



## REQUEST FOR QUOTATION

### **RFQ - Heritage Resources Impact Assessment for the Wye Lake Trail**

**Closing Date: May 12, 2026**

## **1. Introduction**

The Town of Watson Lake (the “Town”) is inviting quotations for completion of a **Heritage Resources Impact Assessment (HRIA)** for the Wye Lake Trail Enhancements project.

The Town would like the Heritage Resource Impact Assessment completed as early as possible in the summer season of 2026, so that tendering and construction of the trail improvements can proceed thereafter.

## **2. Project Background**

The Town of Watson Lake is planning to enhance the existing Wye Lake Trail which provides a 2.5 km loop trail around First Wye Lake. The trail is located within the boundaries of Wye Lake Park in the municipality of Watson Lake. The Wye Lake Trail is presently a natural surface packed dirt path with boardwalk sections on low-lying riparian areas. The trail is a mix of single and double-track with extensive exposed roots which limits access, presents challenges in maintaining and keeping the trail clear of snow, and does currently not meet the needs of the community.

## **3. Project Description**

The purpose of the project is to enhance the existing trail by widening, re-grading and placing a compacted gravel trail surface, as well as upgrading and expanding timber boardwalk sections. Additional improvements include adding two trailhead kiosks with maps, formalizing trailhead entry points, replacing the existing outhouse with an accessible outhouse, and upgrading aging benches, waste bins and interpretive signage. The design includes a maximum 3.0 disturbance width along the trail alignment to account for any required tree clearing, grubbing and trail surfacing.

Community engagement and detailed design for the trail improvements have been completed, and funding for construction has been secured through the federal Gas Tax Fund. It is anticipated that construction may take place over two to three construction seasons (from May to October) with construction to start as early as fall 2026 and completion by fall 2030 at the latest.

A YESAB project proposal was submitted in 2024, and Decision Document was issued in 2025. Subsequently, a Fisheries Assessment was completed and suggests that First Wye Lake is not fish bearing. The YESAB Decision Document requires the completion of a Heritage Resources Impact Assessment be completed within the project area in advance of land altering activities.

## **4. Reference Documents**

Please refer to the attached documents:

- Appendix A – Wye Lake Trail Site Plan

## 5. Submission Requirements

The following information must be received as part of the Quotation:

1. Name of firm and contact information
2. Brief description of scope
3. Price broken down per task with estimated hours and rates
4. Any assumptions

Quotations must be submitted **by email to the following RFQ contact**, no later than **3:00 p.m. (Yukon Time) on May 12, 2026**:

Heidi Redman, LEES+Associates

Email: [hredman@elac.ca](mailto:hredman@elac.ca)

## 6. RFQ Evaluation

The selected proponent will be sent a notice of award by email. Respondents not selected will also be informed by email.

The Town will not necessarily accept the lowest or any Quotation and reserves the right to accept or reject any or all Quotations, or to accept the Quotation which the Town deems to be in its own best interest.

A Quotation may be rejected where there is substantial evidence that, according to the evaluation criteria set out above, the bidder would be unable to carry out the work required. The determination of whether to reject any Quotation or to remove any Quotation from the evaluation process will be made in the absolute discretion of the Town.

## 7. Insurance

The Town requires the Consultant provide Certificates of Insurance prior to starting work.

- The Consultant shall provide and maintain, either by way of a separate policy or by an endorsement to its existing policy, Commercial General Liability Insurance acceptable to the Town and subject to limits of not less than three million dollars (\$3,000,000.00) inclusive per occurrence for bodily injury, death, and damage to property including loss of use thereof.
- Prior to commencing the work, the Consultant shall provide evidence of good standing with Yukon Workers' Compensation Health and Safety Board.
- Insurance shall be maintained continuously until the contract expiry date.