

# Request for Proposal

For

## Second Depot Conservation Area – Design and Build of Beach Area

In Central Frontenac



Requested by Quinte Conservation Authority  
September 5, 2025

RFP Contact:

[msmith@quinteconservation.ca](mailto:msmith@quinteconservation.ca)

Closing:

Wednesday, September 24, 2025 @ 14:00hrs

Quinte Conservation

RR#2

2061 Old Highway 2

Belleville, ON

K8N 4Z2

## Background & Scope of Work

Quinte Conservation is looking to engage a contractor to design and build a beach area in the day-use area at the Second Depot Lake Quinte Conservation Area.

## Schedule

The work is to be completed by Nov 30<sup>th</sup>, 2025.

## Budget

Quinte Conservation has a budget of \$30,000 for this work. Additional funds can be made available if required.

## Scope of work

### Design

- Design a beach area based on the outline in the attached sketch. It is critical that beach components will not be placed closer to the lake than the high-water mark as shown on the drawings. The design shall maximize useable area while minimizing erosion/runoff, minimizing fall hazards and minimizing any trip hazards. Any retaining walls are to be armour stone. The perimeter is to be designed such it encourages sand to stay in the beach area. The boulders currently along the roadway may be removed or re-used. The roadway will remain in place but will no longer have vehicle traffic.
- A construction plan is to be created and submitted.
- A sediment/erosion plan during construction is to be provided and followed.
- Quinte Conservation and a 3<sup>rd</sup> party is to review and approve all plans prior to start of construction. Any costs associated with this is to be covered by Quinte Conservation.

### Construction

- Complete construction of beach area as approved through the design process.
- The conservation area is open to the public during the day. The contractor is to advise if any closures of the day-use area is required. Quinte Conservation will provide signage off the main road indicating any closures or area modifications. Contractor is to provide any other required barriers, fencing or signage.
- Any vegetated areas that are disturbed shall have 3" of topsoil and grass seed placed on backfilled area.
- Any disturbed areas shall be returned to its previous condition.

### Provisional – Change Room

- Demolish entire changeroom building.
- Top-dress area with topsoil and seed.

## Meetings and Site Visits

Upon award, a start-up meeting will be required to confirm the methodology, schedule, etc.

The contractor will be responsible for preparing agendas and recording minutes of all meetings and distributing them to QC in a timely fashion.

## Proposal Submission Requirements

The proposal shall be submitted no later than the below requested date. Copies of the proposals shall be sent to Mike Smith at [msmith@quinteconservation.ca](mailto:msmith@quinteconservation.ca).

The proposal shall include:

- Details on the design and construction methodology.
- Schedule including requested conservation area closures.
- Contact person and phone number and people involved in the preparation of the proposal.
- Project costs including unit prices.
- Sub-consultants to be used and their role.
- Attestation of all addenda reviewed.
- State all assumptions used.

Proposals shall not exceed 8 pages in length.

Request for proposal issued	Friday, September 5, 2025
Mandatory Site Visit	Tuesday, September 16, 2025@9:30hrs
Questions regarding the proposal due	Wednesday, September 17, 2025@14:00hrs
RfP addenda posted	Friday, September 19, 2025
Request for proposal closing	Wednesday, September 24, 2025 @ 14:00hrs

## Selection Criteria

QC will select the successful contractor following an assessment of the submitted proposals based on the design and the project cost. The proposal with the lowest bid may not necessarily be accepted.

It is anticipated that the successful consultant will be notified by the end of September 2025. This project is subject to confirmation of funding and Quinte Conservation reserves the right to reject any or all proposals and cancel the project. This RFP is not a tender.



Figure 1.0 – Current Beach Area – Shoreline

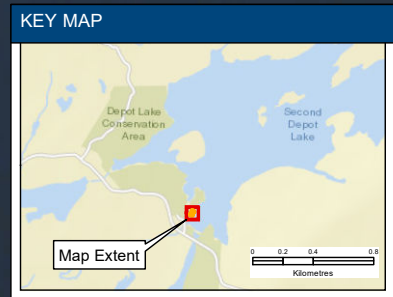



Figure 2.0 – Current Beach Area – Taken from shoreline looking at southern extent



Figure 3.0 – Current Changeroom and Surrounding Area





 <p>Moira River, Napanee Region and Prince Edward Region Watersheds. RR # 2, 2061 Old Highway # 2, Belleville, Ontario, K8N 4Z2. www.quinticonservation.ca, 613-968-3434</p> <p>Produced by Quinte Conservation 2025-09-05 under license with the Ontario Ministry of Natural Resources. Copyright Quinte Conservation and the King's Printer for Ontario, 2025. Data is projected in NAD 83 UTM Zone 18N.</p> <p>Digital Mapping Sources: Base Map - Ontario Ministry of Natural Resources - All Rights Reserved Imagery - DRAPE 2024 Ontario Ministry of Natural Resources Key Map - ArcGIS Online Services</p> <p>Disclaimer: This map is for illustrative purposes only. Quinte Conservation makes no warranties and assumes no liability whatsoever regarding the truth, accuracy, currency, or completeness of this map and its associated data.</p>	DEPARTMENT: Conservation Lands Management			LEGEND / NOTES		
	TITLE: Second Depot Lake Beach Upgrade Site Plan			<div><div></div>Beach Fill Area</div> <div><div></div>High Water Mark*</div>		
	SCALE:	1:400		*Approximately 157.75 m (CGVD2013). Will be flagged on site.		
	SHEET:	1 of 1				
	DRAWING:	C.D.	01			05/09/25
	CHECK:	M.S.	REV. No.			DD/MM/YY
<div><div>52.500</div><div>0</div><div>5</div><div>10</div></div> <div>Metres</div> <div><div></div><div></div><div></div><div></div><div></div></div> <div>NORTH</div>						