



REQUEST FOR QUOTATION

For the Provision of

Hemlock Valley Community Trail Fuel Removal

RFQ Title	Hemlock Valley Community Trail Fuel Removal
RFQ Number	26018
Date Issued	Wednesday June 10, 2026
Closing Date	Friday June 26, 2026, 1 pm PST

1. INTRODUCTION

The Fraser Valley Regional District (“**FVRD**”) invites quotations from qualified contractors for the removal of forest fuels along the 750m long roadside trail beside Hemlock Valley Road in Hemlock Valley. The project area is in FVRD Electoral Area C, just outside Harrison Mills, BC. (<https://maps.app.goo.gl/PqeREvHWmEVTYcZw9>)

Based on the FireSmart Green Space Assessment, removing or chipping fuels within a 10–20 m buffer on both sides of the trail is required. Contractors should demonstrate relevant experience, a proven ability to complete comparable work for similar organizations, and appropriately trained staff to carry out the project safely and effectively.

2. SCOPE OF WORK

FVRD requires an experienced contractor to remove and chip forest fuels that have accumulated as a result of new trail construction. The trail passes primarily through second-growth forest and, in some areas, dense undergrowth. This work is intended to reduce wildfire risk in the immediate area.

The required services apply to a 10–20 m buffer on both sides of the 750m roadside trail (**see Schedule A**) and include the following:

- Remove branches, logs, and fine fuels piled beside the trail (**see Schedule B**).
 - Dispose of fuels by either hauling them off site or chipping them on site
 - Broadcast spreading of chips recommended to encourage decomposition.
- Prune all conifer trees to a height of 3 m above ground, thus creating a separation from the ground and the tree canopy.
- Remove all conifer trees less than 2 m in height.
- Old stumps may remain on site (**see Schedule C**).

Please note that the FVRD does not have a dumping location for material that is removed from the site.

Some larger logs will be flagged and may remain on site for habitat purposes marked with orange flagging tape (**see Schedule D**), but most logs must be removed. Logs designated to remain may be repositioned and evenly dispersed throughout the buffer area. The buffer area will be marked with pink flagging tape (**see Schedule E**).

Arrangements can be made for machinery and equipment to be stored on site at the Hemlock Valley transfer station or at certain MOTT (Ministry of Transportation and Transit) areas nearby.

The contractor will be responsible for conducting a pre-work walk-through to ensure that the worksite is safe for operating heavy machinery including danger trees.

The contractor will be responsible for remediating any trail damage caused by machinery.

Work must be completed no later than July 31, 2026. Work may be carried out Monday to Friday between 7:00 a.m. and 8:00 p.m. and must comply with [FVRD's Good Neighbour Practices](#)

3.0 ONSITE MEETING - Optional

An **optional** onsite meeting will be held on **Thursday June 18, 2026, at 10 am**. To confirm attendance at the meeting, **RSVP** to parks@fvrld.ca no later than 4:00 pm Wednesday June 17, 2026. Meeting place will be at the gravel parking lot on the northeast corner of the Hemlock Valley Road and Laurel Road ([link to map](#))

4.0 Certifications and Experience

The successful proponent will:

- have thorough knowledge and ability to remove and chip brush to the above specifications according to best practices.
- ensure the safety of the public, vehicular and pedestrian traffic, and employees using proper high-visibility safety gear, signage, and traffic cones.

5.0 SUBMISSION

One (1) completed copy of the Quotation marked with the RFQ Title and Number must be delivered by email, hand, regular mail or courier before **Friday June 26, 2026, 1 PM PST** to:

Fraser Valley Regional District
Attn: **Charlotte Whaley**
1 - 45950 Cheam Avenue
Chilliwack, British Columbia V2P 1N6
Email: cwhaley@fvrld.ca

An electronic file version is preferred (such as PDF or Word document) by email. Hard copies will also be accepted in person, regular mail, or courier.

Quotations received after the time specified above will not be considered.

The FVRD reserves the right to cancel this RFQ for any reason whatsoever without any liability to any party for any claims of any kind whatsoever.

All Quotations will remain confidential, subject to the statutory requirements for disclosure under the *Freedom of Information and Protection of Privacy Act*.

6.0 INQUIRIES AND ADDENDA

All enquiries regarding this RFQ should be directed to:

Christina Vugteveen

Manager of Parks

Telephone: 604-702-5077

Email: cvugteveen@fvrd.ca

Any enquiries that are received by the FVRD and that affect this RFQ will be issued as an addendum to all contractors that received the original RFQ. By delivery of a Quotation, the Contractor is deemed to have received, accepted and understood the entire RFQ including any addenda.

Any information regarding this RFQ obtained by a party from any source other than the FVRD by way of addenda is not authorized and should not be relied upon.

Please note that the final day for questions will be Monday June 22, 2026, 1 pm PST.

Should an addendum be required, it will be issued end of day Tuesday June 23, 2026.

7.0 NO CONTRACT

This RFQ is simply an invitation for quotations for the convenience of all parties and should not be construed as an intention by the FVRD to enter into contractual relations with any party submitting a Quotation. The FVRD will provide written notice of acceptance of a Quotation in the event that the FVRD seeks to acquire the Services and formalize a contract for that purpose. The FVRD may negotiate changes to any terms of a Quotation for the purposes of finalizing a contract.

Should a contract be finalized:

- » This RFQ quote may be used to form a contract.
- » The Contractor is responsible for a minimum of **\$5,000,000** commercial liability insurance naming the Fraser Valley Regional District as additional insured.

If the Contractor or any sub-contractors are required by law to be registered with the Worker's Compensation Board (WCB), then the Contractor will submit either a WCB clearance letter indicating that the Contractor's WCB account is in good standing or a WCB registration number prior to commencement of the Services or at such other times as the Regional District may request.

8.0 LIMITATION OF LIABILITY

By submitting a Quotation, each contractor irrevocably agrees that the FVRD shall not be liable to any contractor 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 Contractor's

preparation and submission of their Quotation, their participation in this RFQ, for loss of revenue, opportunity or anticipated profit, arising in connection with its Quotation, this RFQ, any subsequent processes or opportunity, any contract, or any matter whatsoever.

9.0 CONFLICT OF INTEREST

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

10.0 NO LOBBYING

Contractors and their agents are not permitted to contact any member of the FVRD Board of Directors or staff with respect to this RFQ, except as expressly provided for herein. Contractors 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 contractor from participation in this RFQ that acts in contravention of this requirement.

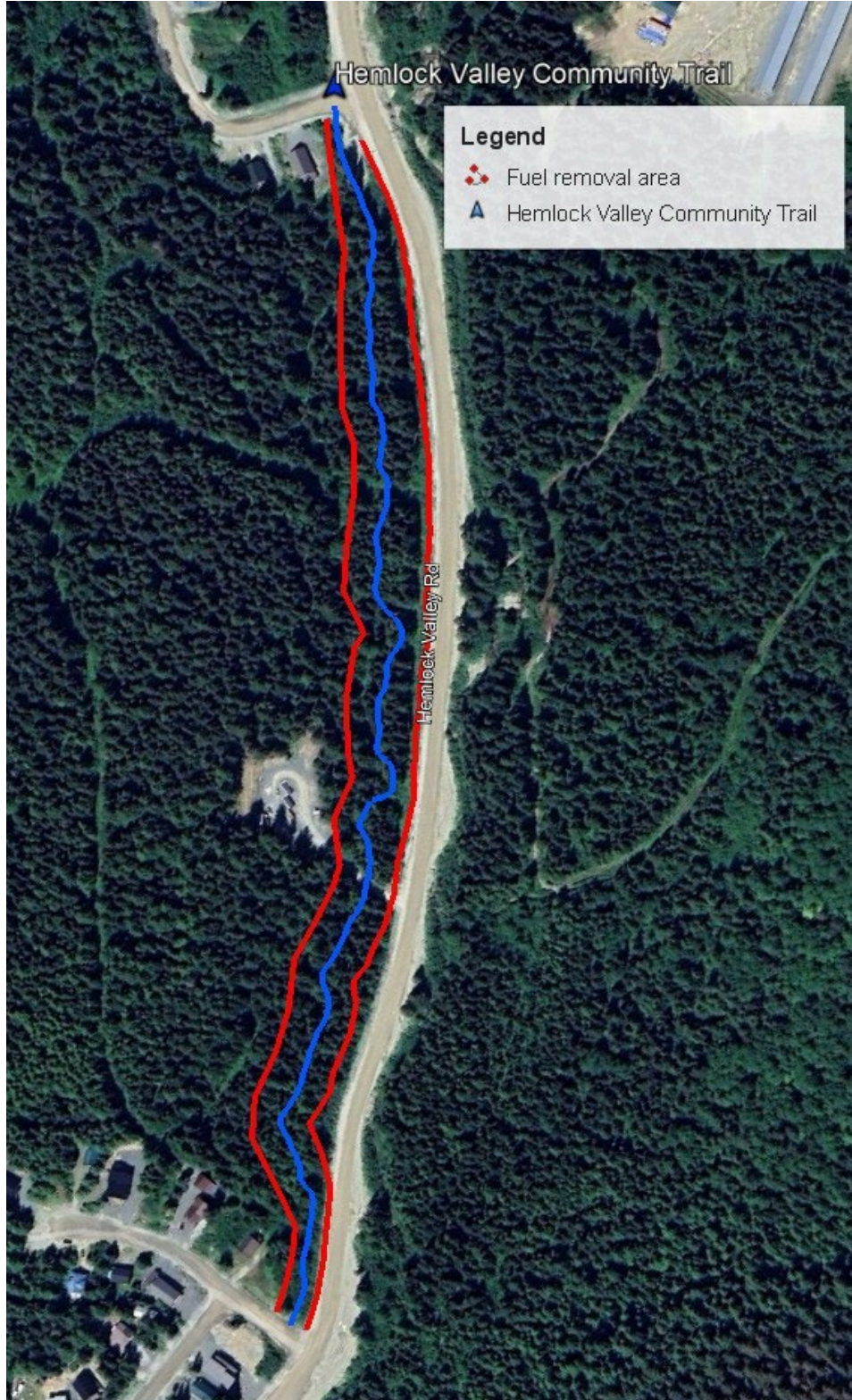
11.0 EVALUATION

The evaluation of the RFQ will be conducted by a committee formed by the FVRD and may include, at the FVRD's sole discretion, employees, consultants and contractors. Quotations will be evaluated based on the overall best value to the FVRD using the following criteria:

Criteria	Decision Factors	
Mandatory Evaluation Criteria	Received by Closing Date and Time	Pass/Fail
Mandatory Evaluation Criteria	Completed Schedule F - Quotation	Pass/Fail
Evaluation Selection Criteria	Price	/100

SCHEDULE A – RFQ 26018

Map of trail and fuel removal area



SCHEDULE B - RFQ 26018

Examples of brush to be chipped and removed



SCHEDULE C – RFQ 26018

Example of stumps that can remain on site



SCHEDULE D – RFQ 26018

Example of orange flagged logs to remain on site



SCHEDULE E - RFQ 26018
Example of buffer area flagging tape



SCHEDULE F – RFQ 26018

Quotation

Business Name_____

Name and Title of Proponent_____

Address_____

Telephone_____

Email_____

Form of Business Organization Sole

Proprietorship

Partnership Date of Establishment_____

Corporation Date of Incorporation_____ Business No._____

I/We hereby offer to provide to the Fraser Valley Regional District the required services for the prices plus applicable taxes:

Rate (CAD) for Hemlock Valley Roadside Trail Fuel Removal (not including GST)	\$
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If this offer is accepted by the FVRD, then such offer and acceptance will create a contract as described in the RFQ, this Quotation and other terms, if any, that are agreed to in writing by the parties.

I/We the undersigned authorized representatives of the Contractor, having received and carefully reviewed the RFQ, including without limitation the scope of work and general terms and conditions, submit this Quotation in response to the RFQ.

This Quotation is offered by the Contractor this ___ day of _____, 2026

I/We have authority to bind the Contractor

Legal Name of Contractor/Business
