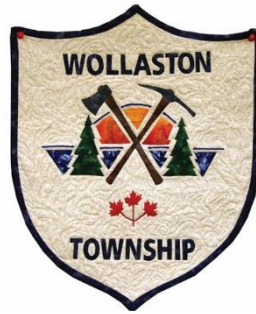


THE CORPORATION OF THE
TOWNSHIP OF WOLLASTON



**SUPPLY, TREATMENT AND STOCKPILING OF WINTERSAND
2020/2021
REQUEST FOR TENDER**

Date of Issue:

Wednesday May 27, 2020

Proposal Submission Deadline:

Friday June 12, 2020 by 12:00 PM EDT

Address for Submissions:

The Corporation of the Township of Wollaston
90 Wollaston Lake Road, PO Box 99
Coe Hill, ON K0L 1P0

Contact:

Kirk McCaw, Roads Superintendent
kmccaw@wollaston.ca

Phone: 613-337-5731

Fax: 613-337-5789

THE CORPORATION OF THE TOWNSHIP OF WOLLASTON

TENDER 2020-01

SUPPLY, TREATMENT, STOCKPILING OF WINTER SAND

1. GENERAL

The Corporation of the Township of Wollaston is inviting tenders for the supply, treatment and stockpiling of winter sand.

Sealed tender bids will be received until **Friday June 12, 2019 by 12:00 PM EST**, and shall be clearly marked with the following:

Winter Sand Tender 2020-01 The Corporation of the Township of Wollaston Attention: Kirk McCaw, Roads Superintendent 90 Wollaston Lake Road Coe Hill, ON K0L 1P0
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2. TENDERING REQUIREMENTS

2.1 Sealed tenders, plainly marked as to the contents, must be received prior to closing date specified.

2.2 Tenders must be submitted on the Tender form T-1 supplied

2.3 Tenders that do not comply strictly with our terms and conditions or tenders which are incomplete, obscure or made subject to further conditions or qualified may be rejected as informal or disqualified by the Corporation of the Township of Wollaston.

2.4 Tenders must be signed by an authorized official of the firm.

2.5 Individual items unit prices and accumulated sub-totals must be exclusive of the Goods and Services Tax required to be paid by the Township. These taxes are to be identified separately.

2.6 The successful bidder must have Worker's Safety and Insurance Board coverage and provide a Worker's Safety and Insurance Board Clearance Certificate in advance of undertaking any of the work required by the contract.

2.7 The Township reserves the right to reject any Tender where satisfactory evidence of sufficient capital, plant and experience to successfully prosecute and complete the work in the specified time is not furnished by the Tenderer where requested by the Township.

2.8 The Township reserves the right to reject any or all Tender or to accept any Tender should it be deemed to be in the best interest of the Municipality to do so.

2.9 Neither the Contract Administrator or any officer or employee of the Township has authority to make or accept an offer or to enter into a Contract on behalf of the Township or to create any right against or to impose any obligation on the Township. Recommendation of a Tender to the Township for acceptance does not constitute acceptance of the Tender by the Township.

2.10 All bids will be reviewed by the Township Environmental and Public Works Committee and will be awarded by Council resolution.

2.11 The Township is not bound to accept the lowest or any tender.

3. INSURANCE

The successful bidder shall carry a commercial general liability and automotive liability insurance policy in the minimum amount of \$5,000,000. The successful bidder must provide a valid Certificate of Insurance with the Corporation of the Township of Wollaston listed as an additional insured prior to execution of the contract.

4. TENDERERS TO INVESTIGATE

Tenderers must satisfy themselves by personal examination of the site and by such other means as they may prefer as to the actual conditions and requirements of the work. The Tenderer shall carefully examine all available information so that the unit prices Tendered are commensurate with the nature of the work.

The Tenderer shall ensure that all addenda issued during the Tendering period are attached as part of the submitted bid. Failure to do so will result in disqualification of the bid.

5. EMPLOYEES

The contractor agrees that the Corporation of the Township of Wollaston is not to be deemed the employer of the contractor nor its personnel under any circumstances whatsoever.

The Contractor or any sub-contractor of the Contract, will irrespective of the construction to be carried out under this contract:

- a) Give preference to local equipment operators if the Contractor requires more equipment than they have available of their own fleet;
- b) Give preference to local labour if it is necessary to augment their regular forces.

6. USE OF SUB-CONTRACTORS

The Contractor agrees to submit a list of any Sub-Contractors who will be carrying out any part of this Contract. This list shall show the names of the proposed Sub-contractors and for what work each Sub-contractor will be responsible. The Township has the right to reject any of the Sub-contractors so named. In this event the Contractor shall arrange to have the proposed work done by such other Sub-contractor as may be approved by the Township.

7. EQUIPMENT

The contractor shall furnish and maintain all such equipment as is considered necessary for conducting the work in an acceptable manner and at a satisfactory rate of progress. All equipment, tools, and machinery used for handling materials and executing any part of the work shall be maintained in a satisfactory, safe and efficient working condition. Equipment used by the contractor shall be such that no injury to the workers or property will result from its use.

The contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work and services performed hereunder.

The contractor shall provide reasonable protection to prevent property loss or damage and/or personal injury to persons, including but not limited to employees performing such work and all other persons who may be affected thereby.

The contractor shall be responsible and accept all liability for the licensing, inspections and any compliance with federal, provincial or municipal laws as they pertain to the vehicles to be used. Furthermore, the contractor will furnish to the Township any and all vehicle safety certificates on the vehicles to be used under the contract if requested.

Where a vehicle is hauling material for use in the contract, in whole or in part upon a public highway and where motor vehicle registration is required for such vehicle, the contractor shall not cause or permit such vehicle to be loaded beyond the legal limit as specified under the *Highway Traffic Act*, whether such vehicle is registered in the name of the contractor or otherwise.

The equipment detailed on the Tender Form must be capable of adjustment to suit all operating conditions. Bidders shall make available all equipment for inspection by the Roads Superintendent prior to execution of the contract.

11. HAUL ROADS

Restoration of areas unnecessarily damaged by the Contractor's operation shall be at the Contractor's expense.

Contractor shall be responsible for dust suppression, if required.

12. BRIBERY OR CORRUPT PRACTICE

Should the contractor or any of his agents give, or offer any gratuity to, or attempt to bribe any member of the Township Council, officers or servants of the Township, the Corporation of the Township of Wollaston shall be at liberty to cancel the contract forthwith or take the whole or any part of the works out of the hands of the contractor under the same provisions as those specified.

13. NOTICE TO CONTRACTOR

The Contractor shall provide adequate protection for workers and the public at all times under the applicable Federal and Provincial Statutes, in accordance with all municipal by-laws and regulations together with any additional safety measures that may be necessary.

The contractor shall provide and maintain the necessary first aid items and equipment as called for under the First Aid Regulations of the Workplace Safety and Insurance Act and Occupational Health and Safety Act, and the Ontario Electrical Safety Code as applicable to the scope of work.

The contractor shall ensure that all employees are provided with and instructed in the use of safety equipment as required by the Occupational Health and Safety Act and by other regulations. Normal safety precautions should be observed while around and operating equipment. The Contractor shall observe and comply with all Municipal and Provincial safety regulations.

The Contractor shall obtain and pay for all permits, fees, etc. that may be applicable in carrying out the work.

The Contractor must ensure that during the performance of the work of this contract, its personnel are equipped and wear appropriate personal protective equipment: footwear, head protection, etc.

15. WORKING SAFELY

The successful bidder is required to comply at a minimum with the safety standards of the Corporation of the Township of Wollaston. The successful bidder shall provide a copy of their own Health and Safety Policy upon request.

The Corporation of the Township of Wollaston retains the right to stop the successful bidder's work without penalty to the Township if the bidder does not comply with the Occupational Health and Safety Act, and the Health and Safety Policies and Procedures of the Corporation of the Township of Wollaston, or creates an unacceptable health and safety hazard.

17. PAYMENTS

Payment at the tendered price for the quantity measured shall be deemed to be compensation in full for screening, hauling, weighing, testing, treating and stockpiling the winter sand, for supplying all labour, equipment and material except as otherwise specified, and for carrying out all work appurtenant to the production of the stockpile as specified herein.

Terms shall be forty-five (45) days net from the date the Contractor's invoice is received by the Township of Wollaston.

18. ONTARIO PROVINCIAL STANDARDS

The Ontario Provincial Standards (OPSS) shall apply to this project as determined by the Township.

19. EMERGENCY AND MAINTENANCE MEASURES

Whenever the construction site is unattended by the general superintendent, the name, address and telephone number of a responsible official of the contracting firm shall be given to the Township. This official shall be available at all times and have the necessary authority to mobilize workmen and machinery and to take any action as directed by the Roads Superintendent or designate in case of emergency or maintenance measures are required regardless of whether the emergency or requirement for maintenance was caused by the Contractor's negligence, and act of God, or any cause whatsoever.

20. PROTECTION OF WATER QUALITY

At all times, the Contractor shall maintain existing stream flows and shall control all construction work so as not to allow sediment or other deleterious materials to enter the stream.

No waste or surplus organic material including topsoil is to be stored or disposed of within 30 m of any watercourses. Run-off from excavation piles will not be permitted to drain

directly into watercourses but shall be diffused onto vegetative areas a minimum of 30 m from the watercourse. Where this measure is not sufficient or feasible to control sediment entering the watercourses, sedimentation traps or geotextile coverage will be required.

The Contractor shall not carry out equipment maintenance or refueling or store fuel containers within 100 m of any watercourse.

21. CO-ORDINATION MEETINGS

The Contractor shall attend such meetings with the Roads Superintendent or designate as may be required to co-ordinate services affected by the Contract and routinely review its progress.

22. CONTRACT EXTENSION

The Township of Wollaston reserves the option to extend the Contract for two (2) additional one (1) year periods. Any renewal will be based upon quality of service, mutual agreement and annual price negotiations between the Contractor and the Township.

Annual increases are to be negotiated between the Contractor and the Township and shall be limited by the Consumer Price Index (CPI) for Ontario for the previous 12 months, as calculated and published by Statistics Canada. Pricing is to be kept in line with neighboring Municipalities and County.

SCOPE AND SPECIFICATIONS

1. GENERAL

The Township of Wollaston requires the supply, treatment and stockpile of sand. The Township shall supply salt for blending to a 3% mix. The stockpile of sand requires a minimum 75-foot stacker.

Quantities may be increased or decreased at the discretion of the Roads Superintendent or designate.

2. LOCATION

The material is to be hauled to and stockpiled in an outside pile in one location:

1. 90 Wollaston Lake Road

3. HOURS OF WORK

The contractor's operations under this contract will be restricted to 7:00am – 7:00pm Monday through Thursday and 7:00am – 12:00pm on Friday. No work will be permitted on weekends or statutory holidays without written approval of the Roads Superintendent or designate.

4. COMPLETION

Work is to be completed by September 18, 2020. Extension of the completion date may be granted in writing by the Township, upon written request from the Contractor.

5. MATERIALS SPECIFICATIONS

Sand shall not contain soft or friable particles or dirt in excess of 8% as determined by the Ministry of Transportation abrasion test and shall be screened so as to meet the following gradation requirements:

MTO Sieve Designation	Percentage Passing
6.7 mm	100%
4.75 mm	90 – 100%
2.36 mm	50 – 95%
1.18 mm	20 – 90%
600 um	0 – 70%
300 um	0 – 35%
150 um	0 – 15%
75 um	0 – 5%

Prior to commencing work, the Contractor shall provide the Municipality with the materials testing results for gradation from a certified laboratory. The results shall conform to OPSS 1004. During the course of the contract the Municipality may require additional sampling to ensure compliance.

Any retesting required, due to the materials or the work not meeting the requirements of the specifications upon the initial testing, shall be at the Contractors expense. These retesting costs may be deducted from the Contractors invoice by the Township.

Each load of material delivered shall be accompanied by proof of weight.

For purposes of treating or mixing sand and salt, **the Municipality shall supply the salt.** The sand shall be blended to a 3% mix or as specified by the Municipality.

6. CONTRACTOR'S SUPPLY OF CONSTRUCTION SIGNS

The contractor is responsible for the supply, erection, maintenance and subsequent removal of all temporary traffic controls, including signs, lights, barricades, delineators, cones etc. required for the work.

Traffic controls shall be provided in general accordance with the latest edition of the "Ontario Traffic Manual Book 7, Temporary Conditions" Division 5. Should any sign requirement be changed during the project, the Contractor will be responsible for all signage and the associated cost.

Traffic controls shall be operational before work affecting traffic begins.

**THE CORPORATION OF THE TOWNSHIP OF WOLLASTON
TENDER 2020-01
SUPPLY, TREATMENT, STOCKPILING OF WINTER SAND
FORM T-1**

Name of Bidder (The Contractor)

Address of Bidder, including Postal Code

Telephone Number

Fax Number

Email

WSIB ACCOUNT # _____

STATEMENT BY BIDDER:

1. I/We have read and understand all of the terms and conditions of the forms included as part of this quotation package.
2. I/We understand that if our bid is successful, all requirements of the successful bidder as outlined in this bid document will be completed by the time and in the format required.

Dated at _____ this _____ day of _____, 2020.

Signature of Authorized Person

Position

Address for Submissions:

Kirk McCaw, Roads Superintendent
The Corporation of the Township of Wollaston
90 Wollaston Lake Road, PO Box 99 Coe Hill, ON K0L 1P0

To: The Reeve and Council
Corporation of the Township of Wollaston

Ladies and Gentlemen:

The Bidder has carefully examined the Provisions, Specifications and Conditions described herein as part of the work to be done under this Contract and understands the conditions under which the work is to be carried out, and do hereby make an offer with the Corporation of the Township of Wollaston to provide the necessary services for the completion of the Supply of labour, materials, equipment and performing all work on the project at the pricing indicated below.

In accordance with the Provisions, Specifications and Conditions set out in the Request for Tender 2019-01 document, the Tenderer hereby offers to complete the work specified herein for the following unit prices:

Description of Item	Unit Price	Total
Supply, Treatment and Stockpile of Winter Sand	\$ _____ per tonne	\$ _____

bid price NOT to include tax

The Bidder understands and accepts that the quantities shown are approximate only, and are subject to increase, decrease or deletion entirely if found not to be required.