



Rideau Lakes

Request for Proposals (RFP) ASPHALT PAVING

PW2025-6

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1.0 Information to Bidder

General Description

The Township of Rideau Lakes has two asphalt paving projects in 2025.

Bids are hereby requested for new asphalt placement at the two (2) locations.

The Work

This agreement may not be assigned or subcontracted in whole or in part by the Supplier, without prior written consent of the Roads Coordinator.

All supplies are subject to Council budget approval. The Township reserves the right to discontinue this RFP process and review at any time and not move forward with awarding a contract.

Inquiries During RFP Period

All inquiries relative to these RFP documents shall be directed to Dan Chant, Roads Coordinator at dchant@rideaulakes.ca or call 1-800-928-2250 Ext 227.

No information provided orally by the Township shall be binding, nor shall it alter the requirements in any way.

Bid Submission

The Bidder shall comply with the following instructions. Those failing to do so may be subject to disqualification.

Bids shall be made in the format specified in this section and include the forms in Section 3.

The forms supplied by the Township **must** be used and are to be submitted to: Dan Chant Manager of Roads and Drainage. **Bids must be in hard copy form; in a sealed envelope, clearly marked with its contents. Mailed or delivered to the Township Office in Chantry at 1439 County Road 8. Fax transmissions and emails will not be accepted.**

Tender PW2025-6

Dan Chant, Manager of Roads and Drainage

Township of Rideau Lakes

1439 County Rd 8, Delta, ON K0E 1G0

Bids will be received until 11:00a.m. E.S.T., January 22, 2025. It is the Bidder's responsibility to ensure that the bid submission is received by the Township prior to the submission deadline.

It is the Bidder's responsibility to ensure that the RFP is received by the Roads Coordinator prior to the submission deadline.

All proposals received will be held, unopened, and in strict confidence until after the closing date and time.

All entries must be clear and legible and made in ink. All items shall be bid according to any instructions in this document and with entries made for unit price, lump sum, extensions and

totals as appropriate. All items on bid form must be quoted. Incomplete bids will not be accepted.

RFP's that are incomplete, conditional, illegible and obscure or have reservations, erasures, alterations, additions not called for, or irregularities of any kind may be rejected. Erasures, overwriting or strikeouts are to be initialed by the person signing for the Bidder.

The forms must be signed in the space provided by an authorized official of the Bidder. If a joint bid is submitted, it must be signed on behalf of each Bidder.

Price Submission

The price shall include total costs, in Canadian Dollars. All prices in Form "B" Unit Bid Price Form shall not include HST.

Cost of Submission

The Township will not be liable nor reimburse any Bidder for any costs incurred in developing a submission, attending meetings/interviews, demonstrating the goods and or services, legal services, or any other services that may be required in responding to this RFP.

Alteration to Bid Submission

An RFP price may be altered by submitting another Form "B" Unit Bid Price Form at any time, up to the specified time and date for the closing. The last Form "B" Unit Bid Price Form received shall supersede and invalidate all previously submitted by the Bidder.

Withdrawal of Bid Submission

A Bidder who has submitted a response to this RFP may request that such response be withdrawn. Withdrawals shall be completed and shall be allowed under the following conditions;

- 1 The RFP closing date and time has not passed. There shall be no withdrawals of submissions allowed after the closing date and time for receiving bids;
- 2 The request is made in writing on the Bidder's letterhead and signed by a senior official of the Bidder, and include his direct contact information; and
- 3 The request is made to the Roads Coordinator by email or by hand.

In all cases, a request for the withdrawal of a submission will be verified by the Township of Rideau Lakes, by way of a telephone call to the senior official representing the Bidder and making the request, to confirm the withdrawal.

All confirmed requests for withdrawal will be placed on record and the associated submission shall be given no further consideration. RFP prices withdrawn under this procedure shall not be reinstated.

Withdrawal of prices subsequent to the opening of the RFP or frequent refusal to accept work would be reviewed by the Township and may impact the Bidder's privilege to submit a RFP to provide services of this nature in the future.

Insurance – Liability, Automotive and Non-Owned Automobile Insurance

Without in any way limiting the liability of any successful vendor, the vendor shall:

- 1 Maintain and keep in force during the term of the contract, General Liability Insurance protecting the contractor's liability, legal or assumed, under the contract for all claims arising from personal injury to members of the public, damage to property of public including loss of use of such property and the minimum insurance shall be \$5,000,000.00.
- 2 Maintain and keep in force during the term of the contract, automobile and non-owned automobile insurance on all vehicles used in connection with the work under this contract. Such insurance is to carry the minimum limit of \$2,000,000.00.
- 3 Maintain and keep in force during the term of the contract, Contractor's contingent liability insurance, covering the liability of the Contractor under this contract in respect to his sub-contractor's same limits as required in Clause (a).
- 4 Deposit with the Township of Rideau Lakes, before commencing any work under this contract, a certificate of insurance detailing the coverage and expiry date for all policies duly executed by the insuring company stating that if said policies are cancelled or changed in any manner, sixty (60) days written notice of such change or cancellation will be given to the Corporation of the Township of Rideau Lakes, Clerk, Delta Ontario. The Township shall be shown as an additional insured.

Workplace Safety Insurance Act

Any successful vendor is required to comply with all the regulations of the Workplace Safety and Insurance Board (WSIB) in respect to the contract work and all persons employed on or in connection therewith, and shall furnish a Certificate of Clearance from the Board to the Township of Rideau Lakes, and maintain good standing with the WSIB throughout the contract period.

Contractor's Liability

Any successful vendor shall be liable for all injuries and/or death to persons and for damage to property caused by his/her operations and those of sub-contractors and their employees engaged on and off site; and shall indemnify and save harmless the Township of Rideau Lakes from all suits and actions for damages and costs to such damages to property of others as well as the Township, resulting from negligence, poor workmanship and materials, as well as any cause whatsoever in the performance of the work.

Terms of Payment and Invoices

The Township shall pay for supplies upon receipt of an itemized invoice sent to Dan Chant, Roads Coordinator, at the Township of Rideau Lakes, dchant@rideaulakes.ca . Generally, the Township of Rideau Lakes' terms of payment are net thirty (30) calendar days upon receipt of invoice.

2.0 Special Provisions for RFP

The Work

All granular to prepare grade to be provided by the Township, unless otherwise specified.

All asphalt to be placed by mechanical paver and compacted as per OPSS 310.

Township Staff to identify asphalt limits which shall be saw cut and joint coated by contractor prior to abutting of new asphalt.

Contractor responsible for all construction signage as per latest edition of the MTO Book 7 – Ontario Traffic Manual.

Item 1 – Sheldon Road

This item of work to include fine grade and paving. The contractor shall provide all labour and equipment to fine grade existing road base to provide uniform grade and 2% cross fall from centreline to edge of roadway prior to paving. Asphalt to consist of 50mm of HL-3 (PG58-28) placed 6.1 meters wide, unless otherwise specified. **Estimate quantity 535 tonnes.**

Item 1 – Shouldering Material

The scope of this work involves shouldering paved road item 1, application method of this operation shall be approved by the Township, prior to starting this operation, and will be completed using a shoulder spreader machine. Granular material, which has been left on existing asphalt surface, will be removed immediately by a power broom or some other means which will not damage the surface. Payment for this surface cleanup will be included in this item. Shoulders shall be widened at mailbox locations to allow the safe delivery of mail. Granular “M” shall be placed at all entrances to a width, depth and length as directed by the Contract Administrator and shall be included in this item.

Item 2 – Sunset Drive

This item of work to include excavation of 500mm of all materials including the existing asphalt, add 300mm of granular B, 150mm of granular A and 50mm of asphalt on Sunset Drive. The contractor shall provide all labour and equipment to complete the project. Fine grade the road base to provide uniform grade and 2% cross fall from centreline to edge of roadway prior to paving. Asphalt to consist of 50mm of HL-3 (PG58-28) placed 6.3 meters wide, unless otherwise specified. **Estimate quantity 500 tonnes.**

The Contractor shall also sawcut all paved driveways, remove and replace four driveway culverts, the Township will supply new culverts, complete asphalt driveway tie-ins, supply and place screened topsoil along street limit and lawns, supply and place hydraulic seed and mulch.

Basis of Payment

Payment for all items will be by either unit measurement in metric tonne as weighed by an approved scale or as lump sum where indicated.

Payment at the RFP price for the above service shall include full compensation for all labour, equipment and materials.

3.0 Submission Forms

PW2025-6 FORM "A" CONTRACTOR'S INFORMATION FORM

Company _____
Name of Firm or Individual (Hereafter referred to as "Bidder")

Address _____

City _____ Postal Code _____

Telephone _____ Fax _____

Name _____
Name of Person Signing for Firm (please print)

Position _____

Email _____

Signature _____

HST No. _____

Dated at _____ this _____ day of _____, 2025.

THIS PAGE MUST BE COMPLETED AND RETURNED WITH RFP

PW2025-6 FORM "B" UNIT BID PRICE FORM

All items on bid form must be quoted. Incomplete bids will not be accepted.

Item 1 Sheldon Road

Item	Item Description	Unit	Est. Quantity	Unit Price	Amount
1	Asphalt Placement	tonne	535	\$	\$
1	Shouldering	tonne	100	\$	\$

Bid Total \$ _____

All bid prices not to include HST

Item 2 Sunset Drive

Item	Item Description	Unit	Est. Quantity	Unit Price	Amount
2	excavation	M3	2000	\$	\$
2	Sawcut asphalt driveways		10	\$	\$
2	Remove & replace driveway culverts		4	\$	\$
2	Granular B	Tonne	2400	\$	\$
2	Granular A	Tonne	1275	\$	\$
2	Asphalt placement	Tonne	500	\$	\$
2	Driveway Reinstatements	m ²	150	\$	\$
2	Topsoil placement	m ²	600	\$	\$
2	Hydraulic seed & mulch placement	m ²	600	\$	\$

Bid Total \$ _____

All bid prices not to include HST

Total Bid Items 1-2 Total \$ _____

All bid prices not to include HST

HIS PAGE MUST BE COMPLETED AND RETURNED WITH RFP

PW2025-6 FORM "C" TAX COMPLIANCE DECLARATION

I/We hereby certify that, _____ at the time of submitting this
(Legal Name of Company)

RFP, is in full compliance with all tax statutes administered by the Ministry of Finance for Ontario and that, in particular, all returns required to be filed under all provincial tax statutes have been filed and all taxes due and payable under those statutes have been paid or satisfactory arrangements for their payment have been made and maintained.

Dated at _____ this _____ day of _____ 2025.

(An Authorized Signing Officer)

(Title)

THIS PAGE MUST BE COMPLETED AND RETURNED WITH RFP