

**May 15, 2026**

**Request for Proposal  
Project: Designated Substances Survey Services**

**ADDENDUM 11-2026-001**

This addendum forms part of the Bid Documents and amends the original Request for Proposal issued on April 27, 2026.

- Q1. Can the client provide a list of building expected over the three-year term, as well as list of buildings that are scheduled for demolition. Can the client also provide building size and age of construction for each building.
- A1. At this time, the Municipality is unable to provide a list of buildings that may require Designated Substance Survey services over the three-year contract term, including buildings that may be demolished, renovated, added, or removed from service. As outlined in Section 4.4 of the RFP, properties requiring DSS work will be identified on an as-needed basis throughout the contract term, depending on municipal priorities and property readiness. Prior to requesting a project-specific quotation, the Municipality will provide available building information relevant to the assignment, including, where available, building size, approximate age, drawings, photographs, and the scope of renovation or demolition, in accordance with Section 4.5.5 of the RFP.
- Q2. Does the scope of work include destructive sampling for concealed materials for those slated for Demolition?
- A2. Proponents should anticipate that certain assignments involving demolition projects may require destructive sampling to identify concealed designated substances. The extent of any destructive sampling will vary by project and will be communicated at the assignment stage.
- Q3. Are there past Designated Substances survey for each building, and will they be available?
- A3. The Municipality may have previous Designated Substance Surveys, environmental reports, drawings, or related documentation for certain properties; however, availability and completeness will vary by building. Where such information is available and relevant to the assignment, it will be provided to the successful Proponent at the project-specific assignment stage. The Municipality makes no representation regarding the accuracy or completeness of historical documentation. Proponents should not assume that historical reports or documentation exist for properties.
- Q4. In Section 4.2.2 refers to photographic documentation, will the client request a photograph for each sample location?

A4. The Municipality expects photographic documentation sufficient to clearly identify sampled materials, representative conditions, and relevant field observations. While a photograph for every individual sample location is preferred where practical, the level of photographic documentation may vary depending on the size and complexity of the assignment. At a minimum, photographs should support the findings, sample locations, and recommendations contained within the DSS report and align with industry best practices.

Q5. In Section 4.2.3 refers to the request to collect Bulk, Dust air or materials samples. Could the client clarify when the need for air sampling as this is a designated substance survey. Is the client anticipating issuing ad hoc services outside of the Designates substance scope of work outlined in this RFP?

A5. The primary intent of this RFP is to obtain Designated Substance Survey services in accordance with O. Reg. 490/09. In most cases, the Municipality anticipates that bulk material sampling will form the primary component of the work.

References to dust or air sampling in Section 4.2.3 were included to recognize that, depending on the assignment, limited supplementary sampling or assessment activities may occasionally be required to support the overall designated substances assessment, confirm conditions, or address site-specific circumstances identified during the investigation.

The Municipality is not currently anticipating broad environmental consulting or unrelated hazardous materials services outside the general scope of designated substances and associated hazardous materials assessments described in the RFP. Any additional services outside the defined scope would be discussed and authorized separately on a project-specific basis.

Q6. Will the properties be located only in the main Red Lake/Balmertown area, or should proponents plan for assignments in more remote municipal locations that may require extra travel time? Also, are there any specific access considerations, and can all buildings be reached by municipal roads.

A6. Properties may be located throughout the Municipality of Red Lake, including the communities of Red Lake, Balmertown, Cochenour, Madsen, McKenzie Island, and Starratt-Olsen, as identified in Section 1.1 of the RFP. The Municipality anticipates that the majority of properties will be accessible by municipal or publicly maintained roads; however, site-specific access conditions may vary depending on the property and season. Any known access constraints or special access considerations will be communicated to the Consultant at the assignment stage where applicable

Q7. Will the client provide CAD or PDF floor plans for all properties, or should consultants assume responsibility for creating base drawings where none exist?

A7. Where available, the Municipality will provide existing building documentation relevant to the assignment, which may include CAD drawings, PDF floor plans, sketches, photographs, or other background information. However, the availability, completeness, and accuracy of such information will vary by property. Proponents should not assume that complete or up-to-date floor plans exist for all buildings. Where suitable drawings are unavailable or insufficient for reporting purposes, the Consultant shall be responsible for preparing or supplementing base drawings necessary to complete the Deliverables outlined in the RFP

Q8. Can the RFP submission deadline be extended to June 1, 2026.

A8. At this time, the Municipality does not intend to extend the submission deadline. Proponents are encouraged to submit their proposals in accordance with the timelines identified in the RFP. The Municipality appreciates the interest and participation of all proponents

Q9. In section 4.5.4 Health and Safety Compliance, the RFP requests that staff are trained in confined spaces. Will confined space entry be routine for the DSS work? Also, will the consultant be required to prepare confined space entry plans and surveillance, or will this be managed by the Municipality?

A9. The Municipality does not currently anticipate that confined space entry will form a routine component of the Designated Substance Survey assignments contemplated under this RFP. However, certain properties or mechanical/service areas may require confined space entry depending on the nature of the assignment.

Where confined space entry is required, the Consultant shall be responsible for ensuring all work is completed in compliance with applicable Occupational Health and Safety Act requirements and associated regulations, including the preparation and implementation of any required confined space entry procedures, permits, hazard assessments, atmospheric monitoring, coordination of rescue requirements, standby/surveillance personnel, and other safety measures necessary to safely complete the work.

Proponents should ensure that appropriately trained and qualified personnel are available should confined space entry be required as part of an assignment.