



Request for Information

19-2025 SLUDGE DISPOSAL NEEDS

Issued

Thursday August 14, 2025

Submission Deadline

Wednesday September 24, 2025

Issued By

The Corporation of the Municipality of Red Lake

Contact

Heather Weese
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1.1 Introduction

This Request for Information (“RFI”) is issued by The Corporation of the Municipality of Red Lake (the “Municipality”) for the purposes of gathering information about the marketplace in order to assist in the determination of future purchasing options or requirements. Respondents are asked to respond to the Municipality and provide the information requested below.

1.2 RFI Timeline

Issue Date of RFI:	Thursday, August 14, 2025
Submission Deadline:	Wednesday, September 24, 2025 at 2:00pm CST

The RFI timetable is tentative only and may be changed by the Municipality at any time. Any changes to the timeline will be communicated via addenda.

1.3 Background and Existing Sludge Management Process

The Municipality of Red Lake owns and operates two (2) wastewater treatment facilities: the Red Lake Waste Pollution Control Plant and the Balmertown Waste Pollution Control Plant. Both plants utilize extended aeration treatment processes with digesters to manage excess biological solids. Sludge from these processes is aerated to maintain microbial activity and later decanted to remove supernatant.

At the Red Lake facility, two clarifier systems waste a total of 150,000 litres of sludge each week into a 260,000L digester. The digester is aerated using a bottom diffuser system to keep the microbial population active. Once per week, the air is shut off to allow solids to settle and the clear supernatant is decanted and returned to the treatment process. Over time, as solids build up, decanting becomes less effective and the digester eventually requires pumping by vac truck. In 2024, the Red Lake digester was hauled out 11 times, with approximately 917 cubic meters of sludge disposed of at the Sully Pits, a municipally operated site with five (5) approved settling ponds and a passive drainage system.

At the Balmertown plant, sludge is transferred to a smaller digester tank (~100,000 liters), then processed through an aging geotextile bagging system that uses polymer to thicken the sludge. The system produces around 54 bags per week (~540,000 liters) though output varies depending on sludge consistency. Bagged sludge is transported to the Balmer Pits, an approved disposal site located approximately one (1) kilometer east of Rahill Beach. Like the Red Lake facility, the Balmertown digester eventually requires direct hauling when sludge becomes too thick for the bagging system. In 2024, this occurred 14 times, with a total of approximately 693.5 m³ transported to the Sully Pits.

There is no fixed schedule for hauling. Operators use in-house lab tests, sludge settling observations, and blanket depth readings to determine when hauling is necessary. While effective, the current systems are aging, labour-intensive, and increasingly reliant on vac truck hauling. As the Municipality continues to manage the increasing volume and complexity of sludge disposal, there is a need to explore more efficient, sustainable, and low-maintenance solutions appropriate for a remote Northern Ontario community.

1.4 Information Requested

The Municipality of Red Lake is asking respondents to submit information on solutions for sludge management and disposal that may support future procurement planning. The Municipality seeks to better understand market capabilities, logistical considerations, and financial implications of available alternatives.

Respondents should consider that both plants are operated by trained municipal staff, but solutions requiring minimal ongoing labour or chemical intervention are preferred. The system must have the ability to withstand northern Ontario winter conditions and be robust for remote applications.

Specifically, respondents are encouraged to provide information on:

1.4.1 Sludge Treatment Technologies

Solutions that can replace the existing bagging system and be operated by municipal staff.

Please include:

- Type of technology (e.g., sludge press, centrifuge, polymer-free system, etc.)
- Estimated throughput (e.g., litres/hour or per day)
- Chemical and power requirements
- System footprint and installation considerations
- Suitability for small, remote municipalities and northern climate conditions
- Required maintenance and staff training

1.4.2 Final Disposal or End-Use Options

Approaches for managing the treated sludge after thickening or dewatering, including continued use of municipal sludge pits, construction of additional pits, or alternative disposal or beneficial use options. The Municipality currently utilizes passive settling ponds (Sully Pits) for liquid sludge disposal. Respondents may propose methods that extend the life of existing pits, reduce hauling frequency, improve sludge quality for disposal or end use (e.g. drying, composting), or introduce sustainable land application or biosolids processing options compliant with Ontario regulations.

Please include:

- Description of end-use or disposal method (e.g., drying and landfill, composting, land application, expanded pit use)
- Required sludge characteristics (e.g., solids content, stabilization level)
- Potential to reduce volume, improve handling, or extend the useful life of existing pits
- Environmental or regulatory considerations for each disposal method
- If possible, provide estimates on expected hauling reductions in sludge volume to inform Sully Pits lifecycle planning.

1.4.3 Cost and Implementation Information

For planning purposes only, the Municipality would appreciate indicative (non-binding) estimates of:

- Capital cost ranges
- Operating costs (e.g., labour, utilities, maintenance)
- Installation or commissioning lead times
- Vendor support availability (especially for remote communities)

1.4.4 Case Studies and References

If available, please provide:

- Examples of similar systems installed in small or remote municipalities
- Performance outcomes and operational experience
- Contact information for reference purposes (optional)

1.5 Submission of Information

Respondents are asked to submit their information and Respondent Submission Form by Wednesday September 24, 2025 via the following method:

- **Electronically:** Via the Municipality's official procurement portal at www.redlake.ca/document-submission-portal/
 - Submissions should be in PDF format wherever possible to preserve document integrity

Respondents should direct any questions on this RFI process to:

Heather Weese
Procurement & Resource Planning Specialist
Heather.weese@redlake.ca

RESPONDENT SUBMISSION FORM



Please fill out the following form, naming one (1) person to be the respondent's contact for the RFI process and for any clarifications that may be necessary.	
Legal Name of Proponent	
Operating Name (if different)	
Mailing Address	
Phone Number	
Email Address	
HST Number (if applicable)	
Authorized Contact Name & Title	

I am the _____ (insert title) of the Respondent and hereby make the following declarations on behalf of the organization:

1. Acknowledgment of Non-Binding Procurement Process

This RFI is issued for information gathering purposes and is not intended to be a formal legally binding "Contract A" bidding process. Without limiting the generality of the foregoing, this RFI will not necessarily result in any subsequent negotiations, direct contract award, invitational tendering process or open tendering process, and does not constitute a commitment by the Municipality to procure any goods or services.

2. RFI Not to Limit the Municipality's Pre-existing Rights

This RFI will not limit the Municipality's pre-existing rights. Without limiting the generality of the foregoing, the Municipality expressly reserves the right, at its discretion, to:

- (i) Seek subsequent information or initiate discussions with any potential supplier, including potential suppliers that did not respond to this RFI;
- (ii) Initiate direct negotiations for the procurement of any good or service with any potential supplier or suppliers, regardless of whether the potential supplier or suppliers responded to this RFI;

- (iii) Contact a limited number of potential suppliers, which may include only those that responded to this RFI or may include potential suppliers that did not respond to this RFI, for the purpose of a competitive process for the procurement of any good or service;
- (iv) Elect to proceed by way of open tender call where all potential respondents, including those that did not respond to this RFI, are eligible to compete for the award of a contract for the supply of any good or service; and
- (v) Elect not to procure the good or service that is the subject of this RFI.

These expressly reserved rights are in addition to any and all other rights of the Municipality that existed prior to the issuance of this RFI.

3. Pricing Information for General Information Purposes Only

Any pricing information provided by respondents is for general information purposes and is not intended to be binding on respondents. Any legally binding pricing or purchasing commitments will be established only where specified by the express terms of a subsequent tender call process or where established through the execution of a written agreement.

4. Information in RFI Only an Estimate

The Municipality and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in the RFI or issued by way of addenda. Any quantities shown or data contained in this RFI, or provided by way of addenda, are estimates provided only as general background information.

5. Parties to Bear Their Own Costs

The Municipality will not be liable for any expenses incurred by a respondent, including the expense associated with the cost of preparing responses to this RFI. The parties will bear their own costs associated with or incurred through this RFI process, including any costs arising out of, or incurred in, (i) the preparation and issuance of this RFI; (ii) the preparation and making of a submission; or (iii) any other activities related to this RFI process.

6. Accuracy of Responses

The respondent acknowledges that the information provided is, to the best of its knowledge, complete and accurate.

7. Confidential Information of the Municipality

All information provided by or obtained from the Municipality in any form in connection with this RFI either before or after the issuance of this RFI (i) is the sole property of the Municipality and must be treated as confidential; (ii) is not to be used for any purpose other than replying to this RFI; (iii) must not be disclosed without prior written authorization from the Municipality; and (iv) must be returned by the respondent to the Municipality immediately upon the request of the Municipality.

The respondent may not, at any time, directly or indirectly, communicate with the media in relation to this RFI without first obtaining the written permission of the Municipality.

8. Disclosure of Information

The respondent consents to the Municipality's collection of information as contemplated under the RFI for the uses contemplated under the RFI. Respondents should not include information in their response that is proprietary or confidential. Information provided by a respondent may be released in accordance with governing laws. To the extent that a respondent does include confidential or proprietary information, the

respondent should identify any information in its submission or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the Municipality. The confidentiality of such information will be maintained by the Municipality, except where an order by a tribunal or court requires the Municipality to do otherwise. The respondent consents to the disclosure, on a confidential basis, of this submission by the Municipality to advisers retained by the Municipality for the purpose of reviewing this submission.

The respondent acknowledges that the Municipality may make public the name of any and all respondents.

9. Governing Law

This RFI process will be governed by and construed in accordance with the laws of the province of Ontario and the federal laws of Canada applicable therein.

Signature

By signing below, I confirm that I am authorized to accept the above RFI Terms of Reference.

Legal Name of Proponent	
Name of Authorized Signatory	
Title/Position	
Signature	
Date	
Location (City/Town & Province)	