



**TENDER FOR
ROADSIDE BRUSHING**

**2018-2019
(2 Year Contract)**

CONTRACT #2018-PW-010

TENDERS RECEIVED BY:

The Corporation of Tay Valley Township
217 Harper Road,
Perth, Ontario K7H 3C6

Attention: Amanda Mabo, Clerk

Telephone: 613-267-5353 ext. 130

Toll Free: 1-800-810-0161

Fax: 613-264-8516

E-mail: clerk@tayvalleytwp.ca

Website: www.tayvalleytwp.ca

**THE CORPORATION OF TAY VALLEY TOWNSHIP
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PART “A” – INFORMATION TO BIDDERS

1. Tender Form

Sealed Tenders, clearly marked as to the contents, on the forms supplied by the Corporation of Tay Valley Township (“the Township”), will be received, by the undersigned or his/her designated representative, at the Municipal Office, 217 Harper Road, Perth, Ontario, until **1:00 p.m.**, local time, as determined by the clock located on the computer in the reception area of the Municipal Office, on **Thursday, August 2nd, 2018**.

Tenders received after closing time will not be considered.

The Corporation of Tay Valley Township
217 Harper Road,
Perth, Ontario K7H 3C6

Attention: Amanda Mabo, Clerk

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Toll Free: 1-800-810-0161

Fax: 613-264-8516

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One copy of the **completed Form of Tender**, Part “D”, on the forms provided, shall be submitted. All information shall be shown in the tender in the spaces provided, including the signature of the Bidder with his/her address and telephone number.

Tender Forms must be properly signed and witnessed, or signed, witnessed and sealed if the bidder is a Corporation. Tenders must be submitted, using the Tender Label – Form 5 (to be affixed on your Tender Envelope).

The Tender must be legible, written in ink or typewritten, where stipulated, with the unit price for every item and other entries clearly shown. Tenders which are incomplete, conditional or obscure or which contain erasures or alterations not properly initialed, or irregularities of any kind, may be rejected. Submissions must not be restricted by a statement added to The Corporation of Tay Valley’s Form or by a covering letter, or by alterations to the form supplied, unless otherwise provided in Part “A” - Information to Bidders.

Tenders received by fax or email will be disqualified.

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PART “A” – INFORMATION TO BIDDERS

2. Clarification of Documents

Any clarification of the Township’s documents required by the Bidder, prior to submission, shall be directed to the Clerk. Any such clarifications so given shall not, in any way, alter the Township’s documents and the Bidder and the Township agree that in no case shall oral arrangements be considered.

No officer, agent or employee of the Township is authorized to alter, orally, any portion of these documents. During the period prior to submissions, alterations will be issued by the Clerk to Bidders as a written Addendum. In the submission, the Bidder shall list all Addenda that were issued and considered in the submission.

All questions shall be directed, in writing (by email) to the Clerk.

All questions/discrepancies identified must be sent to the Township at least three (3) business days prior to the submission due date.

Copies of all questions and answers and any addenda will be posted on the website no later than two (2) business days prior to the submission due date.

3. Contract Documents and Order of Precedence

The Contract Documents shall consist of all the pages of the Tender documents, issued by the Township, and the Company’s submission. Do not remove any pages from the Township’s Form.

These documents, and portions thereof, take precedence in the order in which they are named, notwithstanding the chronological order in which they are issued or executed.

The intent of the Contract is that the Company shall supply equipment and materials or services complete and suitable for the Township’s intended use.

None of the conditions contained in the Bidders standard or general conditions of sale shall be of any effect unless explicitly agreed to by the Township and set forth or specifically referred to therein.

4. Addenda

Bidders may be advised by addenda, of required additions, deletions or alterations in the requirements of the Tender documents. All such changes shall become an integral part of the Tender documents and shall be allowed for in arriving at the total submission price.

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PART "A" – INFORMATION TO BIDDERS

5. Harmonized Sales Tax

Harmonized Sales Tax (H.S.T.), or any other applicable taxes, will be paid **in addition** to the tendered price.

6. Health and Safety

The Bidder assumes full responsibility for conforming with all legislation regarding the safety of his/her employees and the public on this Contract and all notices required to comply with the legislation.

Accordingly, the Bidder shall:

- (a) Demonstrate establishment and maintenance of a health and safety program with objectives and standards consistent with applicable legislation.
- (b) Provide a copy of your Company's Health and Safety Policy, dated not later than **2018**, to be submitted with the Tender.
- (c) Provide a copy of the applicable WSIB Certificate of Clearance or equivalent (if the Bidder is from outside Ontario), to be submitted with the Tender.

Upon request, at any time, from the awarding to the completion of the Contract, submit proof of fulfillment of the above noted.

7. Accessibility

The Bidder shall provide a declaration with the Tender that they are compliant with the Accessibility for Ontarians with Disabilities Act and its Regulations. An example of a declaration is attached in Appendix "A".

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PART “A” – INFORMATION TO BIDDERS

8. Bidder’s Checklist

To assist Bidders with completing a response to this Tender, a Tender Checklist is included in Part D.

9. Withdrawal

A Submission may be withdrawn at any time prior to the closing date and time at the Bidder’s discretion. Withdrawal notification must be in written form, signed and must be submitted to the Clerk. No fax, telephone calls or emails will be accepted. After the official closing date and time, all Submissions received shall be irrevocable.

10. Public Opening

All submissions will be opened at the Municipal Office, 217 Harper Road, Perth, Ontario, on the same day and time as the closing date.

11. Tender Results

The names of the Bidders and total bid prices will only be made available at the Tender Opening. After the Tender Opening, requests may be submitted to the Township for the results and only the names of the Bidders and total bid prices, as read out at the Tender Opening, will be given in the reply. Bid results will be posted on the Township’s Website at www.tayvalleytwp.ca within 48 hours of the Tender Opening.

12. Bid Acceptance

It shall be the policy of the Township that in any procurement of goods, services, facilities or construction invitations to submit a tender to the Township, the Township reserves the right to reject an offer to supply goods and/or services or Tenders presented in response to the Township’s procurement processes where the Township determines, in its sole and unfettered discretion, that the entity making the offer has performed poorly on any Township contract during the previous five-year period. Township Council may remove a Company’s name from consideration for a contract under this Policy, for a period of up to five (5) years, on the basis of documented poor performance or non-performance on a Township Contract.

Unless otherwise specified in these Tender documents, this Tender constitutes an irrevocable offer to provide the goods and/or services described herein **for a period of ninety (90) calendar days** from the closing date of the receipt of Tenders.

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PART “A” – INFORMATION TO BIDDERS

The Bidder may be required to show, in terms of experience and facilities, evidence of its ability, as well as that of any proposed subcontractor, to perform the work by the specified delivery date.

The Township reserves the right to award by item, or part thereof, groups of items, or parts thereof or all items of the Submission, and to award Contracts to one or more Bidders submitting identical prices, to accept or reject any Submission in whole or in part; to waive irregularities or omissions. If in so doing, the best interests of the Township will be served. No liability shall accrue to the Township for its decision in this regard.

The acceptance of any Submission is subject to appropriate funding acceptable to the Township.

The placing in the mail or delivery of a notice of award to the Company address, given in the Submission, shall constitute notice of acceptance of the Contract.

The Bidder may bid on all or any Schedule of this Contract. Furthermore, the Township may award all or any Schedule of this Contract to the same Bidder, or to multiple Bidders.

13. Insurance

The successful Company shall provide the following insurance:

General Liability Insurance

The General Liability policy shall be underwritten by an insurer licensed to conduct business in the Province of Ontario and include but not be limited to the following:

- a) Third party bodily injury, personal injury and property damage, to an inclusive limit of not less than \$2,000,000 per occurrence.
- b) The Township shall be added as an additional insured.
- c) The policy shall contain a provision for cross liability and a severability of interest clause.
- d) The policy shall contain a provision for contractual liability – oral and written
- e) The policy shall provide the Township with 30 days’ notice of cancellation or nonrenewal.
- f) Non-owned Automobile Coverage for a limit of not less than \$2,000,000 including contractual non-owned coverage.
- g) Contingent Employer’s Liability.
- h) Broad Form Property Damage.

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PART “A” – INFORMATION TO BIDDERS

Contractors’ Equipment Insurance

“All risks” Contractors’ equipment insurance covering construction machinery and equipment used by the Contractor for the performance of the Work, including Equipment Breakdown coverage, shall be in a form acceptable to the Township and shall not allow subrogation claims by the insurer against the Township. The policies shall be endorsed to provide the Township with not less than 30 days’ notice, in writing, in advance of cancellation, change or amendment restricting coverage. Subject to satisfactory proof of financial capability by the Contractor for self-insurance of his equipment, the Township agrees to waive the equipment insurance requirement.

Automobile Liability Insurance

The Company shall provide Automobile liability insurance in respect of licensed vehicles with limits of not less than \$2,000,000.00 inclusive per occurrence for bodily injury, death and damage to property, covering all licensed vehicles owned or leased by the Contractor, and endorsed to provide the Township with not less than 30 days’ notice, in writing, in advance of any cancellation, change or amendment restricting coverage.

Other Requirements

The Company acknowledges that he/she is an independent Contractor and shall, indemnify, protect and save harmless The Corporation of Tay Valley Township, its agents and employees from any and all damages, liabilities and claims of whatsoever nature arising out of the furnishing by the Company, its agents or employees of the materials and/or performing of the services covered by this Contract.

The Company remains responsible for maintaining the required insurance even if the certificates are never exchanged and/or requested.

14. Failure to Enter into an Agreement

In addition to all of the Township’s other remedies, if a selected Bidder fails to execute the accepted agreement or satisfy any other applicable conditions within ten (10) days of notice of selection, the Township may, in their sole and absolute discretion and without incurring any liability, approve an extension (*should agreement changes be requested*), rescind the selection of that Bidder and proceed with the selection of another Bidder.

15. Assignment

The Company shall not assign the Contract, or any portion thereof, without the prior consent of the Township.

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If the Township agrees to the assignment of the Contract, all Assignment Agreements will be prepared, at the sole cost of the Company, and under no circumstances will the Township be responsible for these costs.

16. Laws and Regulations

The Company shall comply with relevant, federal, provincial and municipal statutes, regulations and by-laws pertaining to the work and its performance. The Company shall be responsible for ensuring similar compliance by its suppliers and subcontractors.

The Contract shall be governed and interpreted in accordance with the laws of the Province of Ontario.

17. Default by Company

If the Company commits any act of bankruptcy or if a receiver is appointed on account of its insolvency or in respect of any of its property or if the Company makes a general assignment for the benefit of its creditor, then, in any such case, the Township may, without notice; terminate the Contract.

If the Company fails to comply with any request, instruction or order of the Township or fails to pay its accounts or fails to comply with or persistently disregard statutes, regulations, by-laws or directives or relevant authorities relating to the work or fails to prosecute the work with skill and diligence or assigns or sublets the Contract without the Township's written consent or refuses to correct defective work or is otherwise in default in carrying out its part of any of the terms, conditions and obligations of the Contract, then, in any such case, the Township may, upon expiration of ten (10) days from the date of written notice to the Company, terminate the Contract.

Any termination of the Contract by the Township, as aforesaid, shall be without prejudice to any other rights or remedies the Township may have.

If the Township terminates the Contract, it is entitled to:

- Take possession of all of the work in progress and finish the work by whatever means the Township may deem appropriate under the circumstances.
- Withhold any further payments to the Company until its liability to the Township can be ascertained.
- Recover from the Company loss, damage and expense incurred by the Township by reason of the Company's default (which may be deducted from any monies due or becoming due to the Company, any balance to be paid by

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PART “A” – INFORMATION TO BIDDERS

the Company to the Township).

18. Contract Cancellation

The Township shall have the right, which may be exercised from time to time, to cancel any uncompleted or unperformed portion of the work or part thereof. In the event of such cancellation, the Township and the Company shall negotiate a settlement.

The Township shall not be liable to the Company for loss of anticipated profit on the cancelled portions of the work.

19. Responsibility

The Township shall not be responsible for any liabilities, costs, expenses, loss or damage incurred, sustained or suffered by any Bidder prior to, subsequent to, or by reason of the acceptance or the non-acceptance of a Tender save as provided in the Contract. The Township reserves the right to reject any or all Tenders and to waive formalities as the interest of the Township may require without stating reasons, therefore, and the lowest or any Tender will not necessarily be accepted.

20. Liquidated Damages

Liquidated damages shall be paid by the contractor if the delivery called for in the Tender is not completed within the time set out in the Tender, or by an amended date approved by the Township. The Contractor agrees to pay the Township liquidated damages at a sum of 2% of the total tender price per calendar day, for each day's delay in delivery.

21. Payments

The Company shall invoice the Township, “Tay Valley Township”, monthly, for services and materials provided. The Township shall pay said invoice within thirty (30) days of receipt of the invoice.

The Township shall have the right to withhold, from any sum otherwise payable to the Company, such amount as may be sufficient to remedy any defect or deficiency in the work, pending correction of the same.

Part or whole of this Contract is contingent upon the budget approval of the Township.

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PART “A” – INFORMATION TO BIDDERS

22. Optional Contract Extension

The Township reserves the option to extend the Contract for two (2) additional one (1) year periods for roads not yet specified, but in the same geographic area as those listed in the Form of Tender, Schedule “A”, “B”, “C” and “D”. 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.

23. Municipal Freedom of Information

Any personal information collected by or on behalf of the Township under this Tender is subject to the *Municipal Freedom of Information and Protection of Privacy Act*. The information provided to the Township may be used to confirm certain information provided in the submissions for this project. The person submitting this Tender consents to such collection and use of the information. The person submitting this Tender acknowledges the Tender is a public document and that the information contained in the Tender may become public and consents to the release of that information. By responding to this Request for Tender, respondents waive any challenge to the Township decision in this regard. Any questions regarding the collection, use, or disclosure of the information should be directed to the Clerk of the Township.

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PART “B” – GENERAL CONDITIONS

1. Ability and Experience of Bidders

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 Bidder where requested by the Township. This evidence shall be provided by completing the following statements:

Statement 'A' – Bidder's Experience (see Form of Tender)

As an integral part of the Form of Tender, the Bidder shall list three examples of their experience in work of a similar nature to that being tendered, which he has successfully completed in the last three years.

Statement 'B' – Bidders Equipment (see Form of Tender)

As an integral part of the Form of Tender, the Bidder shall list the year, brand and model of the equipment as request in the form that is attached in the Form of Tender

2. Co-ordination Meetings

The Contractor shall attend such meetings with the Township as may be required to co-ordinate services affected by the Contract and routinely review its progress. A pre-construction meeting shall be scheduled to be held within 10 days of notification of acceptance of the Tender by the Township.

3. Hours of Work

The Contractor's operations under the Contract will be restricted by daylight hours, Monday to Friday half an hour after sunrise and half an hour before sundown. No work will be permitted on weekends or statutory holidays, unless otherwise approved.

4. Utilities

The Contractor shall be responsible for the protection and locating of all utilities at the job site during the time of construction. The Township will be responsible for the relocation of utilities where required. However, no claims will be considered which are based on delays or inconvenience resulting from the relocation not being completed before the start of this Contract.

5. Contract Timing

Progress of the Work and Contract Time

Forthwith upon acceptance of this Contract, the Contractor shall provide a “Contractor's Schedule of Work” to the Township.

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PART “B” – GENERAL CONDITIONS

The Schedule shall include the proposed methods of construction and the name of a responsible individual from the Contractor’s firm who can be contacted in the event of emergencies. The Contractor must prepare and submit their schedule to the Township within ten (10) calendar days of Contract acceptance and prior to start of construction.

The work shall be commence no earlier than September 1st and completed no later than October 31st each year.

6. Traffic Control and Construction Signs

In accordance with Section GC7.06 of OPSS General Conditions (MUNI. 100), 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 on the work.

Traffic controls shall be provided in general accordance with the latest edition of the Ontario Traffic Manual, Temporary Conditions, Book 7.

Traffic controls shall be operational before work affecting traffic begins.

7. Maintenance of Traffic

The Contractor shall maintain all pre-construction traffic lanes open for traffic at all times except when lane closures are required to allow for construction operations as approved by the Township in writing. Only single-lane closures shall be permitted.

Vehicular and pedestrian access shall be maintained to all properties abutting this Contract at all times.

8. Storage Areas

The Contractor shall obtain the approval of the Township prior to designating areas within the road allowance for storage of their equipment and materials for housing.

9. Occupational Health and Safety Act 2006 – Designated Substances

The Contractor shall be responsible for determining the presence of designated substances on the sites within the limits of this Contract in accordance with the requirements of Section 30 of the Occupational Health and Safety Act. The Contractor shall identify and report any designated substances determined to be present to the Township and ensure that all sub-contractors performing work under the Contract have received a copy of the report.

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PART “B” – GENERAL CONDITIONS

The Contractor shall comply with the governing Ministry of Labour Regulations respecting protection of workers, removal, handling and disposition of the designated substances determined to be present on this Contract. All costs related thereto shall be deemed to be included in the appropriate tender items.

10. Workplace Hazardous Material Information System (WHMIS)

Prior to the commencement of work, the Contractor shall provide to the Township a list of those products controlled under WHMIS which they expect to use on this Contract. Related Safety Data Sheets shall accompany the submission. All containers used in the application of products controlled under WHMIS shall be labeled.

The Contractor shall notify the Township of changes to the list in writing and provide the relevant Safety Data Sheet.

11. Spills Reporting

Spills or discharges of pollutants or contaminants under the control of the Contractor, and spills or discharges of pollutants or contaminants that are a result of the Contractor's operations that cause or are likely to cause adverse effects shall forthwith be reported to the Township. Such spills or discharges and their adverse effects shall be as defined in the Environmental Protection Act, Chapter E19, R.S.O., 1990.

All spills or discharges of liquid, other than accumulated rain water, from luminaries, internally illuminated signs, lamps and liquid type transformers under the control of the Contractor, and all spills or discharges from this equipment that are a result of the Contractor's operations shall, unless otherwise indicated in the Contract, be assumed to contain PCB's and shall forthwith be reported to the Township.

This reporting will not relieve the Contractor of their legislated responsibilities regarding such spills or discharges.

12. 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 streams.

No waste or surplus organic material, including topsoil, is to be stored or disposed of within 30 metres 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 metres 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.

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PART "B" – GENERAL CONDITIONS

If dewatering is required, the water shall be pumped into a sedimentation pond or diffused onto vegetated areas a minimum of 30 metres from the watercourses and not pumped directly into the watercourses.

No machinery shall enter the creek bed of any watercourse. Movement of construction equipment in the vicinity of any creeks shall be limited to the minimum required for construction.

The Contractor shall not carry out equipment maintenance or refueling or store fuel containers within 100 metres of any watercourse. The Contractor shall not stockpile construction debris or empty fuel/pesticide containers within the Contract limits.

13. Mailboxes

The Contractor shall maintain access to mailboxes at all times. In the event that mailboxes are damaged as a result of construction activities or any other activity related to the execution of this Contract, the Contractor will be responsible for replacement at no additional cost.

14. Prevention of Damage

The failure of the Township to order necessary precautionary measures, protective works or any other requirements shall not relieve the Contractor of the responsibility for the prevention of damage to the project, buildings or other surface or sub-surface structures, or for accidents to persons, whether employed on the project or not, which might result from such failure to install, place or use such precautionary measures, protective works or other precautionary measures, protective requirements shall not relieve the Contractor from any of its responsibilities under this Contract.

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PART “C” – SPECIAL PROVISIONS

HEAVY ROADSIDE BRUSHING – SCHEDULE “A” AND SCHEDULE “B”

1.0 SCOPE

This special provision covers the requirements for the following:

- a) “Heavy” roadside brushing shall be classified as brush with an average branch thickness greater than 50 mm (2”).
- b) The brushing head shall be attached to a four wheel rubber tired excavator with a minimum reach of 10 meters.
- c) Roads shall be brushed “fence line to fence line” or to the limit of the Townships road allowance limit. Typical road allowance is 10 meters from centreline; however the limits shall be confirmed by the Township for each road section prior to the commencement of work.
- d) Traffic control as per OTM Book 7 shall be utilized during brushing operations and included in the hourly rate provided in the Contract.
- e) The roads are be brushed in the order provided in Schedule “A” and Schedule “B” or as requested by The Township.
- f) The hours allocated for each road are estimated. The Contractor shall not exceed the total hours allocated for each Schedule without prior approval by the Township.

2.0 MEASUREMENT FOR PAYMENT

Measurement for payment for Heavy Roadside Brushing shall be by hour.

3.0 BASIS FOR PAYMENT

Payment at the contract price for the above item shall be full compensation for all labour, equipment and material required to do the work, including all required traffic control measures.

LIGHT ROADSIDE BRUSHING – SCHEDULE “C” AND SCHEDULE “D”

1.0 SCOPE

This special provision covers the requirements for the following:

- a) “Light” roadside brushing shall be classified as brush with an average branch thickness less than 50 mm (2”).

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PART “C” – SPECIAL PROVISIONS

- b) The brushing head shall be a boom mower, attached to a tractor, with a minimum reach of 7.5 meters.
- c) Roads shall be brushed “fence line to fence line” or to the limit of the Townships road allowance limit. Typical road allowance is 10 meters from centreline; however the limits shall be confirmed by the Township for each road section prior to the commencement of work.
- d) The roads are to be brushed in the order provided in Schedule “A” and Schedule “B” or as requested by The Township.
- e) The hours allocated for each road are estimated. The Contractor shall not exceed the total hours allocated for each Schedule without prior approval by the Township.

2.0 MEASUREMENT FOR PAYMENT

Measurement for payment for Light Roadside Brushing shall be by hour.

3.0 BASIS FOR PAYMENT

Payment at the contract price for the above item shall be full compensation for all labour, equipment and material required to do the work.

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PART "D" – FORM OF TENDER

1. I _____, of _____,

DECLARE that no person, firm or Corporation, other than the one whose signature or the signature of whose proper officers and seal is or are attached below, has any interest in this Tender or in the Contract proposed to be taken.

2. **I FURTHER DECLARE** that this Tender is made without any connections, knowledge, comparison of figures or arrangement with any other Contractor, firm or person making a Tender for the same work and is in all respects fair and without collusion or fraud.

3. **I FURTHER DECLARE** that no member of the Township Council, or any Officer of the Township is or will become interested, directly or indirectly, as a contracting party or otherwise, in the performance of the Contract, or in the supplies, work or business to which it relates or any portion of the profits thereof, or any such supplies to be used therein or in any of the monies to be derived therefrom.

4. **I FURTHER DECLARE** that several matters stated in the said Tenders are in all respects true.

5. **I FURTHER DECLARE** that Addendum/Addenda No. _____, inclusive, has/have been received, and that all changes specified in the Addendum/Addenda have been included in the prices submitted. I do hereby tender and offer to enter into a Contract, to do all of the work and to furnish all necessary labour, machinery, tools, apparatus and other means of construction, and to provide furnish, deliver, place and erect all materials mentioned and described or implied therein, to complete the work, herein described, in strict accordance with the plans, specifications and special provisions and to accept in full payment therefore, the sums calculated in accordance with the actual measured quantities, except where noted, at the unit prices set forth in the tender therein as follows:

Witness

Signature

Date

Name of Company

E-mail Address

Address

Name of Signing Authority for
Contract (Please print)

Telephone

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PART “D” – FORM OF TENDER

I/We hereby agree to provide section rehabilitation services in accordance with the provisions set out in Parts “A”, “B”, and “C” of this Tender, for the following firm prices.

Notes:

- i) H.S.T. will be paid in addition to the tendered price.
- ii) Prices must be rounded to two decimal places only.
- iii) Roads shall be completed in the order they are provided.

Schedule “A” – Heavy Roadside Brushing 2018					
Road Name	Limits	Length (km)	Estimated Hours (hr)	Unit Price	Total
Long Lake Road	CR 14 to CR 21	4.9	45		
Glen Tay Road	HWY 7 to CR 6	0.4	4		
Upper Scotch Line	CR 10 to Menzies Munro Side Road	4.1	25		
Old Brooke Road	HWY 7 W. for 2.5 km, HWY 7 E. for 2.9 km	5.3	24		
TOTAL ESTIMATED HOURS			98	\$ _____ <i>Per Hour</i>	\$ _____
2018 TOTAL					\$ _____

Schedule “B” – Heavy Roadside Brushing 2019					
Road Name	Limits	Length (km)	Estimated Hours (hr)	Unit Price	Total
McVeigh Road	7 th Concession to Dokken	5	45		
TOTAL ESTIMATED HOURS			45	\$ _____ <i>Per Hour</i>	\$ _____
2019 TOTAL					\$ _____

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PART "D" – FORM OF TENDER

Schedule "C" – Light Roadside Brushing 2018					
Road Name	Limits	Length (km)	Estimated Hours (hr)	Unit Price	Total
Clarchris Road	HWY 511 to Harper Road	4.1	8		
Bathurst 5 th Concession	HWY 511 to Harper Road	4.0	8		
Bathurst 6 th Concession	HWY 511 to Harper Road	4.6	8		
Bathurst 7 th Concession	HWY 511 to Harper Road	4.0	10		
Keays Road	Fallbrook Rd to End	1.9	6		
TOTAL ESTIMATED HOURS			40	\$ _____ <i>Per Hour</i>	\$ _____
2018 TOTAL					\$ _____

Schedule "D" – Light Roadside Brushing 2019					
Road Name	Limits	Length (km)	Estimated Hours (hr)	Unit Price	Total
Upper 11 th Line South Sherbrooke	Elphin-Maberly Rd to Zealand Rd	4.3	13		
McNaughton Rd	Bennet Lake Rd to Old Burke Rd	4.8	15		
Old Burke Rd	McNaughton Rd to Bennet Lake Rd	1.1	4		
Greer Road	McNaughton Rd to Fagen Lake Rd	1.7	5		
North Mac Lane	Christie Lake North Shore Rd to End	0.9	3		
TOTAL ESTIMATED HOURS			40	\$ _____ <i>Per Hour</i>	\$ _____
2019 TOTAL					\$ _____

**THE CORPORATION OF TAY VALLEY TOWNSHIP
ROADSIDE BRUSHING
CONTRACT #2018-PW-010**

PART “D” – FORM OF TENDER

Statement “A” – Bidder’s Experience in similar work

Year	Description of Contract	For whom Performed	Project Foreman	Value

Statement “B” – List of Equipment

Equipment for Schedule “A” and Schedule “B” – Heavy Brushing

Rubber Tire Excavator				Brushing Head		
Year	Make	Model	Boom Reach (m)	Year	Make	Model

Equipment for Schedule “C” and Schedule “D” –Light Brushing

Tractor				Brushing Head		
Year	Make	Model	Boom Reach (m)	Year	Make	Model

**THE CORPORATION OF TAY VALLEY TOWNSHIP
ROADSIDE BRUSHING
CONTRACT #2018-PW-010**

PART “D” – FORM OF TENDER

CHECKLIST

Enclosed with submission:

1. Completed Part “D” enclosed
2. 2018 Health and Safety Policy – Part “A” (#7)
3. WSIB Certificate of Clearance – Part “A” (#7)
4. Accessibility Declaration – Part “A”/”Appendix “A” (#8)

Documents upon Award of Contract:

1. Certificate of Liability Insurance – Part “A” (#14)
2. WHMIS Safety Data Sheets – Part “B” (#10)

**THE CORPORATION OF TAY VALLEY TOWNSHIP
ROADSIDE BRUSHING
CONTRACT #2018-PW-010**

PART "D" – FORM OF TENDER

TENDER LABEL – FORM 5

To help identify your Tender, please **cut out the label below and affix this label to the outside of your Tender Envelope:**

THE CORPORATION OF TAY VALLEY TOWNSHIP TENDER FOR ROADSIDE BRUSHING CONTRACT #2018-PW-010	
The Corporation of Tay Valley Township 217 Harper Road, Perth, Ontario K7H 3C6	
Attention:	Amanda Mabo, Clerk
Telephone:	613-267-5353 ext. 130
Toll Free:	1-800-810-0161
Fax:	613-264-8516
E-mail:	clerk@tayvalleytwp.ca
CONTRACT NUMBER:	CLOSING TIME/DATE:
2018-PW-010	1:00PM August 2nd, 2018
YOUR COMPANY'S NAME, ADDRESS AND CONTACT INFORMATION:	



Use the above label for your envelope when you submit your Tender Document.

THE CORPORATION OF TAY VALLEY TOWNSHIP
ROADSIDE BRUSHING
CONTRACT #2018-PW-010

APPENDIX "A" – ACCESSIBILITY DECLARATION

[COMPANY LETTERHEAD]

To: The Corporation of Tay Valley Township
From: [Company Name]
[DATE]
[CONTRACT NUMBER, CONTRACT TITLE]

Re: Declaration of Compliance – Accessibility of Ontarians with Disabilities Act (AODA)

Please accept this letter as confirmation [COMPANY NAME] is in compliance with the Accessibility of Ontarians with Disabilities Act and its regulations

[SIGNATURE]
[NAME]
[POSITION]
[CONTACT INFORMATION]
[COMPANY]