

**Wasoqopa'q First Nation  
Request for Tender**

**Lawn Care and Community Maintenance  
(Yarmouth Reserve)**

**RFT-2026-03**

## **1.0 Introduction**

This RFT is issued under the authority of the Wasoqopa'q First Nation seeking proposals from experienced and qualified Band Members (s) to perform weekly lawn care for elders in the community and community maintenance (as defined by the Executive Director)

## **2.0 Terms:**

### **2.1 Definitions**

**RFT:** Request for Tender

**Proponent:** Any person(s) that submits or intends on submitting a proposal to the Wasoqopa'q First Nation for consideration of acceptance in the particular project.

### **2.2 Acceptance of the terms of the contract**

All terms and conditions of the contract are laid out in this document. It is assumed that the contract is accepted by the proponent and incorporated into the proposal as a result in the proponent responding to this RFT.

### **2.3 RFT Amendments**

Wasoqopa'q First Nation reserves the right to amend or supplement this RFT, giving equal information and cooperation by way of issued addendum to all proponents as a result of such an amendment.

### **2.4 Rejection of Proposal**

Wasoqopa'q First Nation reserves the right to reject or accept any or all proposals submitted for this RFT.

### **2.5 Proponent Costs**

All costs incurred prior to acceptance of the proposal and written agreement as to solely be incurred by the proponent including preparation of the proposal to Wasoqopa'q First Nation for this RFT.

### **2.6 Contract cancellation**

A contract entered into with the successful proponent may be cancelled for, but not limited to the following reasons:

Defaults in the observance and compliance of any of the conditions set forth in the contract or specifications of the RFT including Scope of Work: or has become insolvent.

### **2.7 Validity Period**

Proposals must be open for acceptance of 14 days after the closing date. Upon acceptance, prices quoted within the proposal submitted by the proponent must be firm for the entire contract period unless otherwise specified and agreed to with the Executive Director.

### **2.7 Scope of Work Contract length**

The contract will start upon award by Chief and Council on April 27<sup>th</sup>, 2026

The contract will start on May 4<sup>th</sup>, 2026 or as soon as the successful candidate has formally accepted the terms of the agreement

The contract will continue until October 8<sup>th</sup>, 2026

### **3.0 Submissions of Proposals**

Proposals must be submitted to the Executive Director no later than 5.00 pm A.S.T on April 16<sup>th</sup>, 2026.

Proposals must be submitted to  
Julian O'Connell

Wasoqopa'q First Nation

10526 Hwy 3

Yarmouth, N.S.

B5A-5J7

[joconnell@wasoqopaq.ca](mailto:joconnell@wasoqopaq.ca)

Any proposals received after this date will be rejected.

### **4.0**

The proponent agrees to provide all labor, materials, equipment and supplies to provide Lawn Care and Community Maintenance work on the Yarmouth Reserve in accordance with the following specifications:

- Maintain lawns for the following elders 12 cuts per season 1.5 hours per mow
  - 28 Luxey Lane Ext
  - 19 Robinson Road
  - 21 Pictou Drive
  - 43 Robinson Road
  - 17 Burbine Street
  - 21 Charles Ave
  - 46 Burbine Street
  - 18 Luxey Lane
  - 35 Robinson Road
  - 25 Pictou Drive
  - 158 Robinson Road
  - 128 Robinson Road
  
- Cut grass at the Seniors Complex- 6 residence (12 cuts per season – 2 hours allotted per mow)
- Cut grass in Brook area on the reserve (12 cuts per season – 2 hours allotted per mow)
- Cut Grass at the Youth Centre (12 cuts per season – 1 hours allotted per mow)
- Cut back the bushes on the roads twice per season
- Collect garbage from the ditches twice per month (total of 10 times)
- Cut Grass at Winners World
  - Weed Whack around all areas (1 every 2 weeks)
  - Cut all grass (total 2 hours – 12 times per season)
- Cut Grass at ditches and in front of Bingo Hall (total of 12 times per season – 2 hours per cut)
- Weed whack around Bingo Hall, Band Office and Health Center (12 times per season – 2 hours allotted per time)
- Cut Grass at Health Center and the Band Office (12 times per season – 2 hours per mow)
- Cut grass behind Band Office (12 times per season – 1.5 hours per mow)
- Rose Purdy Community Centre (12 times per season – 3 hours mow time plus 2 hour Weed Whack time)
- Note special care will be required in and around any community gardens. NOT weed wacked indiscriminately

All other requests are required to be approved by the executive Director for payment to be approved.

## 5.0 Price Schedule

Proponents are required to provide a detailed list of pricing for the scope of work outlined. Although lawn maintenance is based on weather, it is required that the proponent itemize each line item, provide an estimated schedule and hourly rate budgeted for each billed item

This tender itemizes the maximum amount of cuts per tendered season for the above noted required services. This tender further requests an itemized list of services with individualized costs per service with a total cost for the entire tender for the 2026 season.

Billing must be forwarded to the Finance Department in Yarmouth electronically. This will be paid within 10 Business day of submission. Details to be discussed at acceptance. To ensure that each applicant is treated equally, there can be milestone billing to occur as follows:

1. Acceptance of Tender by Applicant: Invoice for 20 % of total invoice to address the costs incurred in yearly start up.
2. June 4<sup>th</sup> submission for payment of 35% of total invoice.
3. August 6<sup>th</sup> submission for payment of 20 % of total invoice
4. October 5<sup>th</sup> submission for final 25% of total invoice

## 6.0 Evaluation Criteria

Proponents will be evaluated on both previous experience and pricing

The response to this RFT will be considered an offer to contract. The following process will be followed:

- The proposal accepted will be documented and a “Notice of Award” will be forwarded to the successful proponent
- Final negotiations on the approved contract will be conducted and additions / omissions will be added to the original contract and signed by the proponent and the Executive Director.
- The contract when duly executed shall represent the entire agreement between all parties.

## Final Approval

Executive Director: \_\_\_\_\_ Dated: \_\_\_\_\_

Proponent: \_\_\_\_\_ Dated: \_\_\_\_\_