REQUEST FOR PROPOSALS FOR THE
OPERATION AND MAINTENANCE OF THE
WATER AND WASTEWATER SYSTEMS
IN THE TOWNSHIP OF NORTH HURON

ADDENDUM NO. 4

RFP takers shall note the following:

1. The table included with this Addendum provides answers to some of the Proponent questions received to date. Revisions to the previous Group A responses are in red text.

B. M. ROSS AND ASSOCIATES LIMITED
Engineers and Planners
62 North Street
Goderich, ON N7A 2T4
Phone: (519) 524-2641
www.bmross.net

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Group A

	Questions/Requests	Responses
1	Regarding Section 4.1 Structure of Response of the RFP, would the Town consider allowing a submission of 30 pages for the Business and Operations Plan?	Section 4.1, Page 21 has been revised to indicate 30 pages is acceptable.
2	What is the current staffing level, and are there any specific staffing requirements?	There are no specified staffing levels. The proponent is to indicate in their proposal how they propose to staff the project. Veolia reports that currently there are 4 full-time and 1 Part-time operators.
3	Have the wells been inspected since 2015? If so, please provide the inspection results.	The wells in both communities have been examined since 2015. Reports have been added to the FTP site.
4	What maintenance records will the incumbent provide to the successful proponent during the transition?	The Owner is prepared to provide whatever maintenance information they have available to the successful proponent. Information from Veolia's CMMS can be provided in an Excel file.
5	Is it possible to begin the asset data capture/validation process in advance the March 17 transition date?	Yes, it is possible to start the process early, but all on-site activities must be coordinated with the current Contractor.
6	What is the range of iron and manganese concentrations in the raw and/or treated water for both drinking water systems?	No data is available.
7	Are discoloured-water customer complaints an ongoing issue for these systems?	There have been occasional complaints regarding discoloured water.
8	Please provide the 2025 MECP Inspection Reports for each water system.	The reports have been added to the FTP site.
9	Please provide chemical usage for both STP's for the past three years.	Existing chemical usage is provided on the FTP site. Note: Changes have been made to the Ferric Chloride information.
10	Section 3.5.4 – With respect to the annual sanitary collection system flushing and cleaning program, please confirm the Contractor's expected role. Is the Contractor responsible solely for planning, coordination, supervision, reporting and recommendations, with all flushing equipment, operators, and field labour provided by the Township, or is the Contractor expected to perform any flushing, cleaning, CCTV inspection,	As noted in Section 3.2.2, Page 9, the Township will provide the Vac Truck and the services of a single operator to drive the truck and ensure proper use. Section 3.5.4, Page 21 is hereby revised to indicate that: *"Except as noted in Section 3.2.2, all coordination, supervision, and reporting for the annual flushing and cleaning program must be provided by the Contractor."*

	or related work using its own personnel and resources?	
11	Section 4.5.1 Utility Charges – Please clarify what is included in the definition of a "utility charge"	Delete the reference to "… utility charges excluding electrical …" in Section 4.5.1. Refer to Section 4.5.5, Page 28 for what North Huron will provide.
12	What internet services are available at each site, and who is responsible for the associated cost?	The Township pays the costs of internet. Internet is available at: • Blyth Well 1 and 2 (main/highlift building only) • Blyth Well 5 • Blyth Wastewater Plant • Wingham Well 3 • Wingham Well 4 • Wingham Main Sewage Pumping Station • Wingham Wastewater Plant • The Wingham PUC Building
13	Page 30 of the RFP – Please provide the average number of callouts for each of the past three years. In addition, please clarify what is considered within the "defined scope of work" for callouts and what types of callouts would be considered outside the defined scope of work and therefore eligible for additional payment.	The 2nd bullet on Page 30 refers to "Callouts". Callouts should be interpreted as "miscellaneous service requests" as noted in Section 4.5.6, Page 29, last bullet. It would be any trigger that requires an operator visit to a property except for locates. Examples are to turn on/off service, complaints, etc. The fixed fee should allow for up to 45 events.
14	What is the anticipated completion date for the STP upgrades?	For the Blyth WWTP, the filter and UV project is anticipated to be complete by year-end. In 2027 the existing blowers will be replaced and VFDs added. The existing generator will be replaced with a new outside unit. This work will continue through 2027.
15	Wingham Wastewater System – The U.V. system appears to be operating year-round based on direction from the Health Unit. Please provide any documentation supporting this requirement.	No documentation has been located. We will continue to search.
16	Wingham Wastewater System – There appears to be one aeration tank offline. Please provide details on why the tank is offline.	The aeration tank was off-line for cleaning and repair of an aerator. It is expected to be returned to service.
17	Is there a Schedule C amendment for the new elevated tank?	The new storage structure in Wingham will be a Standpipe, not an Elevated Tank as was noted in the RFP. Schedule C has been added to the FTP Site.
18	Will the new elevated tank have re-chlorination or online analyzers?	Re-chlorination and analyzers are not included in the Schedule C.

19	Appendix A, Page 1 lists Blyth Sewage Treatment & Collection System as a Class 2 system. However, the documentation located the facility lists it as a Class 3 treatment system and Class 1 collection system. Please clarify the correct classification.	The Blyth WWTP is Class 2. The certificate has been added to the FTP site. It is believed that the collection system is Class 1.
20	Is there additional storage or office space available?	North Huron will make the current space at 435 Minnie Street, Wingham available, at no cost.
21	With respect to NASM sampling, please clarify who is responsible for arranging and paying for the sampling.	Biosolids samples and associated costs are the responsibility of the Contractor. NASM approvals and associated costs are the responsibility of the Contractor.

Group B

	Questions/Requests	**Responses**
1	Addendum No. 2 adds Section 4.10, Canadian Content Provisions. Please confirm whether the information requested under Section 4.10 should be included at the end of the Business & Operations Plan or provided as a separate section of the proposal.	Regarding Section 4.10 of the RFP as added in Addendum 2, please provide the requested information regarding Canadian Content **at the beginning of the B&O Plan.**
2	Please confirm whether the Alternate Proposal should be submitted in a separate binder or included within the same binder as the main proposal.	Regarding **Alternative Responses** as per Section 4.9, Page 34 of the RFP. An Alternative Response can be included within the same Binder as the Main Proposal. The explanation of the Alternative should use the same Section numbering as the Main Proposal but focus only on what is different than the Main Proposal.
3	With respect to Section 3.4.5, "Operation of Distribution Systems," which states that "The Contractor shall be responsible for the operation of the water distribution systems including: Twice yearly unidirectional flushing," would the Township accept unidirectional flushing annually in the spring and annual hydrant PM/winterization in the fall?	It is expected that the systems will be flushed twice annually. The Township will accept a plan that proposes uni-directional flushing once every second year beginning in 2028. Standard hydrant flushing can be once or twice per year depending on whether there has been a uni-directional flush in that year.
4	Is there an explanation for the 57% decrease in FE usage at the Blyth STP between 2023 and 2025?	Regarding the Ferric usage there are a couple of factors. We have been provided with the following response: *"The Ferric pumps provide a litre per day usage value that the Operators record to track the consumption. In late 2023, we determined that the pump value did not match the actual usage (pump value was much higher than actual usage). This was due to the line being partially blocked. The issue was corrected, and Operators now perform checks to ensure the accuracy once per month.* *Regarding the drop from 2024 to 2025, I believe this was mainly due to issues with the filtration system. Eventually the filters were taken offline in June 2024. Prior to and while*

		the filters were offline additional Ferric was used in an effort to improve the effluent quality. *The temporarily rebuilt filters were placed back online in April 2025, which helped return to more typical dosages."* Updated 2026 information is on the FTP site.
5	Personnel & Equipment Provision: Page 21 (first bullet) indicates that personnel and equipment for annual sewer flushing will be provided by the Township. Currently, sewer flushing is performed directly by the Contractor. Could the Township please confirm whether municipal staff and equipment will be providing sewer flushing services moving forward under the new contract?	Refer to the answer in Group A No. 10. The Township will provide one staff with the Vac Truck. The Contractor is responsible for everything else.
6	Annual Network Percentage: What percentage or total linear footage of the sanitary collection network is required to be flushed annually?	In addition to any locations that have been identified as requiring additional flushing (up to 500m annually) 20% of each system shall be flushed annually.
7	Section 3.2.2 and Addendum 3 reference the Township providing the Vac Truck along with a single municipal operator. Under current operations, the Contractor completes maintenance tasks utilizing the Vac Truck without a Township staff member present. Moving forward, will the Township be providing a dedicated staff member whenever the Vac Truck is dispatched, or will Contractor personnel be expected to operate the truck directly?	Refer also to Group A, No. 10 and Group B, No. 5. The Township has indicated that they will provide one staff member with the truck.
8	Section 4.5.3 indicates that 3rd-party costs related to DWQMS accreditation are the responsibility of the Township. Could you please clarify whether third-party registrar and external auditor fees validating the reaccreditation of the DWQMS are paid directly by the Township as a pass-through item, or if any portion is expected to be carried within the Contractor's base Administrative Services fee?	3rd Party costs related to Accreditation shall be considered an expense to be paid by the Contractor and charged against the M&R Limit.
9	Appendix C specifies that proponents may investigate toxic, high-strength, or unauthorized industrial/commercial discharges into the sewer system and conduct tracing to identify upstream offending sources. Could the Municipality provide further detail regarding the expected scope of work, laboratory analysis costs, and enforcement protocol for these upstream tracing investigations?	The Township will pay any 3rd party expenses related to the tracing of non-compliant wastewater. Enforcement will be the responsibility of the Township.
10	Appendix C specifies that the Contractor shall document sanitary service lateral excavations and repairs directly in GIS. Will the Municipality provide technical training to Contractor personnel to enable direct updates as expected by the Township's GIS platform?	Assuming this refers to Appendix C 2.3.17, there is no requirement for the Contractor to enter the information in GIS. The Contractor shall provide the Township with a report that identifies the location and the repair.

11	Appendix C states that the Contractor shall prepare and execute a documented meter recalibration, accuracy testing, and aging meter replacement program to minimize apparent water losses. Could the Township confirm whether this testing/recalibration requirement applies to all water meters across the municipal network (including residential meters) or if it is intended specifically for commercial, industrial, and large-diameter meters?	Assuming this refers to Appendix C 4.2.10 – the intent is that it would only apply to meters greater than 50mm. The Contractor is expected to advise the Township when meter replacement is appropriate or necessary.
12	Could the Municipality clarify who holds primary responsibility for maintaining the master serialized inventory of all in-service meters, spare units, and endpoints?	The Contractor holds primary responsibility for maintaining the inventory of all in-service meters including spares and spare parts, as agreed to be appropriate by the Contractor and the Township mutually.
13	Appendix C mentions that the Contractor shall remove water meters at municipal parks, splash pads, and sports facilities each Fall to prevent freeze damage, and reinstall/test them each Spring. Could the Township please confirm this operational requirement and provide the exact list/count of seasonal meter locations included under this scope?	An answer will be provided in a subsequent Addendum.
14	Does the initial condition assessment in section 3.3.2 include the sewer and distribution system, particularly the buried linear infrastructure.	The initial condition assessment does not apply to buried linear infrastructure.
15	For the Unidirectional Flushing program required by 3.3.5, is there an existing flushing plan in place? Does it meet the requirements of AWWA M4, and will a copy of the existing plan be provided to the Contractor.	We believe the correct reference is AWWA M**44** which relates to the valve exercising component. Veolia has provided the following response regarding existing flushing: "*Although it is not a true unidirectional flushing plan we do have an ordered list that we follow for flushing hydrants in Wingham and Blyth. For Wingham we generally flush outward from Well 4, in Blyth from Well 5.* *With the Standpipe offline for this fall we modified the order to flush from Well 3 in Wingham.* *If we are not the successful proponent, we would be willing to share this list with whomever is successful."*