

Request for Proposals - Professional Land Surveying Services

June 3, 2025

1.0 Introduction

On behalf of the Alberta–British Columbia Boundary Commission, the Surveyor General Branch (SGB) Alberta Regional Office (ABRO) is accepting proposals from Professional Land Surveyors to inspect monuments marking the boundary between Alberta and British Columbia at Palliser Pass, White Man Pass, and Assiniboine Pass, located approximately 25 to 40 km South-West of Canmore, AB. These passes are situated along the boundary of Banff National Park in Alberta, and Assiniboine Pass also abutting Mount Assiniboine Provincial Park in British Columbia. This inspection work is being conducted under the authority of the Alberta-British Columbia (AB-BC) Boundary Commission.

This portion of the interprovincial boundary was originally surveyed in 1916 by R.W. Cautley, DLS and A.O. Wheeler, DLS. The inspection/investigation work is to be performed on behalf of the Boundary Commission to collect information on the physical definition of this portion of the interprovincial boundary.

2.0 Background of the Alberta-British Columbia Boundary Commission

The Alberta-British Columbia Boundary Commission is comprised of the Surveyor General of Canada Lands, the Director of Surveys of Alberta, and the Surveyor General of British Columbia. The Commission meets semi-annually to carry out its responsibilities, which include maintaining the records of the Commission; settling problems or disputes referred to the Commissioners concerning the interprovincial boundary; restoring and maintaining boundary monuments; and managing surveys of the interprovincial boundary.

3.0 Overview of Requirements

The work to be performed is Phase 1 of a two-phased project. However, only Phase 1 inspection work is covered in this RFP.

Under Phase 1, the ABRO is seeking a contractor, in accordance with the Statement of Work, to inspect, georeference, and document (including a survey report) the status of the following interprovincial boundary monuments:

- 1) Sixteen (16) boundary monuments at Palliser Pass (1E-5E, 7E, 9E, and 11E) and White Man Pass (1D-6D, 8D, and 10D); and
- 2) Ten (10) boundary monuments at Assiniboine Pass (1J-9J and 11J).

The inspection work to be done for the three passes are to be separated into two costs: one for item (1) and another for item (2) as shown above.

The number of monuments, and passes, to be included in the project will ultimately be determined by the Alberta-British Columbia Boundary Commission upon review of the proposals received and available funding for the project.

The field scope of Phase 1 is recommended to be completed during mid to late summer (approximately between August 15, 2025, and September 12, 2025) however work can commence before and/or after the recommended execution dates, weather and ground conditions permitting.

In responding to this request, the ABRO requests the following information:

- 3.1 Identify the Land Surveyor in the proponent's company who is authorized to practice in Alberta or British Columbia and on Canada Lands, and who will have professional responsibility for this project if the proponent is successful in their bid.
- 3.2 For reference purposes, provide the names and contact information of three (3) organizations to which the proponent's company currently provides, or has recently provided, professional land surveying services similar to the scope of this work, and
- 3.3 Set forth a proposal for Phase 1, such that it clearly provides **two separate fixed fee** prices for completing the inspection of Palliser and White Man Passes (item (1)), and Assiniboine Pass (item (2)) monuments, measuring and georeferencing of the monuments, and preparation of a survey report.

Proposals submitted should include detailed information on methodology to be used in carrying out the work described in the Statement of Work. Evaluation of proposals will be conducted by the Alberta-British Columbia Boundary Commission. Consideration will be given to the fixed fees quoted in 3.3.

NOTE: Given the unique administrative requirements of the Alberta and British Columbia Boundary Commissioners, the successful contractor will be required to enter into a separate contract with each Commissioner's home organization for one-third of the total cost of the contract.

4.0 Information Provided

The following information is to assist proponents in identifying the scope of work and format of the deliverables:

- Boundary Monument Listing for Palliser Pass, White Man Pass, and Assiniboine Pass with historic monument photos from the Commission's database (included in RFP).

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- AB-BC Interprovincial Monument Guide (included in RFP).
 - Field Book 16139 CLSR – Survey of Interprovincial Boundary between Alberta and British Columbia in Palliser Pass by R.W Cautley, D.L.S 1916.
 - Field Book 16140 CLSR – Survey of Interprovincial Boundary between Alberta and British Columbia in White Man Pass by R.W Cautley, D.L.S 1916.
 - Field Book 16141 CLSR – Survey of Interprovincial Boundary between Alberta and British Columbia in Assiniboine Pass by R.W Cautley, D.L.S 1916.
 - Field Book 16142 CLSR – Survey of Interprovincial Boundary between Alberta and British Columbia (Azimuth Observations) in White Man, Palliser, and Assiniboine Passes by R.W Cautley, D.L.S 1916.
 - Plan 33681 CLSR – Palliser Pass Map Sheet 11A
 - Plan 33690 CLSR – White Man Pass Map Sheet 11B
 - Plan 33693 CLSR – Assiniboine Pass Map Sheet 12A
 - Plan 34895 CLSR – original and 2nd edition Atlas Sheets of Palliser Pass (sheets 11 and 11A), White Man Pass (sheets 11, 11A, and 12), and Assiniboine Pass (sheets 12, and 12A).
 - FB44079 CLSR – *Example Report on Monument Inspection* – Alberta – British Columbia Boundary Monument Inspection Survey Report of Miette Pass and Robson Pass.

Ancillary information only as an example of the work required in Phase 2 (restoration) of the boundary project, not included in the Phase 1 (inspection):

- FB 42515 CLSR – *Example Report on Monument Restoration* – Alberta – British Columbia Boundary Commission Survey Report Yellowhead Pass Boundary Monument Project Survey of Restoration of Survey Monuments S, 1S to 31S (Inclusively), and 33S Along a Portion of the Alberta – British Columbia Boundary.
- 108250 CLSR – *Example Official Field Notes in Plan Form* – PLAN OF FIELD NOTES OF SURVEY OF RESTORATION OF SURVEY MONUMENTS S, 1S TO 31 S INCLUSIVE AND 33S, OF THE ALBERTA-BRITISH COLUMBIA BOUNDARY AT YELLOWHEAD PASS SECTION 23&24 TOWNSHIP 45 RANGE 3 WEST OF THE 6TH MERIDIAN, THEORETICAL SECTION 1, 11, 12, 13, 21, 26, 27, 28 & 29 TOWNSHIP 45 RANGE 4 WEST OF THE 6TH MERIDIAN, BCGS 83D088 and 83D.098.

Note that all the above plan items included are not limited to this list and are available from the Canada Lands Survey Records system (<https://clss.nrcan.gc.ca/clss/plan/search-recherche>).

5.0 Statement of Work

- 5.1 The survey and survey report are to be in accordance with the *National Standards for the Survey of Canada Lands* (<https://clss.nrcan-rncan.gc.ca/clss/surveystandards-normesdarpentage/>) and the additional specific instructions contained herein.
- 5.2 Monuments 1E, 2E, 3E, 4E, 5E, 7E, 9E, and 11E (a total of 8 monuments) at Palliser Pass are to be inspected and geo-referenced. Monuments 1D, 2D, 3D, 4D, 5D, 6D, 8D, and 10D (a total of 8 monuments) at White Man Pass are to be inspected and geo-referenced. Monuments 1J, 2J, 3J, 4J, 5J, 6J, 7J, 8J, 9J, and 11J (a total of 10 monuments) at Assiniboine Pass are to be inspected and geo-referenced.
- 5.3 Contact and plan accordingly with proper local tenure holders, provincial staff and Parks Canada staff (e.g. work permits).
- 5.4 A survey report is to be prepared and certified correct. The survey report is to include the following:
- 5.4.1 For each monument found, at minimum three photographs: two of the sides from different viewpoints indicating direction of view, and one looking down at the top of the monument.

Note: Prior to taking the photos ensure that all moss and/or debris is removed from covering the monument and concrete base so that a clear view of the monument's condition can be seen.
 - 5.4.2 For rock cairn and brass bolt type monuments, the cairn must be dismantled enough to inspect and photograph the brass bolt within. The cairn must then be rebuilt in place to equal or larger size.
 - 5.4.3 A sketch showing taped dimensions of the base and monolith. These measurements may be used if it is determined by the Boundary Commission that the monument is suitable to be restored using a prefabricated steel sheath.
 - 5.4.4 A written description of the condition of each monument (including an explanation of any monument that has been lost).
 - 5.4.5 A description of all evidence found and placed including monument markings and ancillary evidence.
 - 5.4.6 For each monument, adjusted positions (geographical coordinates and UTM Zone 11 coordinates) referenced to NAD83 (CSRS) Epoch of observation, and ellipsoidal heights. Geo-referencing may be done by an autonomous hand-held receiver, to an accuracy of a few metres, for those monuments that cannot be observed

directly with geodetic quality observations due to trees or other overhead obstructions.

- 5.4.7 An explanation of all symbols and abbreviations used in the report and included sketches.
- 5.4.8 Identification of circumstances where these instructions could not be complied with and the resulting action taken.
- 5.4.9 Any observed activity which might result in monument destruction in the future.
- 5.4.10 Indication of possible industrial/mining/forestry activity between monument locations. This would help to identify locations that may warrant the installation of boundary location signs, during the restoration survey, along the boundary between monumented points to assist the public and industrial users to more easily identify the boundary location on the ground.
- 5.4.11 Any useful information regarding access, or impediments to access, to the monuments.
- 5.4.12 Any contact made with local tenure holders, provincial staff or Parks Canada staff and the reason for contact.
- 5.4.13 The report must indicate whether direct observations of the monuments with survey-grade GNSS receivers in Phase 2 (monument restoration) is likely, or whether traversing will be required.
- 5.4.14 The survey report must be PDF compatible to be recorded in the CLSR (see Section 2.2.7 (Digital Media) and 4.3 of the National Standards).

6.0 Request for Proposals Process

The deadline for submissions is Wednesday, July 2, 2025, at 2:00 PM Mountain Daylight Time (MDT). All enquiries should be directed to the contact listed in Section 9.0 "Request for Proposal Submission Details".

The estimated time frames for this project are as follows:

Activity	Date(s)
Request for Proposals issue date	June 4, 2025
Proposal submission closing date	July 2, 2025
Review and evaluation of proposals by the AB-BC Boundary Commission	July 2 – July 15, 2025
Successful proponent enters into contract with the ABRO (also refer to note on page 2)	~July 29, 2025
Deadline for submission of preliminary survey report and official field notes in plan form	September 30, 2025

7.0 Evaluation of Proposals

Further consideration by the Alberta-British Columbia Boundary Commission will only be given to proposals that meet the following Mandatory Criteria:

Mandatory Criteria
Proposal received at the Closing Location before the Closing Time/Date.
Complete proposal received in proper PDF format and in English.
Proposal identifies a Land Surveyor of a minimum 5 years related experience who is authorized to practice in Alberta and/or British Columbia who will have professional responsibility for the project. In addition, the Land Surveyor must also either be authorized to practice on Canada Lands or have a resource associated with the project who is authorized to practice on Canada Lands.

Proposals meeting the Mandatory Criteria above will be further assessed against the following Desirable Criteria:

Desirable Criteria	Weighting
Understanding of Project Requirements	10
Approach and Work Plan	30
Project Management/Communications	10
Demonstrated Experience and Capability	10
Safety Plan	10
Total Phase One Fixed Fees	30
Total Points	100

8.0 Request for Proposals Submission Details

Requests for additional information please contact:

Name: David Young, CLS, ALS
 Title: Assistant Director West, Surveyor General Branch
 Phone: (587) 335-0069
 E-mail: david.young2@nrcan-rncan.gc.ca

Closing Location and Time:

Proposals are to be delivered in PDF format via email to david.young2@nrcan-rncan.gc.ca, by **2:00 PM Mountain Time on Wednesday, July 2, 2025**. The subject line should read, "RFP Submission – Inspection of Palliser-White Man-Assiniboine Passes"