, including but not limited to:

- a) Decontaminate all equipment between sample locations to prevent cross-contamination.
- b) Use properly calibrated meters; service annually and calibrate before each sampling event.

- c) Minimize turbidity using appropriate sampling methods as per The British Columbia Field Sampling Manual Part E2.
- d) Report any signs of erosion, contamination, or unusual conditions to the Regional District promptly.

- **Field Notes**

The Contractor is expected to use and maintain field notes for sample collection, processing and record keeping. A field log with notes and comments on dates, times, activities, and procedures used during the undertaking of the fieldwork is to be prepared and maintained for quality control. Field notes shall be shared with the Regional District on a quarterly basis or upon request. Field notes will include, but are not limited to:

- a) Sample date and time.
- b) Weather and temperature.
- c) Last rain event date and mm of rain.
- d) Names of field personnel conducting the sampling.
- e) Well water depth.
- f) Field water quality measurements.
- g) Sampling equipment used.
- h) Observations including appearance or smell of the water sample at each sampling site.
- i) Other observations of environmental concerns.

- **Laboratory Analysis**

Laboratory analyses are conducted on water samples to measure parameters described in the Sechelt Landfill EMP and the PHLCP including but not limited to general chemistry, nutrients, anions, dissolved metals, total metals, and volatile organic compounds.

The Contractor will:

- a) Utilize the laboratory services contracted by the Regional District for sample analysis.
- b) Complete the water sampling for parameters specified in the current Sechelt Landfill EMP and the PHLCP.
- c) Ensure samples are taken using best management practices, preserved appropriately for each parameter, and bottles are labelled correctly.
- d) Ensure samples are handled, packaged, shipped, and analyzed in accordance with established protocols and standards, ensuring holding times are not exceeded.
- e) Ensure groundwater samples to be analyzed for dissolved metals are filtered in the field.
- f) Receive the Certificate of Analyses in PDF and Excel formats from the laboratory.
- g) Analyze water quality results in accordance with the standards outlined in the current Sechelt Landfill EMP and the PHLCP.

3.3.3 Landfill Gas Monitoring

The Sechelt Landfill gas monitoring program involves monitoring of soil gas probes and methane concentration in site buildings. The objective of the soil gas monitoring program is to ensure that landfill gas migration does not pose a risk to the surrounding environment. Should the gas concentrations exceed the trigger levels, the Contractor will immediately notify the Regional District and key staff to initiate the Contingency Response outlined in the current Sechelt Landfill EMP.

3.3.4 Data Compilation and Analysis

The Contractor will analyse results from water and gas sampling and compare with standards outlined in the Sechelt Landfill EMP, Sechelt Landfill Operational Certificate, the Pender Harbour Landfill Closure Plan and current applicable standards. The 2025 Sechelt Landfill Water Quality Review Report (Appendix 5) establishes the British Columbia *Contaminated Sites Regulation* (CSR) as the governing standard for determining exceedances and will supersede any inconsistent provisions of the EMP. Any future document issued by a Qualified

Professional, submitted to the Ministry, and adopted by the Regional District shall, upon such adoption, supersede earlier guidance.

All analytical results will be compiled into an electronic database in Excel format and submitted to the Regional District in both electronic and pdf versions. Analytical data can be analysed using a data management program but should be thoroughly reviewed to ensure accuracy. All data that is provided by the analytical laboratory and the Contractor remains the sole property of the Regional District.

The Contractor will be required to provide the following documents to the Regional District upon completion of the data analysis:

- a) Certificate of Analyses in PDF and Excel formats.
- b) A compiled database with finalized data in an Excel format within 30 calendar days of each sampling event.

3.3.5 Water Quality Exceedance Review and Response

The Contractor shall support the Regional District in the review, documentation, and response to water quality and landfill gas monitoring results in accordance with the Landfill Operational Certificate No. 106060, the Environmental Monitoring Plan (EMP), and applicable regulatory guidance.

The Contractor will:

- a) *Data Review and Preliminary Exceedance Identification:* Review laboratory results following each sampling event and compare them to the applicable standards to identify any potential exceedances. Preliminary exceedance identification does not require a Qualified Professional (QP); however, when such screening is conducted by non-QP personnel, the Contractor will implement a documented Quality Assurance / Quality Control (QA/QC) process to ensure accuracy and consistency. As part of this QA/QC framework, the Contractor may use software-based screening tools to support consistency. The Contractor shall notify the Regional District of any potential exceedances within fifteen (15) calendar days of the sampling event.
- b) *Documentation and Confirmatory Sampling:* Where potential exceedances are identified, the Contractor shall prepare a summary

of the results in a format consistent with applicable Ministry reporting templates and accepted naming conventions for review by the Regional District. At the direction of the Regional District, the Contractor shall support or undertake confirmatory sampling and analysis to verify the exceedance. The Regional District reserves the right to conduct confirmatory sampling independently.

3.3.6 Routine Reporting Frequency

The Contractor will report on water and gas sampling based on the frequency specified in the then current Sechelt Landfill EMP within 30 calendar days of the sampling event. Reporting to the Regional District should include at a minimum:

- a) Compiled analytical laboratory and field data.
- b) Field log and notes.
- c) Photographs.
- d) Details of adherence to data quality objectives, standard operating procedures and sampling protocols, and identification of QA / QA issues.
- e) Details of data quality objectives evaluation.
- f) Compiled data and summary statistics database.
- g) A brief memo submitted to the Regional District as a digital PDF file and as a MS Word document detailing the sampling results, any exceedances.

Upon approval from the Regional District, the Contractor will upload the Sechelt Landfill sampling data including all leachate, surface water, groundwater and landfill gas data required by the Operational Certificate 106060 to the Ministry's environmental monitoring results database using the appropriate formatting and site identification numbers. The Contractor will upload the data to the Ministry database within 60 calendar days of the sampling event. All digital files will be sent to the Regional District for review and approval 30 calendar days prior to submission to the Ministry and will utilize the Ministry reporting naming convention (if required).

3.3.7 Annual Reporting

A third-party consultant currently provides landfill annual reporting services for the Sechelt Landfill and the Pender Harbour Transfer Station. The Contractor will share all monitoring results required to produce the annual reports with the third-party consultant and the Regional District by January 31st to facilitate annual reporting. The Contractor will share all monitoring results and data with the Regional District upon request and prior to the end of the contract.

3.4 Project Milestones and Deliverables

DELIVERY DATE	TASK
	The Contractor shall undertake the environmental monitoring plan upon contract award and will meet reporting deadlines.
	The sampling frequencies are specified in the then current Sechelt Landfill EMP and the PHLCP.
Within two (2) weeks of contract award	Kickoff Meeting
During the first sampling event	Sechelt Landfill and Pender Harbour Transfer Station Site Tours with Regional District staff
Sampling Event	Sampling Sechelt Landfill and Pender Harbour Transfer Station
Within 15 days of sampling	Exceedance data to Regional District
Within 30 days of sampling	Regulatory Reporting to Regional District
Within 60 days of sampling	Electronic upload of monitoring data to the Provincial Environmental Monitoring System

The Contractor will provide reports to the Regional District and the Ministry of Environment and Parks on the below deliverables:

- a) Detailed laboratory and field measurement results from monitoring and sampling of groundwater wells.
- b) Detailed laboratory and field measurement results from monitoring and sampling of surface water sites.
- c) Detailed laboratory and field measurement results from monitoring and sampling of storm water sites.
- d) Detailed results from monitoring soil gas parameters.
- e) Prompt reporting of any exceedances to the Regional District.
- f) Immediate reporting to the Regional District for any critical findings of erosion, contamination, settling, or environmental concerns requiring urgent attention.
- g) Sample event reporting to the Regional District including but not limited to sampling results and exceedances.
- h) Sample event reporting to the Ministry on behalf of the Regional District upon approval from the Regional District.
- i) Provide a detailed work plan including kickoff meeting, sampling dates, and reporting deadlines.
- j) Provide a Field Safety Plan including a hazard assessment of the work sites, communication protocols, emergency procedures, and training requirements.

4. CONTRACT

4.1 General Contract Terms and Conditions

Proponents should review carefully the terms and conditions set out in the General Service Contract, including the Schedules. Information about our General Service Terms and Conditions can be found at www.scrd.ca/bid.

4.2 Service Requirements

The Contractor's responsibilities will include the following:

1. Coordinate with the Regional District staff when required (for example when scheduling a sampling event).
2. Perform all sampling, monitoring, data analysis and interpretation, and reporting as required. Additional sampling may be required should there be water quality or gas trigger level exceedances or unauthorized spills.
3. Complete the field sampling program under the direct oversight of qualified professionals.
4. All monitoring, reporting, and data analysis will need to comply with the Sechelt Landfill EMP, the Sechelt Landfill Operational Certificate, and the PHLCP and any iterations during the term.
5. Ensure environmental monitoring complies with best management practices as articulated by BC Field Sampling Manual for Continuous Monitoring and the Collection of Air, Air-Emission, Water, Wastewater, Soil, Sediment, and Biological Samples.
6. Assess the groundwater and surface water analytical data with respect to the guidelines specified in the then current Sechelt Landfill EMP, the Sechelt Landfill Operational Certificate, and the PHLCP.
7. Reports to be prepared, presenting the results of the monitoring completed as specified in the then current Sechelt Landfill EMP, Sechelt Landfill Operational Certificate, and PHLCP.
8. Monitoring data and monitoring reports will be submitted to the Ministry as required after receiving approval from the Regional District.
9. Attend an in-person kick-off meeting with the Regional District team at the Sechelt Landfill.
10. Schedule progress and coordination meetings with the Regional District as needed.
11. Contractor is to take necessary measures to avoid cross contamination when carrying out testing. All equipment including well measurement tapes, buckets, hosing, and pumps are to be clean and free of contamination.

12. Use of the Regional District's file sharing service for large files.

4.3 Service Level Adjustments

The monitoring sites, frequencies, and parameters for water sampling and gas monitoring specified in the then current Sechelt Landfill EMP and the PHLCP may be subject to change. The Regional District has sole discretion to request a change in reporting format, reporting requirements, reporting frequency, and reporting timelines.

4.4 Water Sampling

The required sample bottles with labels and preservatives will be provided by the Regional District's contracted laboratory. Requesting delivery of the sample bottles from the current contracted Regional District vendor on behalf of the Regional District for the sampling events will be the responsibility of the Contractor. Shipping the samples to the Regional District approved laboratory within the required timeframe will be the responsibility of the Contractor.

Currently, Element Materials Technology Group Limited, a third-party contractor, is under contract for laboratory services for the Regional District and samples are shipped to the location in Surrey. The Regional District may use other laboratory services in the future.

4.5 Confined Space

Confined space entry is not required for the monitoring activities within this project; however, personal gas detectors are recommended. The Contractor is expected to supply their own personal gas detector equipment, based on risk assessments and safety plans.

4.6 Term

The initial term of the contract will be for a three (3) year period. The term of the contract may be extended for an additional period of two (2) years at the sole discretion of the Regional District.

4.7 Environmental Requirements

The Contractor will ensure that all appropriate environmental regulations are followed during the work, particularly when accessing water courses. This includes, but is not limited to:

- a) *Water Sustainability Act* (2014).
- b) Groundwater Protection Regulation (2016).
- c) Landfill Criteria for Municipal Solid Waste (2016).
- d) Guidelines for Environmental Monitoring at Municipal Solid Waste Landfills (2006).
- e) *Environmental Management Act* (2003).
- f) Landfill Gas Management Regulation (2009).
- g) Contaminated Sites Regulation (1997).
- h) Waste Discharge Regulation (2004).
- i) Sechelt Landfill Design, Operations, and Closure Plan (2023).

4.8 Revision / Additional Work

The Regional District may request the Contractor to revise, reduce or increase the scope of work required for their services under the contract. Any changes would be in line with regulatory requirements, revisions to the environmental plan(s) or as requested by BC Provincial Ministries such as the Ministry of Environment and Parks.

4.9 Related Documents

Appendix 1 – 2024 Sechelt Landfill Operational Certificate 106060.

Appendix 2 – 2023 Sechelt Landfill Environmental Monitoring Plan.

Appendix 3 – 2023 Sechelt Landfill Design, Operations, and Closure Plan.

Appendix 4 – 2014 Pender Harbour Landfill Closure Plan.

Appendix 5 – 2025 Water Quality Review Report.

5. REQUIREMENTS

In order for a proposal to be considered, a Proponent must clearly demonstrate that they meet the mandatory requirements set out in Section 7.1 (Mandatory Criteria) of the RFP.

This section includes “Response Guidelines” which are intended to assist Proponents in the development of their proposals in respect of the weighted criteria set out in Section 7.2 of the RFP. The Response Guidelines are not intended to be comprehensive. Proponents should use their own judgement in determining what information to provide to demonstrate that the Proponent meets or exceeds the Regional District’s expectations.

Please address each of the following items in your proposal in the order presented. **Proponents may find it helpful to use the individual Response Guidelines as headings for proposal responses.**

5.1 Capabilities

5.1.1 Qualifications and Project Team

The Proponent will include in their project team at least one (1) Qualified Environmental Professional (QEP) who is registered and in good standing under a regulatory body governed by British Columbia’s Professional Governance Act. At minimum, this includes—but is not limited to—registration with the College of Applied Biologists, Engineers and Geoscientists BC (EGBC), or other applicable regulatory bodies recognized under the Act.

Proponents need to provide curriculum vitae for all key team members including subcontractors who will be performing work under this contract. Each team member and their associated role should be identified.

5.1.2 Relevant Experience

Proponents need to demonstrate that they and their proposed team, including subcontractors and specialists, have the necessary technical experience to carry out the requirements of this scope of work.

The Proponent should have at least three (3) years of experience in the last five (5) years with Landfill Environmental Monitoring.

The Proponent will need to demonstrate that they have the capability to perform the services by providing a list of relevant projects with related experience and expertise, including example/abstract summary of past work. The Proponent will need to demonstrate that they have the capability to communicate through clear management planning language and visual tools.

5.1.3 References

Proponents need to provide a minimum of three (3) references (i.e. names and contact information) of individuals who can verify the quality of work provided specific to the relevant experience of the Proponent and of any subcontractors named in the proposal. References from the Proponent's own organization or from named subcontractors are not acceptable.

The Regional District reserves the right to seek additional references independent of those supplied by the Proponent, including internal references in relation to the Proponent's and any subcontractor's performance under any past or current contracts with the Regional District or other verifications as are deemed necessary by it to verify the information contained in the proposal and to confirm the suitability of the Proponent.

5.1.4 Environmental Requirements

Proponents need to provide details about their approach and understanding of any and all environmental requirements that are pertinent to the services provided under this agreement, this can include but is not limited to acknowledgement that all environmental regulations will be met and how they propose to meet and or exceed the requirements.

5.2 Sustainable Social Procurement

A factor in the Regional District evaluation process is sustainable social procurement and the evaluation of proposals will take this into consideration.

As part of any submission the Proponent is encouraged to identify how they may contribute to the following key social, employment and economical goals, but not limited to the following:

- a) Contribute to a stronger local economy by:
 - promoting a Living Wage
 - Using fair employment practices;
 - Increase training and apprenticeship opportunities;
- b) Local expertise knowledge by:
 - Being locally owned;
 - Utilization of local subcontractors;
- c) Environmental Cost of Ownership;
- d) Reducing hazardous materials.

5.3 Methodology

Proponents should provide their approach and methodology that demonstrates their ability to perform the services in a timely and efficient manner. Proponents need to provide a clear grasp of the scope of works and should:

- Demonstrate a clear understanding of the context of the Regional District and the project requirements.
- Demonstrate their understanding of the scope of services and key issues.
- Identify any proposed variations to the scope of work.
- Identify challenges, constraints and obstacles in the scope and advise on the strategy to minimize the challenges.
- Include quality assurance and quality control measure and applicable guidelines.
- Clearly demonstrate the ability to design and implement water and gas monitoring programs and to produce technical reports that meet municipal and/or Ministry of Environment and Parks standards under the *Environmental Management Act*.

5.3.1 Site Safety

Proponents need to provide details on how they will keep the public, other contractors and their employees safe while performing the work.

Proponents shall develop, implement, and comply with a site-specific safety plan that is consistent with all applicable Regional District landfill safety procedures, policies, and site requirements.

The site-specific safety plan shall address the identification, assessment, and management of site-specific hazards, including procedures for safe access to, movement within, and egress from the site. Proponents shall be solely responsible for providing, implementing, and enforcing all necessary safety measures and personal protective equipment required to perform the Work in compliance with applicable legislation and landfill safety requirements.

Compliance with the Regional District's landfill safety procedures shall be mandatory for all personnel and subcontractors engaged in the Work.

5.4 Value Add

Proponents should provide details about any added services that they are offering in connection with this scope of work. Value-added is additional offerings that benefit the project that are of no additional cost. Added value considerations could be but are not limited to innovations to complete work more efficiently and effectively, discounts, additional services being included as part of the base scope of work, training and education programs, scheduling efficiencies, etc.

5.5 Price

Proponents need to submit a fee proposal that sets out the separate costs for each task and each year of services as well as an all-inclusive cost for all the work the proposal price will include all e fixed prices including but not limited to time, travel, hourly billable rates and material costs. Proponents should utilize Appendix A to provide pricing information.

Prices quoted will be deemed to be:

- in Canadian dollars;
- inclusive of duty, tariffs, FOB destination, and delivery charges where applicable; and
- exclusive of any applicable taxes.

Proponents also need to provide their hourly rates for staff members and common tasks throughout the term of the contract. These rates will be the basis for any revisions or additions to the contract.

Bidder's will provide a list of all major suppliers and manufacturers involved in the contract, including their country of origin and whether they are based in the United States.

6. PROPOSAL FORMAT

Proponents should ensure that they fully respond to all requirements in the RFP in order to receive full consideration during evaluation.

The following format, sequence, and instructions should be followed in order to provide consistency in Proponent response and ensure each proposal receives full consideration. All pages should be consecutively numbered.

- a) Signed cover page (see section 7.1 Mandatory Criteria).
- b) Table of contents including page numbers.
- c) A short (one or two page) summary of the key features of the proposal.
- d) The body of the proposal, including pricing, i.e. the "Proponent Response".
- e) Appendices, appropriately tabbed and referenced.
- f) Identification of Proponent (legal name).
- g) Identification of Proponent contact (if different from the authorized representative) and contact information.

7. EVALUATION

Evaluation of proposals will be by a committee formed by the Regional District and may include other employees and contractors.

The Regional District's intent is to enter into a Contract with the Proponent who has met all mandatory criteria and minimum scores (if any) and who has the highest overall ranking.

Proposals will be assessed in accordance with the entire requirement of the RFP, including mandatory and weighted criteria.

The Regional District reserves the right to be the sole judge of a qualified proponent.

The Evaluation Committee may, at its discretion, request clarifications or additional information from a Proponent with respect to any Proposal, and the Evaluation

Committee may make such requests to only selected Proponents. The Evaluation Committee may consider such clarification or additional information in evaluating a Proposal.

7.1 Mandatory Criteria

Proposals not clearly demonstrating that they meet the following mandatory criteria will be excluded from further consideration during the evaluation process.

Mandatory Criteria
The proposal must be received at the Closing Location before the Closing Time.
The proposal must be in English.
The proposal must be submitted using one of the submission methods set out on the cover page of the RFP.
The proposal must either (1) include a copy of the Confirmation of Proponent's Intent to be Bound that is signed by an authorized representative of the Proponent, this is also required for email submissions or (2) be submitted by using the e-bidding key on BC Bid (if applicable), in accordance with the requirements set out in the RFP.

7.2 Weighted Criteria

Proposals meeting all of the mandatory criteria will be further assessed against the following weighted criteria.

Weighted Criteria	Weight (%)
Capabilities	35
Methodology	30
Value Add	5
Sustainable Social Procurement	5
Price	25
TOTAL	100

7.3 Price Evaluation

The lowest priced Proposal will receive full points for pricing. All other prices will be scored using the following formula: lowest priced proposal/price of this proposal* total points available for price.

Appendix 1 – 2024 Sechelt Landfill Operational Certificate 106060.

(Provided as a separate document)

Appendix 2 – 2023 Sechelt Landfill Environmental Monitoring Plan.

(Provided as a separate document)

Appendix 3 – 2023 Sechelt Landfill Design, Operations, and Closure Plan.

(Provided as a separate document)

Appendix 4 – 2014 Pender Harbour Landfill Closure Plan.
(Provided as a separate document)

Appendix 5 –2025 Water Quality Review Report

The Regional District has provided a summary of the 2025 Water Quality Review Report for Proponents to utilize as a part of their response. The summary represents the Regional District's interpretation of the report and may not reflect all findings, assumptions, or limitations contained therein. The Contractor will receive a copy of the report, the following information below is pertinent to the work under this solicitation document.

Purpose of Review

- Assess regulatory compliance of groundwater and surface water monitoring program.
- Evaluate monitoring well network integrity and hydrostratigraphy.
- Review historical water quality data (2020–2025) for trends and exceedances.
- Provide recommendations for confirmatory sampling and program optimization.

Key Findings

Monitoring Network

- 21 wells; 4 wells consistently dry (MW-4A, MW6, MW17-01, MW17-02).
- Hydrostratigraphic zones:
 - A-Zone (shallow): flow west.
 - B-Zone (deep): flow south.
 - C-Zone (deepest): flow undetermined.

Groundwater Quality

- Exceedances observed:
 - Toluene: MW-2A, MW-3 (max 0.626 mg/L in Dec 2023).

- Ammonia-N: multiple wells across all zones (max 96.7 mg/L at MW22-03 in Sept 2022).
- Nitrate-N: MW-2A (4.6 mg/L in Jun 2025).
- Metals: Chromium (MW2-21), Zinc (MW13-3).
- Chlorobenzene: MW-1, MW-4, MW-4A (historic exceedances).
- Trend Analysis: Increasing ammonia-N at MW-2A and MW-3; decreasing at MW22-03.

Surface Water Quality

- Persistent exceedances at Contact Water Pond and SW-01:
 - Ammonia-N: up to 39.1 mg/L (Mar 2024).
 - Metals: Aluminum, copper, zinc, chromium, cobalt, iron, nickel.
- pH below guideline range (6.5–9.0) at upstream and downstream sites.

Recommendations

1. Network Optimization

- Survey all wells for accurate elevations.
- Decommission MW-1A, MW-4A, MW6, MW17-01, MW17-02.
- Assess need for additional wells to fill data gaps.

2. Sampling & Data Management

- Pre-label bottles; ensure well ID tags are included.
- Qualified professional to review data after each event.
- Continue quarterly monitoring for groundwater and surface water.

3. Confirmatory Sampling Protocol

- Compare results to BC CSR standards using automated database.
- Confirmatory sampling within 30 days if:

- Statistically significant increasing trend (e.g., MW-2A, MW-3 for ammonia-N).
 - First-time exceedance in five (5) years.
 - Historical maximum concentration observed.
- No confirmatory sampling for background or managed conditions.

Overall Conclusion

- Most exceedances are localized and linked to landfill influence (ammonia-N, metals in Contact Water Pond).
- Hydrostratigraphy and flow directions indicate downgradient wells are most affected.
- Program improvements and confirmatory sampling protocol will enhance compliance and data reliability.

A qualified professional will review analytical data after each sampling event to determine if any confirmatory sampling is required, and if so, monitoring locations and analytical parameters to be confirmed.

Appendix A Schedule of Prices

(Provided as a separate excel document)