



**Riverdale Municipality
Is accepting Request for Proposal (RFP) for
Closure and Post-Closure Assessment, and design of a Waste Transfer
Station for the Municipal Landfill**

Proposals clearly marked
“Landfill Closure RFP”

Will be received no later than 4:30 PM, Friday, May 29th, 2026

Proposals must be submitted in a sealed envelope at the following location:

Riverdale Municipal Office, 670 – 2nd Avenue

Or by mail:

Riverdale Municipality
Box 520
Rivers MB
R0K 1X0

General inquiries should be directed to:
Darrel Link, Municipal Operations Manager
Office Phone: 204-328-5300
Email: operations@riverdalemb.ca

1. Introduction

The Riverdale Municipality invites proposals from qualified and experienced firms to prepare and implement a closure and post-closure assessment and plan for the Riverdale Municipal Landfill (the “Landfill”). The intent of this RFP is to select a proponent that can deliver a regulatory-compliant, cost-effective, and practical closure solution that minimizes long-term environmental and financial liabilities for the Municipality.

All closure plans must comply with applicable provincial regulations and guidelines and must be suitable for submission to Manitoba Environment for approval.

2. Project Context and Future Waste Management Model

The Riverdale Municipal Landfill is intended to be permanently closed and transitioned away from an active waste disposal function. The Municipality anticipates moving toward a waste transfer station (WTS) model for long-term waste management, subject to separate approvals, funding, and procurement processes.

This RFP is focused on landfill closure and post-closure planning only. However, closure activities must be designed and implemented so they do not preclude or unnecessarily restrict the potential future development of a waste transfer station on or adjacent to the site.

3. Municipal Baseline Assumptions

To ensure fair and comparable proposals, proponents shall prepare their submissions based on the following baseline assumptions unless otherwise clearly stated:

- The landfill lands are municipally owned and legally accessible;
- No active landfill gas recovery system is currently in place;
- No engineered leachate collection or treatment system is known to be in place unless confirmed through site investigation;
- Historic on-site burn areas and associated residual materials are to be addressed as part of closure planning;
- Regulatory review and approval timelines may exceed twelve (12) months;
- The Municipality seeks to minimize long-term monitoring, maintenance, and financial liabilities.

Any deviation from these assumptions must be clearly identified and justified in the proposal.

4. Scope of Work

The Scope of Work includes both landfill closure/post-closure planning and the design and planning of a future Waste Transfer Station (WTS). Proponents shall integrate both

components to ensure coordinated, cost-efficient implementation and long-term operational compatibility.

4.1 Site Assessment and Analysis

- Conduct a comprehensive review of existing landfill conditions;
- Identify all areas requiring closure;
- Assess potential environmental risks, including leachate, gas, subsidence, and historic burn areas;
- Prepare a summary of findings suitable for regulatory review.

4.2 Development of Detailed Final Closure Plan

Prepare a Detailed Final Closure Plan meeting provincial regulatory requirements, including:

- Site plan showing disposal areas, drainage, monitoring points, property boundaries, and infrastructure;
- Waste quantity estimates;
- Decommissioning and removal schedule for obsolete infrastructure;
- Final cover system design and installation methodology;
- Drainage restoration, erosion control, revegetation, and slope stabilization;
- Subsidence remediation approach;
- Closure schedule;
- Identification of final site use and integration with the designed Waste Transfer Station (WTS) components.

4.3 Cost-Efficient Design and Alternative Approaches (Mandatory)

Proponents shall include a dedicated section identifying a minimum of two (2) cost-efficient or value-engineering alternatives applicable to both landfill closure/post-closure and the design of the Waste Transfer Station (WTS). These may include, but are not limited to:

- Phased closure, design, and construction strategies;
- Alternative or reduced final cover systems (where permissible);
- Reuse of on-site soils or materials;
- Risk-based or performance-based monitoring approaches;
- Modular, scalable, or pre-engineered transfer station design concepts;
- Design approaches that reduce long-term maintenance and operational costs for both the landfill and WTS.

For each alternative, proponents must provide:

- Estimated capital and lifecycle cost impact;

- Regulatory implications (if any);
- Operational and long-term financial implications for the Municipality.

4.4 Landfill Closure Implementation

- Execute landfill closure works following regulatory approval;
- Complete grading, capping, drainage controls, and site stabilization;
- Establish vegetative cover;
- Address historic burn areas in accordance with regulatory direction.

4.5 Waste Transfer Station (WTS) Design and Planning

This RFP explicitly includes the design of a Waste Transfer Station. Proponents shall prepare conceptual and detailed design plans suitable for regulatory submission and future construction tendering. At a minimum, this shall include:

- Confirmation of suitable WTS location(s) relative to the closed landfill footprint;
- Conceptual and detailed site layout(s), including traffic flow, tipping floor, storage, load-out areas, and operational zoning;
- To include multi material waste disposal similar to what is currently accepted and listed on Appendix A, in addition to electronic waste disposal and storage area.
- Design considerations for public drop-off, commercial hauling, staffing, and safety;
- Preliminary structural, civil, electrical, mechanical, and servicing concepts;
- Identification of required permits, approvals, and agency coordination;
- Design measures that minimize capital cost, operating cost, and long-term environmental risk.

4.6 Waste Transfer Station Functional Program and Capacity Analysis

- Evaluate current and projected municipal waste volumes;
- Confirm functional requirements and sizing of the WTS;
- Identify equipment requirements and operational assumptions;
- Provide design flexibility for future waste diversion, recycling, or organics programs.

4.7 Post-Closure Plan Development

Prepare a comprehensive post-closure plan addressing:

- Final cover inspection and maintenance;
- Subsidence and erosion remediation;
- Monitoring systems (groundwater, gas, leachate, as applicable);
- Reporting requirements and schedules;

- Protection of surveyed benchmarks.

4.8 Post-Closure Monitoring Assumptions

Proponents must clearly identify:

- Assumed post-closure monitoring duration;
- Types and frequency of monitoring;
- Annual reporting requirements;
- Opportunities to reduce monitoring over time based on site performance.

5. Phasing and Funding Considerations

Proponents shall identify opportunities to phase landfill closure, post-closure monitoring, and Waste Transfer Station design and potential construction in order to:

- Reduce initial capital expenditures;
- Align with potential grant or funding opportunities;
- Distribute costs across multiple municipal budget cycles.

Activities that may be deferred without increasing environmental or regulatory risk should be clearly identified.

6. Environmental Compliance and Notifications

The successful proponent shall:

- Prepare all regulatory submissions required for landfill closure and WTS approvals;
- Coordinate with Manitoba Environment and applicable agencies;
- Notify Green Manitoba regarding WRARS requirements;
- Identify any land title or Crown land notification requirements.

7. Community Engagement

Community engagement shall be proportional to project scope and is expected to be limited to:

- Preparation of a public information summary;
- One (1) presentation to Council;
- Coordination with regulators.

Additional engagement shall only occur at the written direction of the Municipality.

8. Proposal Submission Requirements

Proposals must include:

8.1 Company Profile and Experience

- Relevant landfill closure and transfer station design experience;
- References from similar projects.

8.2 Technical Approach

- Methodology for each scope component;
- Project schedule and milestones covering both closure and WTS design.

8.3 Project Team

- Key personnel and qualifications;
- Organizational structure.

8.4 Budget and Cost Proposal

Proposals must include a detailed, itemized cost breakdown separating:

- Engineering and approvals for landfill closure;
- Engineering and approvals for WTS design;
- Field investigations;
- Closure construction (where applicable);
- Annual post-closure monitoring costs.

Proponents must also:

- Identify mandatory vs optional costs;
- State contingency assumptions;
- Provide hourly billing rates by role.

A high-level post-closure cost projection of up to 30 years shall be provided for planning purposes only.

9. Roles, Responsibilities, and Risk Allocation

The Municipality will provide reasonable access to available historic records and site access. Proponents shall clearly identify assumptions related to subsurface conditions, third-party approvals, or regulatory changes that may affect cost or schedule.

10. Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications – 30%
- Technical approach – 25%
- Project timeline – 15%

- Cost proposal – 20%
- Cost-efficiency and alternatives – 10%

11. Conditions

The Municipality reserves the right to accept or reject any or all proposals, to negotiate with the preferred proponent, and to waive minor irregularities. All proposal preparation costs are the responsibility of the proponent.

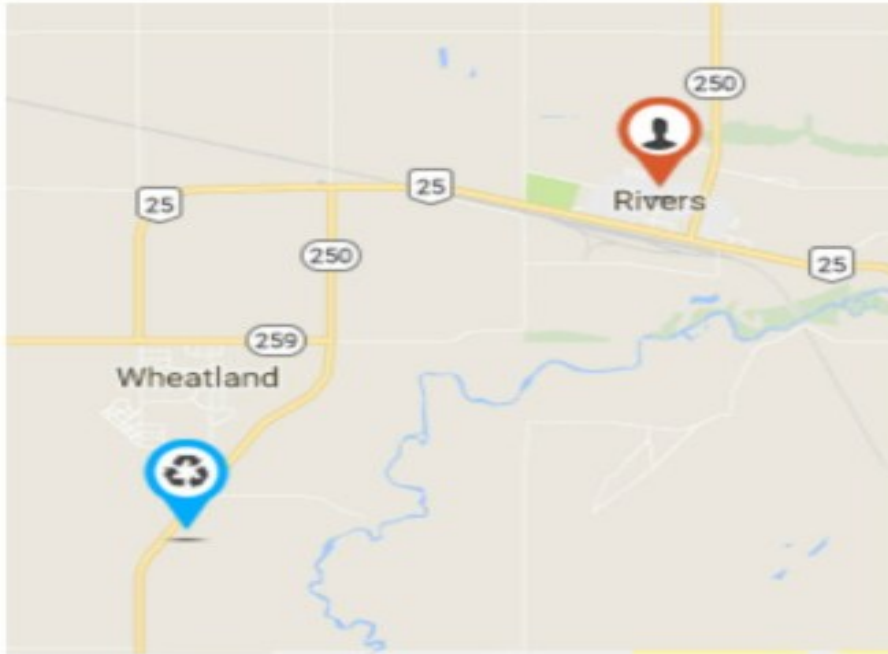
Appendices

- Appendix A – Site Map and Available Data
- Appendix B – Optional Proposal Template

Waste Disposal Site Map



- | | |
|------------------------|-------------|
| 1. Household Garbage | 2. Oil |
| 3. Pesticide Jugs | 4. Compost |
| 5. Tires | 6. Fridges |
| 7. Metals | 8. Burn Pit |
| 9. Concrete & Shingles | |



Riverdale Municipality Waste Disposal site is located at NW 9-12-21W

Directions from Rivers: Travel west on Hwy 25 - 1 mile to the junction of hwy 25 and hwy 250, take a left and travel south on hwy 250 approx. 2 1/2 miles. The disposal site is to the east of hwy 250

Appendix B – Optional Proposal Template

1. Proponent Information

- Legal name of proponent
- Business address
- Primary contact person (name, title, phone, email)
- Brief corporate profile (maximum 2 pages)

2. Understanding of the Project

Provide a concise summary demonstrating the proponent's understanding of:

- The requirement to permanently close the Riverdale Municipal Landfill;
- Post-closure monitoring and long-term environmental obligations; and
- The Municipality's intent to design a Waste Transfer Station (WTS) as part of the same assignment.

3. Relevant Experience

- Description of relevant landfill closure, post-closure, and/or waste transfer station design projects
- Project location, year completed, and client
- Description of services provided
- References (minimum three), including contact information

4. Technical Approach and Methodology

Describe the proposed technical approach for each of the following components:

4.1 Landfill Site Assessment

- Investigations and data review methodology
- Identification and management of environmental risks

4.2 Landfill Closure and Post-Closure Planning

- Closure strategy and sequencing
- Regulatory compliance approach
- Post-closure monitoring assumptions

4.3 Waste Transfer Station Design

- Proposed design approach (conceptual through detailed)
- Functional layout and traffic flow considerations
- Design features supporting cost-efficiency and operational safety

5. Cost-Efficient and Alternative Approaches

Identify a minimum of **two (2)** cost-efficient or value-engineering alternatives applicable to landfill closure, post-closure monitoring, and/or Waste Transfer Station design. For each alternative, include:

- Description of the alternative
- Estimated cost and lifecycle cost impact
- Regulatory considerations
- Operational implications for the Municipality

6. Project Team and Organization

- Organizational chart
- Roles and responsibilities of key personnel
- Relevant qualifications and experience of team members

7. Project Schedule and Phasing

- Proposed project schedule with key milestones
- Identification of phased implementation opportunities
- Assumptions regarding regulatory review timelines

8. Budget and Cost Proposal

Provide a detailed, itemized cost proposal separated into the following components:

- Engineering and regulatory approvals – Landfill Closure and Post-Closure
- Engineering and regulatory approvals – Waste Transfer Station Design
- Field investigations
- Closure construction (if applicable)
- Annual post-closure monitoring costs

Additional requirements:

- Identification of mandatory versus optional costs
- Stated contingency allowances and assumptions
- Hourly billing rates by role

9. Risk Identification

Identify key project risks, including regulatory, technical, schedule, and cost risks, along with proposed mitigation measures.

10. Additional Information

Provide any additional information the proponent believes would be relevant to the Municipality's evaluation of the proposal.

11. Declaration

Include a signed declaration confirming that:

- The proposal is valid for the period specified in the RFP;
- The proponent has reviewed and understood the RFP requirements; and
- All information provided is accurate and complete to the best of the proponent's knowledge.