



Request for Proposal (RFP)

Development of Provincial Best Management Practices (BMP) Manuals for Canadian Golf Course Superintendents.

Introduction:

The Canadian Course Superintendents Association (CGSA) is seeking proposals from qualified individuals or companies to develop comprehensive Best Management Practices (BMP) manuals for golf course superintendents in each province across Canada. Each manual will address specific provincial regulations and requirements.

Background:

The CGSA published the *Environmental Management Resource Manual* in 1998, it has been updated since the original publication date, however it is now many contents and practices may be outdated following its last publication updates. More recently, the Golf Course Superintendents Association of America (GCSAA) has successfully developed BMP manuals that are specific to each chapter or state. With the Ontario Golf Course Superintendents Association (OGSA), being a chapter of GCSAA, Ontario has its own BMP manual based on the GCSAA guidelines.

The CGSA aims to create provincial BMP manuals to ensure compliance with local regulations and best practices.

Scope of Work:

Research and Compilation:

- Review the existing BMP manuals developed for the GCSAA chapters.
- Conduct research on provincial regulations and requirements for golf course management across Canada.
- Reference the CGSA's *Environmental Management Resource Manual* for historical context and foundational practices.
- Compile information and best practices from various sources, including environmental guidelines, pest management, water usage, and sustainability practices.

Development of BMP Manuals:

- Develop specific BMP manuals for the following provinces: British Columbia, Alberta, Saskatchewan, Manitoba, Quebec, and a combined manual for the Atlantic provinces (New Brunswick, Prince Edward Island, Nova Scotia, and Newfoundland).
- Ensure the manuals are user-friendly, well-organized, and accessible to all members.

Expert Review and Approval:

- Collaborate with the CGSA Environmental Committee to identify and utilize industry professionals, educators, and PhDs to review and sign off on specific sections of the manuals.
- Work with CGSA board members and provincial representatives to review and approve the content.
- Incorporate feedback and make necessary revisions to ensure accuracy and relevance.

Deliverables:

- Provincial-specific BMP manuals for each of the listed provinces/region.
- Digital versions of all manuals.
- A summary document highlighting key best practices and regulatory requirements.

Proposal Requirements:

- Company or individual background and qualifications.
- Relevant experience in developing BMP manuals or similar documents.
- Proposed methodology and timeline for completing the project.
- Detailed budget and cost estimates.
- References from previous clients or projects.

Submission Deadline: Proposals will be accepted by email to kwood@golfsupers.com by 5:00 pm Eastern on June 1, 2025.

Contact Information: For questions or further information, please contact: Kathryn Wood at 416-626-8873, ext 23 or via email at kwood@golfsupers.com