



REQUEST FOR
PROPOSALS

RFP TITLE: Cheam Lake Wetlands Regional Park Floating Boardwalk Replacement	
RFP NUMBER: 26004	DATE ISSUED: July 9, 2026
CLOSING TIME/DATE: Friday, August 7, 2026, 4:00 PM	

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Part A - INTRODUCTION

A.1 RFP Overview

The Fraser Valley Regional District ("**FVRD**") is seeking proposals from qualified proponents ("**Proponents**") in response to this request for proposals ("**RFP**") for the design, delivery, supply, and installation of a replacement floating boardwalk system at Cheam Lake Wetlands Regional Park (the "**Project**"), located in Electoral Area D. These services will be provided under the direction of a single prime contractor (the "**Contractor**"), who may engage subcontractors as needed and will remain fully responsible for all aspects of the Project.

A.2 Background

Cheam Lake Wetlands Regional Park is a sensitive ecological environment with shallow wetland conditions, water levels that fluctuate seasonally and are controlled by a small dam and have significant habitat values including bird habitat. Water depths vary with dam operations, and during low water periods parts of the boardwalk may intermittently contact the lakebed.

The existing floating boardwalk, installed in 2004, has reached end of life. It is composed of polyethylene components and has begun to fail in sections. The FVRD is seeking a replacement consisting of a new floating boardwalk on the same alignment and footprint as the existing boardwalk, connected to the existing ground-based ramps on either side. The FVRD is not seeking an elevated or pile supported boardwalk.

The project involves decommissioning and disposing of the existing boardwalk structure and replacing it with a new, long-lasting, environmentally sensitive floating boardwalk system. The boardwalk is in three segments, with segments 2 and 3 needing replacement (see Schedule A for a map).

Part B - OBJECTIVES

B.1 Project Objectives

The Project objectives are to:

1. Replace the existing floating boardwalk with a durable floating system suitable for year-round public use.
2. Maintain the existing alignment and footprint of the current floating boardwalk.
3. Integrate the new floating boardwalk with the existing ramps on either side.
4. Minimize disturbance to aquatic habitat, sediments, and wildlife during removal and installation.
5. Provide a solution with a minimum 20-year service life and clear maintenance requirements.

B.2 Scope of Work

The successful proponent will be responsible for the full replacement project, including:

1. Design and Proposed Floating Boardwalk Solution

The replacement boardwalk must be a floating system that replaces the existing floating boardwalk on the same alignment and footprint and connects to the existing ramps. The

existing ramps are approximately 10 feet long by 6 feet wide, and the existing floating boardwalk consists of two sections, each approximately 88 feet long by 6 feet wide. Proponents must verify all dimensions as part of their work and clearly identify any assumptions.

The proposed solution shall include:

- Materials and component specifications.
- Floatation method and structural configuration.
- A slip resistant, safe walking surface suitable for year-round outdoor use by the public.
- Guardrails, 42 inches in height, designed and secured to the floating boardwalk structure.
- Load capacity suitable for public pedestrian use (including groups).
- Durability, expected service life (minimum 20 years), and maintenance requirements.
- A system to keep the structure stable and securely in place, while allowing for fluctuating water levels, including shallow conditions where the structure may intermittently contact the substrate.
- Consideration of environmental sensitivity, habitat protection, and minimizing disturbance to water, sediment, and wildlife

Proponents must include a separate quote with the option to integrate an extension on one of the two boardwalk sections to accommodate a 6 foot bench. The FVRD may select this option at its discretion.

2. Supportive Documentation

Proponents must include documentation suitable for the FVRD to use as part of the *Water Sustainability Act* submission, including:

- A description of the proposed floating boardwalk system and its suitability for use in a sensitive wetland environment, including any design features or construction methods intended to minimize disturbance to aquatic habitat, sediments, and wildlife.
- Drawings with measurements suitable to illustrate the proposed works.

The successful proponent is required to provide finalized engineered drawings to support the FVRD's application included in the cost of the RFP. Engineered drawings are not required for the proposal.

This RFP does not require the Proponent to obtain regulatory approvals on behalf of the FVRD.

3. Removal and Disposal of Existing Boardwalk

The proponent shall:

- Safely remove the existing floating boardwalk components.
- Protect ramps and adjacent infrastructure during removal.
- Dispose of or recycle removed materials.

4. Supply, Delivery and Installation of New Floating Boardwalk

The proponent shall:

- Manufacture or procure all components.
- Deliver components to Cheam Lake Wetlands Regional Park.

- Assemble and install the new floating boardwalk system.
- Ensure minimal disturbance to wetland habitat during installation and work collaboratively with the onsite environmental monitor.

The FVRD has an application open with the Province for approving the works associated with this RFP. The schedule for boardwalk installation is subject to Provincial permitting and the approved work window issued by the Province. The FVRD will coordinate with the proponent to schedule the work within the approved window.

B.3 Timeline

The proposed deadlines for key aspects of this RFP are as follows (as may be amended by the FVRD at its discretion):

ITEM	DESCRIPTION	EXPECTED COMPLETION DATE
1	Issue of RFP	Thursday, July 9, 2026
2	Site Visit – Mandatory (see section C.4)	Monday, July 27, 2026 9:00 AM (PST)
3	Deadline for RFP Enquiries	Tuesday, July 28, 2026 4:00 PM (PST)
4	Responses to RFP Enquiries Due	Thursday, July 30, 2026 4:00 PM (PST)
5	Submission of Proposals Due	Friday, August 7, 2026, 4:00 PM (PST)
6	Installation of new floating boardwalk	Fall 2026 (Subject to Provincial Approvals)

Part C - INSTRUCTIONS AND INFORMATION FOR PROPONENTS

C.1 Closing Date and Location

Proposals must be received by **4:00 PM PST on Thursday, August 7, 2026** ("Closing") at the following address:

Fraser Valley Regional District
 Attention: Sara Vorlicek
 Email: outdoorrecreation@fvrd.ca
 1 - 45950 Cheam Avenue
 Chilliwack, BC V2P 1N6

The time for Closing will be conclusively deemed to be the time shown on the clock used by the FVRD for this purpose.

C.2 Form of Proposal Submissions

1. Electronic Submissions are preferred. Proponents are requested to email proposals clearly marked with the RFP Number, RFP Title and Proponent's name and address to outdoorrecreation@fvrd.ca
2. Should the proponent wish to submit a hard copy of the proposal, they can be submitted the FVRD Main office located at 1-45950 Cheam Avenue, Chilliwack, V2P 1N6

C.3 Mandatory Requirements

Proponents should include in their proposals the following information:

- a. Costs - details costs for the Proponent's provision of the Services in Canadian Dollars, inclusive of all costs, expenses and charges, but exclusive of GST and Provincial Sales Tax through a completed and signed Form of Proposal set out in Schedule B;
- b. Proponent's Experience - list of completed or current work requiring services comparable to the services sought in this RFP, including a brief description of the work, approximate contract value and references with phone numbers) for each work that the FVRD may contact as set out in Schedule C.
- c. Project Design and Proposal – As set out in B.2.1.
- d. Timeline – detailed timeline for the design, manufacturing, shipping, and installation of the boardwalk.
- e. Sufficient detail to allow the FVRD to determine the Proponent's position from the documents received, such as details of the Proponent's team, roles and responsibilities and reporting relationships, understanding of the Project and proposed work plan for carrying out the Services.

C.4 Information Meeting

An **optional meeting** ("Information Meeting") for Proponents will be held as follows:

Date: Monday, July 27, 2026

Time: 9:00 AM PST

Location: [53480 Elgey Road, Rosedale, BC](#) – Cheam Lake Wetlands Regional Park

The Information Meeting will include information regarding an overview of the project and RFP requirements and an overview of the background documents.

Proponents are required to pre-register by submitting an RSVP to outdoorrecreation@fvrd.ca no later than 4:00PM on Friday, July 24, 2026.

A written summary of the responses to questions raised during the Information Meeting will be distributed to all Proponents at the discretion of the FVRD through BC Bid.

C.5 Enquiries

All enquiries and notices related to this RFP, including any requests for information and clarification, are to be directed in writing to the contact person ("**Contact Person**") indicated below.

Christina Vugteveen, Manager of Parks
1 - 45950 Cheam Avenue
Chilliwack, B.C., V2P 1N6
cvugteveen@fvrd.ca

Enquiries and responses will be recorded and may be distributed to all Proponents at the discretion of the FVRD. Clarifications, comments, revisions or any other information regarding this RFP obtained by a Proponent from any source other than from the Contact Person is not authorized and should not be relied upon. The deadline for submission of enquiries is 4:00 pm PST on July 28, 2026. The FVRD will endeavor to respond to all enquiries and requests for clarification no later than July 30, 2026.

Part D - TERMS AND CONDITIONS OF RFP

D.1 General

The terms and conditions in this Part D will apply to this RFP. Submission of a Proposal in response to this RFP indicates acceptance of all the terms and conditions contained herein and included in any addenda issued by the FVRD for this RFP. Proposals that contain provisos which contradict or alter any of the terms and conditions of this RFP will be disregarded and deemed to have not been written in the Proposal.

D.2 Proposal Validity

Proposals will be open for acceptance by the FVRD for at least 90 days after the date of Closing.

D.3 Addendum

All subsequent information regarding this RFP including changes made to this document, will be posted on BC Bid for Proponents to access. It is solely the responsibility of the Proponents to check BC Bid from time to time to ensure that they have all amendments to this RFP in the form of addenda and to ensure that they have obtained, read, and understood the entire RFP including all addenda that may have been issued prior to Closing.

D.4 Evaluation and Selection Method

The evaluation of the RFP will be conducted by a committee formed by the FVRD and may include, at the FVRD's sole discretion, employees, consultants and contractors. Proposals will be evaluated on the basis of the overall best value to the FVRD based on quality, service, past performance, price and any other criteria set out herein including, but not limited to:

1. Price and overall value
2. Relevant experience and qualifications
3. Proposed system, design, and timeline suitability
4. Maintenance requirements and long-term performance

5. Environmental sensitivity and installation approach
6. Project schedule and implementation

D.5 Acceptance and Rejection of Proposals

This RFP shall not be construed as an agreement to purchase goods or services. The FVRD is not obligated to enter into an Agreement (defined herein) with the Proponent who submits the lowest priced Proposal or with any Proponent.

D.6 Late Proposals

Proposals will be marked with their receipt time at the Closing Location. Only complete Proposals received and marked by the Closing time will be considered to have been received on time. Late proposals will not be considered or evaluated and may be returned to the Proponent.

D.7 Amendment or Withdrawal of Proposals

Proponents may amend or withdraw their Proposal in writing any time prior to Closing. Upon Closing, all Proposals become irrevocable in accordance with section D.2. The FVRD will be under no obligation to receive further information after Closing, whether written or verbal, from any Proponent.

D.8 FVRD's Rights and Reservations

The FVRD reserves the right to:

1. Reject any or all Proposals;
2. Reject any Proposal that is incomplete, that contains erasures or corrections that is not signed by an authorized signatory of the Proponent or that fails to comply with the mandatory requirements of this RFP;
3. In the event that only one proposal is submitted, to return the Proposal unopened;
4. Modify the terms of this RFP at any time in the FVRD's sole discretion;
5. To require clarification of the information set out by one or more of the Proponents in respect of the Proposals submitted; and
6. Communicate with, meet with or negotiate with any one or more of the Proponents respecting their Proposals or any aspect of the proposed work.

D.9 Cancellation of RFP

The FVRD may cancel this RFP at any time prior to or after Closing. In the event the FVRD cancels this RFP, the FVRD shall have the right to seek to procure the same services or similar services at any time through any means the FVRD deems appropriate. No Proponent shall acquire any rights or interests in any subsequent procurement process undertaken by the FVRD.

D.10 Waiver of Non-Compliance

The FVRD may waive any non-compliance with the RFP and may elect to retain for consideration Proposals which are non-conforming, which do not contain the content or form requested by this RFP or which have not strictly complied with the process for submission set out herein.

D.11 Proponent's Costs

Each Proponent is solely responsible for its own costs and expenses associated with its participation in this RFP, including but not limited to, conducting investigations, attending briefings, preparing and delivering its Proposal, communicating with the Contact Person prior to Closing and during Proposal evaluation, and for any subsequent processes or negotiations with the FVRD that may occur.

D.12 Limitation of Liability

By submitting a proposal, each Proponent irrevocably agrees that the FVRD shall not be liable to any Proponent or any person whatsoever, for any claims of any nature (in contract, in tort, or otherwise), for any costs, expenses, compensation, damages, or anything whatsoever, including without limitation, costs and expenses associated with the Proponent's preparation and submission of their Proposal, their participation in this RFP, for loss of revenue, opportunity or anticipated profit, arising in connection with its Proposal, this RFP, any subsequent processes or opportunity, any contract, or any matter whatsoever.

D.13 Negotiation

The FVRD reserves the right to negotiate with the preferred Proponent, or any Proponent, on any details, including changes to specifications and price. If specifications require significant modification, all Proponents shall have the opportunity to adjust their Proposals or re-submit altogether, as determined by the FVRD in its sole discretion.

D.14 Errors and Omissions

While the FVRD has used considerable efforts to ensure information in this RFP and otherwise provided directly in association with this RFP is accurate, the information is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the FVRD, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve Proponents from the responsibility for conducting their own investigation and forming their own opinions with respect to the subject matter of this RFP.

D.15 Conflict of Interest

Proponents shall disclose any potential conflict of interest and existing business relationship they may have with the FVRD, its elected or appointed officials or employees.

D.16 Confidentiality

All Proposals become the property of the FVRD and will not be returned to the Proponents, except as expressly provided for herein. All Proposals will be held in confidence by the FVRD unless disclosure is otherwise required by law.

D.17 No Lobbying

Proponents and their agents are not permitted to contact any member of the FVRD Council or staff with respect to this RFP, except as expressly provided for herein. Proponents will not offer entertainment, gifts, gratuities, discounts, or special services, regardless of value, to any employee or elected official of the FVRD. The FVRD reserves the right to disqualify any Proponent from participation in this RFP that acts in contravention of this requirement.

D.18 Contract Award

This RFP should not be construed as an agreement to purchase goods or services. By submitting a Proposal, the Proponent agrees that should it be identified as the preferred Proponent, it will enter into negotiations, if required, for the purpose of concluding a Contract.

If a written Contract cannot be negotiated and executed by both parties within 90 days of notification of the successful Proponent, or such longer period as the parties may mutually agree, the FVRD may, at its sole discretion at any time thereafter, terminate negotiations with that Proponent, enter into negotiations with any other Proponent or terminate the RFP process and not enter into a Contract with any of the Proponents.

At its sole discretion, the FVRD may divide any Contract for goods or services between two or more proponents.

D.19 Definition of Contract

Notice in writing to a Proponent that it has been identified as the preferred Proponent and the subsequent full execution of a written contract will constitute a contract for the goods and/or services contemplated by this RFP, and no Proponent will acquire any legal or equitable rights or privileges relative to the goods or services until the preferred Proponent and the FVRD have both executed a written Contract.

D.20 Form of Contract

The Contract will comprise a form of written agreement based on the standard form document, as may be amended by mutually agreed supplementary conditions.

Schedule A – MAPS AND PHOTOS



Photo 1: Segment 2 with ramp looking northwest



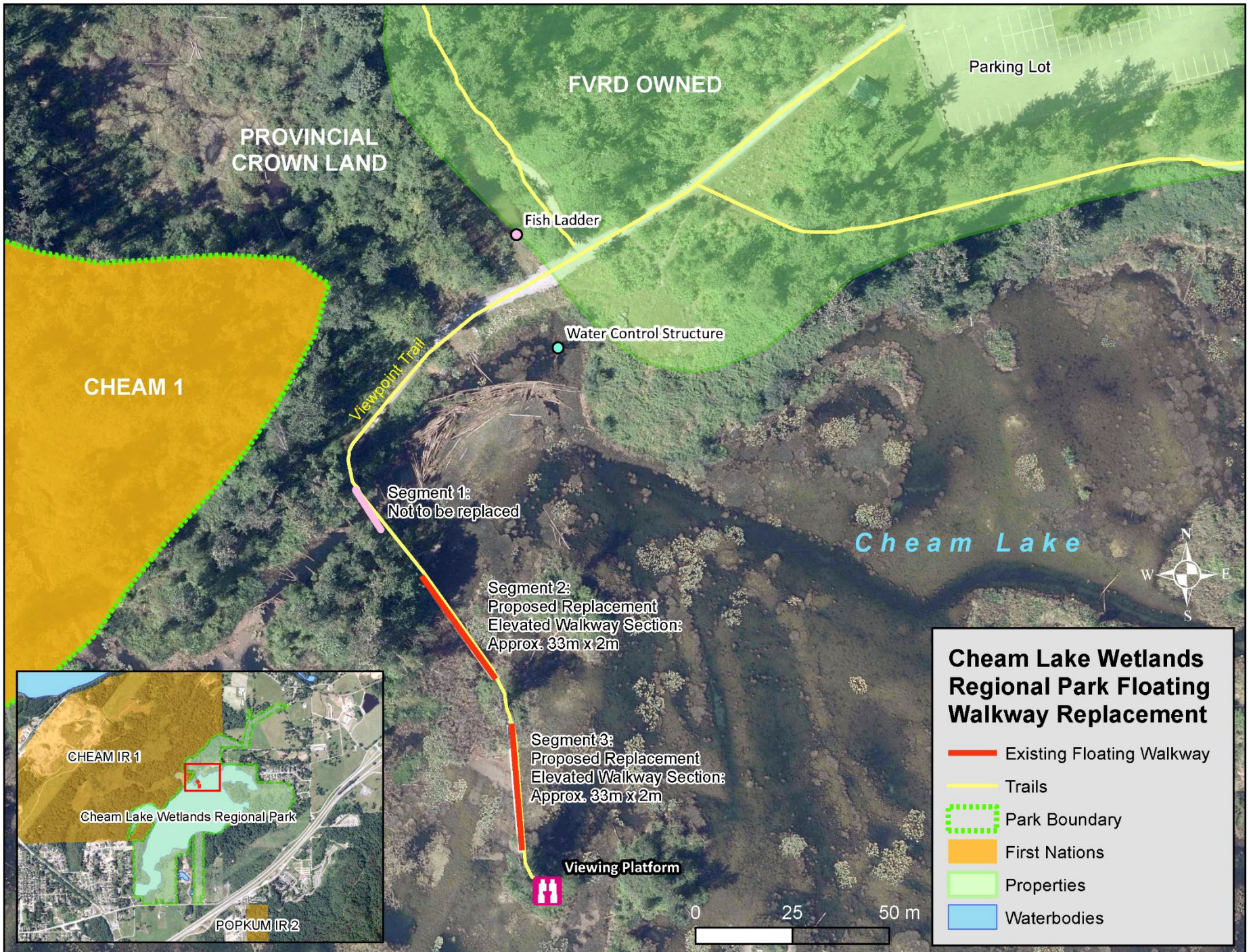
Photo 2: Segment 3 with ramp looking south



Photo 3: Ramp frame



Photo 4: Ramp with tread



Schedule B - FORM OF PROPOSAL

Name: _____

Address: _____

Name and title of Representative: _____

Telephone: _____ Email: _____

Form of Business Organization

Sole Proprietorship

Partnership Date of Establishment _____

Corporation Date of Incorporation _____ Business No. _____

We hereby offer to perform the Services required by this RFP for the stipulated price of:

Item #	Item Name	Estimated Quantity	Unit of Measure	Unit Price	Total Amount
1.	Complete replacement of the floating boardwalk system, including design, removal and disposal of the existing boardwalk, supply and delivery of all components, and installation of the new floating boardwalk integrated with the existing ramps	1	Lump sum		
				Base Bid Subtotal	\$
				GST (5%)	\$
				PST (7%)	\$
CURRENCY: Canadian (CAD)				TOTAL BASE BID	\$
Item #	Item Name	Estimated Quantity	Unit of Measure	Unit Price	Total Amount
2.	Optional item: extension to one boardwalk section to accommodate a 6' bench	1	Lump sum		
				Optional Item Subtotal	\$
				GST (5%)	\$
				PST (7%)	\$
CURRENCY: Canadian (CAD)				TOTAL OPTIONAL ITEM	\$
CURRENCY: Canadian (CAD)				TOTAL PRICE INCLUDING OPTIONAL ITEM	\$

I/We the undersigned authorized representatives of the Proponent, having received and carefully reviewed the RFP, including without limitation, the General Conditions and Specifications (if any), submit this Proposal in response the RFP.

Dated this ___ day of _____, 2026.

Signature of Authorized Signatory

Signature of Authorized Signatory

Name & Tile/Position:

Name & Title/Position:

Schedule C - PROPONENT'S EXPERIENCE

Proponent Name: _____

Reference 1:

Project Name: _____

Dates: _____

Project Description: _____

Role of Proponent: _____

Reference Name: _____

Phone/Email: _____

Reference 2:

Project Name: _____

Dates: _____

Project Description: _____

Role of Proponent: _____

Reference Name: _____

Phone/Email: _____

Reference 3:

Project Name: _____

Dates: _____

Project Description: _____

Role of Proponent: _____

Reference Name: _____

Phone/Email: _____