



Request for Quotation
PW – 2017-01

Supply Street Cleaning Services

Closing Date: Tuesday March 21, 2017
Time: 2:00 pm

Contact: Harry Niemi
Director of Public Works
519-856-9596 Ext. 109
hniemi@get.on.ca

Township of Guelph/Eramosa
8348 Wellington Road 124
P.O. Box 700
Rockwood, ON N0B 2K0

**TOWNSHIP OF GUELPH/ERAMOSIA
REQUEST FOR QUOTATION
PW – 2017 – 01**

QUOTATIONS will be received at the by Township of Guelph/Eramosa Municipal Office until 2:00 p.m. local time on

Tuesday March 21, 2017

Quotations may be emailed, faxed or dropped off at the municipal office to the attention of Harry Niemi, Director of Public Works.

Contract award is subject to Township of Guelph/Eramosa approval. The lowest or any quotation will not necessarily be accepted.

The contractor shall state the rate per hour while working and shall supply the other information required on the attached sheets.

We (the Contractor) promise to commence work on _____
(to be completed by the contractor) and to diligently perform the work up to Township of Guelph/Eramosa standards, continuously without undue delay and further promise to complete the work by May 12, 2017.

Township of Guelph/Eramosa
Harry Niemi, P. Eng.
Director of Public Works
Box 700
8348 Wellington Road 124
Rockwood ON N0B 2K0
519-856-9596 Ext. 109
Fax - 519-856-2240
hniemi@get.on.ca

**TOWNSHIP OF GUELPH/ERAMOSIA
REQUEST FOR QUOTATION
PW – 2017 – 01**

**TOWNSHIP OF GUELPH/ERAMOSIA
SUPPLY STREET CLEANING EQUIPMENT
FOR THE 2017 SPRING CLEAN-UP OPERATION
QUOTE NO. PW-2017-01**

The Contractor has carefully examined the provisions, specifications and conditions attached to this quotation and has carefully examined the site and location of the work to be done under this contract (see Table A), and the contractor understands and accepts the said provisions, specifications and conditions and, for the prices set forth in this quote.

It is agreed that the quote quantities are estimated only and may be increased or decreased by the Municipality without alteration of the contract price.

Name of Firm or Individual (Hereafter referred to as "The Contractor")

Address

Name of Person Signing Form

(Signature)

Title of Person Signing Form

Contact Person

Work Phone Number

Fax Number

Cell Phone Number

Email Address

**TOWNSHIP OF GUELPH/ERAMOSA
REQUEST FOR QUOTATION
PW – 2017 – 01**

BASIS OF QUOTATION REJECTION

Quotations may be rejected for any of the following reasons:

- a) Late Quotations
- b) Quotation Form not Used
- c) Incomplete Quotations
- d) Quotations not completed in ink or typewritten
- e) Qualified Quotation
- f) Quotations not signed
- g) Erasure, overwriting or strikeouts not initialed
- h) Arithmetic errors

SPECIFICATIONS

1. The contract period shall be between April 10, 2017 and May 12, 2017, 7 a.m. to 7 p.m. The street cleaning operation shall be performed Monday to Friday inclusive. There will be one (1) twelve (12) hour shift per day unless otherwise instructed. There shall be no work performed on Sundays and Statutory Holidays.
2. The successful contractor shall make available to the Township, specified equipment as awarded. All equipment shall be provided with a qualified operator, necessary fuel and full insurance coverage.
3. Hourly rental rates quoted shall include provisions for depreciation, interest, insurance, operators, fuel, lubricants, repairs, maintenance, overhead and profit.
4. All rental rates quoted are to remain **firm** without escalator clause for the duration of the contract.
5. Payment for all rentals will be based on operation hours **on site only.**
6. Hourly rates shall not be paid while equipment is broken down.
7. The number of hours shown in the quotation document is estimated based on past requirements and shall be used as a basis for comparison upon which the award of the contract will be made. The Township does not guarantee any minimum number of hours for any equipment tendered.
8. The contractor **must** complete and submit a daily Street Sweeping Daily Totals form (to be provided by the Township).
9. The Township shall provide dump locations for sweepers and water for flushers through designated fire hydrants. These services will be provided to the contractor without charge.

**TOWNSHIP OF GUELPH/ERAMOSA
REQUEST FOR QUOTATION
PW – 2017 – 01**

10. The contractor shall provide a gate valve, a backflow preventer valve and a meter for retrieving water from Municipal hydrants in Rockwood and the Hamilton Drive Subdivision. The contractor **must** notify the Township prior to connecting to Municipal hydrants.
11. Should any person or persons employed by a successful contractor, in the opinion of the Township, be wither intemperate, disorderly, incompetent, willfully negligent or dishonest in the performance of their duty under the Township's contract, such person shall be terminated from any further involvement in the said contract.
12. If, in the opinion of the Township, the successful contractor is in default or delay in diligently executing the work to be performed under this contract, it may result in the cancellation of the contract with no liability of penalty to the Township.
13. The contractor shall not, without the written consent of the Township, make any assignment or any sub-contract for the execution of any works hereby quoted on.

LIABILITY INSURANCE

The successful Bidder shall file with the Owner a certified copy of an Insurance Policy, or an Insurance Certificate acceptable to the owner with a limit of not less than five million (\$5,000,000.00) prior to commencing work.

General liability insurance shall be in the joint names of the Contractor and the Owner with limits of not less than five million dollars (\$5,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use and thereof, with a property damage deductible of not more than five thousand dollars. (\$5,000.00) The form of insurance shall be the Insurance Bureau of Canada Form IBC 2100 dated 01-11 or approved equivalent.

Failure to comply with the aforesaid shall be interpreted as "No Insurance" and will result in the cancellation of any contract agreed upon.

CONTRACTOR'S LIABILITY

1. Any work performed by the contractor on the lands of the Township shall be solely at his own risk and the Township shall not be liable to the contractor or his employees for any damages or loss sustained by them, including death, or to their property as a result of working or operation there upon.
2. The contractor shall be responsible for any damages or loss sustained by any person, including death, or to their property as a result of working or operating upon the lands of the Township and shall obtain public liability and property damage insurance for his vehicles(s), both to the satisfaction of the Township.

**TOWNSHIP OF GUELPH/ERAMOSIA
REQUEST FOR QUOTATION
PW – 2017 – 01**

3. The contractor shall be responsible for any damages or loss sustained by any person, including death, or to their property as a result of any failure or neglect on the part of the contractor or his employees to perform any of the acts or obligations required under this contract. The contractor shall indemnify and save the Township harmless for all such damages or loss, claims therefore, costs and expenses which may be incurred by the Township as a result of the award of the contract to the contractor.

WORKPLACE SAFETY AND INSURANCE BOARD

The contractor shall provide the Township with a copy of a Certificate of Clearance indicating the Contractor's good standing with the Workplace Safety and Insurance Board, immediately prior to contract execution. The Contractor shall execute the terms of the Contract in strict compliance with local by-laws, the requirements of the Occupational Health and Safety Act, R. S. O. 1990, c.O.1 as amended (the Act), and Ontario Regulation 213/91 as amended, and any other regulations as amended under the Act that may affect the performance of the Work as the 'Constructor' or 'employer', as defined by the Act as the case may be.

HARMONIZED SALES TAX

The Bidder will indicate the amount of Harmonized Sales Tax paid under the Contract.

LOCATION OF WORK

Table "A" gives a list of all streets and roads in the Township scheduled for street sweeping under this quotation.

REGULATIONS

The Contractor shall abide by all Acts, By-Laws and regulations relative to the performance of the Work.

COMPLETION

Time shall be of the essence of the agreement.

PAYMENTS

Following completion of the work, the Contractor is to submit an invoice to the Township of Guelph/Eramosa for the work performed. The invoice must detail the number of hours for each piece of equipment along with the total amount and contract number. Within forty-five (45) days of the date of acceptance of the work a cheque will be released to the contractor.

**TOWNSHIP OF GUELPH/ERAMOSIA
REQUEST FOR QUOTATION
PW – 2017 – 01**

DIRECTOR OF PUBLIC WORKS OR ENGINEER

Director of Public Works or Engineer shall be interpreted as the Council of the Township of Guelph/Eramosa, or such other person, partnership or corporation as may be authorized by the Council to act on their behalf in any particular capacity.

DAMAGE OF VEHICLES AND OTHER EQUIPMENT

If at any time, in the opinion of the Director of Public Works, damage is being done or is likely to be done to any highway or in any improvement thereon, other than such portions as are part of the work, by the Contractor's vehicles or other equipment whether licensed or unlicensed, the Contractor shall, on the direction of the Director of Public Works and at the Contractor's own expense make changes in, or substitutions for such vehicles or other equipment, or shall alter loadings or shall in some other manner remove the cause of such damage to the satisfaction of the Director of Public Works.

EQUIPMENT: SWEEPERS

1. Two (2) street sweepers are to be models with dual control, four-wheel, three cubic meters mobil type or equivalent.
2. Street sweepers must be in good working condition to complete the work specified in this quotation.
3. Street sweepers are to be equipped with the proper silencer (muffler) as part of the work specified in this quotation may be performed during the evening hours.
4. Sweeper equipment shall have a backflow preventer valve.
5. Street sweepers are to be equipped with yellow strobe lights or equivalent.
6. Combined total for all sweepers is approximately 200 hours.

EQUIPMENT: FLUSHERS

1. One (1) street flusher is to be a model with a 2,000-gallon capacity or approved equivalent.
2. Street flusher must be in good working condition to complete the work specified in the quotation.
3. Street flusher water pressure system must be capable of being regulated from within the cab to control pressure needed.

**TOWNSHIP OF GUELPH/ERAMOSA
REQUEST FOR QUOTATION
PW – 2017 – 01**

4. Street flusher to be equipped with the proper silencer (muffler) as part of the work specified in quotation may be performed during the evening hours.
5. Combined total for street flusher is approximately 20 hours.
6. Flusher equipment shall have a backflow preventer valve.

Township staff will be inspecting the performance of the equipment and operators throughout the contract period and have the authority to remove units and/or operators not performing to Township satisfaction.

TABLE “A”

STREET NAME	LOCATION
Randel Rd.	South West Corner of Twp
Beech St.	South West Corner of Twp
Shadow Dr.	South West Corner of Twp
Walkerbrae Tr.	Wellington Rd. 86 & Wellington Rd. 30
Schaefer Rd.	Ariss
Ariss Valley Rd.	Ariss
Ariss Glen Dr.	Ariss
Pilkington St.	Ariss
Schuett Rd.	Ariss
Ellenville Cres.	Ariss
Hartsfield Dr.	Highway 6 & Wellington Rd. 7
Conservation Rd.	Wellington Rd. 38 to the dead end just west of Hwy 6
Promenade Dr.	Wellington Rd. 124 – East of City of Guelph
Eramosa Cres.	Wellington Rd. 124 – East of City of Guelph
Gazer Cres.	Wellington Rd. 124 – East of City of Guelph
Hillside Dr.	Wellington Rd. 124 – East of City of Guelph
Kaine Hill Dr.	Wellington Rd. 124 – East of City of Guelph
Wellington St.	Everton
Victoria St.	Everton
Oliphant St.	Everton
Albert St.	Everton
All Rockwood Streets	See Attached Map
All Eden Mills Streets	See Attached Map
All Hamilton Dr. Subdivision Streets	See Attached Map

**TOWNSHIP OF GUELPH/ERAMOSA
REQUEST FOR QUOTATION
PW – 2017 – 01**

QUOTATION SHEET

I/We understand that this offer, together with a written acceptance thereof by the Township, shall constitute a legal and binding contract between us.

I/We, the undersigned, hereby offer to supply to the Township of Guelph/Eramosa, in accordance with the attached specification, street-cleaning equipment at the following rates:

SECTION I - Street Sweepers: 4-wheel type
Number Required: Two (2)

Make	Model	Capacity
_____	_____	_____
_____	_____	_____
Operating rate per hour with operator		\$ _____
Applicable Taxes		\$ _____
Total Rate Per Hour per Sweeper		\$ _____

SECTION II - Flusher: 2,000-gallon capacity
Number Required: One (1)

Make	Model	Capacity
_____	_____	_____
Operating rate per hour with operator		\$ _____
Applicable Taxes		\$ _____
Total Rate Per Hour		\$ _____

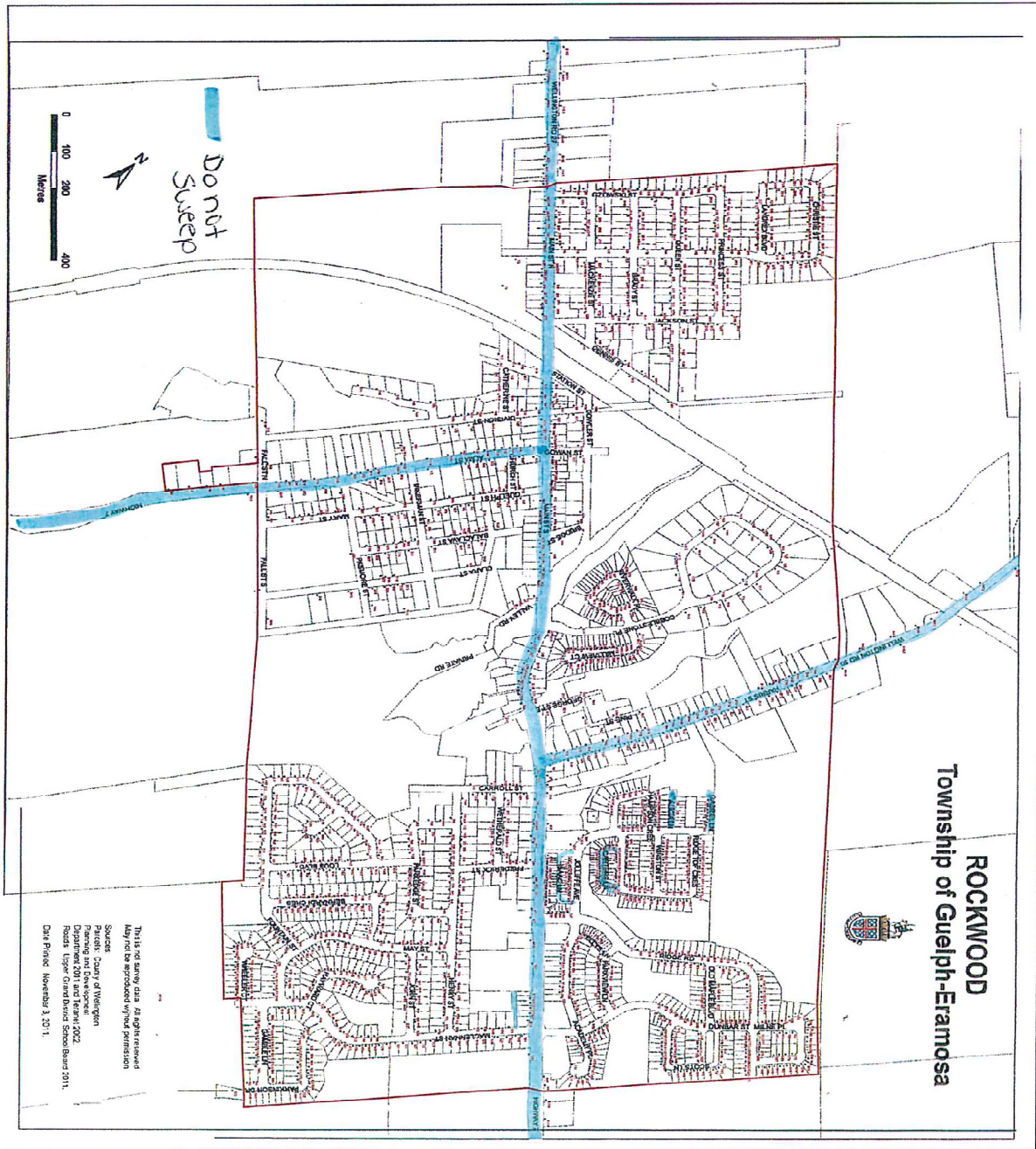
Company Name **Date**

Authorized Signature **Title**

Address **Telephone Number**

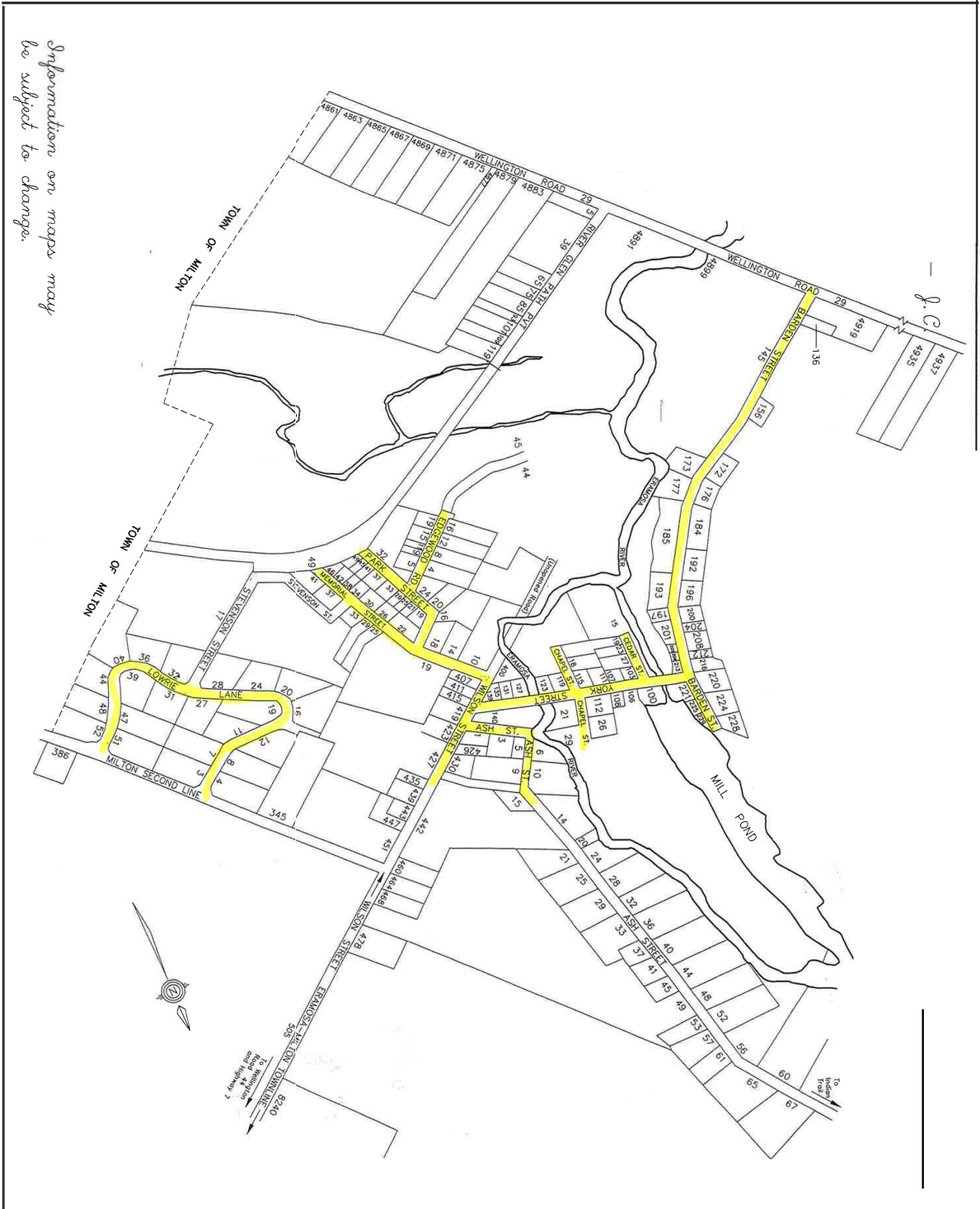
TOWNSHIP OF GUELPH/ERAMOSA
REQUEST FOR QUOTATION
PW – 2017 – 01

ROCKWOOD



TOWNSHIP OF GUELPH/ERAMOSA
REQUEST FOR QUOTATION
PW – 2017 – 01

EDEN MILLS



Information on maps may be subject to change.

HAMILTON DRIVE SUBDIVISION

