

Municipality of Highlands East
P.O. Box 295, 2249 Loop Road
Wilberforce, Ontario, Canada, K0L 3C0
705-448-2981
705-448-1027 Fax
info@highlandseast.ca

Request for Proposal: RFP-08-2026

Tree Clearing at Eel's Lake Landfill

Addendum No. 1

Date: September 10, 2026

This Addendum is being issued to provide answers to questions received from possible proponents regarding the original proposal document. This Addendum shall form part of the Proposal requirements and shall be read in conjunction therewith and shall take precedence. Failure to acknowledge this Addendum within the proposal submission package to the Owner shall render the Bidders quotation null and void.

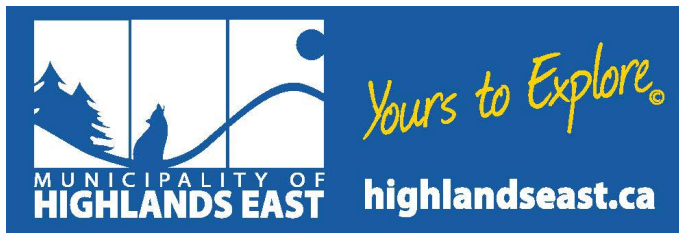
The Bidder shall sign this Addendum in the space provided below, affix their seal thereto and submit this Addendum to the Owner in the same envelope as part of the RFP submission.

The following is a listing of the questions and the answers provided by the Municipality:

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1. **Insurance amount: the RFP says “not less than two million dollars (\$5,000,000.00).” Which amount controls — C\$2 million or C\$5 million general liability?**

A: Five million (\$5,000,000.00) general liability insurance is required.

2. **Qualification threshold: beyond the requirement for a “qualified professional,” is there a specific arborist/forestry certification, minimum years of comparable land-clearing experience, or other mandatory technical credential that must be held by the prime bidder or the field operator?**

A: The Municipality is seeking a contractor that specializes in forestry and tree removal; no specific courses, training or technical credentials will be necessary. Bidders must demonstrate relevant experience and the capacity to safely perform the work. The contractor must maintain the required liability insurance and comply with all applicable health and safety legislation and industry standards. As part of the evaluation process, the Municipality reserves the right to verify a bidder's experience, qualifications, references, and overall suitability to perform the work.

3. **Subcontract structure: the proposal requirements allow a list of suppliers/subcontractors if required. May a prime bidder use a named qualified forestry/tree-clearing subcontractor for felling/skidding while retaining project coordination, reporting and other purchased scope, provided the submission clearly allocates responsibilities and all required insurance/WSIB evidence is supplied?**

A: Yes, proponents may use subcontractors, provided the proposal clearly identifies their roles and responsibilities. Subcontractors must carry a minimum of \$5,000,000 in liability insurance or be named on the prime proponent's policy, with proof of coverage provided to the Municipality.

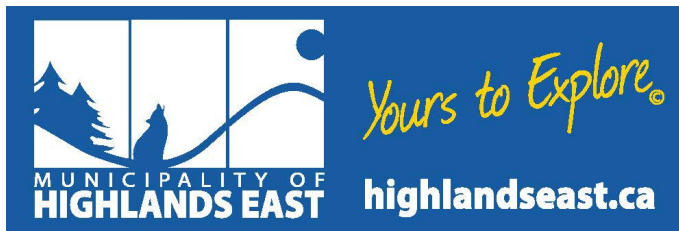
4. **WSIB: does the Municipality require the prime bidder itself to provide a Clearance Certificate, or will it accept the legally applicable prime/subcontractor clearance structure where the field-clearing work is performed by a named subcontractor?**

A: All primary and subcontractors need to submit proof of active WSIB paperwork.

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5. **Burning responsibility: if brush is burned onsite when weather permits, who is responsible for obtaining any required burn authorization/permit and providing fire-control equipment/personnel — the Municipality or the contractor?**

A: No burn permit is required. Any burning activities must be carried out in accordance with the site's Environmental Compliance Approval.

6. **Site/equipment facts: does the Municipality have any available information on approximate tree diameter/height ranges, dominant species, terrain/access constraints, or minimum equipment expected for felling and skidding beyond the map in Appendix A?**

A: Proponents may attend a site visit and conduct their own assessment of site conditions, vegetation characteristics, access requirements, and equipment needs to determine the suitability of the work and prepare their submission.

7. **Recommended site visit: may a named proposed field subcontractor attend the site visit on the bidder's behalf, with the bidder retaining responsibility for the proposal**

A: Yes, either primary or subcontractor may attend the site visit.

Bidders Name _____

Authorized Signature _____

Position _____

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