



Request for Quotation  
**PW – 2017-03**

Supply and Apply Maintenance Gravel

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

**Contact:** Harry Niemi, P. Eng.  
Director of Public Works  
519-856-9596 Ext. 109  
[hniemi@get.on.ca](mailto: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 – 03**

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

**Tuesday March 21, 2017**

Contract award is subject to Township of Guelph/Eramosa approval. The lowest or any bid will not necessarily be accepted. A purchase order will be issued to the successful bidder.

Each bid must be accompanied by a bid deposit (certified cheque) in the amount of 10% of the total bid.

The contractor shall provide all of the information requested on the attached sheets.

We (the Contractor) promise to commence work on \_\_\_\_\_  
(to be completed by the contractor) and to diligently perform the work continuously without undue delay and further promise to complete the work by May 19, 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](mailto:hniemi@get.on.ca)

**TOWNSHIP OF GUELPH/ERAMOSA  
REQUEST FOR QUOTATION  
PW – 2017 – 03**

**TOWNSHIP OF GUELPH/ERAMOSA  
SUPPLY AND APPLY OF MAINTENANCE GRAVEL**

**QUOTATION NO. PW-2017-03**

The Contractor has carefully examined the provisions, specifications and conditions attached to this bid 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 bid, hereby offers to furnish all machinery, tools, apparatus and other means of construction, furnish all materials, except as otherwise specified in the contract, and to complete the work in strict accordance with the provisions, plans, specifications and conditions attached to this bid.

Attached to this bid is a bid deposit, made payable to the municipality. The proceeds of this bid deposit shall, upon acceptance of the bid, constitute a deposit which shall be forfeited to the municipality if the Contractor fails to complete the work as outlined in the Request for Quotation.

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

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

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Address

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Name of Person Signing Form (Signature)

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Title of Person Signing Form

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Contact Person Work Phone Number

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Fax Number Cell Phone Number

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Email Address

**TOWNSHIP OF GUELPH/ERAMOSA  
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PW – 2017 – 03**

**BID DEPOSIT**

A bid deposit (certified cheque) made payable to the Township of Guelph/Eramosa in the amount of 10% of the total bid must be submitted with the bid documents.

**BASIS OF BID REJECTION**

Bids may be rejected for any of the following reasons:

- a) Late Bids
- b) Bid Form not Used
- c) Incomplete Bids
- d) Bids not completed in ink or typewritten
- e) Qualified Bid
- f) Bids not signed
- g) Bids not sealed
- h) Erasure, overwriting or strikeouts not initialed
- i) Arithmetic errors
- j) Bid Deposit not submitted or of insufficient amount

**LIABILITY INSURANCE**

The successful contractor 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 dollars (\$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.

**TOWNSHIP OF GUELPH/ERAMOSIA  
REQUEST FOR QUOTATION  
PW – 2017 – 03**

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.
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**

All bidders will indicate the amount of Harmonized Sales Tax to be paid.

**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 a detailed invoice indicating the amount and contract number, to the Township of Guelph/Eramosa for the work performed. 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  
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PW – 2017 – 03**

**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.

**ONTARIO PROVINCIAL STANDARD SPECIFICATIONS**

The Ontario Provincial Standards shall apply to this project as determined by the Director of Public Works.

**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.

**LOADING OF MOTOR VEHICLES**

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 in the Highway Traffic Act, whether such vehicle is registered in the name of the Contractor or otherwise.

**SUPPLY AND PLACE MAINTENANCE GRAVEL**

For the unit price quoted the Contractor shall supply and place Granular 'A' material as directed by the Director of Public Works.

This item shall be governed by OPSS 314 and 1010.

Measurement for payment shall be in accordance with OPSS 314.09.02.01 Tonne Measurement.

**TESTING OF MATERIALS**

The contractor will be required to have testing completed by a certified Geotechnical Consultant, which must be selected by the Township of Guelph/Eramosa, to confirm that the material meets the physical requirements of Granular 'A' OPSS 1010.

Samples must be obtained in the presence of Township Staff in accordance with accepted sampling methods.

**TOWNSHIP OF GUELPH/ERAMOSA  
REQUEST FOR QUOTATION  
PW – 2017 – 03**

The contractor/consultant will provide directly to the Public Works Department, the results from the testing prior to any material being placed on Township roads.

**MINIMUM DELIVERY**

The contractor will ensure that there are enough bottom dump (belly dump) trucks to supply “Granular ‘A’ ” at a rate of **no less than 200** tonnes per hour. If this requirement is not met the contractor will be responsible for any additional cost incurred by the Township.

**QUANTITIES**

The quantities in Table “A” are estimated only. The Township reserves the right to alter quantities or portion of the work at any time.

**CONTRACT SPECIFICATIONS**

The latest Ontario Provincial Standards (OPSS) shall apply:

OPSS 102  
OPSS 314  
OPSS 1001  
OPSS 1010

**TOWNSHIP OF GUELPH/ERAMOSA  
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**TABLE “A”**

<b>Locations</b>	<b>Estimated Tonnes</b>
Eramosa/Erin TL (Wellington Rd. 50 – 2.8 km S)	1500
Sideroad 10 (Jones Baseline – Wellington Rd. 29)	1000
Woolwich/Guelph TL (Paisley Rd. – 1.5 km N)	1500
Fourth Line (Sideroad 20 – Wellington Rd. 22)	1000
Sixth Line (Off of Hwy 7)	500
Jones Baseline (Stone Rd. – Dead End)	500
Various Locations	1000
<b>2017 Total Estimate</b>	<b>7000</b>

\* NOTE: The 1,000 tonnes for various locations may be picked up at a specified pit by Township forces or may require delivery.



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**TOWNSHIP OF GUELPH/ERAMOSIA  
SUPPLY AND APPLY MAINTENANCE GRAVEL  
FOR THE 2017 SEASON  
QUOTE NO. PW-2017-03**

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 and apply the Township of Guelph/Eramosa, in accordance with the attached Specification, maintenance gravel at the following rates:

**PRICE QUOTE**

<b>Item No.</b>	<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total</b>
1	Supply & Apply Granular 'A' for Delivery	Tonne	6,000		
2	Supply Granular 'A' for Pick up	Tonne	1,000		
3	Sub-Total (Items 1 & 2)				
4	H.S.T. 13%				
			<b>TOTAL</b>		
	H.S.T. Number				

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**Company Name** **Date**

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**Authorized Signature** **Title**

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**Address** **Telephone Number**