

# RFP 2026-01 Water and Sewer Rate Study and Water Financial Plan

## ADDENDUM 1 – February 2, 2026

This addendum addresses questions received to date.

### 1) Project Milestones

Milestone	Deadline
Project Start	March 30, 2026
Initial Kickoff Meeting	March 30, 2026
Council Working Session	TBD during kick-off meeting
Draft Rate Study	TBD during kick-off meeting
Draft Financial Plan	TBD during kick-off meeting
Council Public Meeting Presentation	June 22, 2026
Finalized Rate Study	July 17 2026
Finalized Financial Plan	July 17, 2026

2) Could you provide a more detailed description of the water and wastewater treatment systems? The Drinking Water Works Permit (DWWP) or Environmental Compliance Approval (ECA) for the water and wastewater plants should be sufficient.

DWWP from March 11, 2022 - attached

ECA from June 19, 2017 (not sure if there is anything more recent) - attached

Please confirm the facilities included within the scope for this project. For example provide the number of:

- sewage pump stations 4
- lagoons 0
- water towers 1
- amount of linear sanitary 27,060.8m and watermain pipe 34,125m
- how many groundwater wells 5 (but it should be noted that the Town is currently in the process of switching from wells to a lake intake)
- how many water or wastewater treatment facilities 1 each
- and confirm if the stormwater system is excluded from the project review. Excluded

3) Will a detailed asset inventory for the water and wastewater systems be provided? yes

If so, could this information be shared prior to proposal submission, to help clarify the extent of available asset data? The Town's most recent Asset Management Plan is available here:  
<https://www.blindriver.ca/town-hall/plans-reports-and-studies/>

4) Is an amortization schedule for the assets available, or will it need to be developed for the financial plan? The assets currently included in the AMP inventory have not been

matched/mapped to the current amortization schedule however this schedule can be provided.

5) The Town's 2024 financial statement and the 2025 budget are available on the Town's website. Will these be the basis for the financial calculations, or will these be updated? **The 2026 Budget and 5 year forecast can be provided and will be available once the budget is approved. The 2025 financial statements may become available during the time period of the project but the audit is not scheduled to start until April 7, 2026.**

6) Does the Town have an existing 10-year Capital Plan for water and wastewater assets, or will the consultant be required to develop this as part of the project? The RFP is a little ambiguous on this, as it says that scope/costs must be developed, but also refers to the Asset Management Plan's (AMP) identified works. The AMP does list projected future costs, but these might be age-based renewal dates, as opposed to actual identified project costs. **As much as possible, the AMP has been updated for condition based renewal/replacement as opposed to age-based. That being said, there are some assets (especially wastewater linear infrastructure) where age-based condition has proven to be a reliable indicator of condition for renewal/replacement. A 10-year plan does not need to be completed as this was part of the most recent AMP.**

- a. Is a site visit possible before the proposal submission and/or before the final document submission date? This will allow a better understanding to scope projected works in the next 10 years and collect staff feedback. **A site visit prior to proposal submission is not possible however, the Town is proposing that the kick-off meeting could be held at or include visits to the plants.**
- b. If a 10-year Capital Plan is to be developed by the consultant, what is the date a draft plan is required to be submitted. **N/A**
- c. If a 10-year Capital Plan is to be developed by the consultant, does the Town wish to complete an Asset Validation, which includes a site inspection to review the performance of all assets and collect staff feedback on any known issues. Or is the Town confident in its current asset inventory and asset performance documentation, such that additional validation is unnecessary. **N/A**

7) Will the Town be providing flow/billing history by customer? This level of specificity can allow for greater detail in the analysis. **This can be provided.**

8) Does the Town have an existing area rating breakdown that is being considered, or will developing area ratings be part of the project? **Area rating is NOT being considered**

9) Does the Town have their own growth projections for the next 10 years, or will growth forecasts need to be developed? **The Town undertook a growth study which showed small growth. However we are currently working towards 200-300 new homes in the next 10 years.**

10) The proposal says the financial plan expired in 2025. Will notification/communication with the Ministry of Environment, Conservation and Parks (MECP) regarding the new plan be the responsibility of the consultant? **The Ministry is already aware that this plan is being redone. All required communication will be handled by the Town.**

11) The “Team Structure/Staff Qualifications” section notes “(1 page)” at the end of the description. Could you please confirm whether this refers to a maximum or minimum page limit, and whether it applies only to staff résumés or to the entire section write-up? **Please limit staff resumes to 1 page each**

12) Can you confirm that an electronic submission of the proposal is acceptable?

Submissions can be in any of the following formats:

- Electronically through MERX (preferred)
- Electronically by email to [info@blindriver.ca](mailto:info@blindriver.ca) (please reference “RFP #2026-01” in the subject line)
- Physical hard copy to the Blind River Municipal Office at the address provided

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