



Westlake Watershed District

“Local People Working Together to Conserve and Enhance Local Resources”
18 Railway Avenue / Box 33 Alonsa, Manitoba R0H 0A0 1-204-767-2101

REQUEST FOR QUOTE

Quote is to be received by Westlake Watershed District no later than **4:30pm Thursday July 2, 2026**. Quote may be submitted by mail (Box 33 Alonsa, MB R0H 0A0), email (manager@westlakewd.com) or hand delivery (18 Railway Ave Alonsa, MB).

SCOPE OF WORK

Project: Culvert replacement in Hamlin Drain, located at Road 155N/Road 88W intersection (NW- 28-26-15-W1)

Mandatory Site Visit: **Monday June 29, 2026 @ 9:30 am (Road 155N/Road 88W)**

Start Date: To be started as soon as conditions allow after July 7, 2026. Please state expected start date on quote form.

Completion Date: No later than August 31, 2025.

Culvert Replacement: Culvert Replacement: Remove existing culverts and replace same diameter culverts in the same location. Culverts are to be installed at elevation set by Westlake Watershed District.

Culvert details: 2 – 1400mm x 16m culverts, (4 – 1400mm x 8m culverts, 2 couplers) and 4 culvert markers and brackets

Culverts, couplers, nuts/bolts, culvert markers and geo textile associated with this project will be available for pickup at the R.M. of Lakeshore compound, west of Rorketon, MB (SE-14-28-16-W1).

Contractor is to pick up materials and haul to project location.

Removed scrap culvert is to be disposed of off-site by the contractor.

Contractor is to return any un-used geo tech to the RM of Lakeshore Rorketon compound.

Contractor to provide all material required for culvert removal and new installation:

- Remove existing culverts; may have to allow for water flow through crossing during culvert replacement
- Install 2 – 1400mm x 16m culverts, (4 – 1400mm x 8m, 2 couplers) and 4 culvert markers and brackets



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- Excavate 6” below defined culvert invert (provided by Westlake Watershed District)
- Place 6” of 19mm (¾”) down gravel and pack
- Place culvert on packed gravel
- Pack 6” lifts of 19mm (¾”) down crushed gravel to spring line of culverts
- Cover remainder of pipe with packed, natural material
- Pack 2’ of clay to cap ends surrounding the culverts
- Place geo-tech (provided by Westlake Watershed) around culvert ends
- Clay cap road surface to match existing road bed
- Gravel road surface to match existing road bed using ¾” down gravel
- Place 450mm of debris-free field stone (riprap) surrounding culverts and bank slopes at upstream and downstream ends, sized as follows:

D_{max} = 300 mm

D₅₀ = 200 mm

D_{min} = 100 mm

- Extend riprap beyond the upstream end of the culverts on the drain bottom by 5’ and the downstream ends of the culverts on the drain bottom by 10’
- Contractor to provide road signage as needed
- If road closures are required, the R.M. of Lakeshore will be contacted by Westlake Watershed District to close the road, with dates for closure determined with the contractor.
- NOTE: some existing material can be reused as long as it meets above noted specifications
- It is the excavator’s responsibility to remove locate flags once the work is complete.

*****The contractor is responsible for obtaining cable locate and locate documentation must be kept on site during your excavation.*****

The Contractor shall be liable for damage caused to utilities located at the work site.

It is the contractor's responsibility to ensure that all provincial and federal environmental standards are met.



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Contractors must abide by the Watershed Districts’ Respectful Workplace Policy. (Copy of the Policy is available upon request)

Westlake Watershed District welcomes any inquiries regarding this project prior to submitting quote.

The lowest or any quote for any job will not necessarily be accepted. Discretion is given to the Board.

Only the contractor who is awarded the project will be contacted.

If you have any questions, please contact Westlake Watershed District by phone, at 204.767.2101, or by email at manager@westlakewd.com.



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QUOTE FORM – Hamlin Drain Road 155N/88W Culvert Replacement (Page 1 of 3)

VENDOR CONTACT INFORMATION FORM

Vendor Name: _____

CONTACT INFORMATION:

Primary Contact Name: _____

Title: _____

Email: _____

Office Phone Number: _____

Cell Phone Number: _____

Secondary Contact

Name: _____

Title: _____

Email: _____

Office Phone Number: _____

Cell Phone Number: _____

BILLING/PAYMENT INFORMATION:

Payable to (if different from Vendor Name): _____

Mailing Address: _____

City: _____ Province: _____

Postal Code: _____

GST Number: _____

WCB Number: _____

Proof of Insurance: Please attach; minimum of \$2 million liability required.

By filling out this form, you agree to keep your contact information updated. Any changes must be communicated to the Westlake Watershed District.

Signature: _____ Date: _____



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QUOTE FORM – Hamlin Drain, Road 155N/88W Culvert Replacement (Page 2 of 3)

Project Location: Hamlin Drain Road 155N/88W culvert replacement (NW-28-26-15-W1)

Sub-district: 107L (Lakeshore-Crane)

Project: Culvert replacement

Proposed Start Date (after June 15, 2026): _____

Completion Date: No later than August 1, 2026

Contractor must attend mandatory site visit prior to submitting RFQ

Additional Details:

- The crossing may have standing water. The drain has been inspected downstream for blockages, none have been identified.
- The contractor is required to notify the Westlake Watershed District of project completion.
- WLWD will complete a post construction inspection within three working days after being notified that construction is complete.
- The project will not be considered finished until WLWD completes a standard post construction inspection form and has it been approved by the board.
- Any deficiencies noted in the post construction inspection will follow the policy titled “Penalties for Project Non-compliance” (copy of policy available upon request)
- The contractor is responsible for completing and having on hand during construction, a valid cable locate.
- The contractor shall be liable for damage caused to utilities at the work site.
- Contractors must abide by the WLWD Respectful Workplace Policy.
- RFQ submissions will be evaluated based on the following criteria:
 - Contractor approval will be by board discretion based on quote, performance history, and availability. The lowest quote or any quote may not necessarily be accepted.

NOTE: All Westlake Watershed District Policies can be viewed on the Westlake Watershed District website at www.westlakewd.com .

Contractor Signature that all required information for the project has been provided by Westlake Watershed District.

Contractor Signature

Date



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QUOTE FORM – Hamlin Drain, Road 155N/88W Culvert Replacement (Page 3 of 3)

QUOTE DETAILS: HAMLIN DRAIN ROAD 155N/88W CULVERT REPLACEMENT				
ITEM/EQUIPMENT	QUANTITY	DESCRIPTION	PRICE/UNIT	TOTAL PRICE
Debris-free fieldstone, diameter				
¾” down gravel				
Clay				
Fill Material				
Excavator				
Labour				
Freight				
Other:				
Other:				
Other:				
Other:				
SUB TOTAL				
APPLICABLE TAXES				
TOTAL				
Additional Notes:				