



Request for Quotation Town of Yarmouth

Digester Solids Removal & Cleaning



Project No. 250823.00A • July 2026

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- A Form of Quotation
- B Section 44 50 00 – Digester Cleaning and Sludge Disposal
- C Electronic Document Transfer Agreement (EDTA)
- D Yarmouth WWTP Digester Record Drawings (transferred following EDTA only)
- E Geotechnical Report (transferred following EDTA only)

1 Instructions to Bidders

1.1 Project Description

The project is located at the Wastewater Treatment Plant on Water Street in Yarmouth, NS. The work generally includes the emptying and cleaning of the existing anaerobic digester. This document includes the requirements for work to be completed by successful bidder.

1.2 Definitions

"Bidder" means a person, firm or corporation who proposes to submit, or who has submitted a quotation for the removal of solids.

"Calendar Day" means any day including Saturday, Sunday, statutory holiday or statutory vacation day that is observed by the construction industry in the area of the Place of Work.

"Change Order" is a written amendment to the Contract prepared by the Engineer and signed by the purchaser stating their agreement upon:

- ▶ A change in the work.
- ▶ The method of adjustment or the amount of the adjustment in the Contract Price, if any; and
- ▶ The extent of the adjustment in the Contract Time, if any.

"Contract" is the undertaking by the parties to perform their respective duties, responsibilities, and obligations as prescribed in the Contract Documents and represents the entire agreement between the parties.

"Contractor" means the person or persons, firm or company, whose bid for the works will be accepted by the Owner pursuant to a General Contract.

"Engineer" means CBCL Limited or its duly appointed representative who has been authorized by the Town of Yarmouth to act on their behalf.

"Owner" means the Town of Yarmouth and includes the Owner's personal representatives or successors.

"Working Day" means any day on which work is performed on site.

1.3 Quotation Submission

Submit a complete Quotation, including the Form of Quotation and all other required documentation as directed herein.

The Quotation shall be submitted by email to demario.dunkley@townofyarmouth.ca up until 2:00 p.m., local time, on August 18, 2026, hereinafter referred to as the Closing Time.

For an email submission, the subject heading must read:

“Town of Yarmouth Contract No. 250823.00A.”

The time stamp of the email received by demario.dunkley@townofyarmouth.ca will be used to determine if the submission was received in time – not the time the email was sent by the sender. Last-minute submissions are not recommended. In addition to this electronic submission, provide hardcopies of the complete submission within three (3) business days of Closing Time addressed as follows and at the following location:

QUOTATION TOWN OF YARMOUTH
 DIGESTER SOLIDS REMOVAL
 QUOTATION NO. 250823.00A

Addressed to: Town of Yarmouth
 400 Main Street
 Yarmouth, NS, B5A 1G2
 Email: demario.dunkley@townofyarmouth.ca
 Attention: DeMario Dunkley, P.Eng.

The Owner will not defray any expenses whatsoever incurred by Bidders in the preparation and submission of their Quotation.

Quotations shall be valid for acceptance for a period of ninety (90) days from the date set for its delivery to the Owner.

1.4 Clarification & Addenda

Notify Engineer of omissions, errors or ambiguities found in the Quotation Documents. If Engineer considers that correction, explanation or interpretation is necessary, a written addendum will be issued. All addenda will form part of Quotation documents.

No oral explanation in regard to the meaning of the Quotation documents will be made and no oral instructions will be given before the selection of the successful bidder.

Address technical questions to:

DeMario Dunkley, P. Eng.
Town of Yarmouth
400 Main Street
Yarmouth, NS, B5A 1G2
E-mail: demario.dunkley@townofyarmouth.ca.

The last day for questions is August 13, 2026.

1.5 Purpose & Procedure

The purpose of receiving Quotations in accordance with these documents is to permit examination of a variety of quotations and methods on a comparable basis in order to remove solids from the anaerobic digester, best fulfilling the Owner's requirements and to ensure that the solids removal is completed within an agreed upon budget at the appropriate time.

The procedure, in general, will be as follows:

1. Receive and assess Quotations.
2. Select Contractor.
3. Notify Contractor and conduct correspondence as required.
4. Negotiate a contract acceptable to both parties.
5. Prepare anaerobic digester for solids removal (by Town), including suppression of biological reactions, nitrogen purging, controlling pressure and opening the hatch, and free liquid pump-down.
6. Removal of solids proceeds.
7. Engineer inspects final conditions.

1.6 Information with Quotations

Provide the following item with your quotation:

- ▶ Contractor experience with domed anaerobic digesters.
- ▶ Descriptive procedure, including access to digester, solids removal from digester, transportation methods, detail of solids disposal, on-site storage plan if proposed, and time to complete work.
- ▶ Specialized equipment capabilities.
- ▶ Project schedule efficiencies.
- ▶ Sludge handling and disposal approaches.
- ▶ Safety procedures and confined space experience.

1.7 Prices

Prices shall include removal and disposal of solids from an anaerobic digester located in Yarmouth, Nova Scotia.

Prices shall exclude Harmonized Sales Tax.

Prices shall be in Canadian dollars and shall include and cover all contingencies and provisional sums; transportation, storage, solids disposal costs, and all other charges.

The prices contained in the Quotation shall be fixed and open for acceptance for a period of ninety (90) days after the closing date for receipt of quotations.

The Bidder shall submit the bids on the Form of Quotation without any connection, comparison of figures with, or knowledge of any other corporation, firm or person making a Quotation or similar proposal for this project and the Quotation shall be in all respects fair and without collusion or fraud.

1.7.1 Attachments (Bidder to Return)

Bidder to complete all information requested and return the following documents.

- ▶ Appendix A – Form of Quotation.

1.8 Inspection

The Owner, Engineer and/or their authorized agents shall have the privilege of inspecting and witnessing all work at all times during the removal and disposal of solids.

1.9 Delivery, Storage & Handling

Contractor will provide a schedule of milestone events.

The Contractor shall co-operate with the Owner in the matter of mobilization, time of work and site accessibility.

1.10 Amendment or Withdrawal of Quotation

Quotation may be amended or withdrawn by letter or facsimile prior to date and time of closing.

1.11 Right to Accept or Reject Any Quotation

Quotations, which in the opinion of the Owner are considered to be informal or unbalanced, may be rejected.

The Owner will select a Bidder based on the total technical, and procedural content of the Quotation packages. The low Quotation will not necessarily be selected by the Owner. The Owner reserves the right to reject any or all Quotations.

1.12 Non-mandatory Site Meeting

Bidders are encouraged to attend a non-mandatory site meeting, held at Yarmouth WWTP at 10 am on August 11, 2026. Questions may be asked and description of the Work may be discussed during this meeting, however no minutes of the meeting will be distributed. Modifications made by way of addenda, to bidding requirements or the Quotation Documents, shall be binding.

2 Technical Specifications

2.1 General Requirements

2.1.1 Work Included

The work of this section includes temporary onsite storage or processing, transportation, pick-up, and environmentally acceptable disposal of solids collected in the anaerobic digester at the Yarmouth Wastewater Treatment Plant, as well as transportation and acceptable disposal of primary sludge generated during the digester cleanout. Submit quotation for the work as stated in Section 1. Yarmouth WWTP Digester Record Drawings are provided in Appendix D and a Geotechnical Report showing groundwater levels is shown in Appendix E, for information. These will be sent only upon request by filling out the form in Appendix C Electronic Document Transfer Agreement (EDTA) and returning it to demario.dunkley@townofyarmouth.ca.

2.1.2 Pricing

- ▶ Price breakdown requirements are listed in (Appendix 1) – Form of Quotation.
- ▶ Refer to Instructions to Bidders for all other related pricing information requirements.

2.1.3 Measurement

The Contractor shall provide a method for determining the quantity of sludge removed from the digester. The proposed method shall be based on measurement of sludge volume in situ prior to removal and shall account for sludge depth and plan area.

The Contractor's method shall be subject to review and acceptance by the Owner and shall be capable of being verified in the field.

The Contractor shall record sludge levels and corresponding calculated volumes on a regular basis and shall provide this information to the Owner on a daily basis to allow tracking of removal progress and verification of quantities.

Where water is utilized by the Contractor for the purpose of diluting sludge to facilitate pumping and removal, the Contractor shall provide and install a water meter acceptable to the Owner to measure all water usage, or provide records from a metered source.

The Contractor shall record and report daily water consumption to the Owner in a format acceptable to the Owner.

The volume of water used for sludge dilution, as measured by the water meter, shall be accounted for in the determination of sludge quantities and shall not be included in the calculation of sludge volumes removed for payment purposes.

2.2 Execution

2.2.1 Procedure

Provide all labour, materials, equipment, supervision, and incidentals necessary to complete the removal, handling, hauling, and disposal of sludge from the anaerobic digesters at the Town of Yarmouth Wastewater Treatment Plant, as stated here and as specified in Appendix B: Section 44 50 00 – Digester Cleaning and Sludge Disposal. The work includes access to the digester, sludge removal and acceptable disposal, and cleaning of all internal and external digester surfaces.

The Wastewater Treatment Plant will remain fully operational during the Work. The Contractor shall coordinate all activities with the Owner to ensure continuous plant operation and shall not interfere with normal plant processes. Where conflicts arise, plant operations shall take precedence.

Access to the digester will be provided through existing access hatch only. The Contractor shall not modify or create additional access points and shall take all necessary precautions to prevent damage to existing infrastructure, including internal piping, mixing equipment, and instrumentation. Any damage resulting from the Work shall be repaired at no additional cost to the Owner.

The Contractor shall submit a detailed work plan outlining procedures, transportation methods, sludge handling and disposal approach, on- or off-site storage (if required), and schedule for completion. The work plan shall account for ongoing plant operations and the temporary diversion and haulage of sludge streams during the cleaning process.

2.2.2 Sludge Removal & Handling

Sludge to be removed from the digester and shall be managed and disposed of off-site at facilities approved by the Nova Scotia Department of Environment and Climate Change. If any sludge removed is temporarily stored on site, the containers used shall be covered.

Sludge will be categorized based on solids concentration and removed using appropriate methods as follows:

- ▶ Sludge with solids content up to 6% shall be removed by pumping or vacuum methods.

- ▶ Sludge with solids content greater than 6%, including material containing grit, fibrous matter, or debris, shall be removed using mechanical means, pressurized water, vacuum services, or a combination thereof.

Sludge quantities will be measured in cubic metres based on in-situ volume (area multiplied by depth).

2.2.3 Interim Primary Sludge Handling

During the period that the digesters are out of service, primary sludge will be pumped by the Owner into a temporary on-site holding tank (Sedimentation Tank #1) with a capacity of approximately 550 m³.

The Contractor shall:

- ▶ Haul primary sludge from the temporary holding tank to a licensed treatment facility on a daily basis;
- ▶ Assume a daily primary sludge production rate of up to approximately 140 m³/day;
- ▶ Ensure the holding tank is emptied daily or more often as needed to maintain plant operations;
- ▶ Clean and pressure wash the holding tank at completion of the Work.

2.2.4 Digester Cleaning

Following sludge removal, the Contractor shall thoroughly clean the digester interior, including walls, roof structure, floor, piping, and appurtenances, using hose washing or equivalent methods sufficient to permit inspection. Care shall be taken to avoid damage to coatings, piping systems, and safety devices. Where potable water is used, connections shall be equipped with approved backflow prevention devices.

The Contractor shall thoroughly clean the digester exterior, including walls, and floating dome, using hose washing or equivalent methods, and shall clean the entire work area as necessary.

2.2.5 Site Constraints

The following assumptions can be made in developing pricing for the work described above:

- ▶ Water for sludge dilution will be available at the hydrant by the WWTP. The Contractor shall be responsible for all water usage charges associated with the hydrant connection. The Contractor shall provide a currently certified and tested backflow prevention (BFP) device. The Contractor shall retain the services of a licensed plumber to assemble the hydrant connection assembly. The Town will supply a lockable gate valve and water meter. The Town must be contacted to install the assembly onto the hydrant and perform the initial opening of the gate valve. Once this sequence has been completed, the Contractor may operate the gate valve as required. The gate valve shall be locked

out overnight when the Contractor is not on site. When the hydrant connection is no longer required, the Town must be notified to remove the assembly from the hydrant. A licensed plumber shall then disassemble the assembly and return the Town-owned gate valve and water meter to the Town.

- ▶ Digester Sludge Line 1 and Digester Sludge Line 2 have been used in the past and are available as a direct vacuum connection point through a valve and camlock arrangement for sludge removal. The current condition of these lines and valves cannot be confirmed. Any damage or blockage to these lines, if used, shall be resolved by the Contractor.
- ▶ Work hours are 7:00 am – 7:00 pm, 6 days per week.



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This document was prepared for the party indicated herein. The material and information in the document reflects CBCL Limited's opinion and best judgment based on the information available at the time of preparation. Any use of this document or reliance on its content by third parties is the responsibility of the third party. CBCL Limited accepts no responsibility for any damages suffered as a result of third-party use of this document.

APPENDIX A

Form of Quotation



FORM OF QUOTATION

All prices quotes shall be in Canadian dollars and shall include and cover all provisional sums; all duties, and handling charges, transportation and other contingencies. Prices exclude Harmonized Sales Tax.

Item Description

Price

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Total Price
1.	Mobilization and Demobilization	L.S.	1		
2.	Sludge Removal and Disposal, Sludge up to 6%	m ³	130		
3.	Sludge Removal and Disposal, Sludge greater than 6%, Grit and foreign material	m ³	230		
4.	Pressure Washing and Cleaning	L.S.	1		
5.	Primary Clarifier Sludge Removal and Disposal, Sludge Up to 6%	m ³	2000		

TOTAL: \$ _____

6. Time for completion: _____ weeks.

PAYMENT SCHEDULE

Payment of the contract will be issued through the Owner based on recommendations from the Engineer.

Signature of Bidder

Name and Title (Printed)



SIGNATURE

DATED THIS _____ DAY OF _____, 20____.

Name of Firm Quoting

[SEAL]

Signature of Authorized Signing Officer

Name and Title (Printed)

Witness

Name and Title (Printed)

Company Address _____

Telephone No. _____

Email Address. _____



TECHNICAL CONFORMITY STATEMENT

BIDDER is to duly complete and sign the appropriate section below and return with his Tender.

A) No technical deviations/exceptions:

We _____ hereby confirm that our proposal No. _____ dated _____ in response to Town of Yarmouth Digester Solids Removal is in full compliance with CBCL Limited technical requirements.

B) Technical deviations/exceptions.

We _____ hereby confirm that our proposal No. _____ dated _____ in response to Town of Yarmouth Digester Solids Removal Quotation is **not** in full compliance with all CBCL Limited technical requirements and the following deviations/exceptions are taken (Attach additional paper if required).

APPENDIX B

Section 44 50 00 – Digester Cleaning and Sludge Disposal

PART 1 - GENERAL

1.1 WORK INCLUDED

- .1 The work to be done under this Section includes all labor, materials, air purging, supplies, supervision, electrical power, temporary lighting, tools, backflow prevention devices, equipment for both safety and sludge removal purposes, temporary scaffolding, transportation, land application, and incidentals required to empty and clean the anaerobic digester.

1.2 REFERENCE STANDARDS

- .1 CSA/ANSI B149.6:20 - Code for Digester Gas, Landfill Gas, and Biogas Generation and Utilization.
- .2 CSA-B149.1:20, Natural Gas and Propane Installation Code.

1.3 WORK PLAN

- .1 The Contractor is to submit a detailed work plan with descriptive procedure, transportation methods, detail of solids disposal, off-site storage and time to complete the work. The work plan is to consider that primary clarifier sludge is to be hauled off site daily for further treatment by a licensed waste treatment facility until the emptied and cleaned digester can be restarted.

1.4 APPROVALS

- .1 Contractor to follow provincial regulations, and the Atlantic Canada Wastewater Guidelines and the Department of Environment, Energy and Climate Change Approval to Operate.
- .2 The successful contractor must dispose of sludge in a manner acceptable to the Nova Scotia Department of Environment and Climate Change (NSECC), which is the regulatory agency for the WWTP.

1.5 SLUDGE

- .1 The sludge to be removed from the digester is to be hauled off site for disposal and is to be subdivided into the following categories.
 - .1 Sludge up to 6%. The contractor will pump or vacuum this sludge prior to transporting off-Site.
 - .2 Sludge greater than 6%. The contractor is anticipated to use mechanical means, pressurized water and vacuum services to remove this sludge which could contain grit, inorganic material or fibrous material to remove this material from the digesters prior to transporting off-Site.
- .2 Sludge removal is measured by the cubic metre (m3) with volume being determined by in situ measurements, area * depth.

1.6 PRIMARY CLARIFIER SLUDGE

- .1 Primary sludge from the clarifiers will be pumped into a temporary holding tank by the Town from where the contractor is to haul sludge to a licensed treatment facility.
- .2 Sludge up to 6%.
- .3 Daily primary sludge quantity of approximately 140 m³ is to be expected. Temporary holding tank capacity is 550 m³.
- .4 Temporary holding tank is to be handed over emptied and cleaned after last hauling interval.

PART 2 – PRODUCTS

2.1 NOT USED

- .1 Not applicable.

PART 3 – EXECUTION

3.1 DIGESTER CLEANING

- .1 Access to the digester is through the digester cover hatch.
- .2 The contractor shall empty the contents of the digester following their work plan. The contractor shall take all necessary precautions to prevent any damage to the digester, internal pipework, mixing equipment and instrumentation. Any damage as a result of the contractor's operations shall be repaired at no additional cost to the Town and to the satisfaction of the Consultant.
- .3 Where the contractor's work conflicts with the operation of the plant the operation of the plant shall take precedence.
- .4 The contract shall only use the existing access openings to the digester interior spaces.
- .5 The contractor shall supply all ventilation equipment, lighting, gas monitoring, confined space entry equipment, confined space entry training, confined space rescue and any other requirements under the provincial regulations.
- .6 After the contents of the digester have been removed the surfaces of the digester interior, including the walls, ceiling, trusses, floor, internal piping and appurtenances shall be hose washed sufficiently to allow for the inspections to proceed prior to turning digester over to the Town. During hose washing the contractor shall take care not to damage the substrates, piping systems or relief valves. Where a potable water source is utilized, the water hose connection shall be equipped with an approved backflow prevention device.
- .7 Prior to completion of the work, the Contractor shall thoroughly clean the digester exterior, including walls and floating dome,

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using hose washing or equivalent methods, and shall clean the entire work area as necessary.

END OF SECTION

APPENDIX C

Electronic Document Transfer Agreement (EDTA)

APPENDIX “C” – ELECTRONIC DOCUMENT TRANSFER AGREEMENT

Complete the following form and send to contact person to request Appendices “D” and “E”

Company requesting files:	
Person requesting files:	
Description of files:	
Reason for requesting files:	

1. The requested electronic file(s) (the “Files”) remain property of Town of Yarmouth.
2. No warranties or guarantees are made that the Files represent or reflect the complete scope of work and/or as-built condition.
3. TOY assumes no responsibility for data files supplied in electronic format. Such data is being provided as a courtesy only.
4. The company receives the Files and users thereof accept full responsibility for verifying the accuracy and completeness of the Files and shall indemnify and hold TOY, its officers, employees, consultants and agents harmless from any claims or damages arising from the use of the Files.
5. The use of Files to alter or revise the scope of work is not permitted unless authorized by change orders.
6. In the event that the Files transferred electronically contain electronic copies of permits or professional seals, the Files shall be immediately returned to TOY and all copies thereof destroyed.
7. No use shall be made of the Files for any purpose other than that for which they were originally intended without the express written consent of TOY.
8. No retransmission of the Files in any form to any third party is permitted unless authorized in writing by TOY.

Having read and understood the above terms, and In consideration of TOY providing electronic copies, the undersigned agrees to be bound by the terms of hereof.

Signature of Company’s authorized representative

Date

Name and Title

Signature of TOY’s representative authorizing release

Date

APPENDIX D

Yarmouth WWTP Digester Record Drawings
(Transferred following EDTA only)

APPENDIX E

Geotechnical Report
(Transferred following EDTA only)



Solutions today | Tomorrow **IN** mind

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