

# **Request for Proposal**

## **Lac La Biche County**

**Seasonal Trapper**

**RFP No.: TR-32-2026-12**



### **Proposal Closing Date and Time:**

Proposals must be received by  
Thursday, April 10, 2026  
at 2:00 p.m. (MST)

### **Contact:**

Sabhago Oad, P.Eng.  
General Manager, Infrastructure Services Division  
[engineering@laclabichecounty.com](mailto:engineering@laclabichecounty.com)



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# Lac La Biche County

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Lac La Biche, Alberta  
T0A 2C0

Phone: 780-623-1747 / Fax: 780-623-2039

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## Request for Proposal (RFP)

Selection of Contractor  
for  
Seasonal Trapper

RFP No.: TR-32-2026-12

### 1. Invitation

Lac La Biche County (the “County”) invites the submission of Proposals from qualified Contractors (the “Contractor”) for the provision of a Seasonal Trapper (the “Project”).

### 2. Project Objective

It is the objective of Lac La Biche County to enter into a one-year Agreement, with the option for extension upon mutual agreement, with a successful Contractor for the provision of a Seasonal Trapper to mitigate impacts from beaver activity on municipal infrastructure such as flooding, culvert blockage, road integrity, and to help with inspection of County infrastructure. The successful proponent(s) shall become familiar with the Lac La Biche County’s policies, procedures, and organizational structure.

#### Purpose

Under the direction of the Supervisor of Public Works, implement Lac La Biche County’s Beaver Control Program. This includes dealing with damage caused by beaver activity and implementing a plan that reduces the impact of beaver activity.

#### Duties & Responsibilities

- Respond and investigate complaints regarding beaver impact.
- Trap beavers in a way that protects Lac La Biche County infrastructure.
- Obtain landowner approvals adjacent to affected County Right of Ways (as needed).
- Install beaver screens and inspect regularly.

- Assess culvert conditions and recommend replacements and repairs to Supervisor of Public Works if needed.
- Assist other contractors in clearing culverts.
- Inspect ditches for deficiencies and provide information to the Supervisor of Public Works.
- Record daily information and provide weekly work progress reports to the Supervisor of Public Works.

### **Qualifications**

- Alberta approved Residential Trappers License in good standing required.

### **Knowledge**

- Experience with trapping for pest control.
- Knowledge of seasonal beaver activity.
- Knowledge of procedures in clearing blocked culverts.
- Knowledge of best beaver trapping practices and the various types of trap sets.
- Knowledge of different types of traps used for beavers.
- Minimum 3 years of residential trapping experience.

### **Skills & Abilities:**

- Good interpersonal skills, ability to understand and communicate effectively verbally and in writing.
- Ability to establish and maintain effective working relationships with the County, and the public.
- An aptitude for planning and organizing work in a timely and efficient manner.
- Self-motivated.
- Read maps, specifications, and construction plans used in construction work.
- Good record keeping.

## ***3. Scope of Work - Contracted Beaver Trapping (Per Occurrence Model)***

Lac La Biche County (“the County”) requires an experienced Contractor to provide on-call beaver management services to protect municipal infrastructure, including roads, culverts, bridges, and drainage systems. All work must comply with the Wildlife Act, Water Act, and the DFO Code of Practice for dam breaching and removal.

The County has divided the service area into two (2) geographic zones: East Zone and West Zone. The division between the zones is defined by Highway 36 and Range Road 141 / Old Conklin Road, which serve as the boundary lines separating the two areas. Proponents may submit a proposal for one (1) zone or both (2) zones at their discretion. Submissions will be evaluated accordingly, and the County reserves the right to award one or multiple contracts based on the proposals received and the County’s operational requirements.

Services will be compensated using a per occurrence pricing model, categorized into the service levels below.

### **1. Service Levels (Per Occurrence)**

- **Level 1 – Multiple Removals (Complex Site)**
  - Removal of multiple beavers and/or multiple interconnected dams at a single site where beaver activity is impacting or threatening County infrastructure. Includes lawful trapping, authorized dam removal, restoration of flow, and immediate site stabilization recommendations.
- **Level 2 – Single Removal (Standard)**
  - Removal of a single beaver or a single active dam where no larger dam system exists. May involve limited debris removal to restore reasonable flow as permitted.
- **Level 3 – Plugged Culvert Clearing**
  - Clearing debris from a plugged culvert inlet or outlet to restore function. All work must follow culvert safety practices, including managing upstream water pressure and avoiding work in hazardous downstream areas.

Contractors may recommend long-term mitigation options (e.g., culvert protective fencing), but installation will require separate County authorization.

### **2. Work Order & Dispatch Process**

- The County issues a work order with the site location and priority level.
- Required response times:
  - Emergency: within 24 hours
  - High Priority: within 72 hours
  - Routine: within 5 business days
- The Contractor shall confirm or adjust the Service Level after the site assessment and notify the County before proceeding.
- Dam removals requiring Water Act authorization or DFO notification cannot proceed until the County confirms approval.

### **3. Regulatory Compliance**

The Contractor must:

- Follow all trapping regulations and obtain a Damage Control Licence where required.
- Adhere to the Water Act for any dam alteration or removal.
- Follow the DFO Code of Practice to avoid harm to fish and fish habitat.
- Comply with County Beaver Control Policy, including reporting requirements.
- Apply culvert safety procedures to prevent downstream flooding hazards.

### **4. Methods & Performance Standards**

- Trapping must be humane and consistent with Alberta regulations.
- Dam removal must use staged breaching techniques to prevent sediment mobilization and fish stranding.
- Contractor must meet 95% of response time targets and maintain 90% effectiveness (no emergency recall within 30 days unless new beavers move in).

## 5. Deliverables (Per Occurrence)

Each occurrence requires a brief report containing:

- Date/time on site and GPS or legal land description
- Photo documentation (before, during, after)
- Work completed and equipment used
- Number of beavers removed
- Dam/culvert condition and flow restored
- Any regulatory actions taken
- Recommendations for follow-up work or prevention
- Annual summary report consistent with County policy (e.g., Beaver Harvest Report)

## 6. County Responsibilities

- Issuing work orders and setting priorities
- Providing land access permissions
- Initiating or supporting regulatory approvals when required
- Supplying site history and coordinating traffic control where needed

## 7. Pricing Table Per Zone

To Be Completed by Proponent in Schedule B

## 4. Schedule

The following is a guideline and subject to change at the County's discretion:

Activity	Date
Issue RFP	March 20, 2026
Cutoff for County receiving Proponent questions regarding RFP	March 31, 2026, 2:00:00 p.m. Mountain Standard Time
County posts Final Addenda	April 07, 2026, by 4:00:00 p.m. Mountain Standard Time
RFP Closing Date & Time	April 10, 2026, 2:00:00 p.m. Mountain Standard Time
Contract Start Date	On or About May 1, 2026
Tentative End Date	On or About October 15, 2026

**All dates and times are subject to change.**

## INSTRUCTIONS

### 5. Submission

The Proponent shall submit two (2) hard-copies, and one (1) electronic PDF copy on a USB flash drive. All required copies shall be submitted together in a single sealed package

clearly marked and identified as follows: no later than the closing date and time of **Thursday, April 2, 2026, at 2:00 p.m., local Mountain Standard Time.**

RFP:	<b>Seasonal Trapper</b>
RFP No.:	<b>TR-32-2026-12</b>
Closing Date:	<b>Friday, April 10, 2026</b>
Closing Time:	<b>2:00 p.m. Alberta Time</b>
Addressed to:	Sabhago Oad, P.Eng. General Manager, Infrastructure Services Division County Centre Front Reception 13422 Highway 881 Box 1679 Lac La Biche, Alberta T0A 2C0
From:	<b>(Proponent's Name)</b>

## 6. Clarification and Inquiries

Contractors should carefully examine the RFP documents. By submitting a Proposal, the Contractor agrees that they have a clear understanding of the Scope of Work.

Contractors should report any errors, omissions, discrepancies in clauses or qualifications. Contractors are advised to not rely on oral responses to requests for clarification.

Requests for clarification should be clearly identified with the Project Name and submitted in writing via email to [transportationservices@lACLAbichecounty.com](mailto:transportationservices@lACLAbichecounty.com). No phone calls will be accepted.

## 7. Addenda

Responses to inquiries and/or clarifications will be issued by Addenda, available on Alberta Purchasing Connection and become part of the RFP document.

## 8. Expenses

The County will not provide compensation or be responsible in any way for the costs, expenses, losses, damages, or liability incurred by Contractors in the preparation of their response to this RFP.

## 9. Confidentiality of Responses

Information submitted in response to this RFP may be subject to disclosure under the Freedom of Information and Protection of Privacy Act (Alberta) (FOIP). Except as required by FOIP; or any other law, responses will be considered to have been provided in confidence.

**10. Cancellation**

The County reserves the right to cancel all or any part of this RFP process at any time and to acquire contracted services by other means at its sole discretion.

Lac La Biche County reserves the right to accept or reject any or all proposals and to waive irregularities, informalities and non-compliance at its discretion. The County reserves the right to accept a proposal other than the lowest proposal without stating reason and, without limiting the generality of the foregoing; the County may consider any other factor(s), besides price, capability to perform the services and proposed specifications, in its sole and unfettered discretion.

By submitting its proposal, the Contractor waives any right to claim, in any proceeding or court action, for loss of anticipated profit or for any other damages in the preparation of its proposal.

**11. Evaluation of Request for Proposals**

<b>Criteria</b>	<b>Weight</b>
Project Understanding, Methodology, Quality and Clarity of Submission.	20
Ability to Meet Technical Requirements Identified in Project Scope	20
Project Team Relevant Experience on Similar Project	15
<b>Subtotal</b>	<b>55</b>
Resource Budget	45
<b>Total</b>	<b>100</b>

Weighted Evaluation: The responses to the RFP requirements will be evaluated using the weighted values noted. Each proposal will be evaluated within each criterion and the resulting scores added to provide a total score.

Interviews: The Evaluation Committee may, at its discretion, invite a Contractor for an interview or seek further clarification without any obligation to any of the Contractors.

**SUBMISSION REQUIREMENTS**

**12. Mandatory Requirements**

Contractors must meet the following mandatory requirements and provide documentation to substantiate.

- Proponents are required to have a valid Business License or be in the process of obtaining one to operate within Lac La Biche County. Applications can be found at: [Business License Application](#).
- Clearance Certificate from the Workers Compensation Board - Alberta (WCB).
- Standard automobile, bodily injury and property damage insurance providing coverage of at least TWO MILLION (\$2,000,000.00) DOLLARS inclusive and in respect of any one claim for the injury to or death of one or more persons or damage to or destruction of property;

- A comprehensive general liability insurance policy providing coverage of at least FIVE MILLION (\$5,000,000.00) DOLLARS inclusive and in respect of any one claim for injury to or death of any one or more persons or damage to or destruction of property. Coverage to include:

### 13. Content of Proposal

**The County requests the Proponent’s Proposal be organized as outlined below.** This will facilitate the County’s evaluation.

The total length of the Proposal shall not be more than ten (10) pages, excluding Cover Page, Table of Contents and Appendices.

If the Proponent wishes to include additional information on any point that is somewhat voluminous or that is not directly relevant to the specific situation described in this RFP, that information should be placed in the section entitled “Additional Features” and referenced in the main body of the Proposal.

- Cover Page
- Table of Contents
- 1.0 – Experience
  - 1.1 – Team Member Profiles.
  - 1.2 – Similar Projects Completed.
- 2.0 – Services
  - 2.1 – Project Understanding
  - 2.2 – Approach and Methodology
  - 2.3 – Project Schedule
  - 2.4 – Project Management
  - 2.5 – Risk Management
- 3.0 – Pricing
  - 3.1 – Fee for Service

#### **Cover Page**

The County requests the cover page be completed with:

- The name of this RFP;
- The name of the Proponent;
- The Proponent’s address, telephone and fax numbers, name of the Proponent’s Primary Contact for this competitive process, and Primary Contact’s e-mail address;
- The date of Proposal submission;
- Include the following statement: “It is the intent of [Proponent’s legal name] to enter into a formal Agreement with the County based on the requirements of this RFP.” **Modifying the above wording may result in disqualification from this competitive process;** and

- The signature of a duly authorized representative of the company (indicate name and title).

## **Experience**

### Team Member Profiles

Summary description of relevant experience and capability of each team member, including sub-consultants, and their role and responsibility during the project (**limit one page/member**). The relevant experience should be limited to work on projects of similar size and scope.

### List of Similar Projects

Brief summary of similar projects completed including project cost (minimum three references required).

## **Service**

### Project Understanding

Proponents are required to demonstrate their understanding of the project scope and requirements. Briefly outline the key issues as the Proponent understands them.

### Approach and Methodology

Describe the capabilities in terms of methods, approach, and tools the Proponent intends to deploy in fulfilling project scope and requirements.

### Project Schedule

The Proponent shall provide a concise project schedule outlining key dates and deliverables, the roles and responsibilities of both County and Proponent staff, and the percentage of Proponent resource time dedicated to this single trapping project.

Comment on your strategy to facilitate a quick start to the project.

### Project Management

Describe how your methodology will ensure completion of the project within the required timeline and how costs will be controlled.

### Risk Management

Identify the potential risks involved in this project. Present your approach to managing and mitigating any risks. Identify any risk sharing opportunities the Proponent can offer to consider how risk is shared as well as opportunity for reward. Any risk sharing opportunities may be negotiated with the successful Proponent.

## **Pricing**

### Fee for Services

The proposal will contain a spreadsheet identifying the resource budget for the charge-out rates, expenses and disbursements, and the allocated staff hours for each contractor task.

## **14. Contractor Guidelines**

It is expected that the Contractor will work as an extension of County Administration, keeping the interests of the County primary in all areas were engaged and providing professional services for the County.

The Contractor will provide all necessary services to complete the project requirements:

- Where specialized services are necessary that require sub-contractors, the Prime Contractor will advise the County and engage those services directly. These services are to be identified and engaged at the proposal stage.
- Where options exist for the provision of services, the options are to be identified to the County with relative merit and a supported recommendation.
- Invoicing is to be provided on the agreed schedule and at the agreed rates, including a detailed description of product or service provided, where utilized and amount.
- Anticipate problems and advise the County Representative accordingly.
- Weekly progress reports, incidents, and near misses must be communicated to Lac La Biche County immediately.

## **15. RFP Terms and Conditions**

### Acceptance of Proposals

This RFP should not be considered as an agreement to purchase goods or services. Lac La Biche County is not bound to accept the lowest price or any proposal of those submitted. Proposals will be assessed based on all evaluation criteria. The County will be under no obligation to receive further information, whether written or oral, from any Contractor.

### Definition of Contract

Only the full execution of a written contract will constitute a contract for services. No Proponent will acquire any legal or equitable rights or privileges relative to the Project until this occurs, and a purchase order has been provided.

### Right to Accept or Reject Proposals

Lac La Biche County reserves the right to accept or reject any or all proposals in whole or in part. Neither acceptance of a proposal nor execution of a contract will constitute approval of any activity or development contemplated in any proposal that requires any approval, permit or license pursuant to any federal, provincial, regional district or municipal statute, regulation, or bylaw.

### Right to Negotiate

Lac La Biche County may, prior to and after contract award, negotiate changes to the scope of work, the type of materials, the specifications or any conditions with one or more of the Proponents without having any duty or obligation to advise any other Proponent or to allow them to vary their Fee Schedule or pricing as a result of such changes and the County shall have no liability to any other Proponent as a result of such negotiations or modifications.

### Use of a Request for Proposal

This document, or any portion thereof, may not be used for any purpose other than the submission of proposals. Proposals will not be returned. Submitted proposals become the property of Lac La Biche County.

### Modification of Terms

Lac La Biche County reserves the right to modify the terms of this request at its sole discretion, prior to the RFP closing date and time.

## Submission of Proposals

By submission of a clear and detailed written notice, the Contractor may amend or withdraw its proposal **prior to the closing date and time**. Upon closing time, all proposals become irrevocable. By submission of a proposal, the Contractor agrees that, should its proposal be successful, the Contractor will enter into a contract with Lac La Biche County.

## Successful Proposal

By submission of a proposal, the Contractor agrees that should its proposal be deemed successful, the Contractor shall enter into a contract with Lac La Biche County. If,

- a. In the opinion of the County, the Contractor has done an adequate job on preparing the plan; and
- b. If funding is approved by the County Council; and
- c. Upon submission of an acceptable proposal to undertake the work, the County may choose to award additional components to the Contractor at a later date.

## Limitation of Liability

Notwithstanding any other provision, by submitting a Proposal, each Proponent agrees that any claim that the Proponent may have against Lac La Biche County and the County's employees, agents, consultants and elected officials for damages, losses, or expenses or for any other legal relief, arising, directly or indirectly, under or in relation to this Proposal process (whether in contract, tort, or other legal theory) is limited to an amount equal to the Proponent's actual and reasonable costs in preparing its Proposal to a maximum of \$2,000.00. For clarity, each Proponent specifically waives any claim for loss of profit or anticipated profit, loss of opportunity, loss of reputation, consequential or indirect losses or for judicial review or injunctive relief.

## **16. General Terms and Conditions**

Note: The County is required to include standard terms and conditions in its Agreements. The County may consider minor amendments to the Agreement but not ones that alter their fundamental intent.

### **ARTICLE 1 – INTERPRETATION**

#### **1.01 Defined Terms**

When used in the Contract, the following words or expressions have the following meanings:

**“Conflict of Interest”** includes, but is not limited to, any situation or circumstance where the Supplier's other commitments, relationships, or financial interests (i) could or could be seen to exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgment; or (ii) could or could be seen to compromise, impair or be incompatible with the effective performance of its obligations under the

Contract.

**“Contract”** means the purchase order for the Deliverables issued by the Purchaser to the Supplier (the **“Purchase Order”**), including these Purchase Order Terms and Conditions.

**“Deliverables”** means the goods and/or services as described in the Purchaser Order.

**“Indemnified Parties”** means the Purchaser, its elected officials, directors, officers, agents, employees, and volunteers.

**“Industry Standards”** include, but are not limited to: (a) the provision of all labour, supplies, equipment and other goods or services that are necessary and can reasonably be understood or inferred to be included within the scope of the Contract or customarily furnished by parties providing goods or services similar to the Deliverables in similar situations in Alberta and; (b) adherence to commonly accepted norms of ethical business practices, which shall include the Supplier establishing, and ensuring adherence to, precautions to prevent its employees or agents from providing or offering gifts or hospitality of greater than nominal value to any person acting on behalf of or employed by the Purchaser;

**“Purchaser”** means Lac La Biche County.

**“Rates”** means the price, in Canadian funds, to be charged for the Deliverables, as set out in the Contract, representing the full amount chargeable by the Supplier for the provision of the Deliverables, including but not limited to: (a) all applicable duties and taxes; (b) all labour and material costs; (c) all travel costs; (d) all costs associated with insuring, transporting and delivering the Deliverables to the Purchaser at its address specified on the Purchase Order; (e) all insurance costs; and (f) all other overhead, including any fees or other charges required by law.

**“Related Entities”** include directors, officers, employees, agents, partners, affiliates, volunteers and subcontractors.

**“Requirements of Law”** means all applicable requirements, laws, statutes, codes, acts, ordinances, orders, decrees, injunctions, by-laws, rules, regulations, official plans, permits, licenses, authorizations, directions, and agreements with all authorities that now or at any time hereafter may be applicable to either the Contract or the Deliverables or any part of them; and

**“Supplier”** means the supplier identified on the face of the Purchase Order.

## **ARTICLE 2– GENERAL TERMS**

### **2.01 Governing Law**

The Contract shall be governed by and construed in accordance with the laws of the Province of Alberta and the federal laws of Canada applicable therein.

### **2.02 Entire Contract**

The Contract, together with any additional documentation referenced in the Purchase Order, sets forth the entire agreement between the parties with regard to the provision of the Deliverables and supersedes any prior understanding or agreement, collateral, oral or otherwise, existing between the parties. In the event of any ambiguity, conflict or inconsistency between these Purchase Order Terms and Conditions and any terms and conditions contained in any acknowledgement, order or any other form issued by the Supplier, these Purchase Order Terms and Conditions shall prevail. Changes to the Contract shall only be made by the issuance of an amended Purchase Order by the Purchaser to the Supplier.

### **2.03 Notices**

Notices shall be in writing and shall be delivered by mail, personal delivery or email and shall be addressed to the contact identified on the face of the Purchase Order.

### **2.04 Severability**

If any term or condition of the Contract, or the application thereof, is to any extent invalid or unenforceable, the remainder of the Contract, and the application of such term or condition (except to the extent to which it is held invalid or unenforceable), shall not be affected.

### **2.05 No Indemnities from Purchaser**

Nothing in the Contract, whether express or implied, will directly or indirectly increase the indebtedness or contingent liabilities of the Purchaser beyond the obligation to pay the Rates in respect of Deliverables accepted by the Purchaser.

### **2.06 Force Majeure**

Neither party shall be liable for damages

caused by delay or failure to perform its obligations under the Contract where such delay or failure is caused by an event beyond its reasonable control, such as natural disasters, acts of war, insurrection and terrorism. If a party seeks to rely on a force majeure event, that party shall immediately notify the other party of the reason for and anticipated period of any delay.

#### 2.07 **Survival**

This paragraph and paragraphs 2.01, 2.04, 2.05, 3.02, 3.04, 4.01, 6.02 shall survive the termination or expiry of the Contract, as shall any other provision which by its

nature ought to reasonably survive such termination or expiry.

### **ARTICLE 3 – RELATIONSHIP BETWEEN PURCHASER AND SUPPLIER**

#### 3.01 **Supplier’s Power to Contract**

The Supplier represents and warrants that it has the full right and power to enter into the Contract and there is no agreement with any other party that would in any way interfere with the rights of the Purchaser under this Contract.

#### 3.02 **Supplier Not a Partner, Agent or Employee**

The Supplier shall have no power or authority to bind the Purchaser or to assume or create any obligation or responsibility, express or implied, on behalf of the Purchaser. The Supplier shall not hold itself out as an agent, partner or employee of the Purchaser. Nothing in the Contract shall have the effect of creating an employment, partnership or agency relationship between the Purchaser and the Supplier or any of the Supplier’s Related Entities.

#### 3.03 **Non-Exclusive Contract, Work Volumes**

The Purchaser makes no representation regarding the volume of goods and services required under the Contract and reserves the right to contract with other parties for goods and services the

same as or similar to the Deliverables.

#### 3.04 **Responsibility of Supplier**

The Supplier agrees that it is liable for the acts and omissions of its Related Entities. The Supplier shall advise its Related Entities of their obligations under the Contract and shall ensure their compliance with the applicable terms of the Contract.

#### 3.05 **No Subcontracting or Assignment**

The Supplier shall not subcontract or assign the whole or any part of the Contract without the prior written consent of the Purchaser. Such consent shall be in the sole discretion of the Purchaser and subject to the terms and conditions that may be imposed by the Purchaser. Nothing in the Contract, or in such consent, creates a contractual relationship between any subcontractor and the Purchaser.

#### 3.06 **Conflict of Interest**

The Supplier shall: (a) avoid any Conflict of Interest in the performance of its contractual obligations; (b) give notice to the Purchaser without delay of any actual or potential Conflict of Interest that arises during the performance of its contractual obligations; and (c) comply with any requirements prescribed by the Purchaser to resolve any Conflict of Interest.

#### 3.07 **Contract Binding**

The Contract can be enforced by and is binding upon the parties and their successors, executors, administrators and their permitted assigns.

### **ARTICLE 4 – PERFORMANCE BY SUPPLIER**

#### 4.01 **Deliverables Warranty**

The Supplier represents and warrants that the Deliverables (i) shall be provided diligently in a professional and competent manner by persons qualified and skilled in their occupation in accordance with: (a) the Contract; (b) Industry Standards; and (c) the Requirements of Law; and (ii) shall be

free from defects in material, workmanship and design, suitable for the purposes intended, in compliance with all applicable specifications and free from liens or encumbrance on title. The Supplier represents and warrants that the use or sale of the Deliverables purchased under this Contract will not infringe any patent, copyright or trademark.

#### 4.02 **Delivery and Risk**

Unless otherwise stated on the face of the Purchase Order, all Deliverables shall be delivered F.O.B. Destination, Freight Prepaid. No transportation or delivery charges of any kind, including, without limitation, packing, storage, cartage or customs brokerage charges, shall be paid by the Purchaser, unless specifically provided for on the face of the Purchaser Order. The Deliverables remain at the risk of the Supplier until the Deliverables are received by the Purchaser.

#### 4.03 **Inspection and Acceptance**

Receipt of the Deliverables at the Purchaser's location does not constitute acceptance of the Deliverables by the Purchaser. The Deliverables are subject to the Purchaser's inspection and acceptance within a reasonable period of time after delivery or completion of services. If any of the Deliverables, in the opinion of the Purchaser, are inadequately provided or require corrections, the Supplier shall make the necessary corrections at its own expense as specified by the Purchaser in a rectification notice.

#### 4.04 **Time**

Time is of the essence of this Contract.

### **ARTICLE 5 – PAYMENT FOR DELIVERABLES**

#### 5.01 **Payment According to Contract Rates**

The Purchaser shall pay the Supplier for the Deliverables in accordance with the Rates within thirty (30) days of receipt by the Purchaser of a satisfactory invoice from the Supplier requesting payment for Deliverables that have been received and accepted by the Purchaser. Payment shall be

subject to any holdbacks or requirements of any applicable laws in relation to the Deliverables.

All invoices submitted by the Supplier must include the amount invoiced, exclusive of GST, and the amount of GST shown separately.

The Purchase Order number must appear on all documentation relating to the Contract, including, but not limited to, invoices and delivery/packing slips to be processed by the Purchaser.

#### 5.02 **No Expenses or Additional Charges**

the Supplier shall pay all applicable taxes and duties, including excise taxes, incurred by or on the Supplier's behalf with respect to the Contract. There shall be no charges payable by the Purchaser to the Supplier other than the Rates.

### **ARTICLE 6 – INSURANCE AND INDEMNIFICATION**

#### 6.01 **Insurance**

The Supplier shall put into effect commercial general liability insurance, in a form acceptable to the Purchaser, in an amount not less than \$5,000,000, with the Purchaser named as an additional insured. The Supplier will also put into effect such other additional insurances as required by the Purchaser. The Supplier shall provide the Purchaser with evidence of insurance upon request.

#### 6.02 **Supplier Indemnity**

The Supplier agrees to indemnify and save harmless the Indemnified Parties from all losses, claims, damages, actions, causes of action, costs (including legal costs on a solicitor and his own client basis) and expenses that the Indemnified Parties may sustain, incur, suffer or be put to at any time, either before or after this Contract ends, including for infringement of third-party intellectual property rights or for third party bodily injury (including death), personal injury and property damage, arising or occurring, directly or

indirectly, by reason of any act or omission of the Supplier or its Related Entities, except to the extent that such liability arises out of the independent acts or omissions of the Indemnified Parties.

## **ARTICLE 7 – TERMINATION**

### **7.01 Default and Termination**

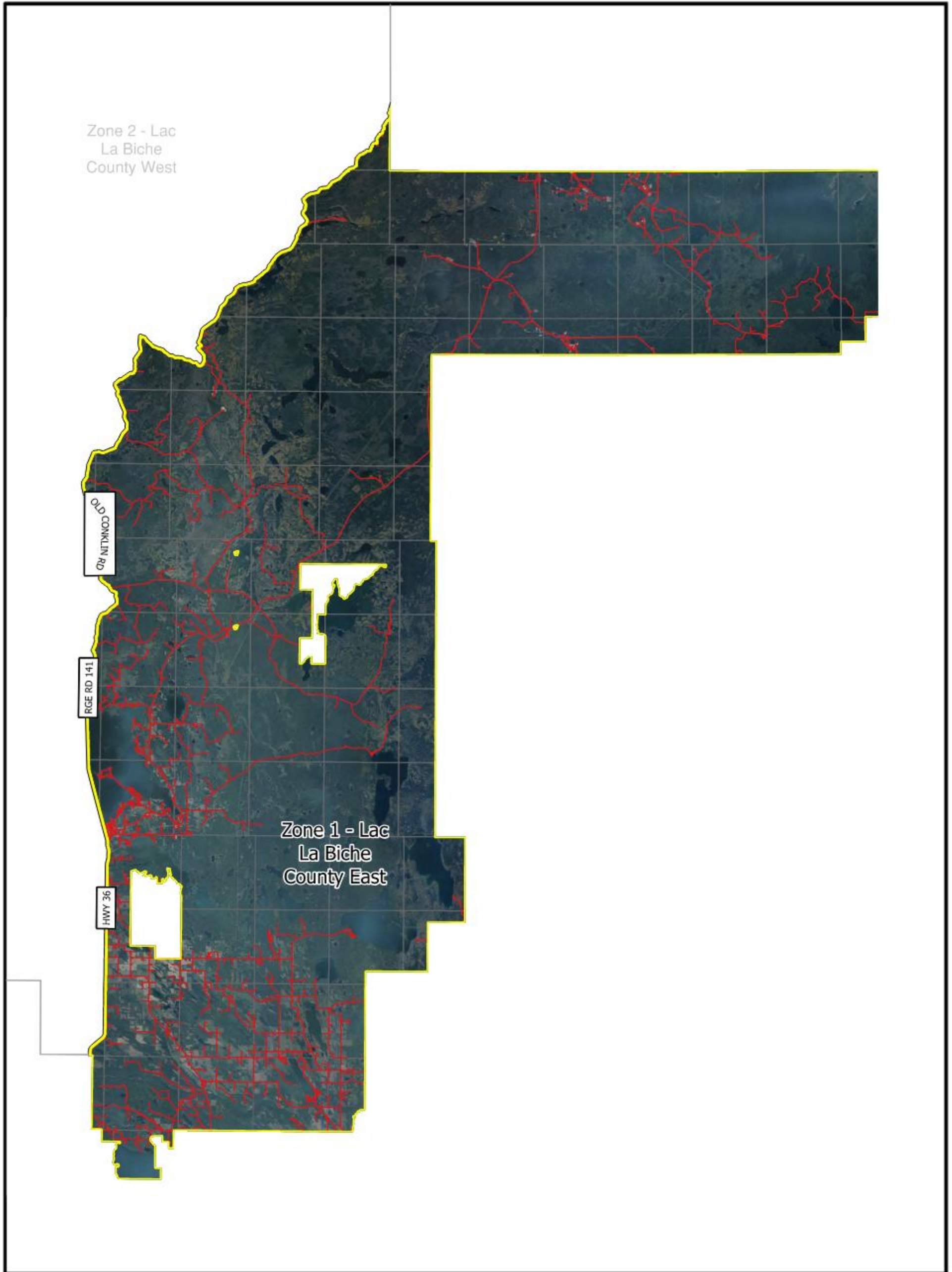
In the event the Purchaser is in default of the Contract, the Purchaser may at its option take any steps necessary to remedy such default at the expense of the Supplier, and/or may terminate this Contract without in any way limiting the liability of the Supplier or any rights of remedies of the Purchaser under the Contract, at law or in equity.

### **7.02 Termination for Convenience** Notwithstanding section

7.01, the Purchaser may also terminate the Contract at any time without cause by providing written notice to the Supplier. In the event of a termination pursuant to this section 7.02, the Purchaser shall be liable to the Supplier only for payment of the Rates in respect of Deliverables accepted by the Purchaser up to the date of termination, plus any prepaid expenses or costs incurred by the Supplier directly arising from such early termination. The Purchaser shall have no liability for any other amounts, including for any loss of profit by the Supplier, and such termination shall not limit any liability of the Supplier for any obligations under the Contract arising prior to such termination.

## Schedule A – Lac La Biche County RFP Map

# Lac La Biche County RFP MAP - ZONE 1



Map Produced: March 5, 2026

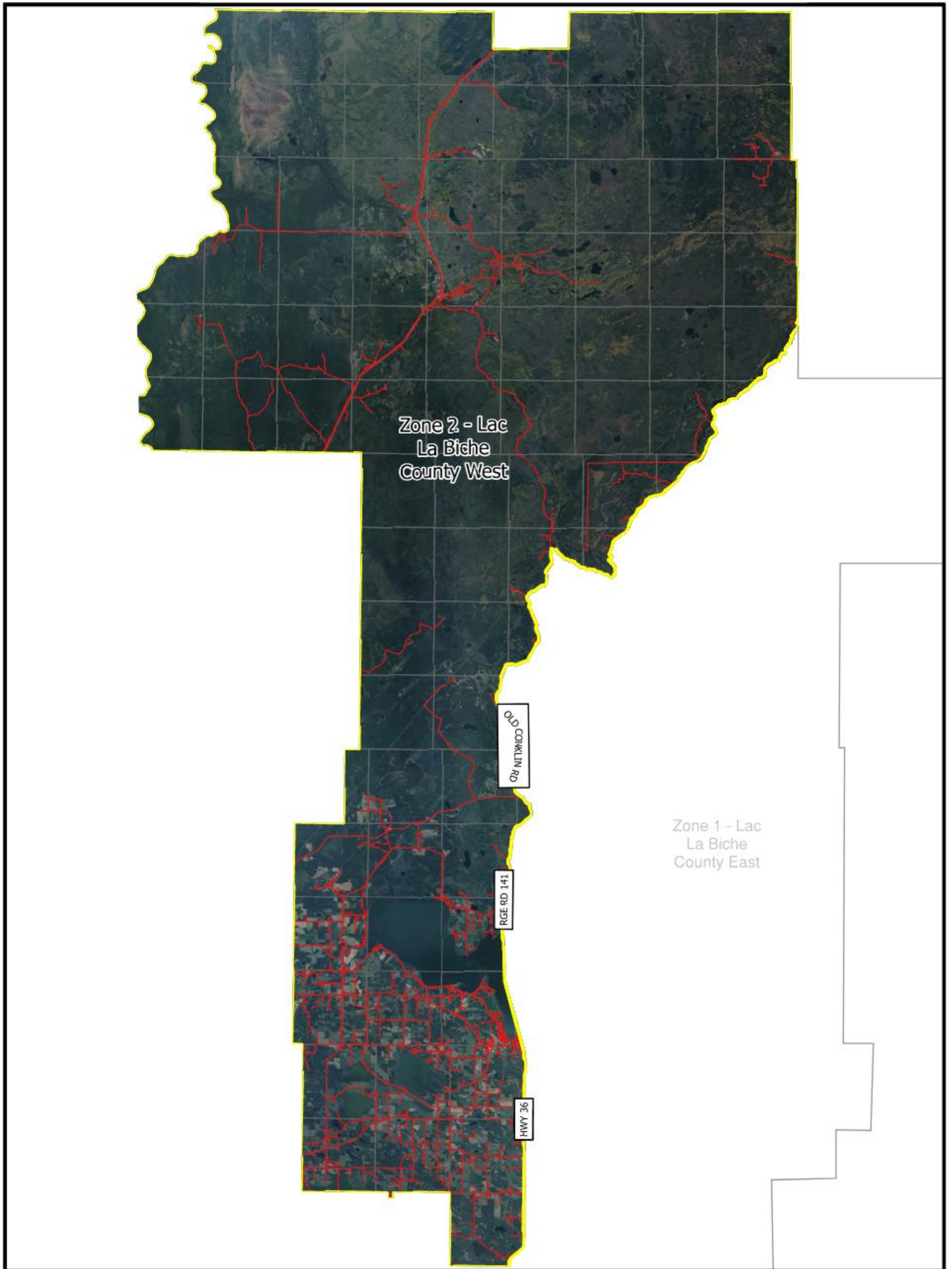
Projection: UTM12 NAD83



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Base Map compiled from the Provincial Title Mapping Digital Base.  
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# Lac La Biche County RFP MAP - ZONE 2



Map Produced: March 5, 2026

Projection: UTM12 NAD83

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Schedule B - Lac La Biche County Zone Pricing Sheet

## Schedule B – Lac La Biche County Zone Pricing Sheet

Proponents may submit a bid for Zone 1 (Lac La Biche East), Zone 2 (Lac La Biche West), or both zones, at their discretion.

### . Service Levels (Per Occurrence) Pricing Sheet Zone 1 (East)

Service Level	Description	Unit Price (Per Occurrence)
<b>Level 1 – Multiple Removals (Complex Site)</b>	Removal of multiple beavers and/or multi-dam system; restore flow; stabilization recommendations.	\$ _____
<b>Level 2 – Single Removal</b>	Removal of one beaver <i>or</i> one dam; minor debris clearing if required.	\$ _____
<b>Level 3 – Plugged Culvert Clearing</b>	Clearing culvert inlet/outlet to restore flow; culvert safety procedures followed.	\$ _____
<b>Emergency Afterhours Callout (Optional)</b>	Callout charge for unscheduled urgent/emergency mobilization outside regular hours.	\$ _____
<b>Extra Work (If Approved)</b>	Specialized equipment or blasting (if authorized separately by the County).	Hourly Rate: \$ _____

### . Service Levels (Per Occurrence) Pricing Sheet Zone 2 (West)

Service Level	Description	Unit Price (Per Occurrence)
<b>Level 1 – Multiple Removals (Complex Site)</b>	Removal of multiple beavers and/or multi-dam system; restore flow; stabilization recommendations.	\$ _____
<b>Level 2 – Single Removal</b>	Removal of one beaver <i>or</i> one dam; minor debris clearing if required.	\$ _____
<b>Level 3 – Plugged Culvert Clearing</b>	Clearing culvert inlet/outlet to restore flow; culvert safety procedures followed.	\$ _____
<b>Emergency Afterhours Callout (Optional)</b>	Callout charge for unscheduled urgent/emergency mobilization outside regular hours.	\$ _____
<b>Extra Work (If Approved)</b>	Specialized equipment or blasting (if authorized separately by the County).	Hourly Rate: \$ _____