



Town of Logy Bay-Middle Cove-Outer Cove
Security Services: Middle Cove Beach and Outer Cove Beach
Request for Quotation 2026
Instructions to Bidders

Quotations are invited for security services for Middle Cove Beach and Outer Cove Beach in the Town of Logy Bay-Middle Cove-Outer Cove. The successful proponent will be responsible to ensure Town infrastructure is protected, along with ensuring public safety during the specified time periods indicated in this document, as well as possible additional services for capelin activity or any other events as required and determined by the Town.

The work to be performed under this contract is contained in this document under the heading "Scope of Work" and "Times & Locations." The Town reserves the right to accept or reject any or all quotations deemed in its best interest.

Bidders are instructed to complete **Appendix A** in its entirety and submit their bids to the Town by email to office@lbmccoc.ca **no later than 12:00 pm, Tuesday June 2, 2026**. Bids received after the closing time/date or not properly filled out will not be considered.

All bids must contain the subject line "**Security Services: Middle Cove Beach and Outer Cove Beach - RFQ 2026**".

The successful bidder will enter into a contract with the Town upon award as per **Appendix B**.

Any questions or clarifications shall be directed to Neil Stamp, Town Clerk/Manager, by email at office@lbmccoc.ca or by phone at (709) 726-7930 ext. 102.



Security Services Middle Cove Beach and Outer Cove Beach - RFQ 2026

SCOPE OF WORK

Security services from **June 25, 2026**, until **September 06, 2026**, for Middle Cove Beach and Outer Cove Beach as per the times listed in this document.

TIMES & LOCATIONS

- ▶ **Middle Cove Beach:**
 - Inclusive: June 25, 2026 – September 06, 2026
 - 4 nights per week, Thursday-Sunday (4 hours per night) from 7:30pm - 11:30pm

- ▶ **Outer Cove Beach:**
 - Inclusive: June 25, 2026 – September 06, 2026
 - One visit per hour, to Outer Cove Beach, during the regular shift at Middle Cove Beach.

- ▶ **Capelin Season:**
 - Dates to be determined based on the consultation with Town staff depending on the weather and capelin scull activity. The start and end of the contract will be solely at the discretion of the Town as the capelin scull activity lessens. Typically, this contract commences somewhere between mid-June and mid-July.
 - **Monday to Thursday from 3:00pm - 7:00pm**
 - **Friday to Sunday from 8:00am - 8:00pm**

Note: *There will be no additional compensation for security on Statutory holidays or unapproved times outside those times listed in this document. Any increase in wages should be reflected in the weekly rate. It is the bidder's responsibility to factor in any Statutory holidays and/or overtime pay into rates during the bidding process. Rates shall not change once the bidding documents are received or be altered during the duration of this contract.*



BEACH PATROL/DUTIES

- ▶ One patrol guard with vehicle per shift unless otherwise requested (i.e., Capelin Season).
- ▶ Patrolling the beach and parking lot areas on foot.
- ▶ Inspecting/protecting Town infrastructure such as, but not limited to, decks, picnic tables, murals, signs, etc.
- ▶ Reminding the public in a friendly, professional manner of the posted rules:
 - No glass containers permitted.
 - All fires must be located on the rocky beach area only.
 - No burning of construction material containing metals or nails and no burning of any garbage (clean natural wood is recommended).
 - No cutting of any plant/tree material surrounding the beach, beach cliff or wooded areas.
 - Dogs must be on leash.
 - No unruly behavior.
 - Fireworks and Chinese lanterns are not permitted.
 - Follow exit/entrance paths.

CAPELIN SEASON

- ▶ During capelin season, the following patrol requirements will take effect *in addition to the regular beach patrol*:
 - **Two** additional security staff **Monday to Thursday** from **3:00pm - 7:00pm**.
 - **Two** additional security staff **Friday to Sunday** from **8:00am - 8:00pm**.
- ▶ Pylons are to be placed 2 car lengths back from the parking lot entrance to control the number of cars entering the parking lot. There are forty (40) parking stalls and two (2) barrier free (blue zone) parking spaces.
- ▶ One security staff member shall patrol the parking lot and always keep parking space count. The other staff member is to monitor and control the entrance and exit of cars. Security personnel shall be able to maintain constant contact with each other via walkie-talkie/radio.

Security personnel must be wearing an identifiable high-visibility security uniform and any other required personal protective equipment.



INVOICING and PAYMENT

Invoices must be submitted, (as per unit prices in appendix A) via email to office@lbmcoc.ca. Amounts invoiced shall not deviate from the weekly prices provided in Appendix A unless otherwise approved by the Town beforehand. Payment will be directly deposited within 30 days of receipt of the invoice.

DOCUMENTS

The successful bidder must submit the following documentation upon award:

- WHSCC Certificate of Clearance
- Safety Plan/Training Documentation
- Certificate of Insurance, including general liability coverage in an amount satisfactory to the Town, with the Town of Logy Bay-Middle Cove-Outer Cove named as an additional insured.
- Individual Security Personnel Code of Conduct
- Banking Information for Direct Deposit

EXTENSION

Should the Town decide, and the Contractor agree, this contract may be extended by one year, under the same conditions. If no extension is granted, this contract will end on the last day of services as outlined in this document.



Appendix A - Bid Sheet

Middle Cove Beach and Outer Cove Beach Security - RFQ 2026

Contractor Name: _____

Mailing Address: _____

WEEK #	DATE (Inclusive)	Time	WEEKLY RATE
1	June 25 - June 28	7:30 pm - 11:30 pm	\$
2	July 2 - July 5	7:30 pm - 11:30 pm	\$
3	July 9 - July 12	7:30 pm - 11:30 pm	\$
4	July 16 - July 19	7:30 pm - 11:30 pm	\$
5	July 23 - July 26	7:30 pm - 11:30 pm	\$
6	July 30 - August 2	7:30 pm - 11:30 pm	\$
7	August 6 - August 9	7:30 pm - 11:30 pm	\$
8	August 13 - August 16	7:30 pm - 11:30 pm	\$
9	August 20 - August 23	7:30 pm - 11:30 pm	\$
10	August 27 - August 30	7:30 pm - 11:30 pm	\$
11	September 3 – September 6	7:30 pm - 11:30 pm	\$
SUBTOTAL			\$

1. **Subtotal** (sum of weekly rate 1-11 (inclusive)) = \$ _____
2. **HST (15%)** (subtotal x 0.15) = \$ _____
3. **TOTAL ANNUAL RATE** (subtotal + HST) = \$ _____

Note: There will be no additional compensation for security on Statutory holidays. Any increased wages should be reflected in the weekly/daily rate. It is the **bidder's responsibility** to factor in any Statutory holiday and/or overtime pay into rates during the bidding process. Rates **shall not change** once the bidding documents are received or be altered during the duration of this contract.



CAPELIN SEASON RATES:

Capelin Season (or any other events as determined or required by the Town) to be determined on seasonal requirements as per the approved daily rates below.

DAY	TIME	DAILY RATE (2 Guards)
Monday	3:00 pm - 7:00 pm	\$
Tuesday	3:00 pm - 7:00 pm	\$
Wednesday	3:00 pm - 7:00 pm	\$
Thursday	3:00 pm - 7:00 pm	\$
Friday	8:00 am - 8:00 pm	\$
Saturday	8:00 am - 8:00 pm	\$
Sunday	8:00 am - 8:00 pm	\$

Note: *There will be no additional compensation for security on Statutory holidays. Any increased wages should be reflected in the weekly/daily rate. It is the **bidder's responsibility** to factor in any Statutory holiday and/or overtime pay into rates during the bidding process. Rates **shall not change** once the bidding documents are received or be altered during the duration of this contract.*



Appendix B - Contract

Middle Cove Beach and Outer Cove Beach Security - RFQ 2026

The contractor agrees to provide beach security services as outlined in this document, in conjunction with the submitted prices in Appendix A, for the period beginning June 25, 2026, up to and including September 06, 2026 (inclusive).

BETWEEN _____ (the Contractor)

Contractor Representative

Witness

Date

Date

AND The Town of Logy Bay-Middle Cove-Outer Cove (the Town) a municipality within the Province of Newfoundland and Labrador with the following specified address:

744 Logy Bay Road
Logy Bay, NL A1K 3B5

Neil Stamp
Town Clerk/Manager

Witness

Date

Date