
REQUEST FOR PROPOSALS and STATEMENT OF WORK

Mohawks of Akwesasne Tsikaristisere/Dundee Settlement Agreement

Phase I Environmental Site Assessment

For the Mohawks of Akwesasne

January 16, 2026

1. Introduction

The **Mohawk Council of Akwesasne** is inviting proposals to undertake a Phase I Environmental Site Assessment (ESA) based on the Canadian Standards Association (CAN/CSA) Standard Z-768-01 (R2016 or latest updates) *Phase I Environmental Site Assessment*, (henceforth referred to as CSA Standard). The four key aspects of a Phase I ESA are:

- i) A Records Review,
- ii) A Site Inspection,
- iii) Interviews, and
- iv) Evaluation of information and reporting.

The Government of Canada and the Mohawk Council of Akwesasne will enter into an agreement, adding the properties listed in Section 3 to the reserve of the Mohawk Council of Akwesasne. As part of this process, an Environmental Site Assessment (ESA) is to be completed by a qualified Assessor to determine the environmental condition of the parcel of subject to the proposed transfer agreement. This Statement of Work (SOW) outlines the requirements for completing the Phase I ESA.

The Phase I ESA is to be prepared for the Mohawk Council of Akwesasne.



The lands on which the assessment will be conducted are described below. A map locating the parcels of land is provided in Appendix B of this scope of work.

The lands to be assessed are Lot No's 6 152 059, 6 152 060, 6 152 137, 6 152 138, 4 670 668 of the cadastres of Quebec, or known as the Baikie Keddy, Bildfell, and MacDonald properties, respectively. They are owned by MCA's corporate entity, Akweks:kowa, and are part of the Municipality of Dundee, QC.

The area surrounding the properties is characterized as woodlands and marshlands, with a privately maintained road (Hopkins Point Road) starting at the Canada/USA border and ending at the peninsula known as Hopkins Point, crossing the parcels. Seasonal cottagers reside nearby; some are located near the border, and others are at the point. Property owned by the Ministry of Environment and Climate Change Canada borders the MacDonald and Baikie Keddie properties and is not included in the assessment.

The use of the lands under previous ownership is unknown, except for the Bildfell property, which at one time was inhabited by members of the Bildfell family until the 1970's. Under the current ownership by Akweks:kowa, the lands are not used for any activities and are not inhabited.

2. Objective

The objective of the Phase I ESA is to determine the environmental condition of the lands described in Section 3 prior to their addition to the reserve. This assessment will involve the identification of areas that are suspected of and/or confirmed to be an environmental hazard.

The Phase I ESA will:

- Identify and report on actual and potential site contamination;
- Evaluate and report information collected through records review, site inspections and interviews;
- Identify any existing regulatory concerns and violations (i.e., *Fisheries Act*, RBQ Petroleum Equipment Regulations and Environment Quality Act (EQA) etc.);
- Identify and describe Areas of Potential Environmental Concern (APECs), Areas of Environmental Concern (AECs) identified in other reports, areas requiring the implementation of best management practices or general housekeeping activities, and areas recommended for further study (e.g., Phase II ESAs).
- In a separate memo, specify the nature of additional analysis that may be required to answer questions raised by the Phase I ESA, and wherever possible provide cost estimates for each site for any Phase II ESA investigation and/or recommended remediation; and



- Submit a clear report of the findings of the Phase I ESA including costs and methodologies for any recommended ESA Phase II work.

The results of a Phase I ESA will determine if additional investigations are required, which could lead to remediation, and/or risk assessment and risk management. If no AECs or APECs are identified, then the Assessor should clearly state that no further assessment is required.

While Phase I ESAs do not normally include sampling activities, the assessor should be prepared to take surface soil samples should any visible contamination be encountered.

3. Scope of Work

The Phase I ESA is to be undertaken in a manner that will ensure the active participation of the First Nation in the collection of community knowledge. The Assessor, in conjunction with the Mohawk Council of Akwesasne's appointed Project Manager, is to define a community consultation process designed to be carried out throughout the Phase I ESA in order to:

- Maintain a liaison with the community;
- Improve sharing of information between the community and the Assessor;
- Facilitate access to sites requiring inspection;
- Provide a mechanism for resolving any concerns that arise during the work;
- Ensure an efficient, fully informed, and cost-effective ESA; and
- Improve the understanding and acceptance of the ESA by the community.
- describe the purpose and activities of the Phase I ESA, including efficient, effective and cost-effective assessment.

For budgeting purposes, the community consultation process will include three community meetings, as a minimum:

- attendance to at least 1 (one) General Meeting, this will act as a means to introduce the community to the project and gather information; and
- Presentation of the draft and final Phase I ESA report to the council
- applicable translation costs, to provide the information as required with Kanien'kéha terms, to align with our community's directive to ensure bilingual services to our members

The Assessor must have a familiarity and working knowledge of the CSA standard for undertaking a Phase I ESA. The tasks to be carried out under the Phase I ESA are to be based on those as outlined in the CSA Standard, which include but are not necessarily limited to the following:

- Review of records, photos, and other information pertaining to environmental matters



obtained from Canada, the Province of Québec, the First Nation, and other sources;

- Community meetings and interviews with knowledgeable First Nations staff or members about land use or contamination issues;
- Site inspections to identify actual or potential contamination;
- An evaluation of information collected;
- Description of areas requiring further study (e.g., Phase II ESA or other actions) and the rationale for such recommendations; and
- Preparation of 1 (one) report containing maps, graphics, and text that clearly present the findings of the investigation and recommendations for further action, per parcel.

GPS coordinates of all APECs, AECs, and other locations of interest are required. Coordinates should be georeferenced, preferably to NAD 83, the Federal Government's Reference System, and will include:

- Clearly identified reference frame (e.g., NAD 83 Original or NAD 83 CSRS with the relevant Zone),
- Origin or source of the datum if data are not derived directly in the field (e.g., NTS sheets, Google Earth, survey plans),
- An estimate of the accuracy of the position (e.g., +/- 1m),
- Format (eastings, northings, elevation), and
- Vertical datum (e.g., GSC - Geodetic Survey of Canada or an approximate relationship to the foregoing).

Deviations from these guidelines must be accepted by the Mohawk Council of Akwesasne's appointed Project Manager before commencement of the project.

Proposed changes to the Phase I ESA work program or task specifications must be submitted in writing by the Assessor to the Mohawk Council of Akwesasne's appointed Project Manager. No work is to be undertaken which is additional or supplemental to or in substitution of the work specified unless approved by the Mohawk Council of Akwesasne's appointed Project Manager.

4. Records Review

The records review requires the Assessor to collect data on past activities on the site that could be interpreted as causing or contributing to existing contamination.

In conducting a Records Review, the Assessor will document each source of information examined, even if the source reveals nil findings or if no response is received from the holder of the information. Information should be sought on the first use that may have affected a site's environmental condition (e.g., prior to development) and should include neighbouring properties where warranted.



The following factors shall be considered in determining search distances:

- Current and historical land use on the subject property and neighbouring properties;
- Known or suspected contamination on the subject property and on neighbouring properties.

The Assessor will be responsible for collecting and reviewing records from various sources (e.g., federal government departments, provincial governments and agencies, municipalities) that have information pertinent to the Phase I ESA.

Records include but are not limited to:

- Provincial land registry
- Previous site assessment records (e.g., Environmental Issues Inventory (EII), Environmental Management Framework (EMF), Environmental Management System (EMS);
- Pertinent engineering reports;
- Aerial photographs showing land use, structures, and improvements (e.g., housing, commercial and industrial developments, railroads, highways, tank farms, waste disposal areas, pits, adjacent land use);
- Property use records;
- Fire insurance records
- Company records for commercial and industrial activities, where available;
- Hydrogeological, geological and geotechnical reports pertaining to the environmental condition of lands and waters to be assessed;
- Studies related to the presence or risk of radon in the community;
- Regulatory information from appropriate agencies (e.g., provincial, federal, or municipal), including past, pending, outstanding, or continuing prosecutions, work orders, control orders or complaints related to environmental compliance, violations of environmental statutes and regulations, and spill reports and pertinent information held in the National Pollutant Release Inventory;
- Publicly accessible databases (e.g., EcoLog/ERIS Reports, Federal Contaminated Sites Inventory, Fuel Storage Tanks and Waste Disposal Sites Database); and
- Other relevant records, such as geological and soil maps, biophysical inventories or descriptions, maps of traditional land use, topographic maps, well water data, public health concerns, and utility company records.

6. Interviews



The Assessor may conduct interviews before, during or after the site visit occurs. Interviewing relevant and willing informants prior to visiting the community will assist in the effective planning of the site visit. The information gathered during the interviews should corroborate or augment the information gathered in the Records Review or Site Inspection. Individuals to be interviewed may include, but are not limited to: current or former owners or occupants of the property, operators of facilities to be investigated, individuals with specific knowledge of past activities on the property, parties potentially affected by contamination, and non-First Nation government officials (e.g., environment officers, public health officers), elders and community members knowledgeable about the resources and traditional use activities.

The questions to be asked in the interviews should pertain to current or past activities and events that may affect the environmental conditions at the subject areas or sites. The Assessor will specify methods for conducting the interviews (e.g. in person, telephone, in writing) and the questions to be asked.

The results of interviews and community meeting discussions shall be summarized in the Phase I ESA report.

7. Site Inspection

a. General

Unless otherwise directed by the Mohawk Council of Akwesasne, the Assessor will include a First Nation member on the Phase I ESA team to improve communication with members, particularly in regard to accessing properties and to support preparation of the Phase I ESA in other ways as appropriate. The Assessor may have to access properties or interview non-Indigenous seasonal and year-round residents bordering Akweks:kowa properties.

Site inspections will be planned after completion of the Records Review so that the Assessor may target the specific areas and sites to be visited and observed. It may be necessary to observe structures on the site and adjoining properties on or adjacent to assessed properties. The Assessor should be accompanied by someone familiar with the subject properties. Site Inspections must take place during the summer months, with final visits ending by the fall.

The record of observations should identify and describe for each subject area or site:

- The method used to make the observations (e.g., use of checklists);
- General limitations to the investigation, including those imposed by physical obstructions and limiting conditions (e.g., snow, rain, denied access);
- Current uses or evidence of past uses of the subject areas that involve, or have involved, such activities as the use, treatment, storage, disposal, generation of potentially contaminating materials, land filling, or storage of wastewater. Where relevant and feasible, the Assessor should consider the current or past uses of adjoining and



surrounding properties;

- An inventory of hazardous materials, including wastes, with the approximate quantities of material, types of containers, and storage conditions;
- Unidentified substances and the approximate quantities of material, types of containers, and storage conditions;
- Storage tanks and the approximate age, size, and, where possible, the contents of each, and the location of abandoned or previously removed tanks, vent pipes, fill pipes, or access ways indicating underground storage tanks;
- The presence, condition and, where possible, contents of storage containers;
- Strong, pungent, or noxious odours, and their possible sources;
- Staining or discoloration of soils or structures that could be caused by hazardous materials;
- Sources of potable water;
- The presence or storage of certain substances such as:
 - i) polychlorinated biphenyls (PCBs)
 - ii) asbestos-containing materials (ACMs)
 - iii) lead
 - iv) ozone-depleting substances (ODSs)
 - v) urea formaldehyde foam insulation (UFFI)
 - vi) pesticides, herbicides, fungicides (including wood preservatives), or related chemicals
 - vii) radioactive materials
 - viii) acid-generating rocks
 - ix) waste wood and other waste materials containing dioxins, furans, PAHs (e.g. pentachlorophenol, creosote, waste crankcase oil, etc.)
- Other environmental concerns which may include, but are not limited to, operational and compliance issues related to solid waste and sewage disposal, fuel handling, water quality and supply, resource extraction and processing, control of soil erosion and sedimentation, or issues related to, for example, impacts on endangered habitats and species, culturally significant sites or environmental impacts caused by activities on adjoining properties.

b. Inspection Areas

Each lot is to be inspected for indications of contamination.

Areas outside the specified lots may need to be inspected where activities are occurring that could affect the environmental quality of the specified lots.



Individual residential allotments will be investigated if potential contamination is identified through observations, interviews, or review of records and reports. Indicators of potential residential contamination include fuel tanks, old cars, auto repair activities, trash deposits or trash burning activities, discarded tires, derelict buildings, and previous studies indicating the presence of radon.

The Assessor shall observe and, where appropriate, describe:

- Topographic conditions of the property and surrounding area;
- Abandoned and existing wells (e.g., water, oil, gas, disposal);
- Wastewater or liquid discharge, and methods of sewage disposal, including artificial pits and lagoons;
- Stained materials and stressed vegetation;
- Surface water features (e.g., ditches, streams, rivers, ponds, lakes, wetlands);
- Disposal of minerals, waste rock, or tailings; and
- Transportation facilities (e.g., roads, streets, parking lots, railroads, sidings, rights of way) and associated maintenance facilities (e.g., salt sheds, storage of ballast material or ties).

c. Interior Observation of Structures

Interior inspections of buildings will be limited to community buildings and those buildings suspected of being contaminated (e.g., asbestos, mould, hydrocarbons) or of having floor drains or sumps that could transport or release contaminants to the environment. The condition of such structures, drains, or sumps, and potential contaminant pathways into the environment and related concerns, will be described and discussed.



8. Evaluation of Information and Reporting

Upon completion of the Phase I ESA work, the Assessor shall prepare and present to the Project Management Team a draft report outlining the results of the findings obtained in the Records Review, Site Inspection, and Interviews. The draft report will clearly identify areas of actual or potential contamination, recommendations for further investigations or other tasks, and the basis for all findings. The document should indicate the relative degree of uncertainty associated with evidence of potential contamination and discuss the potential for contamination to affect surface and ground water resources and air quality adjacent to the subject area, including effects on areas beyond reserve boundaries.

The Phase I ESA draft report should follow a format similar to Appendix A (attached), adapted from the Canadian Standards Association (CAN/CSA) Standard Z-768-01 *Phase I Environmental Site Assessment*. All findings, including nil findings, resulting from the investigations performed, will be included in the draft report. The draft report should describe tasks that could not be performed due to limiting conditions and recommend measures to fill the resulting data gaps.

The draft report will have a Conclusions section describing:

- Areas in which:
 - No evidence of contamination was found
 - Evidence of **potential** contamination exists (list and describe)
 - Evidence of **actual** contamination exists (list and describe)
 - Evidence of **actual and potential** contamination exists (list and describe)
- Recommendations pertaining to sites needing further investigation under a Phase II ESA, best management practices, or other actions.

The final conclusions must be summarized in a table that follows the formatting below:

Phase I ESA Conclusions: Results and Recommendations						
Site/Area (APEC/AEC # and name)	ESSIMS/ IEMS # and Lot #	Likelihood of Contamination		Potential Contaminants of Concern (PCOC)	Description of Contamination or Risk (High/Medium/ Low)	Recommended Action
		Potential	Actual			

As part of the conclusions, the report shall describe and recommend methods to reduce the level of uncertainty (e.g., confirm or refute the presence of contamination or delineate its extent) and provide a rationale for proposing such methods.



The draft report shall provide documentation, including references and key exhibits, to support the findings and conclusions contained in the draft report. The report will reference applicable federal, provincial, territorial, and local legislation and published guidelines that the Assessor applied to determine the results and conclusions in the Phase I ESA. The Assessor must identify all APECs and AECs on appropriately scaled and dated figures and site plans with the reserve boundaries and other relevant landmarks displayed. Figures and site plans must be clear and of high resolution.

The draft report shall include an Executive Summary, written in plain language, that summarizes the results of the Phase I ESA study. If areas of actual or potential environmental concern are identified, the executive summary should include a summary table that follows the formatting below:

APEC/AEC #	Location	Description of Potentially Contaminating Activities	Media Potentially Impacted	Description of Risk of Contamination (High/Medium/Low)	Recommended Action

The final report will be completed by the Assessor following a review and comment on the draft report by the Project Management Team.

Depending on the results of the Phase I ESA, the Project Management Team may specify that the Assessor submit, under separate cover, a proposed work program to conduct a Phase II ESA or other measures recommended in the Phase I report, including timing, scope, and estimated cost.

9. Project Management

The Project Management Team is composed of:

- Theresa A. Benedict, Senior Researcher, Akwesasne Right and Research Office, representing the Mohawk Council of Akwesasne
- Cheyenne Lazore, Manager, Akwesasne Rights and Research Office, Mohawk Council of Akwesasne
- Melanie Talbot, Regional Environment Manager for Indigenous Services Canada, representing Canada
- Claire McFaul, A/Manager, Environment Program, Mohawk Council of Akwesasne

The Project Management Team is responsible for:

- Reviewing and evaluating the project proposals according to established criteria and ensuring an efficient and cost-effective assessment;



- Selecting a qualified assessor to prepare the Phase I ESA;
- Overseeing the management of the contract, including decisions on changes to the ESA work program, schedule, or budgets proposed by the Assessor;
- Providing the Assessor with information regarding residential or other areas to be included or excluded from the ESA, responses to the Assessor's questions about the content or preparation of the ESA, and assistance in facilitating access to sites requiring inspection;
- Organizing meetings;
- Reviewing the Phase I ESA draft report and providing comments to the Assessor;
- Specifying whether a separate report on implementing the Phase I recommendations is required; and
- Accepting the final report and developing a plan for future action, if necessary.

The First Nation representative on the Project Management Team is to be designated as the liaison person between the First Nation Council, members, and the Assessor, and will act as the Mohawk Council of Akwesasne's appointed Project Manager. The Assessor will communicate primarily with the Mohawk Council of Akwesasne's Project Manager, who will coordinate the sharing of information with other Project Management Team members.

The Mohawk Council of Akwesasne's Project Manager is responsible for:

- Coordinating and organizing site access, inspections, interviews, and meetings as required by the Assessor;
- Project administration, such as responding to invoices, receipts, change of work orders, etc.;
- Sharing communications with the Assessor with other members of the Project Management Team; and
- Keeping the Project Management Team informed about the project's progress.

The Assessor is responsible for:

- Maintaining communications with the Mohawk Council of Akwesasne's Project Manager throughout the contract;
- Providing copies of all correspondence to the Mohawk Council of Akwesasne's Project Manager;
- Preparing the minutes of meetings and providing those minutes to the Mohawk Council of Akwesasne's Project Manager;
- Advising the Mohawk Council of Akwesasne's Project Manager of the discovery of an



immediate health and safety hazard associated with a contaminated site and identifying temporary emergency measures, if necessary, to eliminate or control these;

- Conducting the Phase I ESA and preparing the ESA report as specified in the Assessor's proposal;
- Completing specified work in keeping with the project schedule, recognizing potential effects of weather or other extenuating circumstances;
- Informing the Mohawk Council of Akwesasne's Project Manager if changes to the work program, schedule, or budget are considered appropriate or necessary;
- Providing a digital copy of the draft report to the Mohawk Council of Akwesasne's Project Manager;
- Preparing for, and attending, meetings with the Project Management Team, Chief and Council and community as required, to present and discuss the Phase I ESA process, draft Phase I ESA report findings, and final Phase I ESA report;
- Responding to revisions to the draft ESA report recommended by the Project Management Team;
- If requested by the Project Management Team, preparing and submitting a separate document containing a work program, schedule, and estimated budget for implementing recommendations contained in the Phase I ESA; and
- Preparing and delivering a digital version of the final Phase I ESA report and six hard copies to the Mohawk Council of Akwesasne's Project Manager.

10. Project Schedule

1. The Assessor will submit the draft report to the Mohawk Council of Akwesasne's Project Manager, who will provide copies to the Project Management Team.
2. The Assessor will attend a meeting with the Project Manager to present to the Chief and Council.
3. The Project Management Team will review and provide comments to the Assessor within two weeks of the Assessor's presentation to the Chief and Council.
4. The Assessor will make use of the community events and General Meetings to provide the results to the community, then bring feedback to the council and solidify the final draft report.
5. The Assessor will complete the final Phase I ESA within one month of receipt of the Project Management Team's comments on the draft report. If final revisions cannot be made in one month, the Assessor will submit a revised schedule for completing the report to the Mohawk Council of Akwesasne's Project Manager.

Proposals for conducting the Phase I ESA should contain the Assessor's recommended dates for completing the following key milestones:

- a) Preliminary meeting



- b) Records review
- c) Community Meeting
- d) Site Inspections and interviews
- e) Submission of Draft Report
- f) Presentation of Draft Report to Chief and Council and the community
- g) Submission of Final Report

11. Insurance, Health and Safety

The successful bidder on the proposal is required to carry Worker's Compensation Insurance and a minimum of \$2,000,000 comprehensive general insurance, including bodily injury, property damage, third-party liability coverage for activities performed by the Assessor resulting in an accident involving a third party, and professional liability insurance against errors and omissions. Neither the Government of Canada, the First Nations Land Management Resource Centre, nor the Mohawks of Akwesasne shall be responsible for bodily injury or property damage caused by the employees of the successful bidder.

12. Standard Requirements

The Mohawks of Akwesasne must be involved fully in the decision-making process and coordinating site access, visits, interviews and meetings. The Assessor is not to commence site visits without first advising and seeking the concurrence of the Mohawks of Akwesasne, Environment Program, or acceptable alternative office (ARRO, Executive Services).

The Assessor shall use the metric system for calculations, drawings, specifications, etc.

The Assessor shall treat as confidential and make available all information, data, photos, drawings, field and interview notes, etc., gathered as part of the project only to the Mohawks of Akwesasne's Project Manager. Any queries about the project from the public, news media or others shall be referred to the Mohawk Council of Akwesasne's Project Manager.

13. Special Considerations

The First Nation has identified the following issues for investigation under Phase I ESA. Please note that these are the issues the First Nation is currently aware of; the assessor may identify additional issues requiring investigation through the completion of the Phase I ESA study:

- Some dwellings within the subject property could be a health and safety risk to enter and should be assessed on a case-by-case basis.
- Some areas are marshy and can expose the proponent to being wet, sudden drop-offs, swampy and uneven terrain.
- Some areas will be greatly affected by seasonal flood patterns, making them hard to access or subject to changes in terrain.
- Access to the site may require travelling through the United States.

The following ESAs or related documents on the environmental condition of the Mohawks of



Akwesasne will be made available to the Assessor:

- Harmonized Expedited Environmental Site Assessment, Franz Environmental Inc., Sugarbush Island, 2007
- Horizon Land Surveyors, Land Survey of Akweks:kowa Corp. properties, 2023-2025

15. Submission of Proposal

The Phase I ESA project proposal shall be submitted to Mohawk Council of Akwesasne's Project Manager by 4:00 p.m. on Friday, February 27, 2026:

NAME: _____

ADDRESS: _____

EMAIL: _____

Proposals received after 4:00 pm, Friday, February 27, 2026, will not be considered.

The proposal will be submitted in a letter format and will include:

- The proposed methods to be used to meet the specifications as described in the foregoing Statement of Work, based on the CSA Standard for conducting a Phase I ESA;
- A detailed and itemized description of the individual tasks to be performed, including rationale, deliverables, and caveats;
- A profile setting out the company's qualifications and experience with projects of a similar nature, including contact names and phone numbers for references on the identified projects;
- The personnel to be assigned to the project (i.e., name, qualifications and experience) and their individual roles and responsibilities within the project;
- Proposed schedule outlining the relative timing of all project events;
- Project budget and fee schedule (i.e., hourly rates of assigned personnel, disbursements and travel costs) of all activities to be undertaken.
- The total cost for completing the project.
- The MOHAWK COUNCIL OF AKWESASNE is acquiring the services hereunder for band management activities, and this supply of service, on or off reserve, is not subject to tax as per Revenue Canada Bulletin # B-039 "GST / HST Administrative Policy – Application of the GST/HST to Indians".
- The Proposal may also include a separate section with value-added options and associated costing that may be added on the Phase I ESA that the Assessor would like to include for consideration. This may include, but not be limited to, new technologies, analysis tools, modern approaches to identifying Areas of Potential Environmental Concern and or Sensitive Environmental Receptors, etc.



Personnel changes will not be allowed without valid justification and concurrence of the Mohawk Council of Akwesasne's Project Manager.

Any questions regarding the preparation of the proposals should be directed to the **Mohawks of Akwesasne's** Project Manager to ensure the openness of the bidding process. Answers to specific questions will be forwarded to all participating bidders.

16. Proposal Evaluation Criteria

The Assessor's proposal will provide information in sufficient detail to show a complete understanding of the requirements of the project.

The project proposal shall be reviewed by the Project Management Team and evaluated according to this Statement of Work and the following criteria:



Criterion	Weight
1. Firm: Demonstrates experience to satisfactorily perform the work and to work effectively with First Nations.	10
2. Project Team: The number, qualifications, and experience of personnel to be assigned to the job are clearly outlined and appropriate for the project. Team members have experience working with First Nations.	10
3. Project Understanding and Proposal Quality: The depth and detail of the submission indicates understanding of the scope, complexity, and time constraints of the job. The proposal adequately addresses all task and deliverables outlined in the SOW. The proposal is well-written and clearly organized and presented.	30
4. Approach and Methods: The work program is appropriate for the project and will produce the desired results. Technical methods essential to addressing the SOW are appropriate, logically organized and sequenced, and have been well described. Limitations and alternative methods, if necessary, have been included in the proposal.	15
5. Schedule: All tasks described in the TOR are included in the schedule and adequate time has been allocated to each task. The proposal explains how delays will be handled. The proposed schedule is realistic and is clearly presented in the proposal.	10
6. Cost and Budget: Total cost of the work and the proposed fees have been presented in detail, showing staff time and charge out rates for each task item. The proposal demonstrates appropriate management, delegation of responsibility, work plans, scheduling and cost control, reporting, and quality control.	10
7. Professional Fees and Expenses: Cost of this proposal relative to the cost of other proposals received. The lowest of any tender need not be accepted.	15
Total	100

16. Budget

The lowest of any tender need not be accepted.



Appendix A – Phase I ESA Report Format

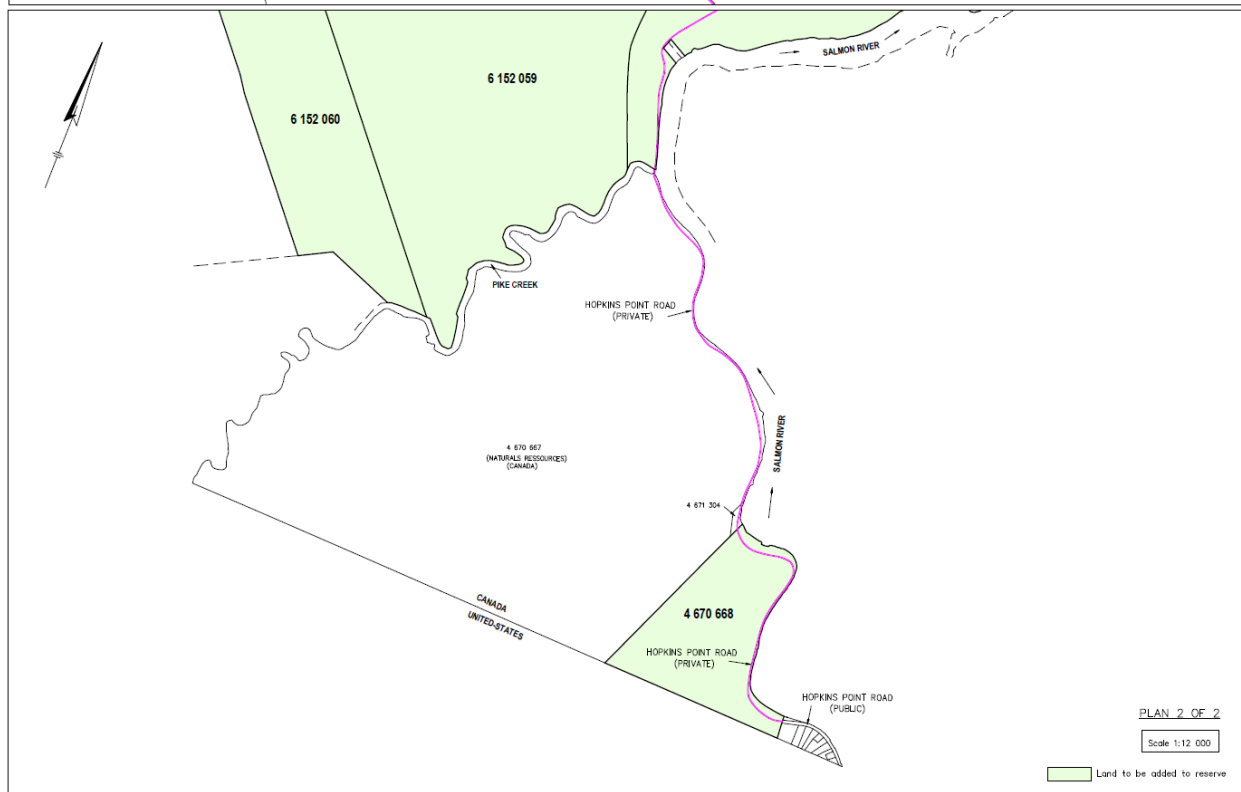
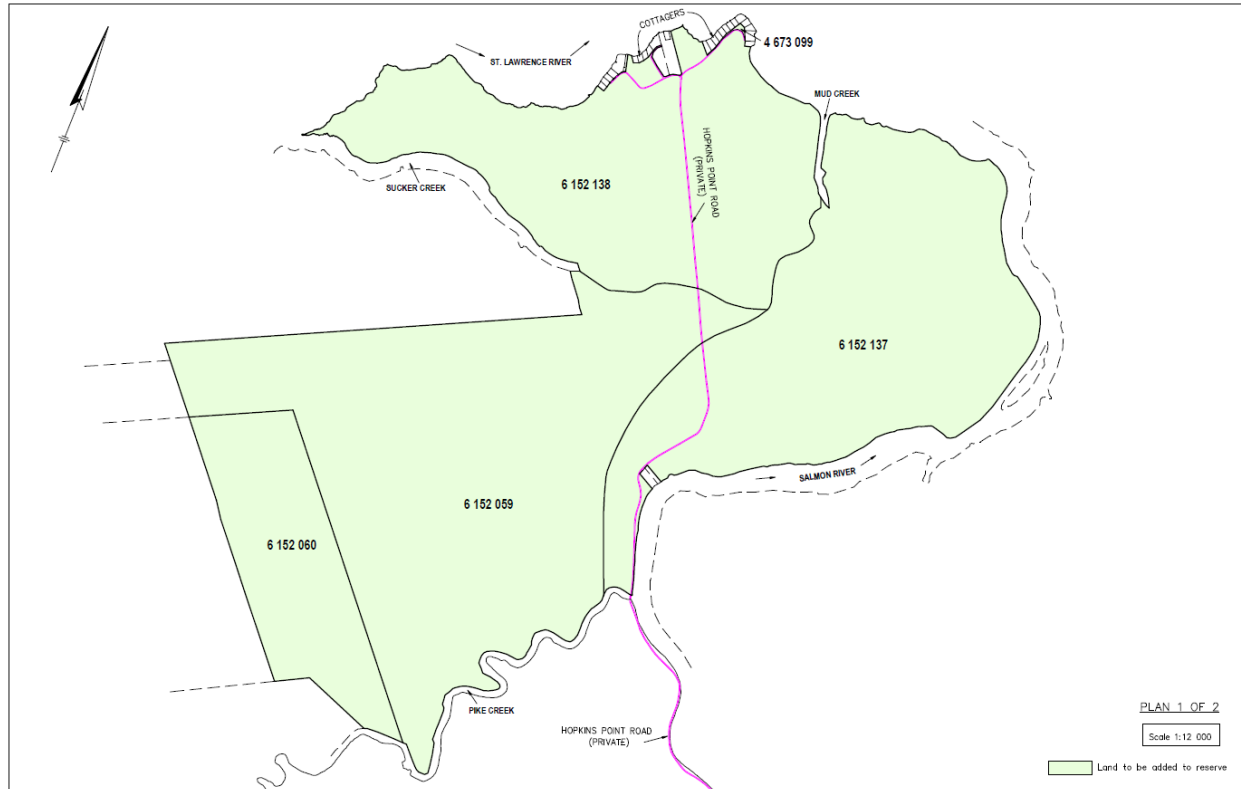
Adapted from CSA Standard Z768-01

Proposed Section Headings

1. EXECUTIVE SUMMARY
2. INTRODUCTION
3. SITE DESCRIPTION, including maps, figures, and photographs
4. RECORDS REVIEW
5. SITE INSPECTIONS
6. INTERVIEWS
7. FINDINGS
8. EVALUATION OF FINDINGS
9. CONCLUSIONS
10. QUALIFICATIONS OF ASSESSOR
11. REFERENCES AND SUPPORTING DOCUMENTATION
12. APPENDICES
 - A. OWNERSHIP AND HISTORICAL DOCUMENTATION
 - B. REGULATORY DOCUMENTATION
 - C. DOCUMENTATION OF INTERVIEWS AND COMMUNITY MEETING(S)



Appendix B – Map of Properties to be assessed





Terms and Definitions

Adjoining properties: Any properties that is contiguous or immediately adjacent to the property being assessed.

Assessor: A person or business entity that carries out a Phase I ESA.

Community Structures: Those buildings and improvements consisting of any physical object attached to the land with some degree of permanence which are located on the subject area and are generally considered to belong to the First Nation community. Examples include, schools, community centres, commercial and industrial buildings, maintenance facilities, etc.

Contamination: The presence in soil, water, groundwater, air, or structures of a material condition that may adversely affect human health or the natural environment (e.g. soil, water, land, buildings).

Environmental Issues Inventory (EII): An INAC multi-phased initiative, begun in 1992, to identify, document, assess and remediate environmental problems on inhabited reserves.

Hazardous material: A material that may, on exposure, constitute an identifiable risk to human health or the natural environment.

Property: Land and any improvements to land, consisting of any physical object attached to the land with some degree of permanence. The terms “property” and “site” are used interchangeably in this Statement of Work.