



Sunshine Coast Regional District

Request for Proposal

Number: 2637009

for

Environmental Monitoring – Church and Granthams

Issue Date:

May 19, 2026

Closing Date of

June 17, 2026 at 3:00 PM local time

CONTACT: All enquiries related to this Request for Proposal, including any requests for information and clarification, are to be submitted by June 3, 2026 and directed, in writing, to purchasing@scrd.ca, who will respond if time permits with a Q&A on BC Bid by June 10, 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

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:

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

PROponent 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 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
- (d) A provision requiring the Insurer to give the Owners a minimum of 30 days' notice of cancellation or lapsing or any material change in the insurance policy;

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 requesting proposals from qualified professionals to provide environmental and hydrogeological monitoring services for the Church Road Well Field and Granthams Landing Water Treatment Plant. The Contractor will oversee the Environmental Monitoring Program required under Conditional Water Licence No. 502568, in accordance with the approved Adaptive Management Plan (AMP) and subsequent Ministry approved updates.

3. SITUATION/OVERVIEW

3.1 Background

The Church Road Well Field is a groundwater supply system located at Granthams Landing near Gibsons, British Columbia. The well field consists of three (3) production wells: Church Road Well 2, Church Road Well 3, and Soames Well. The locations of the production wells are shown in the appendices, Conditional Water Licence 502568 2025 Annual Report. All three (3) wells operate under Conditional Water Licence (CWL) 502568, which authorizes a maximum combined diversion rate of 70.4 litres per second and an annual diversion volume of 1,250,000 cubic metres.

The wellfield withdraws groundwater from provincially mapped Aquifer #560, a confined to semi-confined sand and gravel aquifer. Aquifer #560 is hydraulically connected to Soames Creek, which flows in close proximity to the production wells and is a fish-bearing stream. Pumping tests completed during the wellfield development identified a hydraulic interaction between groundwater withdrawals and surface flows in Soames Creek.

In accordance with CWL conditions and Leave to Commence requirements, a streamflow augmentation system is operated to maintain Environmental Flow Needs (EFN) threshold flow rates in Soames Creek during well field operation. An Adaptive Management Plan (AMP) and Monitoring Plan were initially developed by Associated Environmental Consultants Inc. Required monitoring, reporting, and plan updates were subsequently completed by ISL Engineering and Land Services Ltd. through 2025.

3.2 Project Objectives

The objective of the Monitoring Program is to generate defensible data to support regulatory compliance and adaptive management of the Church Road Wellfield, and to improve understanding of the environmental response to wellfield operations over time. The Monitoring Program is designed to address uncertainty related to groundwater extraction and its interaction with surface water, groundwater, and ecological values within the Soames Creek watershed, as required under clause (k) of Conditional Water Licence No. 502568.

The monitoring program is linked to the AMP, which enables well-field operations to be evaluated and adjusted as new information becomes available. The program reflects the approved AMP, the Reliable EFN assessment, and recommendations from Ministry-accepted annual reports. The Reliable EFN Report, and the 2025 Annual Report is provided in the Appendices.

As part of the 2025 Annual Report, it was recommended that the monitoring program for fish and fish habitat be extended to continue through at least one (1) full cutthroat trout life cycle, plus an additional young-of-year (YOY) recruitment class. The Regional District intends to meet this requirement and reserves the right to request that the Contractor perform additional fish and fish habitat services for future years if required.

The specific project objectives are to:

1. Assess the effects of groundwater extraction on surface water, groundwater levels, and water quality within the Soames Creek watershed.
2. Confirm compliance with EFN and Reliable EFN thresholds during wellfield operations.
3. Verify aquifer recovery prior to seasonal pumping and evaluate short-term, annual, and multi-year groundwater response.
4. Monitor fish populations and fish habitat conditions, including population structure and age-class distribution, to confirm long-term persistence independent of wellfield operations.
5. Identify environmental changes that may indicate emerging or cumulative effects requiring investigation or management response.
6. Evaluate spatial and temporal trends in monitoring data and assess adherence to data quality objectives.
7. Support adaptive management through threshold evaluation, investigation triggers, and evidence-based recommendations.
8. Provide a brief monthly memo or email to the Regional District staff summarizing and interpreting monitoring results, including laboratory water quality data and reports, as well as well drawdown and pressure transducer data, and provide recommendations where trends, anomalies, or exceedances are identified.
9. Prepare a comprehensive annual report suitable for submission to the Ministry of Water, Land and Resource Stewardship, including compliance evaluation and recommendations for future monitoring or program refinement.

3.3 Scope

The scope of work will generally involve environmental monitoring activities conducted while the well-field is in operation. The well-field is typically operated between the months of June and September; however, monitoring will need to commence at least two (2) weeks prior to pumping and for a minimum of four (4) weeks post pumping or where additional aquifer recover data is required.

The Contractor will:

1. Be responsible for completing all fish and fish habitat assessment field work, as well as all data compilation, analysis, interpretation, and reporting associated with the Monitoring Program.
2. Review all monitoring results and notify the Regional District immediately of any exceedances, anomalies, or emerging trends that may indicate non-compliance or require management response.
3. Provide overall professional oversight of the Monitoring Program and shall act as the Qualified Environmental Professional (QEP) for the project and will direct and oversee the field program to provide technical guidance, ensure that the monitoring activities are completed in accordance with the AMP, Monitoring program and applicable guidelines; as the Regional District staff will be responsible for completing routine filed work required under the monitoring program that includes: surface water and groundwater sampling, field measurements, and equipment maintenance.
4. Perform electrofishing services at least once in the period of late July to September and gee trapping (with a 24-hour trap set) once between March and April and again in July, before low water.
5. Ensure that all monitoring is conducted by, or under the supervision of, appropriately Qualified Environmental Professionals (QEPs).
6. Define and implement all required monitoring requirements, including verification that observed groundwater responses, drawdown patterns, and recovery rates aligned with predictions from the AMP and hydrogeological models.
7. Conduct hydrogeological model validation and calibration where observed conditions deviate from predicted conditions and provide recommendations for adaptive management.

8. Carry out wellfield performance testing as required, including step-drawdown tests, constant-rate pumping tests, and recovery monitoring, and document results in accordance with industry standards.
9. Establish aquifer recovery assessment criteria, including thresholds for acceptable recovery, timelines, and required actions if recovery is incomplete.
10. Monitor groundwater-surface water interactions, including hydraulic gradients, stream depletion effects, and temperature or tracer-based assessments, to evaluate potential impacts on fish habitat.
11. Implement climate and hydrometric monitoring, including precipitation, temperature, and hydrometric station data integration, to contextualize hydrologic variability.
12. Conduct cumulative effects assessment considering other groundwater users, watershed conditions, and long-term hydrologic trends.
13. Develop and maintain a regulatory compliance matrix identifying all applicable permits, guidelines, reporting deadlines, and agency requirements.
14. Prepare contingency and emergency response procedures for exceedances, equipment failures, unexpected drawdown impacts, or fish mortality events.

The following five (5) environmental components are included in the Monitoring Program:

1. Surface water flows.
2. Surface water quality.
3. Groundwater levels.
4. Groundwater quality.
5. Groundwater quantity.

3.3.1 Project Management

1. Project Initiation and Mobilization

The Contractor will establish a project management framework that introduces the Contractor's Project Manager and key personnel to the Regional District's Project Manager and operations teams. This framework will outline communication pathways, reporting expectations, and decision-making protocols.

A project initiation meeting will be conducted to confirm:

- Roles and responsibilities of all parties.
- Monitoring schedules and field mobilization timelines.
- Health, safety, and environmental requirements.
- Communication protocols and points of contact.
- Data management, QA/QC procedures, and data transfer requirements.
- Expectations for deliverables, review cycles, and approval processes.

Following the meeting, the Contractor shall prepare and submit meeting minutes to the Regional District within five (5) business days.

2. Ongoing Project Coordination

The Contractor will provide ongoing coordination and support on an as-needed basis, including but not limited to:

- Routine communication with the Regional District.
- Coordination of field teams, subcontractors, and laboratory services.
- Adjustments to monitoring schedules based on operational needs, site conditions, or regulatory requirements.
- Tracking of project milestones, deliverables, and deadlines.
- Maintaining a project action log and issue-resolution tracking.

3. Project Controls and Documentation

The Contractor will implement project controls to ensure timely and accurate execution of the monitoring program. Activities include but are not limited to:

- Development and maintenance of a project schedule.
- Budget tracking and reporting of variances.
- Documentation of field activities, deviations, and corrective actions.
- Maintenance of a centralized project file system for all correspondence, data, and deliverables.

4. Communication and Reporting

The Contractor will maintain clear and consistent communication with the Regional District throughout the project. Requirements include but are not limited to:

- Regular progress updates via email, phone, or virtual meetings.
- Notification of any issues affecting schedule, data quality, or field access.
- Submission of meeting minutes following all project-related meetings.
- Preparation of monthly progress summaries, if requested.

5. Quality Assurance and Compliance

The Contractor shall ensure that all project management activities support compliance with regulatory requirements, monitoring protocols, and data quality objectives. This includes but is not limited to:

- Oversight of field and analytical QA/QC procedures.
- Verification that monitoring activities align with approved methodologies.
- Ensuring data integrity, traceability, and secure transfer to the Regional District.

6. Closeout and Final Documentation

The Contractor will:

- Conduct a closeout meeting to review project outcomes, data completeness, and outstanding items.
 - Submit final meeting minutes and a summary of project management activities.
- Professional Oversight and Guidance

The Contractor will provide professional oversight and technical direction for all monitoring activities completed under this agreement including any work that is completed by Regional District. The work will include guidance on sampling methods, schedules, monitoring parameters, and quality assurance/quality control (QA/QC) requirements specified in the Monitoring Program.

The Contractor will act as the Qualified Environmental Professional (QEP) for the project and shall be responsible for:

- Providing technical recommendations on potential supplementary or enhanced monitoring approaches where monitoring results indicate anomalies or data limitations, while maintaining adherence to the approved monitoring program. Reviewing field data for completeness, accuracy, and adherence to data quality objectives.
- Providing interpretation and technical advice related to monitoring results.
- Identifying exceedances of thresholds, anomalies, or emerging trends.
- Notifying the Regional District immediately where monitoring results indicate potential non-compliance or environmental concern.

Water quality parameters monitored under the program are based on the Guidelines for Canadian Drinking Water Quality (GCDWQ), the British Columbia Water Quality Guidelines for Aquatic Life (BCWQG-AL), and baseline conditions established prior to wellfield operation. Monitoring sites, frequencies, and parameters may be updated in accordance with the then-current AMP, Monitoring Program, or Ministry-approved recommendations.

3.3.2 Sampling and Field Safety Plans

1. Sampling Plan

The Contractor will prepare and submit a sampling plan to the Regional District at least two (2) weeks prior to each fish and fish habitat assessment field work. The sampling plan will need to identify the proposed timing and sequencing of all fish and fish habitat assessment activities and shall clearly demonstrate that required permits and approvals for fish collection (including Scientific Fish Collection Permits) have been obtained, or will be obtained, well in advance of the planned sampling dates to avoid delays to the field program.

2. Field Safety Plan

The Contractor will submit a field safety plan specific to fish and fish habitat assessment activities prior to conducting any field work. The Contractor shall ensure that all Contractor field staff are trained and comply with applicable WorkSafeBC regulations.

3.3.3 Fish Habitat Assessment

The Contractor will be responsible for completing all fish and fish habitat assessment field work and associated office-based analysis. Fish and fish habitat assessments shall be conducted within the defined reach of Soames Creek, extending approximately 250 metres from upstream of the mitigation line to culvert barriers downstream of Marine Drive.

Fish and fish habitat monitoring will be conducted by the Contractor utilizing a fisheries-qualified QEP and will follow applicable provincial standards, including the BC Fish Habitat Assessment Procedures (Johnson and Slaney, 1996).

Fish and fish habitat assessment activities shall include, but are not limited to:

- Fish population monitoring, including species composition and age-class distribution.
- Fish habitat measurements, including riffle crest and pool assessments.
- Evaluation of temporal trends and persistence of fish populations independent of wellfield operations.

3.3.4 Data Compilation and Presentation

The Contractor will be responsible for compiling all monitoring data collected by Regional District staff and the Contractor into a centralized electronic database in Microsoft Excel format. The compiled dataset will be submitted in both excel and PDF formats with the annual report.

Any field data or field notes collected by the Regional District or the Contractor will be incorporated into the compiled dataset prepared by the Contractor and provided to the Regional District.

3.3.5 Data Analysis and Interpretation

The Contractor will complete all data analysis and interpretation for surface water, groundwater, and fish and fish habitat monitoring results. This will include but is not limited to the review of QA/QC samples, comparison to baseline conditions, and assessment against applicable provincial and federal guidelines.

The Contractor will conduct statistical analyses to evaluate spatial and temporal trends, including short-term, annual, and multi-year trends. Where monitoring results indicate exceedances of thresholds, anomalies, or declining trends, the Contractor will evaluate potential causes and provide technical recommendations to the Regional District.

3.3.6 Reporting

The Contractor will be responsible for all reporting associated with the Monitoring Program and will submit deliverables to the Regional District. The Contractor will submit the reports in a PDF and Microsoft Word Formats, the reports will include:

1. Monthly Water Sampling Summary

The Contractor will review monitoring results collected by Regional District staff during the monitoring period and provide summary interpretation. The Contractor will notify the Regional District immediately if thresholds are met or exceeded, or if monitoring results indicate potential environmental concern.

2. Annual Reporting

The Contractor will prepare a comprehensive annual report summarizing Monitoring Program activities, results, and interpretation and include recommendations for improvements to the Monitoring Program. A draft report shall be submitted to the Regional District for review by December 1st for the year, and the Contractor will incorporate all comments prior to finalizing the report for submission to the Province by January 20th the following year, subject to Regional District approval.

The annual report will be prepared in a format consistent with the previously accepted "2025 Annual Report" and will generally follow the same structure, level of detail, and presentation, unless otherwise directed by the Regional District or required by the Province.

The annual report should include but not be limited to the following:

- Methods and monitoring summary.
- Tables, figures, graphs and appendices.
- Threshold exceedances and investigation outcomes.
- Adaptive management considerations.
- Recommendations for future monitoring or AMP updates.

3.3.7 Quality Control / Quality Assurance

The Contractor shall develop, implement, and maintain a comprehensive QA/QC Program that applies to all aspects of the Program, including but not limited to field activities, laboratory analysis, data management, and reporting. The

Contractor's QA/QC Program will be submitted to the Regional District for review prior to the commencement of monitoring activities.

The Contractor should have a designate a QA/QC Lead (who may also be the QEP) responsible for oversight of all QA/QC procedures, approval of data validation decisions, and resolution of data quality issues.

The Contractor will maintain and follow written SOPs for all monitoring tasks, including groundwater level measurement, surface water flow gauging, water quality sampling, equipment calibration, sample handling, chain-of-custody procedures, and fish and fish habitat assessment methods. SOPs will need to be consistent with provincial and federal standards.

Field QA/QC procedures shall include, at minimum:

1. Field blanks, trip blanks, and equipment blanks.
2. Field duplicates and split samples.
3. Pre- and post-calibration checks for all field meters.
4. Documentation of environmental conditions, anomalies, and deviations.
5. Corrective actions when field QA/QC results fall outside acceptance criteria.

The Contractor will need to ensure all field instrumentation is properly calibrated, maintained, and verified. Requirements include but is not limited to:

1. Calibration logs for all meters and sensors.
2. Routine maintenance and inspection of dataloggers.
3. Verification of sensor accuracy and drift.
4. Redundancy for critical monitoring equipment.
5. Documentation of equipment failures and corrective actions.

All laboratory analyses shall be conducted by accredited laboratories (e.g., CALA or ISO 17025). The Contractor shall ensure:

1. Appropriate detection limits for regulatory guidelines.
2. Compliance with holding times and preservation requirements.
3. Use of laboratory QA/QC packages (method blanks, spikes, duplicates).

4. Review and interpretation of laboratory QA/QC results.
5. Follow-up with the laboratory when QA/QC issues arise.

The Contractor shall conduct full data validation prior to reporting, including:

1. Completeness checks.
2. Range and logic checks.
3. Cross-checks with field notes and calibration logs.
4. Flagging and qualification of suspect or anomalous data.
5. Verification of outliers before exclusion.
6. Documentation of all data corrections and decisions.

The Contractor shall maintain a secure and traceable data management system that includes:

1. Metadata requirements for all datasets.
2. File naming conventions and version control.
3. Secure storage and backup procedures.
4. Audit trails for data edits and transfers.
5. Standardized data formats for submission to the Regional District.

The Contractor shall define acceptance criteria for all QA/QC elements, including:

1. Maximum allowable variance for duplicate samples.
2. Acceptable calibration drift thresholds.
3. Minimum detection limits.
4. Criteria for re-sampling or re-analysis.
5. Conditions under which data will be qualified or rejected.

The Contractor shall implement corrective actions when QA/QC issues are identified, including:

1. Root-cause analysis.

2. Re-sampling or re-analysis where feasible.
3. Documentation of corrective actions taken.
4. Updates to SOPs or procedures to prevent recurrence.

The Contractor shall include a QA/QC summary in all reports, including:

1. Summary of field and laboratory QA/QC samples.
2. Results of QA/QC evaluations.
3. Qualified or rejected data and rationale.
4. Corrective actions taken.

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. The General Contract terms can be found at: Information about our General Service Terms and Conditions can be found at www.scrd.ca/bid.

4.2 Term

The term of the contractor will be for a three (3) year period with the option to extend up to an additional two (2) years at the sole discretion of the Regional District.

4.3 Service Requirements

The Contractor's responsibilities will include the following:

- a) Act as the Qualified Environmental Professional (QEP) for the project and provide overall professional oversight and direction of the monitoring program, including directing and guiding Regional District staff with respect to field monitoring requirements.
- b) Coordinate with Regional District staff as required, including provision of technical direction for field activities, data transfer requirements, and clarification of monitoring procedures. Some data may be provided by the Regional District upon request of the Contractor.
- c) Complete all data compilation, analysis, interpretation, and evaluation of monitoring results collected by Regional District staff and the Contractor.
- d) Identify and evaluate threshold exceedances, anomalies, or emerging trends in surface water, groundwater, and environmental monitoring data, and notify the

Regional District immediately where monitoring results indicate potential non-compliance or environmental concern.

- e) Prepare reporting as stipulated in the monitoring program at the required frequency and standards. Reports shall reflect the objectives, thresholds, and adaptive management framework outlined in the AMP.
- f) Prepare an annual detailed monitoring report presenting the results of the Monitoring Program. As required under clause (j) of CWL #502568, following each year of monitoring the Contractor shall prepare a report identifying the nature of any impacts to Soames Creek, Aquifer #560, or users thereof.
- g) Host a project kick off meeting with the Regional District's project team (either on site or virtually), facilitate additional meetings upon request, and prepare and submit meeting minutes.
- h) Attend site inspections on an as needed basis where anomalous conditions are detected or where technical input is required to support interpretation of monitoring results.
- i) Prepare yearly summary monitoring reports, where required under the Monitoring Program or AMP, and submit these no more than four (4) weeks following the annual data collection period.
- j) If the Contractor observes that a surface water or groundwater quality threshold is met or exceeded, the Contractor shall inform the Regional District immediately.
- k) Complete all fish and fish habitat monitoring as specified in the Monitoring Program, including associated field work and analysis. The Contractor shall be responsible for obtaining all permits and approvals required for in stream works.

4.4 Standards

The Contractor will need to follow and adhere to all rules, regulations, and conditions stipulated in CWL, the Leave to Commence, the Adaptive Management Plan (AMP), and the Monitoring Program.

4.5 Permitting

The Contractor will be responsible for obtaining all required permits and approvals necessary to complete the scope of work, including those required for fish and fish habitat assessment activities and any other pertinent permits (e.g., from Fisheries and Oceans Canada, BC Ministry of Water, Land and Resource Stewardship, BC Ministry of Environment, BC Ministry of Transportation and Infrastructure, and/or BC Ministry of Forests, as applicable).

For fish and fish habitat monitoring conducted in freshwater, this will include obtaining a Scientific Fish Collection Permit issued by the Province of British Columbia under the

Wildlife Act. The permit shall authorize the capture and handling of fish for scientific purposes using approved methods, including electrofishing and Gee trapping.

The Contractor shall be responsible for meeting all permit conditions, including data submission and reporting requirements associated with fish collection permits, and for ensuring that all permit obligations are fulfilled in a timely manner.

4.6 Additional Work

The Contractor may be required to perform additional work or testing services as required by the Regional District, the work could include but are not limited to:

- a) Additional fish and/or fish habitat assessments.
- b) Water quality testing.
- c) Supplementary Hydrogeological Analysis.
- d) Emergency response work.
- e) Regulatory driven changes.
- f) Equipment replacement or repair.
- g) Unplanned field conditions.
- h) Routine field work such as surface water and groundwater sampling or monitoring
- i) Routine field measurements.

4.7 Related Documents

Appendix 1 - Conditional Water Licence 502568.

Appendix 2 – Reliable EFN for Soames Creek.

Appendix 3 - 2025 Annual Report Conditional Water Licence.

Please note appendix 3 has been partially released, the full version will be released to the Contractor upon request.

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

The Proponent will need to demonstrate that the project team possess the professional qualifications, certification and experience necessary to successfully deliver the monitoring services.

At a minimum the project team should include:

- a) Certified and qualified Hydrogeologist who is Professional Geoscientist (P.Geo) registered in British Columbia under the Professional Governance Act.
- b) Qualified Environmental Professional registered in British Columbia.
- c) Registered Professional Biologist (RPBio).
- d) BC certified Electrofishing Operator or equivalent training.

Proponents should provide current resumes for their key members that demonstrates their qualifications, certifications and experience

5.1.2 Relevant Experience

The Proponent and any subcontractors of the Proponent included in its proposal should have a minimum of five (5) years within the past seven (7) years providing services of a similar scope and complexity. Similar scope and complexity is defined as

- a) Proficiency in coordinating and completing monitoring programs for potable water.

- b) Experience interpreting environmental guidelines, including BC Water Quality Guidelines and the Guidelines for Canadian Drinking Water Quality.
- c) Preparing and certifying reports to summarize findings.
- d) Groundwater and surface water monitoring.
- e) Hydrogeological modelling and data interpretation.
- f) Fish and fish habitat assessment.
- g) Environmental QA/QC systems.
- h) Regulatory compliance under BC's Water Sustainability Act.
- i) Adaptive management and threshold-based monitoring.
- j) Experience completing similar services preferably for Local Governments.

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 should provide details on how they will meet all environmental requirements and regulations which include but are not limited to:

- a) *Water Sustainability Act.*
- b) *Fisheries Act.*
- c) *BC Drinking Water Protection Act.*
- d) VCH Regulations.

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) Energy efficient products;
- e) Minimal or environmental friendly use of packing materials.

5.3 Approach

Proponents need to provide a clear and comprehensive description of their proposed methodology for delivering environmental monitoring and compliance monitoring services. The methodology should be consistent with all applicable regulatory requirements and should describe how the Proponent will implement, manage, and execute the work in accordance with the Scope of Work.

The Proposal should include the following:

5.3.1 Workplan and Methodology Approach

The Proponent should provide:

- a) A task-by-task breakdown aligned with the Scope of Work, describing how each component of the Monitoring Program will be completed.
- b) A description of how QEP oversight and technical direction will be provided for Regional District-led field monitoring activities, including communication protocols and review procedures.
- c) Identification of data requirements that will be supplied by the Regional District to support monitoring, analysis, and reporting.
- d) An outline of the work effort, including estimated hours by team member and the roles and responsibilities of each team member.

5.3.2 Data Compilation, Analysis and Interpretation

The Proponent should describe the proposed approach and methodology for:

- a) Data compilation and management, including integration of Regional District-collected data.
- b) Data analysis and interpretation for groundwater, surface water, and fish and fish habitat monitoring results.
- c) Quality assurance and quality control (QA/QC) procedures, including field QA/QC, laboratory QA/QC, data validation, and corrective actions.

The Proponent shall provide clear rationale for the analytical methods selected and demonstrate how monitoring results will be evaluated against applicable thresholds, guidelines, regulatory criteria, and adaptive management triggers.

5.3.1 Reporting and Deliverables

The Proponent should:

- a) Identify proposed timelines for submission of draft, revised draft, and final reports.
- b) Describe the approach to incorporating Regional District review comments, including how revisions will be tracked and documented.
- c) Demonstrate how reporting will meet all regulatory submission requirements, including formatting, content, and deadlines.

5.3.2 Professional Oversight and Technical Direction

The Proponent should demonstrate the capability to provide professional oversight and direction of environmental monitoring programs, including:

- a) Directing Regional District-led field programs.
- b) Reviewing field procedures and data quality.
- c) Completing data analysis and interpretation.
- d) Preparing regulatory-grade technical reports.

5.3.3 Regulatory Coordination

The Proponent should demonstrate the ability to work effectively and tactfully with:

- a) The Provincial Water Licensor
- b) Other regulatory agencies as required

This includes supporting regulatory compliance, achieving consensus on monitoring results, and providing clear, defensible recommendations within an adaptive management framework.

5.4 Site Safety

The Proponent will need to ensure the safety of the public, Regional District staff, other contractors, and all workers by developing and implementing a site-specific Safety Plan that aligns with all applicable safety procedures, legislation, and industry best practices. Proponents should provide a high-level summary of this plan that demonstrates how they

will identify and manage site-specific hazards, outline safe access and movement protocols, and establish clear requirements for training, communication, and emergency response. The Proponent will need to provide details on their safety measures and personal protective equipment to ensure the Work is performed safely and in full compliance with all requirements.

5.5 Added Value

The Proponent may include ideas beyond the scope of the work that provide added benefit to the Regional District, but which were not specifically requested. Unless otherwise stated, it is understood that there will be no extra charge for these additional services. If, however, additional services are offered at additional costs, an explanation of the additional service costs should be included and identified in their Proposal.

The Proponent should provide relevant information on what makes their firm innovative, what competitive advantages they offer, and what additional services may be of assistance or benefit to the Regional District

In the context of this project the Proponent may want to consider the following types of added value options to consider from:

- a) Enhance monitoring technologies (e.g. real-time telemetry, automated QA/QC flagging systems, high-resolution dataloggers with redundancy etc.)
- b) Advanced data analytics and visualization (e.g interactive dashboards, predictive analytics, automated trend detection etc.)
- c) Regulatory and compliance expertise.
- d) Operational efficiency improvements.
- e) Other.

5.6 Price

Proponents need to submit a unit prices as outlined in the schedule of prices the unit prices should be all-inclusive cost for all the project; the proposal should include a breakdown of the fix prices including time, travel, hourly billable rates and material costs.

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.

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	30
Methodology	30
Added Value	10
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 Conditional Water Licence 502568

(provided as a separate document)

Appendix 2 Reliable EFN for Soames Creek

(provided as a separate document)

Appendix 3 Annual Report Conditional Water Licence

(provided as a separate document)