

CITY OF PORT ALBERNI
REQUEST FOR PROPOSALS
DEMOLITION OF SILO BUILDINGS ON THE SOMASS LANDS



RFP 022-25 Silo Buildings Demolition - Somass Lands

ISSUE DATE:

November 18th, 2025

CLOSING DATE AND TIME:

Must be received before 4:00 PM Pacific Time on December 15th, 2025

CONTACT PERSON:

Kristen Gauley

purchasing@portalberni.ca

1. BACKGROUND

1.1.PURPOSE

The City of Port Alberni invites submissions of proposals from qualified Certified Hazmat Abatement contractors interested in providing demolition services for 2 silos located on the Somass Lands in Port Alberni (the “site”, “Somass Lands”). The purpose of this scope is to assess, demolish, and remove the silos and foundations.

1.2.PROJECT BACKGROUND

The Somass Lands are wholly owned by the City of Port Alberni. The lands were acquired in August 2021 by the municipality to support the fulfilling of the vision of utilizing the lands as a catalyst for re-energizing the area through a comprehensive development of the lands and creating meaningful public access of the waterfront. The site was historically infilled to create land for the operation of a sawmill which began operations in the mid-1930s and closed summer 2017.

The City’s initial vision for the lands considers a mixed-use development to accommodate new and growing industries within the area, enhance community public space and provide housing. Further envisioning includes the integration of public and private marine uses on the waterfront. Concept plans are available in **Appendix C**.

In December 2024, **Matthews West** was selected as the development partner for the redevelopment of the Somass Lands.

1.3.SITE COTEXT

The Somass Lands is a single contiguous land parcel with a total land area of 43 acres as well as a parcel of land located adjacent to Harbour Road. Additional location maps and project area definitions are provided in **Appendix A**.

PID: 024-147-796	3500 Harbour Road (Main Mill site)
PID: 024-379-620	Adjacent Parking Lot (no current civic address)



2. SCOPE OF SERVICES

2.1.BACKGROUND

The City of Port Alberni is seeking the services of a qualified contractor with extensive demolition experience, specializing in hazmat abatement and working in sensitive environments, around and within marine environments to complete the demolition of the two concrete silos.

There are no available record drawings of the silos, however, a hazmat report is available in **Appendix D**. As such, interested contractors will be responsible for attending a mandatory site walk to familiarize themselves with the project area as part of the RFP process. Included in **Appendix A** is a site map which shows three areas of note:

- (1) Silos (including foundations)
- (2) the Quay-to-Quay trail
- (3) The marine foreshore

1. Silos: The silos were previously used by Western Forest Products for the storage of wood chips. The wood chips were transported by conveyor belt from Building #12 to the metal building located on top of the silos and then deposited into the silos for storage. There are trace amounts of hazardous materials in the silos, including but not limited to asbestos. A Hazardous Materials Report is provided, attached as **Appendix D**. The silos are concrete with concrete foundations. Further photographs of the silos area included in **Appendix B**. The construction includes but is not limited to rebar, windows and wood. Inside the buildings there is relic mill machinery, lights, various equipment and supplies used in mill activities, animal carcasses, animal and human feces. The proceeding list is not exhaustive of what may be inside. Storage, transportation, treatment and disposal of hazardous wastes must be completed as per local, provincial and federal regulations.

2. Quay to Quay trail: This trail is located directly south of the silos. There is no *public* vehicle access to this area of the site, however, the multi-use trail must remain open as much as reasonably possible during the duration of the demolition project. Note that there is vehicle access available for the selected contractor. Traffic and safety controls are the responsibility of the selected contractor. The trail must either be protected or reinstated to as good or better condition as its current condition if damaged during demolition works.

3. Foreshore: the silos are situated near and in the marine environment. If removal of the silos and foundations requires removal of the pre-existing foreshore infrastructure, remediation efforts are required to ensure slope stability is preserved. Furthermore, environmental best practices such as sediment and dust management and control must be implemented during the project to ensure there are no impacts to the marine environment.

2.2.SCOPE

The scope of the works must include:

- Obtain a professional survey of the site area including the upland and water lot parcels
- Prepare detailed plans and methodology for handling and off-site disposal or recycling of waste and or hazmat materials at appropriate facilities, in accordance with the Hazmat report attached as **Appendix D** and adhering to all governing body regulations. This should include but not be limited to; the silos and any structure or item attached to them, and the silo foundations.
- Provide a detailed plan for site clean-up and completion including grading/ sloping and environmental safety inspections compliant with all governing body policies.
- Apply for and obtain all necessary permits from all levels of government, including but not limited to compliance letters, and or approvals to perform the services. The Owner will work in parallel with the prospective contractor to obtain necessary approval from Department of Fisheries and Oceans. Note that works will not commence until the necessary approvals are in place.
- Site preparation and environmental protection, including upland and oceanside between the silos and the waterfront to prevent rubble, dust, or debris from entering the Ocean.
- Establishment of restricted working areas and traffic control to ensure public safety and controlled site access
- Protection from debris or damage to the Quay-to-Quay trail. If damage occurs, reinstating trail to as good or better condition than prior to commencement of services
- Mobilize equipment to site needed to carry out the services
- If any materials have been deemed acceptable to keep on-site, transportation to predetermined storage area
- Determine viability of spiral staircase and if viable, salvage and transport to predetermined storage area
- Participate in coordination meetings as required.
- Site remediation to existing conditions as required.
- A complete work schedule anticipated number of working days, equipment list, labourers
- Detailed cost estimates for all scopes.
- Development of, and onsite monitoring of, an Environmental Protection Plan (EPP)

2.3.PROPOSED SCHEDULE

Anticipated Event	Estimated Date (2025/26)
RFP Issued	November 18 th
Submission Deadline	December 15 th
Mandatory Site Walk	December 2 nd
Potential Interview Period	January 5 th -9 th
Contract Award	January 16 th
Project Kick Off	January 26 th
Site Work	February 2 nd
Final Report Submission	TBD

3. SUBMISSION REQUIREMENTS

All submissions shall provide the following information:

- Demonstrated understanding of project scope and objectives.
- Proposed methodology and workplan.
- Schedule and milestones.
- Fee estimates and cost breakdown for each task with hourly rates of key personnel.
- Team qualifications and relevant experience. Preference will be given to professionals with experience in hazmat abatement and working in sensitive environments, around and within marine environments
- Examples of similar successful completed projects
- Profiles of the prospective firm and their professionals, including experience and qualification restricted to 10 pages.
- References (minimum 3) from other clients for similar services.
- **Attendance of mandatory site walk December 2nd, 2025**

4. EVALUATION CRITERIA

Criteria	Weight
Project Understanding and methodology	15
Team qualifications and experience	20
Local Expertise	5
Schedule and work plan	15
Cost	30
Owner's Discretion	15
	100

5. PROPOSAL SUBMISSION AND RFP TERMS

Inquiries - All inquiries related to this RFP are to be directed, in writing, to the contact person by email. Information obtained from any other source is not official and should not be relied upon. Inquiries and answers may be distributed to all Respondents at **City of Port Alberni's** option.

Submission Deadline- One complete electronic Response per consulting team must be received before 4:00 PM Pacific Time on December 12th, 2025, in accordance with the terms of the following Request for Proposals. Emails should be clearly identified in the email's subject line with the following:

"RFP 022-25 Silo Buildings Demolition - Somass Lands".

The email shall be addressed to and only to: purchasing@portalberni.ca
Attention Kristen Gauley

Late Responses - Electronic Responses that are received after the set closing date will be marked late and will not be considered or evaluated.

Signed Responses - The Response must include a cover letter signed by an authorized person for the Respondent and to bind the Respondent to statements made in the Response to this RFP.

Respondent Expenses - Respondents are solely responsible for their own expenses in preparing a Response and for subsequent negotiations leading to a contract for services. **City of Port Alberni** will not be liable to any Respondent for any claims, whether for costs or damages incurred by the Respondent in preparing the Response, loss of anticipated profit in connection with any final contract, or any other matter whatsoever.

Acceptance of Responses - This RFP is not an agreement to purchase goods or services. **City of Port Alberni** is not bound to enter into a Contract with any Qualified Respondent. Responses will be assessed in light of the qualification review criteria. **City of Port Alberni** will be under no obligation to receive further information, whether written or oral, from any Respondent.

Definition of Contract - Notice in writing to a Respondent that it has been identified as a Qualified Respondent will not constitute a Contract nor give the Respondent any legal or equitable rights or privileges relative to the service requirements set out in this RFP. Only if a Qualified Respondent and **City of Port Alberni** enter into a subsequent full written contract, as a result of an RFP, will a Respondent acquire any legal or equitable rights or privileges.

Modification of Terms – **City of Port Alberni** reserves the right to modify the terms of this RFP at any time in its sole discretion. This includes the right to cancel this RFP at any time without entering into a Contract.

Ownership of Responses - All documents, including Responses, submitted to the City of Port Alberni on behalf of the City of Port Alberni become the property of the **City of Port Alberni**.

Confidentiality of Information - Information pertaining to **City of Port Alberni** obtained by the Respondent as a result of participation in this RFP is confidential and must not be disclosed without written authorization from **City of Port Alberni**.

Collection and Use of Personal Information - Respondents are solely responsible for familiarizing themselves, and ensuring that they comply, with the laws applicable to the collection and dissemination of information, including resumes and other personal information concerning employees and employees of any subcontractors. If this RFP requires Respondents to provide personal information of employees who have been included as resources in response to this RFP, Respondents will ensure that they have obtained written consent from each of those employees before forwarding such personal information to **City of Port Alberni**. Such written consents are to specify that the personal information may be forwarded to **City of Port Alberni** for the purposes of responding to this RFP and use by **City of Port Alberni** for the purposes set out in the RFP.

Respondent Meeting - A Respondent meeting may be held at **City of Port Alberni's** sole discretion. Respondents may attend an arranged meeting in person or participate by teleconference call (if available). Participation is optional. There will be limited opportunity for oral questions at the

Respondent meeting. Therefore, questions should be forwarded in advance by e-mail, prior to the meeting, to the contact person.

Indemnity/Insurance. To the fullest extent permitted by law, Consultant hereby agrees to indemnify and defend and hold harmless Owner, together with their employees, agents and authorized representatives, affiliates and subsidiaries from and against any and all losses, suits, actions, legal or administrative proceedings, claims, demand, damages, liabilities, interest, legal fees, costs and expenses, of whatsoever kind or nature, whether arising before or after completion of the work hereunder and in any manner directly or indirectly caused, occasioned or contributed to, in whole or in part, by the work performed by the Consultant or by anyone acting under its direction or control or on its behalf. The Consultant shall provide, maintain and pay for the following insurance which shall be placed with an insurance company or companies with an AM Best Rating of A-VIII or better, and in such form as is acceptable to Owner

- (a) A Commercial general liability policy with a combined single limit of not less than \$5,000,000, including employer's liability and contractual liability coverage with respect to this Agreement, bodily injury liability, property damage and completed operations coverage, all in broad form. Such policy shall not contain explosion, collapse and/or underground exclusions.
- (b) Comprehensive Automobile Liability Insurance on the Contractor/Supplier's owned, non-owned and hired vehicles, protecting the Consultant and Owner against damages arising from bodily injury (including death) and from claims for property damage arising out of their use under this Agreement. This insurance shall be for not less than \$1,000,000 inclusive of any one accident.
- (c) Workmen's Compensation and Occupational Disease insurance as required by the laws of the province where the work is being performed.
- (d) Professional Errors and Omissions Insurance with a \$2,000,000.00 limit. Such insurance shall not contain a bodily injury or property damage exclusion and if on a claim made basis, the retroactive date shall be the date that the work has begun
- (e) Excess Liability Insurance with a combined single limit of not less than \$2,000,000.

Before commencing any work hereunder, Consultant shall furnish certificates evidencing that such insurance is in full force and effect and providing that no such insurance may be cancelled without at least thirty (30) days notice to Owner by certified mail, return-receipt requested. Such certificates shall name as Additional Insured's the Owner and provide a waiver of subrogation in favor of the Owner. During this Agreement, the Consultant must promptly produce on demand Owner evidence of the required insurance coverage and payment of premiums thereon. If not maintained, Owner shall have the immediate right to procure the required insurance on behalf of the Consultant and to charge and deduct the cost thereof from the Contract Sum, but Owner shall not be under any obligation to do so. Consultant agrees not to subcontract any part of the work without prior notice to Owner and only with the written consent of Owner. If Owner consents to such subcontracting, then every such subcontract shall contain a provision identical to this Indemnity/Insurance provision for the benefit, protection, and indemnification of Owner. Owner shall be furnished immediately after the execution of each such subcontract with a certification that such clauses are contained in the subcontract.

The Bidder must provide the contractor's WorkSafeBC registration number with the account in good standing.

LIST OF APPENDICES

Appendix A- Site Location and Plan

Appendix B- Site Photographs

Appendix B- Conceptual Somass Development Plans

Appendix C- LEA Hazmat Report

Appendix A: Site Location and Plan



Appendix B- Site Photographs







Appendix C- Conceptual Development Plan



Appendix D- Hazmat Report