



Request for Tender (RFT 2026-011)
Contractor Services for Wye Lake Trail and Sign Post Forest
Trail Improvements

The Town of Watson Lake is seeking bids for contractor services for upgrades to the Wye Lake Trail and Sign Post Forest Trail to improve active transportation and accessibility in the community. Upgrades include following all protocols outlined in the YESAA document, placement of trail infrastructure and performance of work in accordance with the design and specifications.

Section Number	Title	Number of Pages
00 00 00	Title Page	1
00 01 10	Table of Contents	1
00 11 21	Request for Tender	2
00 21 13	Instructions to Bidders	4
00 41 43	Bid Form	7

REQUEST FOR TENDER

Town of Watson Lake

Bids for: Wye Lake Trail and Sign Post Forest Trail Improvements

Tender Number: RFT 2026-011

Will be received by: Town of Watson Lake
Attention: Heidi Redman, LEES
hredman@elac.ca

Closing time and date for this Tender is **2:00 p.m., local time, October 29, 2026.**

Bids shall be submitted by electronically in PDF format to the email contact above. Bids must be received no later than the noted closing time. Tenders received and not conforming to the foregoing will be returned to the Tenderer(s) without consideration.

Email submission must not exceed 15MB or they may be rejected by the mail server. Proponents are responsible for getting confirmation that the Proposal has been received at the email address provided.

1. The Work to be undertaken under the unit price Contract involves:
 - a) Mobilization of equipment and workforce.
 - b) Site demolition, including but not limited to the removal and disposal of existing site furnishings and timber boardwalk.
 - c) Layout of work.
 - d) Clearing and grubbing.
 - e) Site preparation, including excavation and subgrade preparation.
 - f) Trail improvements, including but not limited to the supply and installation of compacted granular trail, timber boardwalk on mudsill foundation, and rip rap shore protection.
 - g) Supply and installation of site furnishings.
 - h) Rehabilitation of disturbed areas.
2. Digital copies of the Tender Documents will be available on the MERX website, and the Town of Watson Lake website.
3. A pre-tender site visit can be scheduled by submitting a request to the email address provided in section 10.0. If a site visit is scheduled, notification will be posted on MERX and the Town of Watson Lake website.

4. The successful Bidder shall obtain Substantial Completion of the Work not later than October 15, 2027.
5. Tenders must be accompanied by:
 - a) Construction schedule
 - b) Addendum Acknowledgement (if applicable)
6. Bidders are advised that Town Bylaws and Policies are available through the Town's website at <https://watsonlake.ca/>.
7. The Owner may decide, at its sole discretion, that no bid submitted will be accepted and no Contract will be awarded pursuant to this Bid process. In that event, all Bidders will be notified and the Owner will have no liability to any Bidder. If the Owner decides to accept a Bid and award a Contract, the selection of the successful Bidder will be based on a number of criteria which will include, but not limited to, price, delivery date, and qualification of the Bidder.

Receipt of an Invitation to Bid and evaluation by the Owner of a Bid does not imply that the Bidder is qualified. The Owner reserves the right to waive informalities in, reject any or all Bids, or to accept the Bid deemed most favourable in the interest of the Owner. No Bids will be accepted from contractors with which the Town is currently involved in either legal proceedings or arbitration.

8. The successful Tenderer shall be the Prime Contractor for the Project pursuant to the applicable construction safety legislation and shall have primary responsibility for the safety of all workers and equipment on the Project in accordance with such legislation.
9. The successful Tenderer will be required to provide the following upon award of the Project:
 - a) Contract Security
 - b) Certificates of Insurance
 - c) Clearance Letter from the Yukon Workers' Safety and Compensation Board
 - d) Town Business Licence
10. Questions regarding this Tender must be submitted by email no later than 2:00 p.m. local time four (4) calendar days prior to the submission deadline and shall be directed to:

Town of Watson Lake
Attn: Heidi Redman, LEES
E. hredman@elac.ca

1. INFORMATION CONCERNING CONDITIONS OF THE WORK

- .1 TENDERERS shall carefully examine the CONTRACT DOCUMENTS and the WORKSITE and shall fully inform themselves as to all existing conditions and limitations which will affect the execution of the CONTRACT. No consideration will be given after submission of a TENDER to any claim that there was any misunderstanding with respect to the conditions imposed by the CONTRACT.
- .2 In preparation of a TENDER, TENDERERS shall use only those drawings listed in the CONTRACT DOCUMENTS that are clearly labeled "ISSUED FOR TENDER". TENDERERS shall not rely on any documents that are not so labeled.
- .3 Discussions at TENDER Briefings or other oral discussions shall not become a part of the CONTRACT DOCUMENTS nor modify the CONTRACT DOCUMENTS unless confirmed by Addenda issued to all TENDERERS before closing.

2. ADDENDA

- .1 If there are to be any changes in THE WORK, TENDERERS will be informed, prior to the close of the period allowed for receiving TENDERS, by means of an ADDENDUM, a written communication issued by the OWNER. All ADDENDA shall become a part of the CONTRACT DOCUMENTS, and receipt of ADDENDA shall be acknowledged by the TENDERER in the TENDER.
- .2 ADDENDA will not be issued later than three (3) calendar days before the TENDER closing date.
- .3 After TENDERS have been opened, no changes, additions, or deletions to any TENDER, except those specifically provided for in the Tendering Conditions shall be made either by or on behalf of the OWNER, or by or on behalf of the TENDERER.
- .4 ADDENDA will be posted on MERX and the Town of Watson Lake website. Acknowledgment of receipt of ADDENDA by the TENDERER shall noted in the Bid Form.

3. DISCREPANCIES, OMISSIONS AND CONSTRUCTABILITY

- .1 If a TENDERER finds discrepancies or errors or omissions in the drawings, specifications, or other documents or has any doubt as to the meaning or intent of any part thereof, he shall at once inform the OWNER. Any necessary changes, or additions, or further explanations, will be made by the OWNER by issuing an ADDENDUM.
- .2 Every request for an interpretation shall be made in writing, and forwarded to the address given on the Invitation to Tender. Oral discussions, unless confirmed in writing in an Addendum, shall not modify the CONTRACT DOCUMENTS nor the tendering procedure.
- .3 The TENDERER is responsible for gaining an understanding of the intent of the design as conveyed by the CONTRACT DOCUMENTS, adequate to allow the TENDERER to prepare a valid TENDER. The TENDERER shall be responsible for determining that THE WORK is constructible in accordance with the intent of the design.

4. REQUESTS FOR REVIEW OR EQUIVALENT ALTERNATIVES

- .1 The TENDERER shall submit any requests for review of equivalent alternatives to the OWNER at least 5 calendar days prior to the TENDER closing date.
- .2 Requests for consideration of alternative PRODUCT shall be submitted in writing and directed to the OWNER,
- .3 The OWNER may allow the alternative, and issue an ADDENDUM to the CONTRACT, or he may reject the alternative.
- .4 The TENDERER shall use only alternatives that are confirmed by an ADDENDUM.
- .5 Whenever alternatives are accepted, the TENDERER shall be responsible for making all consequent adjustments to make the alternative fit into THE WORK as specified, and the consequent costs shall be deemed to be included in the TENDER PRICE.

- .1 Reviews of equivalent alternatives will be undertaken only after the TENDER closing date.

5. SUBCONTRACTORS

- .1 The TENDERER shall submit in the Bid Form the names of SUBCONTRACTORS proposed for the work.
- .2 Where the Schedule of Subcontractors shows specific items of work the TENDERER shall name their SUBCONTRACTOR; work is to be performed by the Bidder's own forces unless otherwise stated on the Bid Form.
- .3 The SUBCONTRACTORS listed in the Tender may not be changed without the written consent of the OWNER. If the OWNER so requires, the TENDERER shall be prepared to confirm to the OWNER the competence of SUBCONTRACTORS prior to their acceptance on THE WORK.
- .4 If at the time of Contract Award a SUBCONTRACTOR named in the Tender is not acceptable to the OWNER, the TENDERER shall name an alternative SUBCONTRACTOR acceptable to the owner.

6. TENDER EVALUATION

- .1 The OWNER reserves the right to evaluate TENDERS on the basis of criteria of its own choice, in its sole discretion, whether previously disclosed to TENDERERS or not, provided only that the reasons for selection of a TENDER shall not be frivolous, irrelevant, or malicious.
- .2 In evaluation of TENDERS the OWNER may, but is not obligated to, apply preference for:
 - a) an earlier completion date over later;
 - b) a Contractor deemed by the OWNER in its sole discretion to be more competent than a less competent, (even though both may be competent to perform THE WORK).

- .3 In evaluation of TENDERS the OWNER may, but is not obligated to, consider previous or on-going disputes from other CONTRACTS, with a TENDERER.
- .4 No bids will be accepted from a contractor with which the Town is currently involved in either legal proceedings or arbitration.

7. ACCEPTANCE OR REJECTION OF TENDERS

- .1 The OWNER reserves the right to reject any or all TENDERS, to waive irregularities and informalities at their discretion and to accept the TENDER which the OWNER deems to be in its best interest. The lowest TENDER will not necessarily be accepted. Without limiting the generality of the foregoing, any TENDER may be rejected for any of the following reasons:
 - Incomplete TENDER.
 - Obscured or irregular erasures or corrections in the Schedule of Prices.
 - Prices omitted or unbalanced.
 - Insufficient or irregular Tender Guarantees.
 - Evidence of inadequate experience, or of inadequate capacity to perform the contract, or failure to qualify under conditions of the Tendering Requirement.
 - Evidence of previous failure to perform adequately on similar work.
 - The insertion by the Tenderer of conditions which vary the Tendering Requirements or the Tender Forms.
- .2 The OWNER reserves its right to negotiate at the time of acceptance, with the lowest TENDERER only, for a lower TENDER PRICE, or for the removal from the TENDER of qualifying conditions, or both.
- .3 The successful TENDERER will be required to execute a standard CCDC 4 Unit Price Contract.

END OF SECTION 00 21 13

Project/Contract: **WYE LAKE TRAIL & SIGN POST FOREST TRAIL IMPROVEMENTS**

Tender No: RFT 2026-011

From (Bidder): _____
Name of Bidder/Corporation

Street Address or Postal Box Number

City, Territory and Postal Code

Bidder's Telephone Number Bidder's Email

To (Owner): **Town of Watson Lake**
710 Adela Trail, Watson Lake
ATTN: Heidi Redman, LEES
hredman@elac.ca

1. The Bidder hereby acknowledges that failure to complete the Breakdown of Unit Prices or the List of Subcontractors required in this Bid Form may result in the rejection of its Bid by the Town.
2. If selected the successful Bidder, the Bidder shall perform the Work and fulfill all other requirements of the Contract for the sum of (all in Canadian Dollars):

BID PRICE

Bid Price (\$)
Including
Provisional Items _____

GST _____

Total Bid Price (\$)
Including GST _____

4. The Bidder hereby acknowledges receipt of the following addenda:

Addendum No.	No. of Pages	Dated

5. The Bidder understands that if it is selected as the successful Bidder for this Tender, the Town shall provide notice to the Bidder to the email address provided by the Bidder in this Bid Form.

6. If it is selected as the successful Bidder, the Bidder shall,

- 6.1 provide Contract Security to the Owner equal to ten percent (10%) of the awarded Contract Price in the form of:

- i. a bank draft or;
- ii. a certified cheque or;
- iii. an irrevocable letter of credit from a recognized financial institution.

- 6.2 provide a Clearance Letter from the Yukon Workers' Safety and Compensation Board;

- 6.3 provide proof of a Town of Watson Lake Business License;

- 6.4 provide and maintain Certificates of Insurance, including;

- i. Comprehensive General Liability Insurance 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.
- ii. Automobile Liability Insurance, in respect of all licensed vehicles owned, leased or rented by the Successful Bidder subject to limits of not less than three million dollars (\$3,000,000.00) inclusive per occurrence.

7. The Bidder hereby represents to the Town that it:

- 7.1 has carefully examined the Tender Documents as listed in the Invitation to Bid;

- 7.2 has carefully examined the Work site; and

- 7.3 has the resources, skills and ability to perform the Work in accordance with the Contract.

8. The Bidder understands and agrees that:

- 8.1 The Town reserves the right to increase, decrease, delete or vary any portion of the Work and the Bidder agrees to comply with any such change in the Work subject to valuation and adjustment as provided in the Contract.

- 8.2 Payment under the Contract will be made on the basis of completed Work, or portions thereof, measured and accepted by the Town and valued at the applicable Unit Prices, or portions thereof.
9. The Bidder represents and warrants to the Town that the several declarations and matters stated in this Bid Form and this Bid are true and binding in all respects and that this Bid has been compiled by the Bidder with full knowledge and understanding of all matters and things called for insofar as they relate to the Tender Documents.
10. The Bidder acknowledges that payment for work performed under the Contract shall be based on the basis of quantities and unit prices.

Category / Item		Unit	Estimated Quantity	Unit Cost	Total
SIGN POST FOREST TRAIL IMPROVEMENTS					
1.0	GENERAL REQUIREMENTS				
1.1	Mobilization & Demobilization	Lump sum	1		
2.0	DEMOLITION AND SITE PREPARATION				
2.1	Demolition and Removal of Existing Site Furnishings	Lump sum	1		
2.2	Excavation and Subgrade Preparation	m ²	800		
3.0	GRANULAR PATHWAYS				
3.1	Geotextile Fabric	m ²	800		
3.2	19mm Granular Base Course (150mm Depth)	m ²	800		
3.3	10mm Granular Surface Course (100mm Depth)	m ²	800		
3.4	Timber Edger to Picnic Area	l.m.	45		
				TOTAL	\$ _____
4.0	SITE FURNISHINGS (PROVISIONAL)				
4.1	Metal Bench, Embed Mount	ea.	4		
4.2	Garbage/Recycling Bin	ea.	1		
4.3	Accessible Concrete Picnic Table	ea.	2		
4.4	Timber Entry Archway	Lump sum	1		
				TOTAL	\$ _____

Category / Item		Unit	Estimated Quantity	Unit Cost	Total
WYE LAKE TRAIL IMPROVEMENTS					
1.0	GENERAL REQUIREMENTS				
1.1	Mobilization & Demobilization	Lump sum	1		
1.2	Construction Survey	Lump sum	1		
2.0	DEMOLITION AND SITE PREPARATION				
2.1	Demolition and Removals	Lump sum	1		
2.2	Clearing and Grubbing	m ²	2160		
2.3	Excavation & Subgrade Preparation	m ²	4320		
2.4	Environmental Compliance	Lump sum	1		
3.0	TRAIL SURFACING				
3.1	Supply and Install Geotextile Fabric	m ²	4320		
3.2	19mm Granular Base Course (150mm Depth)	m ²	4320		
3.3	10mm Granular Surface Course (100mm Depth)	m ²	4320		
3.4	Rip Rap Shoreline Protection	m ³	100		
3.5	Cross Path Drainage Culvert	ea.	1		
3.6	Timber Boardwalk on Mud Sill Foundation	l.m.	600		
				TOTAL	\$ _____
4.0	SITE FURNISHINGS (PROVISIONAL)				
4.1	Steel Bike Rack, incl Concrete Pad	ea.	1		
4.2	Metal Bench, Embed Mount	ea.	6		
4.3	Access Control Gate	ea.	3		
4.4	Accessible Outhouse Building	ea.	1		
4.5	Pet Waste Bag Dispenser	ea.	2		
4.6	Garbage/Recycling Bin	ea.	1		
4.7	Accessible Concrete Picnic Table	ea.	2		
5.0	SIGNAGE & WAYFINDING (PROVISIONAL)				
5.1	Timber Wayfinding Marker	ea.	12		
5.2	Trailhead Kiosk	ea.	1		
				TOTAL	\$ _____

14. **Contractor's Qualification/References:** Please provide a minimum of three (3) project references. Please provide detailed information on what type of services were provided.

Project Reference 1:

Project Name			
Owner			
Name/Title of Reference			
Telephone			
E-mail Address			
Description of Services			
Year Completed		Value of Project	

Project Reference 2:

Project Name			
Owner			
Name/Title of Reference			
Telephone			
E-mail Address			
Description of Services			
Year Completed		Value of Project	

Project Reference 3:

Project Name			
Owner			
Name/Title of Reference			
Telephone			
E-mail Address			
Description of Services			
Year Completed		Value of Project	

15. List of subcontractors to be employed in the Work. Work to be performed by Bidder's own forces, unless otherwise stated below.

Item of Work	Subcontractor Name

16. The Bidder represents and warrants that:

16.1 The bidder has arrived at this Bid without collusion with any competitor;

16.2 This Bid is open to acceptance by the Owner for a period of _30_ days from the date of Bid closing.

This Tender is executed under seal at _____

this _____ day of _____ 20____.

Signatures:

Signed and Submitted by:

Company Name

Name and Title of Authorized Signing Officer

Signature of Authorized Signing Officer

Name of Witness

Signature of Witness

Dated this _____ day of _____, 2026

END OF SECTION