



**THE CITY OF WINNIPEG**

# **BID OPPORTUNITY**

**BID OPPORTUNITY NO. 1074-2014**

**PROVISION OF PUMPING, HAULING AND DISPOSAL OF LEACHATE**

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## **PART B - BIDDING PROCEDURES**

### **B1. CONTRACT TITLE**

B1.1 PROVISION OF PUMPING, HAULING AND DISPOSAL OF LEACHATE

### **B2. SUBMISSION DEADLINE**

B2.1 The Submission Deadline is 4:00 p.m. Winnipeg time, December 19, 2014.

B2.2 Bids determined by the Manager of Materials to have been received later than the Submission Deadline will not be accepted and will be returned upon request.

B2.3 The Contract Administrator or the Manager of Materials may extend the Submission Deadline by issuing an addendum at any time prior to the time and date specified in B2.1.

### **B3. SITE INVESTIGATION**

B3.1 Further to C3.1, the Bidder may make an appointment to view the Site by contacting the Contract Administrator.

B3.2 The Bidder shall not be entitled to rely on any information or interpretation received at the Site investigation unless that information or interpretation is the Bidder's direct observation, or is provided by the Contract Administrator in writing.

B3.3 The Bidder is responsible for determining:

- (a) the location of any utility which can be determined from the records or other information available at the offices of any public authority or person, including a municipal corporation and any board or commission thereof, having jurisdiction or control over the utility;
- (b) the nature of the surface and subsurface conditions at the Site;
- (c) the location, nature, quality or quantity of the materials to be removed or to be employed in the performance of the Work;
- (d) the nature, quality or quantity of the Plant needed to perform the Work;
- (e) all matters concerning access to the Site, power supplies, location of existing services, utilities or materials necessary for the completion of the Work; and
- (f) all other matters which could in any way affect his/her Bid or the performance of the Work.

### **B4. ENQUIRIES**

B4.1 All enquiries shall be directed to the Contract Administrator identified in D4.1.

B4.2 If the Bidder finds errors, discrepancies or omissions in the Bid Opportunity, or is unsure of the meaning or intent of any provision therein, the Bidder shall promptly notify the Contract Administrator of the error, discrepancy or omission at least five (5) Business Days prior to the Submission Deadline.

B4.3 If the Bidder is unsure of the meaning or intent of any provision therein, the Bidder should request clarification as to the meaning or intent prior to the Submission Deadline.

B4.4 Responses to enquiries which, in the sole judgment of the Contract Administrator, require a correction to or a clarification of the Bid Opportunity will be provided by the Contract Administrator to all Bidders by issuing an addendum.

B4.5 Responses to enquiries which, in the sole judgment of the Contract Administrator, do not require a correction to or a clarification of the Bid Opportunity will be provided by the Contract Administrator only to the Bidder who made the enquiry.

B4.6 The Bidder shall not be entitled to rely on any response or interpretation received pursuant to B4 unless that response or interpretation is provided by the Contract Administrator in writing.

## **B5. CONFIDENTIALITY**

B5.1 Information provided to a Bidder by the City or acquired by a Bidder by way of further enquiries or through investigation is confidential. Such information shall not be used or disclosed in any way without the prior written authorization of the Contract Administrator. The use and disclosure of the confidential information shall not apply to information which:

- (a) was known to the Bidder before receipt hereof; or
- (b) becomes publicly known other than through the Bidder; or
- (c) is disclosed pursuant to the requirements of a governmental authority or judicial order.

B5.2 The Bidder shall not make any statement of fact or opinion regarding any aspect of the Bid Opportunity to the media or any member of the public without the prior written authorization of the Contract Administrator.

## **B6. ADDENDA**

B6.1 The Contract Administrator may, at any time prior to the Submission Deadline, issue addenda correcting errors, discrepancies or omissions in the Bid Opportunity, or clarifying the meaning or intent of any provision therein.

B6.2 The Contract Administrator will issue each addendum at least two (2) Business Days prior to the Submission Deadline, or provide at least two (2) Business Days by extending the Submission Deadline.

B6.2.1 Addenda will be available on the Bid Opportunities page at The City of Winnipeg, Corporate Finance, Materials Management Division website at <http://www.winnipeg.ca/matmgt/bidopp.asp>

B6.2.2 The Bidder is responsible for ensuring that he/she has received all addenda and is advised to check the Materials Management Division website for addenda regularly and shortly before the Submission Deadline, as may be amended by addendum.

B6.3 The Bidder shall acknowledge receipt of each addendum in Paragraph 8 of Form A: Bid. Failure to acknowledge receipt of an addendum may render a Bid non-responsive.

## **B7. SUBSTITUTES**

B7.1 The Work is based on the Plant, Materials and methods specified in the Bid Opportunity.

B7.2 Substitutions shall not be allowed unless application has been made to and prior approval has been granted by the Contract Administrator in writing.

B7.3 Requests for approval of a substitute will not be considered unless received in writing by the Contract Administrator at least five (5) Business Days prior to the Submission Deadline.

B7.4 The Bidder shall ensure that any and all requests for approval of a substitute:

- (a) provide sufficient information and details to enable the Contract Administrator to determine the acceptability of the Plant, Material or method as either an approved equal or alternative;
- (b) identify any and all changes required in the applicable Work, and all changes to any other Work, which would become necessary to accommodate the substitute;
- (c) identify any anticipated cost or time savings that may be associated with the substitute;
- (d) certify that, in the case of a request for approval as an approved equal, the substitute will fully perform the functions called for by the general design, be of equal or superior

substance to that specified, is suited to the same use and capable of performing the same function as that specified and can be incorporated into the Work, strictly in accordance with the Contract;

- (e) certify that, in the case of a request for approval as an approved alternative, the substitute will adequately perform the functions called for by the general design, be similar in substance to that specified, is suited to the same use and capable of performing the same function as that specified and can be incorporated into the Work, strictly in accordance with the Contract.

- B7.5 The Contract Administrator, after assessing the request for approval of a substitute, may in his/her sole discretion grant approval for the use of a substitute as an "approved equal" or as an "approved alternative", or may refuse to grant approval of the substitute.
- B7.6 The Contract Administrator will provide a response in writing, at least two (2) Business Days prior to the Submission Deadline, to the Bidder who requested approval of the substitute.
- B7.6.1 The Contract Administrator will issue an Addendum, disclosing the approved materials, equipment, methods and products to all potential Bidders. The Bidder requesting and obtaining the approval of a substitute shall be responsible for disseminating information regarding the approval to any person or persons he/she wishes to inform.
- B7.7 If the Contract Administrator approves a substitute as an "approved equal", any Bidder may use the approved equal in place of the specified item.
- B7.8 If the Contract Administrator approves a substitute as an "approved alternative", any Bidder bidding that approved alternative may base his/her Total Bid Price upon the specified item but may also indicate an alternative price based upon the approved alternative. Such alternatives will be evaluated in accordance with B16.
- B7.9 No later claim by the Contractor for an addition to the Total Bid Price because of any other changes in the Work necessitated by the use of an approved equal or an approved alternative will be considered.
- B7.10 Notwithstanding B7.2 to B7.9, and in accordance with B8.5, deviations inconsistent with the Bid Opportunity document shall be evaluated in accordance with B16.1(a).

## **B8. BID SUBMISSION**

- B8.1 The Bid shall consist of the following components:
  - (a) Form A: Bid;
  - (b) Form B: Prices.
- B8.2 Further to B8.1, the Bidder should include the written correspondence from the Contract Administrator approving a substitute in accordance with B7.
- B8.3 All components of the Bid shall be fully completed or provided, and submitted by the Bidder no later than the Submission Deadline, with all required entries made clearly and completely, to constitute a responsive Bid.
- B8.4 Bidders are advised not to include any information/literature except as requested in accordance with B8.1.
- B8.5 Bidders are advised that inclusion of terms and conditions inconsistent with the Bid Opportunity document, including the General Conditions, will be evaluated in accordance with B16.1(a).
- B8.6 The Bid may be submitted by mail, courier or personal delivery, or by facsimile transmission.
- B8.7 If the Bid is submitted by mail, courier or personal delivery, it shall be enclosed and sealed in an envelope clearly marked with the Bid Opportunity number and the Bidder's name and address, and shall be submitted to:

The City of Winnipeg  
Corporate Finance Department  
Materials Management Division  
185 King Street, Main Floor  
Winnipeg MB R3B 1J1

B8.7.1 Samples or other components of the Bid which cannot reasonably be enclosed in the envelope may be packaged separately, but shall be clearly marked with the Bid Opportunity number, the Bidder's name and address, and an indication that the contents are part of the Bidder's Bid Submission.

B8.8 If the Bid is submitted by facsimile transmission, it shall be submitted to 204 949-1178

B8.8.1 The Bidder is advised that the City cannot take responsibility for the availability of the facsimile machine at any time.

B8.9 Bids submitted by internet electronic mail (e-mail) will not be accepted.

**B9. BID**

B9.1 The Bidder shall complete Form A: Bid, making all required entries.

B9.2 Paragraph 2 of Form A: Bid shall be completed in accordance with the following requirements:

- (a) if the Bidder is a sole proprietor carrying on business in his/her own name, his/her name shall be inserted;
- (b) if the Bidder is a partnership, the full name of the partnership shall be inserted;
- (c) if the Bidder is a corporation, the full name of the corporation shall be inserted;
- (d) if the Bidder is carrying on business under a name other than his/her own, the business name and the name of every partner or corporation who is the owner of such business name shall be inserted.

B9.2.1 If a Bid is submitted jointly by two or more persons, each and all such persons shall identify themselves in accordance with B9.2.

B9.3 In Paragraph 3 of Form A: Bid, the Bidder shall identify a contact person who is authorized to represent the Bidder for purposes of the Bid.

B9.4 Paragraph 10 of Form A: Bid shall be signed in accordance with the following requirements:

- (a) if the Bidder is a sole proprietor carrying on business in his/her own name, it shall be signed by the Bidder;
- (b) if the Bidder is a partnership, it shall be signed by the partner or partners who have authority to sign for the partnership;
- (c) if the Bidder is a corporation, it shall be signed by its duly authorized officer or officers and the corporate seal, if the corporation has one, should be affixed;
- (d) if the Bidder is carrying on business under a name other than his/her own, it shall be signed by the registered owner of the business name, or by the registered owner's authorized officials if the owner is a partnership or a corporation.

B9.4.1 The name and official capacity of all individuals signing Form A: Bid should be printed below such signatures.

B9.5 If a Bid is submitted jointly by two or more persons, the word "Bidder" shall mean each and all such persons, and the undertakings, covenants and obligations of such joint Bidders in the Bid and the Contract, when awarded, shall be both joint and several.

## **B10. PRICE ADJUSTMENT MECHANISM**

- B10.1 The Unit Prices shall be paid for each kilolitre of leachate pumped from each collection location indicated and outlined on Form B: Prices and disposed of at the North End Water Pollution Control Centre.
- B10.2 The prices for year one (1) of this Contract will be as stated on Form B: Prices and will be in effect until March 31, 2016. The Prices specified on Form B: Prices will be adjusted on the Contract anniversary dates; April 1, 2016, April 1, 2017, and April 1, 2018 based on the percentage increase in the Transportation Consumer Price Index (CPI) for the Province of Manitoba (Statistics Canada Reference Table 326-0021 available at <http://www.statcan.gc.ca/tables-tableaux/sum-som/l01/cst01/econ160h-eng.htm>)
- B10.3 On each Contract anniversary date the Item B: Prices will be multiplied by the CPI percentage increase of the previous year and then that amount will be added to the previous year's price to generate the next year's price for each Item in Form B.
- B10.4 If there is a percentage decrease in the Price Index the prices will not be adjusted for that year.
- B10.5 The Contract Administrator shall establish all price adjustments.

## **B11. PRICES**

- B11.1 The Bidder shall state a price in Canadian funds for each item of the Work identified on Form B: Prices.
- B11.1.1 Notwithstanding C11.1.3, prices on Form B: Prices shall not include the Goods and Services Tax (GST) or Manitoba Retail Sales Tax (MRST, also known as PST), which shall be extra where applicable.
- B11.2 The quantities listed on Form B: Prices are to be considered approximate only. The City will use said quantities for the purpose of comparing Bids.
- B11.3 The quantities for which payment will be made to the Contractor are to be determined by the Work actually performed and completed by the Contractor, to be measured as specified in the applicable Specifications.
- B11.4 Payments to Non-Resident Contractors are subject to Non-Resident Withholding Tax pursuant to the Income Tax Act (Canada).

## **B12. QUALIFICATION**

- B12.1 The Bidder shall:
- (a) undertake to be in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba, or if the Bidder does not carry on business in Manitoba, in the jurisdiction where the Bidder does carry on business; and
  - (b) be financially capable of carrying out the terms of the Contract; and
  - (c) have all the necessary experience, capital, organization, and equipment to perform the Work in strict accordance with the terms and provisions of the Contract.
- B12.2 The Bidder and any proposed Subcontractor (for the portion of the Work proposed to be subcontracted to them) shall:
- (a) be responsible and not be suspended, debarred or in default of any obligations to the City. A list of suspended or debarred individuals and companies is available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Division website at <http://www.winnipeg.ca/matmgt/debar.stm>



- B12.3 The Bidder and/or any proposed Subcontractor (for the portion of the Work proposed to be subcontracted to them) shall:
- (a) have successfully carried out work similar in nature, scope and value to the Work; and
  - (b) be fully capable of performing the Work required to be in strict accordance with the terms and provisions of the Contract; and
  - (c) have a written workplace safety and health program, if required, pursuant to The Workplace Safety and Health Act (Manitoba);
- B12.4 Further to B12.3(c), the Bidder shall, within five (5) Business Days of a request by the Contract Administrator, provide proof satisfactory to the Contract Administrator that the Bidder/Subcontractor has a workplace safety and health program meeting the requirements of The Workplace Safety and Health Act (Manitoba), by providing:
- (a) a copy of their valid Manitoba COR certificate and Letter of Good Standing (or Manitoba equivalency) as issued under the Certificate of Recognition (COR) Program administered by the Construction Safety Association of Manitoba or by the Manitoba Heavy Construction Association's WORKSAFELY™ COR™ Program; or
  - (b) a copy of their valid Manitoba SECOR™ certificate and Letter of Good Standing (or Manitoba equivalency) as issued under the Small Employer Certificate of Recognition Program (SECOR™) administered by the Construction Safety Association of Manitoba or by the Manitoba Heavy Construction Association's WORKSAFELY™ COR™ Program; or
  - (c) a report or letter to that effect from an independent reviewer acceptable to the City. (A list of acceptable reviewers and the review template are available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Division website at <http://www.winnipeg.ca/matmgt/>).
- B12.5 The Bidder shall submit, within three (3) Business Days of a request by the Contract Administrator, proof satisfactory to the Contract Administrator of the qualifications of the Bidder and of any proposed Subcontractor.
- B12.6 The Bidder shall provide, on the request of the Contract Administrator, full access to any of the Bidder's equipment and facilities to confirm, to the Contract Administrator's satisfaction, that the Bidder's equipment and facilities are adequate to perform the Work.

### **B13. OPENING OF BIDS AND RELEASE OF INFORMATION**

- B13.1 Bids will not be opened publicly.
- B13.2 Following the Submission Deadline, the names of the Bidders and their bid prices (unevaluated, and pending review and verification of conformance with requirements) will be available on the Closed Bid Opportunities (or Public/Posted Opening & Award Results) page at The City of Winnipeg, Corporate Finance, Materials Management Division website at <http://www.winnipeg.ca/matmgt/>
- B13.3 After award of Contract, the name(s) of the successful Bidder(s) and the Contract amount(s) will be available on the Closed Bid Opportunities (or Public/Posted Opening & Award Results) page at The City of Winnipeg, Corporate Finance, Materials Management Division website at <http://www.winnipeg.ca/matmgt/>
- B13.4 The Bidder is advised that any information contained in any Bid may be released if required by City policy or procedures, by The Freedom of Information and Protection of Privacy Act (Manitoba), by other authorities having jurisdiction, or by law.

### **B14. IRREVOCABLE BID**

- B14.1 The Bid(s) submitted by the Bidder shall be irrevocable for the time period specified in Paragraph 9 of Form A: Bid.

B14.2 The acceptance by the City of any Bid shall not release the Bids of the next two lowest evaluated responsive Bidders and these Bidders shall be bound by their Bids on such Work for the time period specified in Paragraph 9 of Form A: Bid.

## **B15. WITHDRAWAL OF BIDS**

B15.1 A Bidder may withdraw his/her Bid without penalty by giving written notice to the Manager of Materials at any time prior to the Submission Deadline.

B15.1.1 Notwithstanding C22.5, the time and date of receipt of any notice withdrawing a Bid shall be the time and date of receipt as determined by the Manager of Materials.

B15.1.2 The City will assume that any one of the contact persons named in Paragraph 3 of Form A: Bid or the Bidder's authorized representatives named in Paragraph 10 of Form A: Bid, and only such person, has authority to give notice of withdrawal.

B15.1.3 If a Bidder gives notice of withdrawal prior to the Submission Deadline, the Manager of Materials will:

- (a) retain the Bid until after the Submission Deadline has elapsed;
- (b) open the Bid to identify the contact person named in Paragraph 3 of Form A: Bid and the Bidder's authorized representatives named in Paragraph 10 of Form A: Bid; and
- (c) if the notice has been given by any one of the persons specified in B15.1.3(b), declare the Bid withdrawn.

B15.2 A Bidder who withdraws his/her Bid after the Submission Deadline but before his/her Bid has been released or has lapsed as provided for in B14.2 shall be liable for such damages as are imposed upon the Bidder by law and subject to such sanctions as the Chief Administrative Officer considers appropriate in the circumstances. The City, in such event, shall be entitled to all rights and remedies available to it at law.

## **B16. EVALUATION OF BIDS**

B16.1 Award of the Contract shall be based on the following bid evaluation criteria:

- (a) compliance by the Bidder with the requirements of the Bid Opportunity, or acceptable deviation therefrom (pass/fail);
- (b) qualifications of the Bidder and the Subcontractors, if any, pursuant to B12 (pass/fail);
- (c) Total Bid Price;
- (d) economic analysis of any approved alternative pursuant to B7;

B16.2 Further to B16.1(a), the Award Authority may reject a Bid as being non-responsive if the Bid is incomplete, obscure or conditional, or contains additions, deletions, alterations or other irregularities. The Award Authority may reject all or any part of any Bid, or waive technical requirements or minor informalities or irregularities if the interests of the City so require.

B16.3 Further to B16.1(b), the Award Authority shall reject any Bid submitted by a Bidder who does not demonstrate, in his/her Bid or in other information required to be submitted, that he/she is responsible and qualified.

B16.4 Further to B16.1(c), the Total Bid Price shall be the sum of the quantities multiplied by the unit prices for each item shown on Form B: Prices.

B16.4.1 Further to B16.1(a), in the event that a unit price is not provided on Form B: Prices, the City will determine the unit price by dividing the Amount (extended price) by the approximate quantity, for the purposes of evaluation and payment.

B16.5 This Contract will be awarded as a whole.

**B17. AWARD OF CONTRACT**

- B17.1 The City will give notice of the award of the Contract or will give notice that no award will be made.
- B17.2 The City will have no obligation to award a Contract to a Bidder, even though one or all of the Bidders are determined to be responsible and qualified, and the Bids are determined to be responsive.
- B17.2.1 Without limiting the generality of B17.2, the City will have no obligation to award a Contract where:
- (a) the prices exceed the available City funds for the Work;
  - (b) the prices are materially in excess of the prices received for similar work in the past;
  - (c) the prices are materially in excess of the City's cost to perform the Work, or a significant portion thereof, with its own forces;
  - (d) only one Bid is received; or
  - (e) in the judgment of the Award Authority, the interests of the City would best be served by not awarding a Contract.
- B17.3 Where an award of Contract is made by the City, the award shall be made to the responsible and qualified Bidder submitting the lowest evaluated responsive Bid in accordance with B16.
- B17.3.1 Following the award of contract, a Bidder will be provided with information related to the evaluation of his/her Bid upon written request to the Contract Administrator.
- B17.4 Notwithstanding C4.1, the City may issue a purchase order to the successful Bidder in lieu of the execution of a Contract.
- B17.5 The Contract Documents, as defined in C1.1(n)(ii), in their entirety shall be deemed to be incorporated in and to form a part of the purchase order notwithstanding that they are not necessarily attached to or accompany said purchase order.

## **PART C - GENERAL CONDITIONS**

### **C0. GENERAL CONDITIONS**

- C0.1 The *General Conditions for Supply of Services* (Revision 2007 04 12) are applicable to the Work of the Contract.
- C0.1.1 The *General Conditions for Supply of Services* are available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Division website at [http://www.winnipeg.ca/matmgt/gen\\_cond.stm](http://www.winnipeg.ca/matmgt/gen_cond.stm)
- C0.2 A reference in the Bid Opportunity to a section, clause or subclause with the prefix “**C**” designates a section, clause or subclause in the *General Conditions for Supply of Services*.

## PART D - SUPPLEMENTAL CONDITIONS

### GENERAL

#### D1. GENERAL CONDITIONS

D1.1 In addition to the *General Conditions for Supply of Services*, these Supplemental Conditions are applicable to the Work of the Contract.

#### D2. SCOPE OF WORK

D2.1 The Work to be done under the Contract shall consist provision of pumping, hauling and disposal of leachate for the period from April 1, 2015 until March 31, 2018, with the option of two (2) mutually agreed upon one (1 ) year extensions.

D2.1.1 The City may negotiate the extension option with the Contractor within sixty (60) Calendar Days prior to the expiry date of the Contract. The City shall incur no liability to the Contractor as a result of such negotiations.

D2.1.2 Changes resulting from such negotiations shall become effective on April 1 of the respective year. Changes to the Contract shall not be implemented by the Contractor without written approval by the Contract Administrator.

D2.2 The major components of the Work are as follows:

- (a) Pumping and hauling of leachate from Brady Road Resource Management Facility (BRRMF), Summit Road Landfill, Westview Park, and Kilcona Park.
- (b) Disposing of the leachate at the North End Water Pollution Control Centre (NEWPCC);
- (c) The work to be done shall include the furnishing of all overhead, labour, materials, equipment, tools, supplies and all things necessary and incidental to the satisfactory performance and completion of the Work.

D2.3 The Work shall be done on an "as required" basis during the term of the Contract.

D2.3.1 The type and quantity of Work to be performed under this Contract shall be as authorized from time to time by the Contract Administrator and/or Users.

D2.3.2 Notwithstanding C7.4, the City shall have no obligation under the Contract to purchase any quantity of any item in excess of its actual operational requirements.

#### D3. DEFINITIONS

D3.1 When used in this Bid Opportunity:

- (a) "**User**" means a person, department or other administrative unit of the City authorized by the Contract Administrator to order Work under this Contract;
- (b) "**Leachate**" means water that has percolated through a solid and leached out some of its constituents.

D3.2 Notwithstanding C1.1, when used in this Bid Opportunity:

- (a) "**BRRMF**" means Brady Road Resource Management Facility;
- (b) "**NEWPCC**" means North End Water Pollution Control Centre

#### D4. CONTRACT ADMINISTRATOR

D4.1 The Contract Administrator is:

Chris Kozak, C.E.T.  
Acting Supervisor of Environmental Monitoring

Telephone No. 204 986-2384  
Facsimile No. 204 774-6729  
Email [ckozak@winnipeg.ca](mailto:ckozak@winnipeg.ca)

D4.2 Bids Submissions must be submitted to the address in B8.7.

D4.3 At the pre-commencement meeting, the Contract Administrator will identify additional personnel representing the Contract Administrator and their respective roles and responsibilities for the Work.

#### **D5. CONTRACTOR'S SUPERVISOR**

D5.1 Further to C6.19, the Contractor shall employ and keep on the Work, at all times during the performance of the Work, a competent supervisor and assistants, if necessary, acceptable to the Contract Administrator. The supervisor shall represent the Contractor on the Site. The supervisor shall not be replaced without the prior consent of the Contract Administrator unless the supervisor proves to be unsatisfactory to the Contractor and ceases to be in his/her employ.

D5.2 Before commencement of Work, the Contractor shall identify his/her designated supervisor and any additional personnel representing the Contractor and their respective roles and responsibilities for the Work.

D5.2.1 Further to C5.5 Contract Administrator may give instructions or orders to the Contractor's supervisor and such instructions or orders shall be deemed to have been given to the Contractor.

#### **D6. OWNERSHIP OF INFORMATION, CONFIDENTIALITY AND NON DISCLOSURE**

D6.1 The Contract, all deliverables produced or developed, and information provided to or acquired by the Contractor are the property of the City and shall not be appropriated for the Contractors own use, or for the use of any third party.

D6.2 The Contractor shall not make any public announcements or press releases regarding the Contract, without the prior written authorization of the Contract Administrator.

D6.3 The following shall be confidential and shall not be disclosed by the Contractor to the media or any member of the public without the prior written authorization of the Contract Administrator;

- (a) information provided to the Contractor by the City or acquired by the Contractor during the course of the Work;
- (b) the Contract, all deliverables produced or developed; and
- (c) any statement of fact or opinion regarding any aspect of the Contract.

D6.4 A Contractor who violates any provision of D6 may be determined to be in breach of Contract.

#### **D7. NOTICES**

D7.1 Notwithstanding C22.3, all notices of appeal to the Chief Administrative Officer shall be sent to the attention of the Chief Financial Officer at the following facsimile number:

The City of Winnipeg  
Chief Financial Officer

Facsimile No.: 204 949-1174

## SUBMISSIONS

### D8. AUTHORITY TO CARRY ON BUSINESS

D8.1 The Contractor shall be in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba, or if the Contractor does not carry on business in Manitoba, in the jurisdiction where the Contractor does carry on business, throughout the term of the Contract, and shall provide the Contract Administrator with evidence thereof upon request.

### D9. INSURANCE

D9.1 The Contractor shall provide and maintain the following insurance coverage:

- (a) commercial general liability insurance, in the amount of at least two million dollars (\$2,000,000.00) inclusive, with The City of Winnipeg added as an additional insured; such liability policy to also contain a cross-liability clause, non-owned automobile liability, operations to include loading and unloading and products and completed operations cover, to remain in place at all times during the performance of the Work and throughout the warranty period;
- (b) Automobile Liability Insurance covering all motor vehicles, owned and operated and used or to be used by the Contractor directly or indirectly in the performance of the Service. The Limit of Liability shall not be less than \$5,000,000 inclusive for loss or damage including personal injuries and death resulting from any one accident or occurrence;
- (c) Contractors Pollution Liability (CPL) insurance in the amount of at least five million dollars (\$5,000,000) per occurrence and five million dollars (\$5,000,000) aggregate insuring against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder performed by the Contractor, its agents, representatives, employees or subcontractors. Coverage to include:
  - (i) bodily injury, sickness, disease, mental anguish or shock sustained by any person, including death;
  - (ii) property damage including physical injury to or destruction of tangible property and the resulting loss of use thereof; loss of use of tangible property that has not been physically injured or destroyed; diminution in value; and Natural Resource Damages;
  - (iii) clean-up costs (including restoration/replacement costs);
  - (iv) defense including costs, charges and expenses incurred in the investigation, adjustment or defense of claims for such compensatory damages.
  - (v) transported cargo and Non-Owned Disposal Sites (blanket basis)
  - (vi) Coverage shall apply to both sudden and gradual pollution conditions, including the further disruption of pre-existing conditions, arising from the services rendered by the Contractor or others on their behalf. Further, coverage shall apply to conditions on, at, under and emanating from the job site including the discharge, dispersal, release or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gases, waste materials or other irritants, contaminants or pollutants into or upon land, structures thereupon, the atmosphere or any watercourse or body of water, which results in any loss or damages defined above. Coverage shall not contain any "Insured vs Insured" exclusions preventing the City from bringing a claim against the Contractor, nor any restrictions for property of others in the care, custody or control of the Contractor.

Contractors Pollution Liability to remain in place during the performance of the Work and for twelve (12) months after total completion.

D9.2 Deductibles shall be borne by the Contractor.

- D9.3 The Contractor shall provide the Contract Administrator with a certificate(s) of insurance, in a form satisfactory to the City Solicitor, at least two (2) Business Days prior to the commencement of any Work on the Site but in no event later than seven (7) Calendar Days from notification of the award of Contract.
- D9.4 All insurance policies shall be with insurance companies registered in and licensed to carry on business in the Province of Manitoba.
- D9.5 The Contractor shall not cancel, materially alter, or cause the policy to lapse without providing at least thirty (30) Calendar Days prior written notice to the Contract Administrator.
- D9.6 The City shall have the right to alter the limits and/or coverages as reasonably required from time to time during the continuance of this agreement.

#### **D10. EQUIPMENT LIST**

- D10.1 The Contractor shall provide the Contract Administrator with a complete list of the equipment which the Contractor proposes to utilize (Form K: Equipment List) within two (2) Business Days of the request of the Contract Administrator.
- D10.2 two (2) Business Days of the request of the Contract Administrator.
- D10.3 The Contractor shall provide the Contract Administrator with a complete list of the equipment which the Contractor proposes to utilize prior to the award of the Contract. The equipment needs to be owned by the Contractor prior to the award of the Contract
- D10.4 All equipment under this Contract shall be of a type approved by the Contractor Administrator, and shall be subject to inspection by the Contract Administrator as to suitability, mechanical condition and compliance with the conditions stated herein. The City's determination of the equipment's condition and suitability to perform the Work shall be final and binding. The Contract will not be awarded until the equipment meets the Contract Administrator's approval.

#### **CONTROL OF WORK**

##### **D11. COMMENCEMENT**

- D11.1 The Contractor shall not commence any Work until he/she is in receipt of a notice of award from the City authorizing the commencement of the Work.
- D11.2 The Contractor shall not commence any Work on the Site until:
- (a) the Contract Administrator has confirmed receipt and approval of:
    - (i) evidence of authority to carry on business specified in D8;
    - (ii) evidence of the workers compensation coverage specified in C6.14; and
    - (iii) evidence of the insurance specified in D9.
  - (b) the Contractor has attended a meeting with the Contract Administrator, or the Contract Administrator has waived the requirement for a meeting.

##### **D12. ENVIRONMENTAL CLEAN UP**

- D12.1 The Contractor is responsible for the immediate cleanup of spillage or leakage of material within two (2) hours of release. This material includes but is not limited to leachate, gasoline, diesel, and hydraulic fluid.



**D13. LIQUIDATED DAMAGES**

- D13.1 If the Contractor fails to achieve the Work of the Contract in accordance with D2, the Contractor shall pay the City two thousand eight hundred dollars (\$2,800.00) per Calendar Day for each and every Calendar Day following the day fixed herein until the Work is complete.
- D13.2 The amount specified for liquidated damages in D13.1 is based on a genuine pre-estimate of the City's damages in the event that the Contractor does not achieve the Work of the Contract.
- D13.3 The City may reduce any payment to the Contractor by the amount of any liquidated damages assessed.

**D14. PRIME CONTRACTOR – THE WORKPLACE SAFETY AND HEALTH ACT (MANITOBA)**

- D14.1 Further to C6.23, the Contractor shall be the Prime Contractor and shall serve as, and have the duties of the Prime Contractor in accordance with The Workplace Safety and Health Act (Manitoba).

**D15. THE WORKPLACE SAFETY AND HEALTH ACT (MANITOBA) – QUALIFICATIONS**

- D15.1 Further to B12.4, the Contractor/Subcontractor must, throughout the term of the Contract, have a Workplace Safety and Health Program meeting the requirements of The Workplace Safety and Health Act (Manitoba). At any time during the term of the Contract, the City may, at its sole discretion and acting reasonably, require updated proof of compliance, as set out in B12.4.

**D16. SAFETY**

- D16.1 The Contractor shall be solely responsible for safety at the Site and for compliance with all laws, rules, regulations and practices required by the applicable safety legislation.
- D16.2 The Contractor shall be solely responsible for securing the Site, and any existing facility thereon, and for the proper care and protection of the Work already performed.
- D16.3 The Contractor shall do whatever is necessary to ensure that:
- (a) no person, property, right, easement or privilege is injured, damaged or infringed by reason of the Contractor's activities in performing the Work;
  - (b) the health and safety of all persons employed in the performance of the Work or otherwise is not endangered by the method or means of its performance;
  - (c) adequate medical services are available to all persons employed on the Work and at all times during the performance of the Work;
  - (d) adequate sanitation measures are taken and facilities provided with respect to the Work;
  - (e) pedestrian and other traffic on any public or private road or waterway is not unduly impeded, interrupted or endangered by the performance or existence of the Work or Plant;
  - (f) fire hazards in or about the Work are eliminated;
  - (g) all persons employed in the performance of the Work or otherwise where protective clothing covering their arms and legs at all times during collection and disposal of leachate;
  - (h) all persons employed in the performance of the Work or otherwise upper body clothing has reflective material as part of the clothing or a reflective vest be worn at all times during collection and disposal of leachate;
  - (i) all persons employed in the performance of the Work or otherwise where CSA safety boots, reflective upper body clothing (ex. high visibility vest), non-permeable gloves and eye protection at all times during collection and disposal of leachate.

## **D17. VERIFICATION OF MEASUREMENT**

- D17.1 The Contractor shall provide notice to the Contract Administrator or his/her designate one (1) week prior to commencement of the pumping operations.
- D17.2 Each waste disposal vehicle shall have a detailed log of loads disposed of at the NEWPCC, which would include volume (kilolitres), originating site, manhole number, date and time. This must be included in the monthly invoice.
- D17.3 BRRMF Site:
- D17.3.1 There is a weigh scale at this site. The volume of each load shall be determined by weighing the waste disposal vehicle and tank, both empty and loaded full with leachate, and converting to volume in kilolitres using a conversion factor of one (1) tonne (1000 kilograms) equal to one (1) kilolitre (1000 litres).
- D17.3.2 The Contractor must obtain all weigh scale tickets for every load hauled from BRRMF for the duration of the contract and must produce them upon request from the Contract Administrator.
- D17.4 Summit Road, Westview Park and Kilcona Park:
- D17.5 There will not be a weigh scale at these locations for the entire duration of this Contract. The capacity of each tank used shall be determined by weighing the waste disposal vehicle and tank both empty and loaded full with leachate using the BRRF landfill weigh scale, and converting to volume in kilolitres using a conversion factor of one (1) tonne / one thousand (1000 kilograms) equal to one (1) kilolitre / one thousand (1000 litres). The loaded full level shall be identified by a visual load indicator such as a sight glass on each tank used. The indicator shall be maintained or replaced when not functioning properly or unreadable or as requested by the Contract Administrator.
- D17.6 The Contractor must weigh any new waste disposal vehicle to the work (new, used or temporary) immediately before its first load and immediately after it is full and record this in the log books.
- D17.7 Under no circumstances will payment be made for any load(s) for which the Contractor does not submit either a weigh ticket or log verifying loads in accordance with D17.2. No exceptions will be considered.

## **D18. RECORDS**

- D18.1 The Contractor shall keep detailed records of the services supplied under the Contract.
- D18.2 The Contractor shall record, as a minimum, for each item listed on Form B: Prices:
- (a) user name(s) and addresses;
  - (b) order date(s);
  - (c) service date(s); and
  - (d) description and quantity of services provided.
- D18.3 The Contractor shall provide the Contract Administrator with a copy of the records for each quarter year within fifteen (15) Calendar Days of a request of the Contract Administrator.

## **MEASUREMENT AND PAYMENT**

### **D19. INVOICES**

- D19.1 Further to C11, the Contractor shall submit an invoice for each portion of work performed delivered to:

The City of Winnipeg  
Corporate Finance - Accounts Payable  
4th Floor, Administration Building, 510 Main Street  
Winnipeg MB R3B 1B9

Facsimile No.: 204 949-0864  
Email: [CityWpgAP@winnipeg.ca](mailto:CityWpgAP@winnipeg.ca)

- D19.2 Invoices must clearly indicate, as a minimum:
- (a) the City's purchase order number;
  - (b) date of delivery;
  - (c) delivery address;
  - (d) type and quantity of work performed;
  - (e) the amount payable with GST and MRST shown as separate amounts; and
  - (f) the Contractor's GST registration number.
- D19.3 The City will bear no responsibility for delays in approval of invoices which are improperly submitted.
- D19.4 Bids Submissions must be submitted to the address in B8.7.
- D20. PAYMENT**
- D20.1 Further to C11, payment shall be in Canadian funds net thirty (30) Calendar Days after receipt and approval of the Contractor's invoice.
- D20.2 Further to C11, the City may at its option pay the Contractor by direct deposit to the Contractor's banking institution.

**FORM K: EQUIPMENT**  
(See D10)

PROVISION OF PUMPING, HAULING AND DISPOSAL OF LEACHATE

<p>1. Category/type:</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p>
<p>2. Category/type:</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p>
<p>3. Category/type:</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p>

**FORM K: EQUIPMENT**  
(See D10)

PROVISION OF PUMPING, HAULING AND DISPOSAL OF LEACHATE

<p>4. Category/type:</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p>
<p>5. Category/type:</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p>
<p>6. Category/type:</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p> <p>Make/Model/Year: _____ Serial No.: _____</p> <p>Registered owner: _____</p>

## **PART E - SPECIFICATIONS**

### **GENERAL**

#### **E1. APPLICABLE SPECIFICATIONS AND DRAWINGS**

E1.1 These Specifications shall apply to the Work.

E1.2 The following are applicable to the Work:

<u>Drawing No.</u>	<u>Drawing Name/Title</u>
1074-2014_Drawing_CoverSheet.pdf	Map of City: location of landfill sites and NEWPCC
1074-2014_Drawing_SWD-D-163.pdf	Kilcona Park, "site plan".
1074-2014_Drawing_SWD-D-197.pdf	Brady, Leachate Collection Sump Manhole - Details.
1074-2014_Drawing_SWD-260.pdf	Summit Road, Leachate Collection System Details.
1074-2014_Drawing_SWD-D-336-C.pdf	Westview Park, Leachate System, Plan & Section.
1074-2014_Drawing_SWD-D-337-C.pdf	Westview Park, Leachate Collection System, Details
1074-2014_Drawing_SWD-D-338.pdf	Brady, Leachate Collection System, General Plan.
1074-2014_Drawing_SWD-D-347.pdf	Summit Road, Area 8 Leachate System, Details.
1074-2014_Drawing_SWD-D-115.pdf	Summit Road, Site Plan.
1074-2014_Drawing_C-201.PDF	BRRMF Pilot Biosolids Composting Facility

E1.2.1 Actual conditions may vary from the information shown on the Drawings.

E1.3 Bidders are reminded that requests for approval of substitutes as an approved equal or an approved alternative shall be made in accordance with B7.

#### **E2. SERVICES**

E2.1 The Contractor shall pump leachate from the BRRMF, Summit Road landfills, Westview Park and Kilcona Park and transport and dispose of it at the NEWPCC in accordance with the requirements hereinafter specified.

E2.2 The Work to be done under this Contract shall include the furnishing of all overhead, labour, materials, equipment, tools, supplies and all things necessary and incidental to the satisfactory performance and completion of the Work specified in D2.

#### **E3. ACCESS TO SITES**

E3.1 The Contract Administrator or his/her designate shall be the main contact for access to all sites.

E3.2 The Contract Administrator will provide the Contractor with access keys for all the sites where applicable.

#### **E3.3 BRRMF**

E3.3.1 BRRMF is an active landfill site and is accessible during the normal hours of operation in effect at the site. The Contractor shall co-operate fully with others at the site and not interfere with operational activities. Access roads to the leachate pumping locations will be maintained by the City. The Contractor shall be responsible to inform the Contract Administrator if access road maintenance is necessary at this site. The road maintenance will be arranged by the Contract Administrator and performed to a standard established by the Contract Administrator.

<b>Hours of Operation for BRRMF</b>		
<b>Season</b>	<b>Opens</b>	<b>Closes</b>
Summer (May to October)	5:30 a.m.	8:00 p.m.
Winter (November to April)	5:30 a.m.	6:00 p.m.

The site is closed November 11 (Remembrance Day), December 25 (Christmas Day) and January 1 (New Year's Day).

E3.3.2 At the BRRMF the north boundary road gates shall be "opened and closed and locked" upon entry and exit.

**E3.4 Summit Road Landfill**

E3.4.1 Summit Road is a closed landfill site. Access to the site is controlled by three gates – the main entrance gate on Summit Road, the West Haul chain link gate and the East Haul road gate. The Contractor shall be responsible for locking the site gates as required by the Contract Administrator. The gates at the Summit Road landfill shall be "opened and closed and locked" upon tanker entry and again upon tanker exit. The Contractor shall be responsible to inform the Contract Administrator if access road maintenance is necessary at this site. The road maintenance will be arranged by the Contract Administrator and performed to a standard established by the Contract Administrator.

**E3.5 Westview and Kilcona Parks**

E3.5.1 Westview and Kilcona Parks are closed landfill sites that are currently operated as public parks. The Contract Administrator will advise the Contractor when these sites are accessible. Access to these sites is controlled by gates. The Contractor shall be responsible for "opening and closing and locking" gates upon entry and exit at Westview Park and may be at Kilcona Park. The Contractor shall be responsible to make arrangements with the Contract Administrator if activities extend beyond the Parks' hours of operation.

**E4. INSPECTION**

E4.1 The Contractor shall give the Contract Administrator at least two (2) Business Days notice prior to commencement of the initial pumping operations at each location in order to allow for arrangement of the Contract Administrator to be present.

E4.2 The Contract Administrator may inspect the Contractors activities during the provision of services.

**E5. LEACHATE PUMPING**

E5.1 The pumping of leachate from various locations at BRRMF, Summit Road Landfill, Westview Park and Kilcona Park into waste disposal vehicles for transport to the NEWPCC for disposal.

E5.2 The Contractor will provide the Contract Administrator by email with a monthly work plan for his approval. The work plan will contain the site names, pumping locations and the leachate volumes that the Contractor intends to service on a daily basis. The Contract Administrator may vary the work plan at his discretion.

E5.3 The Contractor shall make all necessary repairs or changes to the equipment within twenty-four (24) hours of receiving notice from the Contract Administrator.

**E5.4 Pumps:**

- E5.4.1 All pumps shall be explosion proof if they are to be operated within three (3) metres of any leachate manholes, risers or monitoring instrumentation. Pumps and connective piping shall be of a size to fit the various pump-out facilities.
- E5.4.2 The Contractor shall supply a minimum of nine (9) pumps at Brady Road Landfill and three (3) at Summit Road Landfill shall be provided for pumping, and a minimum of one pump each shall be provided for the Westview Park and Kilcona Park sites, in order to maintain the work plan outlined in the Specifications herein.
- E5.4.3 In past contracts, Contractors have used hydraulically powered submersible pumps for BRRMF and Summit Road, a portable centrifugal pump at Westview Park, and an electrically powered submersible or jet pump at Kilcona Park.

**E5.5 Pumping:**

- (a) **Precaution:** The Contractor shall be aware of the possible presence of methane gas. No sparks or flames shall be allowed in the vicinity of the manholes, riser pipes or storage tanks. A non-smoking policy during pumping and unloading of leachate shall be strictly adhered to. The Contractor shall be aware of the possible corrosive characteristic of leachate and take measures to prevent skin contact with the liquid.

E5.5.2 The Contractor shall provide onsite supervision while pumping is in progress.

**E5.6 BRRMF, Summit Road and Westview Park:**

- E5.6.1 Leachate shall be pumped from leachate collection manholes at the locations shown on the attached drawings directly into waste disposal vehicles. There are eleven (11) locations at the Brady Road Landfill, ten (10) locations at the Summit Road Landfill, and one (1) at Westview Park.
- E5.6.2 Notwithstanding E5.2, the Contract Administrator may need to direct the contractor to relocate pumps to other pumping locations. The Contractor will relocate the pumps within twenty four (24) hours.

**TABLE 1**

**Brady, Summit and Westview Manhole Depths**

<b>Manhole No.</b>	<b>Approximate Depth Rim to Invert (m)</b>	<b>Manhole No.</b>	<b>Approximate Depth Rim to Invert (m)</b>
<b>BRRMF</b>			
<b>3</b>	7.8	<b>27</b>	9.4
<b>8</b>	10.9	<b>31</b>	10.0
<b>13</b>	10.8	<b>33</b>	9.8
<b>21</b>	10.3	<b>34</b>	10.0
<b>24</b>	9.6	<b>Biosolids</b>	10.0
<b>New Cell</b>	10.0		
<b>SUMMIT ROAD LANDFILL</b>			
<b>1</b>	6.0	<b>6</b>	7.8
<b>2</b>	5.5	<b>7</b>	7.9
<b>3</b>	6.9	<b>8</b>	7.1
<b>4</b>	6.3	<b>9</b>	7.6
<b>5</b>	6.3	<b>10</b>	10.6
<b>WESTVIEW PARK</b>			
<b>1</b>	5.6		



- E5.6.3 The Contractor shall be responsible to remove, replace and secure manhole covers and access prevention bars properly before, during and after pumping from a manhole. The Contractor is responsible to ensure that access to the manhole cannot be gained by anybody else whenever pumping activities are in progress and then when pumping is relocated to another manhole.
- E5.6.4 When pumping from a manhole that does not allow the use of its closure cover and prevention bar, the Contractor shall have the top secured on the manhole with a temporary manhole safety grill and shall properly secure (lock) the temporary grill to the manhole so that it cannot be lifted or removed. Temporary manhole safety grills are available at BRRMF and Summit Road. Locks will be provided by the City to properly secure the temporary safety grills.
- E5.6.5 Pumping operations, once started, shall continue at each location until no significant amount of leachate remains or the specified amount of leachate is removed, as determined by the Contract Administrator or his/her designate. Certain pumping locations may not yield a full load within the Contractors desired time frame. The Contractor may move the waste disposal vehicle to another approved pumping location on the same site to complete the load. The Contractor must haul full loads to NEWPCC, unless otherwise approved by the Contract Administrator in writing.
- E5.7 Westview Park:
- E5.7.1 A loading station is provided at Westview Park, access to the loading station is controlled by a locked gate. The manhole cover has a small access hatch for pumping leachate. The access hatch has a diagonal safety bar that the Contractor shall replace and secure immediately after pumping if the safety bar is removed for pumping leachate.
- E5.7.2 The Contractor shall, at least three (3) business days prior to commencement of Work at the Westview Park, provide the Contract Administrator with a proposed pumping/ hauling schedule of leachate from this site.
- E5.8 Kilcona Park:
- E5.8.1 Leachate at Kilcona Park shall be pumped from inclined leachate riser pipes shown on the Drawings. The riser pipes contain a thin-walled, flexible liner pipe having an internal diameter of 100 millimetres. An airline pipe (1/2" black poly) is also inserted into the risers. The airline pipe can be removed. The riser pipes are equipped with a locked lid and slip cap. The Contractor shall be responsible for re-inserting the airline, replacing the slip cap and locking the riser after pumping.
- E5.8.2 The approximate lengths of riser pipes are shown in the following Table 2:

**TABLE 2**

**Kilcona Leachate Risers**

Leachate Riser	Approximate Length of Riser (m)	Approximate Vertical Height of Riser (m)
R1	37.0	12.0
R2	40.0	11.0
R5	45.0	12.5
R6	48.0	9.5
R7	37.0	9.0
R8	28.0	9.5
R9	22.0	11.0
R10	27.0	9.0

- E5.8.3 Leachate shall be pumped directly into a waste disposal vehicle or into a temporary on-site storage tank(s) provided by the Contractor, to be transported within twenty-four (24) hours of filling. Temporary on-site storage tank(s) shall be vented with a flash-back arrestor and

have a lockable lid if to be left overnight or for any period of time and be suitable for storing leachate.

- E5.8.4 The Contractor shall note that the pump-out locations for Kilcona Park are on land-filled areas which could experience settlements. Therefore, the design of temporary storage tanks shall address potential settlement.
- E5.8.5 The Contractor shall, at least three (3) business days prior to commencement of Work at Kilcona Park, provide the Contract Administrator with a proposed pumping/ hauling schedule of leachate from this site.
- E5.8.6 The Contractor shall pump two (2) risers from the west side of the site and one (1) on the east side of the site for a total of three (3) per year to reach the approximate quantity of leachate to be removed according to Form B.
- E5.9 Pumping Location Housekeeping:
- E5.9.1 The Contractor shall prevent excess leachate in the hose from running out onto the ground or into surface water after the hose has been unhooked from the vehicle. This leachate must be drained back into the pumping location.
- E5.9.2 The Contractor shall prevent any hydraulic fluid from coming in contact with the ground.
- E5.9.3 The Contractor shall remove any personal litter or work related debris from all work areas and work sites and dispose into a designated waste disposal container.
- E5.10 Special Pumping Requirement
- The Contractor may be required to respond to a special situation at any one of the pumping locations. The response may include the relocation of a pump and the immediate pumping of that location. This response has to be accomplished within four (4) hours of notice from the Contract Administrator. The Contractor will be compensated one thousand (\$1,000) dollars per request. Leachate loads from the special response will be paid at normal unit rates.

## **E6. LEACHATE HAULING**

- E6.1 The hauling of leachate from the various locations at BRRMF, Summit Road Landfill Sites, Westview Park, and Kilcona Park in waste disposal vehicles for disposal at the NEWPCC.
- E6.2 Waste disposal vehicles shall transport the leachate to the NEWPCC for disposal within twenty-four (24) hours of being pumped. No other disposal site shall be used. The tanker shall take designated truck routes directly to the NEWPCC and shall avoid residential areas.
- E6.3 Leachate shall be transported only in a closed tank licensed in accordance with Sewer By-Law 7070/97, Part 12, Wastewater Disposal Vehicles, available at <http://www.winnipeg.ca/CLKDMIS/DocExt/ViewDoc.asp?DocumentTypeId=1&DocId=788>
- E6.4 Prior to obtaining such a licence, the tank must be loaded with water and be presented at the NEWPCC for inspection. Arrangements for inspections and licensing may be made by contacting the Industrial Waste Services Branch of the City of Winnipeg at 986-4818. All licensing fees are the responsibility of the Contractor, and no additional payments will be made for licence fees.
- E6.5 The manhole covers on the tank shall be close-fitted and closed when in use (full or empty). All vents shall be closed when the tank is being transported. The tank shall be equipped with valves to facilitate bottom loading. Valves shall not leak at any time, and a close-fitting cap shall be in place on the discharge side of the valve whenever the tank is being transported.
- E6.6 The Contractor shall provide a sampling port at the tank connection. This port will be a small, valved pipe which will allow the collection of a sample of leachate while the tank is being filled or emptied.

E6.7 The Contractor shall equip his leachate haul personnel with a cell phone that must be on at all times during the provision of the work. The Contractor shall maintain contact with personnel at all times during the provision of service as the Contract Administrator will remain in contact with the Contractor. The Contract Administrator shall be provided the number to the cell phone prior to commencement of work.

## **E7. LEACHATE DISPOSAL**

E7.1 This Section covers the disposal of leachate from the various locations at BRRMF and Summit Road Landfill Sites and Westview and Kilcona Parks at the NEWPCC located at 2230 Main St.

E7.2 The tanker driver shall obey all traffic rules and regulations within the NEWPCC property. The driver shall exercise due caution, obeying all traffic signs and speed limits, and shall adhere to all rules established by the NEWPCC management. The Contractor shall be responsible for any and all damage resulting from failure to comply with these rules and regulations.

E7.3 The leachate shall be unloaded into a commercial vehicle disposal manhole or as directed by the Contract Administrator. The discharge manhole will accommodate a maximum one hundred (100) millimetre diameter hose. The discharge hose shall have a collar wider than the discharge hole preventing it from falling into the manhole. There is no restriction on the discharge rate for unloading leachate into the disposal manhole. At any time the Contract Administrator may install a flow meter at the discharge manhole recording the discharge from the Contractor.

E7.4 The Contractor shall take one (1) sample from each load at the sampling port at the tank connection using containers provided by the City and according to instructions provided by the Contract Administrator. The samples shall be identified with a barcode sticker provided by the City of Winnipeg attached to the bottle by the Contractor and shall be delivered to the Laboratory Services Division at the NEWPCC, as directed by the Contract Administrator, as soon after sampling as possible.

E7.5 A maximum daily total of approximately four hundred and eighty (480) kilolitres is to be disposed of at the NEWPCC, unless otherwise approved by the Contract Administrator.

E7.6 An interval of at least thirty (30) minutes is required between disposal of loads.

E7.7 There may be other users of the discharge manhole therefore causing the Contractor to have to wait a short period for disposal.

E7.8 The Contractor shall be responsible for any costs for mishandling or an accident that damages the leachate reaching facility, for example when the leachate hose is lost inside the discharge pipe.

E7.9 The time it takes to egress from the NEWPCC can be an inconsistent process due to traffic volumes concerning Main Street.

