



## Request for Quotation (RFQ) Sewer Lining

<b>Summary:</b> The Town of Vegreville is seeking quotations for lining approximately 450 lineal meters of sanitary sewer main in various locations throughout Town.	
<b>Reference Number:</b>	RFQ2026-001
<b>Closing Date:</b>	Wednesday, May 6, 2026
<b>Closing Time:</b>	12:00:00 MST
<b>Date Issued:</b>	Monday, March 2, 2026
<b>Note:</b>	Responses will not be opened publicly

**1. INSTRUCTIONS FOR RESPONDING TO THIS REQUEST FOR QUOTATION (RFQ)**

1.1. Quotations must be received no later than **12:00:00 hours Mountain Standard Time on Wednesday, May 6, 2026.**

1.2. Quotations shall be submitted:

1.2.1. to the Town of Vegreville by email to the attention of Dan Quigg – Public Works Manager at [dquigg@vegreville.com](mailto:dquigg@vegreville.com) with “RFQ2026-001 Sewer Lining” in the subject line. The quotation document is to be in pdf format only (.pdf) and all components shall be formatted and combined into one file that is attached to the email submission.

1.2.2. delivered in a sealed envelope marked with “RFQ2026-001 Sewer Lining” to:

Town of Vegreville  
5417 Birch Avenue  
Box 640  
Vegreville, AB T9C 1R7

1.2.3. Faxed quotes will not be accepted.

1.3. For clarification or additional information, vendors shall only contact the person(s) listed below:

Dan Quigg – Public Works Manager  
[dquigg@vegreville.com](mailto:dquigg@vegreville.com)  
780-632-3439

Dave Sarafinchen – Public Works Foreman  
[dsarafinchen@vegreville.com](mailto:dsarafinchen@vegreville.com)  
780-632-3439

1.4. The Town of Vegreville may at its sole discretion disqualify responses that do not meet the formatting and other criteria set out in Section 4.0 of this RFQ.

1.5. Quotations shall be stated in Canadian dollars with Goods and Services Tax (GST) extra.

1.6. Each vendor is solely responsible for ensuring that its response is received at the specified address (email address or physical address) by the specified closing date and time. Strict adherence to the closing date and time will be maintained, and unless the deadline date is extended by issue of an Addendum, all responses received after this time and date will be returned unopened.

## 2. GENERAL CONDITIONS OF RESPONSE

### 2.1. PURPOSE OF THE REQUEST FOR QUOTATION

The Town of Vegreville is issuing this Request for Quotation (RFQ) to determine the cost to CIPP Line approximately 450 lineal meters of 200mm diameter Sanitary Sewer Main in various locations within the Town of Vegreville.

The Town of Vegreville reserves the right to modify the terms or cancel the RFQ process at any time.

### 2.2. SUBMISSION OF THE RESPONSE TO THE RFQ

2.2.1. By submitting a response to this RFQ, each vendor accepts its terms and conditions. In addition, by submitting its response each vendor waives all claims, rights, demands, and the benefit of any provisions of any statute, rule of law or regulation that might adversely affect the rights of the Town of Vegreville under this RFQ.

2.2.2. Each vendor shall make full disclosure of any actual or potential conflict of interest arising from any existing business or personal relationships with any of the following (each, a "Conflicted Person"): (i) any employee of the Town of Vegreville; (ii) any member of the Town of Vegreville Council; (iii) any board or committee member; (iv) any family member of any such employee, council member, or board/committee member; or (v) any business entity controlled by or otherwise not at arm's length to any one or more of any such employee, council member, board/committee member or family member.

2.2.2.1. Without limiting the foregoing, details should be provided of any direct or indirect pecuniary interest of any Conflicted Person in the supply of the services contemplated by this RFQ. Disclosure of any such actual or potential conflict of interest shall be made in writing with the vendor's response.

2.2.3. Quotation documents must be completed in accordance with the requirements of the RFQ documents and no amendment or change to quotations will be accepted after the closing date and time.

2.2.4. All documents submitted by vendors in response to this RFQ are to remain the property of the Town of Vegreville.

2.2.5. Quotations shall be irrevocable for sixty (60) days following the closing of the RFQ and the quotations retained by the Town of Vegreville.

### 2.3. NO COMMITMENT

No commitment on the part of the Town of Vegreville shall exist under this RFQ unless and until the vendor receives official written confirmation from the Town of Vegreville that it has been selected to complete the work.

## 2.4. LIMITATION OF LIABILITY

The Town of Vegreville will have no liability to any person or entity for any damages including, without limitation, direct, indirect, special or punitive damages, arising out of or otherwise relating to this RFQ, the vendor's participation in this RFQ process or the Town of Vegreville's acts or omissions in connection with the conduct of this RFQ process. This limitation applies to all possible claims by a vendor, whether arising in contract, tort, equity, or otherwise including, without limitation, any claim for breach by the Town of Vegreville of a duty of fairness or relating to a failure by the Town of Vegreville to comply with the terms set forth in this RFQ.

## 2.5. ACCEPTANCE OR REJECTION

2.5.1. Without limiting the generality of the foregoing, the Town of Vegreville may reject any response in which it deems:

- 2.5.1.1. is incomplete, obscure, irregular, unrealistic, or noncompliant;
- 2.5.1.2. has erasures, ambiguities, inconsistency or corrections; or
- 2.5.1.3. fails to complete, or provide any information required by, any provision of this RFQ.

2.5.2. A response may be rejected on the basis of the Town of Vegreville's understanding of the vendor's past record of work, its general reputation, its financial capabilities, the completion schedule, or a failure to comply with any applicable law.

2.5.3. The purpose of the Town of Vegreville is to obtain the most suitable responses to the project and to further the interests of the Town of Vegreville and what it wishes to accomplish carrying out the project. Therefore, the Town of Vegreville has the right to waive any irregularity or insufficiency or non-compliance in any response submitted and to accept the response or responses which it deems most favourable to its interests or to reject all responses and cancel the RFQ.

2.5.4. In addition to any rights identified elsewhere in this RFQ, the Town of Vegreville reserves the right to:

- 2.5.4.1. reject any and all responses;
- 2.5.4.2. add, delete or change the terms of this RFQ at any time prior to the specified closing date and time;
- 2.5.4.3. during the evaluation period, seek clarification of any vendor's response, including consequential amendments, or any additional information from any vendor;
- 2.5.4.4. accept or reject, in whole or in part, any response without giving any reason;

- 2.5.4.5. have any documents submitted by the vendor reviewed and evaluated by any party, including independent consultants;
  - 2.5.4.6. cancel the RFQ process without penalty at any time for any reason; and
  - 2.5.4.7. negotiate and enter into an agreement with any vendor notwithstanding any noncompliance by the vendor's response with any requirement of this RFQ.
- 2.5.5. The Town of Vegreville is the sole and final judge with respect to the selection of any successful vendor as a result of this RFQ process. All vendors submitting a response to this RFQ will be advised of the results of the RFQ process by email or regular mail. Please allow two (2) weeks for responses to be evaluated by the Town of Vegreville.

## 2.6. **QUESTIONS AND CLARIFICATIONS**

- 2.6.1. Procedural or technical questions shall be submitted in writing and should include references to a specific section and item number.
- 2.6.2. Dependent upon their nature, comments or answers will be returned via email or through an addendum should the information be applicable to all vendors.
- 2.6.3. Amendments to this RFQ will be valid and effective only if confirmed by written addenda. Addenda may be issued during the response period. All addenda become part of the RFQ and receipt must be included the vendor's submission.
- 2.6.4. Any addenda documents will be issued by the same method that this RFQ was issued.
- 2.6.5. It is the vendor's responsibility to clarify the interpretation of any item of this RFQ a minimum of 72 hours prior to the stated closing date and time by contacting the Town of Vegreville's designate (as above).

## 2.7. **DISCREPANCIES IN NUMBERS**

- 2.7.1. In the event of a numerical discrepancy or error in quotation, the written number will prevail.
- 2.7.2. In the event of pricing extension errors, the unit price will apply.

## 2.8. **CONFIDENTIALITY AND ACCESS TO INFORMATION ACT**

- 2.8.1. All information including, without limitation, any technology of a proprietary or novel nature which is disclosed to a vendor by the Town of Vegreville or a third party as a representative of the Town of Vegreville (which information, in addition to the confidentiality requirements hereunder, will be kept confidential by the vendor in accordance with the terms of its disclosure by such third party) or which is otherwise obtained by the vendor in connection with this RFQ process, other than that which

is common knowledge or within the public domain, is the confidential property of the Town of Vegreville and must not be disclosed by the vendor, except to duly authorized representatives of the Town of Vegreville. Such confidential information or property is not to be employed other than in connection with responding to this RFQ unless otherwise duly authorized by the Town of Vegreville in writing. These confidentiality provisions will remain binding obligations on each vendor following the conclusion of this RFQ process until the Town of Vegreville reasonably determines that such confidential information referred to herein has become part of the public domain (other than by disclosure or use prohibited herein) and releases the vendor from its confidentiality obligation. This requirement does not prohibit any vendor from complying with an order to provide information or data issued by a court or other authority with proper jurisdiction or to act to correct or report a situation which the vendor may reasonably believe to endanger the safety or welfare of the public.

- 2.8.2. The vendor acknowledges that any information or documents provided by it to the Town of Vegreville may be released pursuant to the provisions of the *Access to Information Act* (Alberta). This acknowledgement shall not be construed as a waiver of any right to object to the release of any such information or documents.
- 2.8.3. The Town of Vegreville acknowledges that a vendor's response may contain information in the nature of the vendor's trade secrets or commercial, financial, labour relations, scientific, or technical information of or about a vendor. The Town of Vegreville agrees that portions of responses to this RFQ which are provided in confidence will be protected from disclosure to the extent permitted by law. The Town of Vegreville is bound by the *Access to Information Act* (Alberta), as amended from time to time, and all documents submitted to the Town of Vegreville will be subject thereto. Each vendor must identify appropriate parts of its response or other documents submitted to the Town of Vegreville as confidential and specify what harm could reasonably be expected from its disclosure; however, the Town of Vegreville may not be able to ensure that such parts will not be protected from access.
- 2.8.4. Vendors are advised that the Town of Vegreville will, as necessary, be disclosing the responses on a confidential basis to its employees and advisors who have a need to know in connection with this RFQ process for, among other things, the purpose of evaluating and participating in the evaluation of the responses. It is the responsibility of each vendor to ensure that all personal information provided to the Town of Vegreville with respect to the vendor's personnel and their experience is supplied with the informed consent of such individuals and in accordance with applicable law. By submitting any personal information, each vendor represents and warrants that it has obtained the informed consent of the

individuals who are the subject of such information to its collection, use and disclosure for purposes of this RFQ response. Also, such individuals are agreeing to the use of such information as a part of the RFQ evaluation process, for any audit of the procurement process and for contract management and performance purposes.

## 2.9. **COST OF PREPARATION**

Any cost incurred by the vendor in the preparation of its response to this RFQ shall be borne solely by the vendor.

## 2.10. **OWNERSHIP OF SUBMISSIONS**

2.10.1. All responses submitted to the Town of Vegreville become the property of the Town of Vegreville and shall not be returned. They will be received and held in confidence by the Town of Vegreville, subject to the provisions of the *Access to Information Act* (Alberta).

2.10.2. Unsuccessful vendor submissions will be kept as record for the procurement process until two (2) years after the date of decision for the RFQ award.

## 2.11. **CLARIFICATION FROM VENDORS**

The Town of Vegreville reserves the right to seek from any/all vendors any further clarification it may require on responses submitted pursuant to this RFQ.

## 2.12. **VENDOR PERFORMANCE**

The selected vendor may be evaluated throughout the course of service delivery in connection with any specific work or projects undertaken as a result of any agreement entered into between any vendor and the Town of Vegreville. The Town of Vegreville may also conduct periodic reviews/assessments of any selected vendor, taking into consideration, in addition to specific work related to the project undertaken by the vendor, ongoing vendor staff qualifications, experience, training, and staff changes. Any evaluation/assessment will be shared with the vendor, with the goal of immediate and permanent resolution where concerns have been raised. The Town of Vegreville reserves the right to remove from the roster any selected vendor who has been qualified by this RFQ process by way of written notice if, in the sole discretion of the Town of Vegreville, based on any on-going or specific evaluation or assessment of the vendor or its performance of any work, it is deemed to be in the Town of Vegreville's best interests.

## 2.13. **WORKERS' COMPENSATION BOARD REQUIREMENTS**

As a mandatory eligibility requirement for response to this RFQ, the successful vendor shall have Workers' Compensation Board coverage in good standing and include proof of such with its response to this RFQ.

## 2.14. **INDEMNIFICATION**

- 2.14.1. The successful vendor agrees to indemnify and save harmless the Town of Vegreville, its councillors, officers, agents, representatives, and employees against all suits or claims, requests, legal action, and liability regardless of the nature and expenses sustained from injuries or death or any damages or loss to property as a result of the usage of premises or in the execution of the successful vendor functions arising from this project except to the extent of the Town of Vegreville's gross negligence.
- 2.14.2. At no time will the Town of Vegreville be responsible for any injury sustained by the successful vendor, their employees or any person on the Town of Vegreville's premises, nor will the Town of Vegreville be responsible for any loss, including loss of profits or damage caused to the goods of the successful vendor, their employees or any other person, including damage to vehicles and their contents, while these goods are on the Town of Vegreville's premises or site.
- 2.14.3. The Town of Vegreville shall not be liable for any incidental, indirect, special or consequential damages or any loss of use, revenue or profit of the successful vendor arising out of or in any way related to this RFQ or subsequent contract.

### **3. PROJECT OVERVIEW AND SCOPE**

#### **3.1. PROJECT DESCRIPTION**

The Town has ongoing concerns with the deterioration of old vitrified clay tile (VCT) sanitary pipe throughout established areas of the community. Common concerns with aging VCT pipe include root infiltration, groundwater infiltration, mineral deposits, sags/settlements, offset joints, service protrusions, and cracked/broken pipes. Ongoing closed-circuit television inspections (CCTV) are completed throughout Town with a focus on areas with known pre-existing concerns. These CCTV inspections are utilized, amongst other things, to identify key areas which require rehabilitation and are suitable for cured-in-place pipe liner (CIPP) rehabilitation.

The Town has successfully utilized (CIPP) liners in the past as an alternative to complete excavation and replacement of sanitary pipes. In the right circumstances, previously installed CIPP liners have proven to be a cost effective, non-invasive, and long-lasting rehabilitation option for the Town. Pre-project planning and pre-construction CCTV inspection ensures that sanitary mains most suitable for CIPP rehabilitation are targeted in an annual lining program.

#### **3.2. PROJECT SITE**

- 3.2.1. The proposed project sites will be in various locations throughout the Town of Vegreville and will be determined based on severity and budgetary considerations.

#### **3.2.2. GENERAL SCOPE OF WORK**

- 3.2.2.1. General Requirements and Conditions of Contract (i.e. bonding, insurance, management and coordination, contract meetings, submittals, environmental protection, regulatory requirements, worksite safety, quality control and assurance, contract record documents, etc.).
- 3.2.2.2. Mobilization and demobilization.
- 3.2.2.3. Site safety and safeguards.
- 3.2.2.4. Traffic Accommodation.
- 3.2.2.5. Construction notifications to impacted residents, business, public works, and emergency services.
- 3.2.2.6. Sewer preparation for lining, including CCTV pre-construction inspection, reaming, and cleaning.
- 3.2.2.7. Sewer bypass pumping and/or measures to control existing flows.
- 3.2.2.8. Temporary sewer arrangements.
- 3.2.2.9. Construction inspections and Quality Control Testing.
- 3.2.2.10. Pipe spot repairs and obstruction removal, as necessary.
- 3.2.2.11. CIPP lining.
- 3.2.2.12. Connection Reinstatements.
- 3.2.2.13. Site Restoration.
- 3.2.2.14. Post-construction CCTV video inspections.

### **3.2.3. DUTIES, RESPONSIBILITIES AND DELIVERABLES**

- 3.2.3.1. Obtain required Town of Vegreville Business Licence.
- 3.2.3.2. Strictly abide by and adhere to the Town of Vegreville's Health and Safety policies and procedures.
- 3.2.3.3. Bi-weekly Construction Status Reports.
- 3.2.3.4. Construction Schedule.
- 3.2.3.5. Product shop drawings, submittals, product data, and samples.
- 3.2.3.6. Traffic Accommodation Strategy.
- 3.2.3.7. CCTV video inspections and reports (pre and post construction).
- 3.2.3.8. As-built mark-up drawings.
- 3.2.3.9. Contract and payment submittals.

### **3.2.4. MATERIAL DISCLOSURES**

- 3.2.4.1. Site Inspections
  - 3.2.4.1.1. Proponents should examine the Place of Work before submitting a quotation. They are to satisfy themselves as to the nature and location of the Work; location conditions and geotechnical conditions at the site of work; and the equipment and

facilities needed prior to and during the Work. They should satisfy themselves as to the means of access to the site, on-site accommodation, all necessary information as to risks, contingencies or circumstances which may affect their quotations, and all other matters which can in any way affect the Work. The Proponent is fully responsible for obtaining all information required for the preparation of the quotation.

3.2.4.1.2. Claims for additional costs with respect to conditions which would reasonably have been ascertained by an inspection to the site prior the RFQ closing will not be entertained.

3.2.4.2. **Materials and Workmanship Warranty**

3.2.4.2.1. The Proponent expressly warrants that all items, materials, or work furnished by the Proponent under the Contract will conform to the specifications, drawings, samples or other descriptions referred to herein.

3.2.4.2.2. All the work shall be performed with good workmanship and all items and materials shall be new, free from defects, and fit for the purpose intended. If required by the Town, the Supplier shall supply satisfactory evidence of the kind and quality of the items and materials purchased or supplied by the Supplier.

3.2.5. **OPTIONS OR EXTENSIONS**

None identified

3.2.6. **SERVICES NOT INCLUDED**

3.2.6.1. Town of Vegreville Business Licence Fees (by vendor)

**4. RESPONSE REQUIREMENTS AND EVALUATION CRITERIA**

4.1. **FORMAT AND OUTLINE OF RESPONSES**

Electronic RFQ responses are to be on 8.5" by 11" page sizes in PDF (.pdf) format only and all components shall be formatted and combined into one file that is inserted into the email submission.

4.2. **QUOTATION SUBMISSION REQUIREMENTS**

4.2.1. Proof of Workers' Compensation Board coverage in good standing.

4.2.2. Quotation is to be provided on the standard quotation template from the vendor company and will quote the price per lineal meter.

4.2.3. Vendor profile and past projects:

4.2.3.1. Provide a summary of firm's corporate profile.

4.2.3.2. Provide a list of your company’s past projects that include similar scope of work and provide a minimum of three (3) references to contact. Specify if any sub-contractors will be engaged and whom.

4.2.4. Submit a detailed schedule and work plan.

**4.3. EVALUATION PROCESS**

4.3.1. Selection of successful vendor pursuant to this RFQ will be made on the basis of the vendor meeting mandatory requirements, the value of their quotation, additional information requested and other factors germane to the Town of Vegreville. The responses shall be evaluated based on the matrix shown below:

Evaluation Criteria	Evaluation
Mandatory Requirements	Pass/Fail
Quotation	50%
Proponent Profile & Past Projects	25%
Proposed Construction Schedule	25%

4.3.2. A submission will be reviewed first for compliance with mandatory requirements of this RFQ as listed above. A submission not complying with the criteria may be considered non-compliant and not receive further consideration.

**4.4. CONFIDENTIALITY OF EVALUATION**

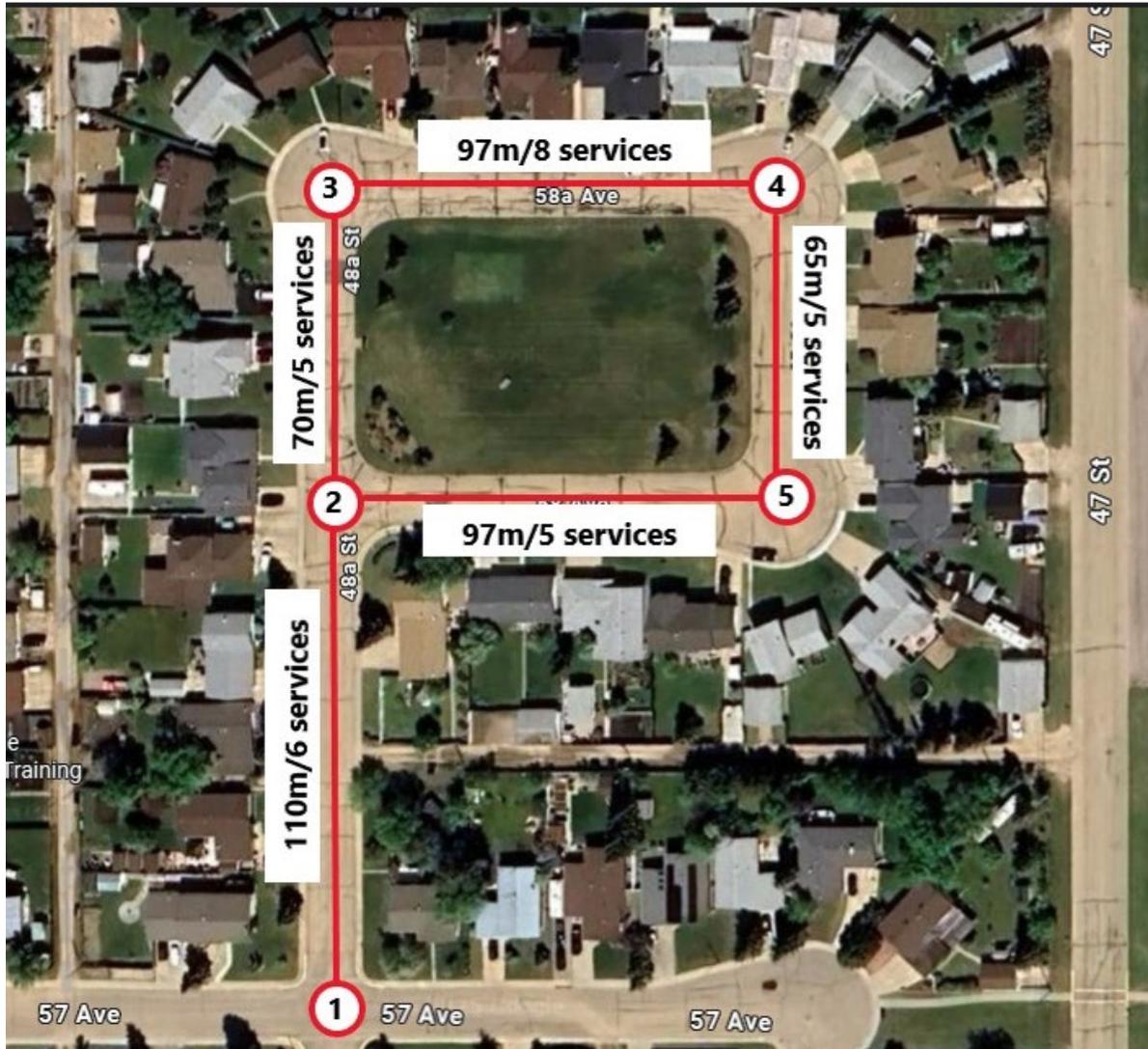
Evaluation scores and rankings are confidential, and apart from identifying top-ranked vendor, no details of the submission, score or ranking of any vendor will be released to any vendor.

**4.5. RFQ SCHEDULE**

The following schedule has been established for this RFQ:

- RFQ issued on Alberta Purchasing Connection      March 2, 2026
- Last day to submit questions to Town of Vegreville      May 4, 2026
- Last day for final addenda to the RFQ      May 4, 2026
- RFQ closing date      May 6, 2026
- Town of Vegreville review of responses      May 19 - 20, 2026
- Posting bid list and potential award      May 21, 2026

We will not be contacting the unsuccessful vendors.



**Segment 1: MH1 – MH2**

- 110m, 6 services

**Segment 2: MH2 – MH3**

- 70m, 5 services

**Segment 3: MH3 – MH4**

- 97m, 8 services

**Segment 4: MH4 – MH5**

- 65m, 5 services

**Segment 5: MH5- MH2**

- 97m, 5 services