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Request for Quote (RFQ) – Installation of New Overburden Groundwater Monitoring Wells

The Ottawa Valley Waste Recovery Centre is seeking bids for the construction of 8 new overburden groundwater monitoring wells installed at the OVWRC property south of Woito Station Road.

RFP Procedure:

1. Emailed proposals, plainly marked as to the contents, will be received by:

Laurie Benjamin, General Manager
lbenjamin@ovwrc.com
Until August 7, 2026 @ 1:30 pm

2. There will be no public opening for this RFQ.
3. The lowest quote will not necessarily be accepted.
4. The OVWRC will be the sole judge of what does and does not constitute grounds for rejecting an RFQ.
5. Any collusion between individuals or corporations in the preparation of this quote will be sufficient grounds for rejecting all RFQ's affected.
6. A submitted RFQ may be withdrawn at any point prior to August 7, 2026 local time, by written notice to Laurie Benjamin, General Manager.
7. The OVWRC shall deal only with the persons or companies listed in the RFQ. If it is the intention of the submitter of the proposal to subcontract any portion of the RFQ it should be plainly stated in the 'notes' section of the Bid Form.
8. Should an RFQ be chosen as the successful bid, a formal contract will be required to be signed by the person or persons authorized to bind the submitter. This contract will state the term of the contract, the agreed price/mark up, any agreed service or quality standards to be met, express limitations on subcontracting of services and responsibilities, and absolve the OVWRC of any responsibility and liability should the submitter fail to meet the terms of the contract.

RFQ specifications:

1. The estimated start date will be August 24, 2026.
2. All work is to be completed during the OVWRC operating hours (Monday to Friday, 7:30 am – 4:00 pm, closed all statutory holidays).

3. The chosen submitter must maintain a WSIB clearance certificate and a comprehensive public liability and property insurance policy in respect of any one accident to the limit of at least \$2,000,000 for the term of the contract.
4. All overburden groundwater monitoring wells will be installed within the OVWRC property. Stakes for the proposed wells are located at the following coordinates:

- Proposed Borehole 26-1: Lat 45.700188° / Long -77.158879°
- Proposed Borehole 26-2: Lat 45.699360° / Long -77.158710°
- Proposed Borehole 26-3: Lat 45.669950° / Long -77.155849°
- Proposed Borehole 26-4: Lat 45.700933° / Long -77.153242°
- Proposed Borehole 26-5: Lat 45.701562° / Long -77.154247°
- Proposed Borehole 26-6: Lat 45.699760° / Long -77.151431°
- Proposed Borehole 26-7: Lat 45.700424° / Long -77.149071°
- Proposed Borehole 26-8: Lat 45.702083° / Long -77.149280°

Our consultant (WSP) will coordinate private and public locates for subsurface utilities.

5. WSP will provide a staff member on-site full time during the drilling program to direct the drilling, sampling and monitoring well installation work. It is our current understanding that all proposed drilling locations are accessible for a track mounted drill rig.
6. The licensed well contractor will have appropriate drill guards and meet WSP's health, safety and environment (HSE) standards.
7. Assume the bedrock surface to be 5 metres below ground surface, with all monitoring well screens to be installed in the overburden above the bedrock surface. It is known that the depth to the bedrock surface and bedrock surface elevations vary across the property. If overburden thickness is too shallow to encounter the groundwater table and install a monitoring well, one or more additional boreholes will be attempted in the area of the original hole to be able to install a monitoring well.

Please include in the quote 8 wells @ 5 m with contingency (provisional item) per metre cost of an additional 20 m of overburden drilling.

8. Access:
 - Clear access to the borehole locations will be provided by OVWRC.
 - The proposed borehole locations are accessed through separate entrances from Woiito Station Road and it will likely be necessary to drive on Woiito Station Road to move between the portions of the OVWRC property (26-1, 26-2, and 26-3 can be accessed from the same entrance gate, 26-4, 26-5 and 26-6 can be accessed through another one, and finally 26-7 and 26-8 through a third one).

9. During drilling:

- Soil samples will be collected using a split spoon or direct push sampler at approximately 1.5 m (5 foot) intervals of depth
- Our consultant (WSP) will be on-site full time to direct the drilling, sampling and monitoring well installations, receive the soil samples collected, log the conditions encountered in the boreholes and decide on the need for and location of any additional borehole attempts.
- Drill cuttings can be used as backfill or left on-site (i.e., no drums are needed).
- Drill guarding is required by our consultant (WSP)
- Driller's HSE plan to be reviewed and accepted by our consultant (WSP)

10. For the monitoring wells:

- Monuments / steel protective casings:
- At least 1 m high stick-up above ground surface
- Set in concrete
- Lockable tops on the casings (locks to be provided by OVWRC)
- 38 mm (1 ½ inch) PVC screen and riser
- 1.5 m long screens
- Sand placed around the screen and a bentonite seal above the screen
- No need to equip with tubing and foot valves
- MECP well record(s) required

Thank you for your interest. Please submit any questions you may have to:

Laurie Benjamin
General Manager
Ottawa Valley Waste Recovery Centre
Tel: 613-735-7537 x222
Fax: 613-735-1837
lbenjamin@ovwrc.com

**RFQ – INSTALLATION OF OVERBURDEN GROUNDWATER MONITORING WELLS
BID FORM**

BIDDERS INFORMATION

Company Name: _____

Address: _____

Phone Number: _____

Fax Number: _____

Primary Email: _____

ACKNOWLEDGEMENT – ADDENDA

This will acknowledge receipt of the following addenda and that the pricing quoted includes the provision set out in each addendum(s):

Addendum #	Date Received
# _____	_____

# _____	_____
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☐ Check here if no addenda received/issued

*****All pricing to include materials, supplies and labour*****

Item/Activity	Units	Quantity	Rate	Cost
Mobilization/Demobilization				
Drilling Service/Production of wells				
Service Truck				
Materials				
Well tags and submittance				
Per meter cost contingency of overburden drilling (#7 of RFQ Specifications)				
Any additional costs (please describe in notes section below)				
SUBTOTAL				
HST				
TOTAL				

Notes:
