



The Corporation of the Township of South Stormont
Request for Quotation – 25-2022 Construction of Park Multi-Recreational Trail
EVB Project No. 22158

Due to the COVID-19 preventative measures, contractors shall provide digital submissions of the tender documents by email to EVB Engineering (ian.mcleod@evbengineering.com) until:

11:00 AM, local time, on Friday September 2nd, 2022

For the Milles Roches Corridor Multi-Use Path project in Long Sault, ON, which includes the installation of excavation, granular, asphalt, culverts, storm sewer and landscaping as further detailed in the contract documents.

On the same day, and shortly after the closing time, the tenders will be opened, and the total tendered amount will be read publicly. Details of the tender opening will be made available closer to the opening date via addendum.

The tender documents and addendum may be obtained from the project Dropbox folder commencing on Friday August 19th, 2022. Please contact the undersigned to be added to the plan takers list and addendum email distribution list.

Project Dropbox folder may be accessed from:

<https://tinyurl.com/Milles-Roches-Corridor>

Each quotation must be accompanied by a quotation deposit in the form of a certified cheque, bank draft or bid bond for minimum of **10%** of the total quoted amount, made payable to the Township of South Stormont.

Quotations are subject to a formal contract being prepared and executed. The Township of South Stormont, at its own discretion, reserves the right to accept or reject any compliant or non-compliant quotation and advises that the lowest or any quotation will not necessarily be accepted.

Questions will be received until end of day August 30th, 2022 and shall be sent in writing to the Engineer. The Township reserves the right to distribute any and all questions (anonymously) and answers pertaining to this quotation by addenda. The final addendum, if applicable, will be issued on August 31st, 2022.

Engineer: Ian McLeod, P.Eng., EVB Engineering
800 Second St. West, Cornwall, ON, K6J 1H6
Telephone : 613-935-3775 x 300
Email: ian.mcleod@evbengineering.com



Request for Quotations

For

Milles Roches Corridor Multi-Use Path – Phase III

Request for Quotations No.: **25-2022**

Issued: **August 19th, 2022**

Submission Deadline: **September 2nd, 2022 @ 11:00 a.m. local time**

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PART 1 – INVITATION AND SUBMISSION INSTRUCTIONS

1.1 INVITATION TO RESPONDENTS

1.1.1 Invitation

This Request for Quotations (the “RFQ”) is an invitation by the Township of South Stormont (the “Township”) to prospective respondents to submit quotations for **Multi-Use Recreational Path – Phase III**, as further described in Section A of the RFQ Particulars (Appendix B) (the “Deliverables”).

1.1.2 Respondent must be Single Entity

The respondent must be a single legal entity that, if selected, intends to enter into the contract with the Township. If the quotation is being submitted jointly by two (2) or more separate entities, the quotation must identify only one of those entities as the “respondent”. The respondent will be responsible for the performance of the Deliverables.

1.2 RFQ CONTACT

For the purposes of this procurement process, the “RFQ Contact” will be:

EVB Engineering

Ian McLeod: ian.mcleod@evbengineering.com

or

Anthony Vincelli: anthony.vincelli@evbengineering.com

Respondents and their representatives are not permitted to contact any employees, officers, agents, elected or appointed officials, or other representatives of the Township, other than the RFQ Contact, concerning matters regarding this RFQ. Failure to adhere to this rule may result in the disqualification of the respondent and the rejection of the respondent’s quotation.

1.3 CONTRACT FOR DELIVERABLES

1.3.1 Type of Contract

The selected respondent will be requested to enter into a contract for the provision of the Deliverables on the terms and conditions set out in the Form of Agreement (Appendix A) (the “Agreement”).

1.3.2 Term of Contract

The term of the Agreement will be in effect until the completion of the deliverables

1.4 RFQ TIMETABLE

1.4.1 Key Dates

The contract must be substantially completed by November 1st, 2022

Issue Date of RFQ	August 19, 2022
Deadline for Questions	August 30, 2022, 11:59:59 PM local time
Deadline for Issuing Addenda	August 31, 2022, 11:59:59 PM local time
Submission Deadline	September 2, 2022, 11:00:00 AM local time
Anticipated Ranking of Respondents	September 5, 2022.
Anticipated Execution of Agreement	September 8, 2022

The RFQ timetable is tentative only and may be changed by the Township at any time.

1.4.2 Site Visit / Pre-Bid Meeting (if applicable) – N/A

1.5 SUBMISSION INSTRUCTIONS

1.5.1 Quotations to be Submitted at Prescribed Location

Quotations must be submitted at:

lan.mcleod@evbengineering.com

1.5.2 Quotations to be Submitted on Time

Quotations must be submitted at the location set out above on or before the Submission Deadline. Quotations submitted after the Submission Deadline will be rejected.

1.5.3 Quotations to be Submitted in Prescribed Format

Respondents should submit one (1) electronic copy e-mailed as noted in 1.51. Quotations should be prominently marked with the RFQ title and number (see RFQ cover), with the full legal name and return address of the respondent.

1.5.4 Amendment of Quotations

Respondents may amend their quotations prior to the Submission Deadline by submitting the amendment in a sealed package prominently marked with the RFQ title and number and the full legal name and return address of the respondent to the location set out above. Any amendment should clearly indicate which part of the quotation the amendment is intended to amend or replace.

1.5.5 Withdrawal of Quotations

At any time throughout the RFQ process until the execution of a written agreement for provision of the Deliverables, a respondent may withdraw a submitted quotation. To withdraw a quotation, a notice of withdrawal must be sent to the RFQ Contact and must be signed by an authorized representative of the respondent. The Township is under no obligation to return withdrawn quotations.

[End of Part 1]

PART 2 – EVALUATION AND AWARD

2.1 STAGES OF EVALUATION

The Township will conduct the evaluation of quotations in the following stages:

2.2 STAGE I – MANDATORY SUBMISSION REQUIREMENTS

Stage I will consist of a review to determine which quotations comply with all of the mandatory submission requirements. Quotations that fail to satisfy the mandatory submission requirements will be rejected. The mandatory submission requirements are set out in Section C of the RFQ Particulars (Appendix B).

2.3 STAGE II – MANDATORY TECHNICAL REQUIREMENTS – N/A

The Township will review the quotations to determine whether the mandatory technical requirements as set out in Section D of the RFQ Particulars (Appendix B) have been met. Questions or queries on the part of the Township as to whether a quotation has met the mandatory technical requirements will be subject to the verification and clarification process set out in Part 3. Quotations that fail to meet the mandatory technical requirements will be rejected.

2.4 STAGE III – PRICING

Stage III will consist of a scoring of the submitted pricing of each qualified quotation in accordance with the price evaluation method set out in Section F of the RFQ Particulars (Appendix B). The evaluation of price will be undertaken after the evaluation of mandatory requirements has been completed.

In the event that a respondent's pricing appears to be abnormally low in relation to the Deliverables, the Township may require the respondent to provide a detailed explanation of the pricing information to account for the low level of price and confirm that all requirements in respect of the Deliverables have been taken into account. If the respondent is unable to satisfactorily account for the abnormally low pricing, the Township may reject the quotation. The Township may also reject any quotation that contains unbalanced pricing. Pricing may be considered unbalanced where nominal or significantly understated prices are proposed for some elements of the Deliverables and inflated prices are proposed for other elements of the Deliverables. Unbalanced pricing includes, but is not limited to, "front-loaded" pricing which contains inflated pricing for Deliverables to be provided or completed at the beginning of the contract, offset by understated pricing for Deliverables to be provided or completed later in the contract.

2.5 SELECTION OF TOP-RANKED RESPONDENT

After the completion of Stage III, compliant respondents will be ranked based on the price evaluation. Subject to the process rules contained in the Terms and Conditions of the RFQ Process (Part 3), the top-ranked respondent will be invited to enter into the Agreement in accordance with Part 3. In the event of a tie, the selected respondent will be determined by way of coin toss. The selected respondent will be notified in writing and will be expected to satisfy any applicable conditions of this RFQ, including the pre-conditions of award listed in Section E of the RFQ Particulars (Appendix B), and enter into the Agreement within the timeframe specified in the

selection notice. Failure to do so may result in the disqualification of the respondent and the selection of another respondent or the cancellation of the RFQ.

PART 3 – TERMS AND CONDITIONS OF THE RFQ PROCESS

3.1 GENERAL INFORMATION AND INSTRUCTIONS

3.1.1 Respondents to Follow Instructions

Respondents should structure their quotations in accordance with the instructions in this RFQ. Where information is requested in this RFQ, any response made in a quotation should reference the applicable section numbers of this RFQ.

A respondent who submits conditions, options, variations, or contingent statements either as part of its quotation or after receiving notice of selection, may be disqualified.

3.1.2 Quotations in English

All quotations are to be in English only.

3.1.3 No Incorporation by Reference

The entire content of the respondent's quotation should be submitted in a fixed format, and the content of websites or other external documents referred to in the respondent's quotation but not attached will not be considered to form part of its quotation.

3.1.4 Past Performance

In the evaluation process, the Township may consider the respondent's past performance or conduct on previous contracts with the Township or other institutions.

3.1.5 Information in RFQ Only an Estimate

The Township and its advisers make no representation, warranty, or guarantee as to the accuracy of the information contained in this RFQ or issued by way of addenda. Any quantities shown or data contained in this RFQ or provided by way of addenda are estimates only, and are for the sole purpose of indicating to respondents the general scale and scope of the Deliverables. It is the respondent's responsibility to obtain all the information necessary to prepare a quotation in response to this RFQ.

3.1.6 Respondents to Bear Their Own Costs

The respondent will bear all costs associated with or incurred in the preparation and presentation of its quotation, including, if applicable, costs incurred for interviews or demonstrations.

3.1.7 Quotation to be Retained by the Township

The Township will not return the quotation, or any accompanying documentation submitted by a respondent.

3.1.8 No Guarantee of Volume of Work or Exclusivity of Contract

The Township makes no guarantee of the value or volume of work to be assigned to the successful respondent. The contract with the selected respondent will not be an exclusive contract for the provision of the described Deliverables. The Township may contract with others for goods and services the same as or similar to the Deliverables or may obtain such goods and services internally.

3.2 COMMUNICATION AFTER ISSUANCE OF RFQ

3.2.1 Respondents to Review RFQ

Respondents should promptly examine all of the documents comprising this RFQ and may direct questions or seek additional information in writing by email to the RFQ Contact on or before the Deadline for Questions. No such communications are to be sent or initiated through any other means. The Township is under no obligation to provide additional information, and the Township is not responsible for any information provided by or obtained from any source other than the RFQ Contact. It is the responsibility of the respondent to seek clarification on any matter it considers to be unclear. The Township is not responsible for any misunderstanding on the part of the respondent concerning this RFQ or its process.

3.2.2 All New Information to Respondents by Way of Addenda

This RFQ may be amended only by addendum in accordance with this section. If the Township, for any reason, determines that it is necessary to provide additional information relating to this RFQ, such information will be communicated to all respondents by addendum. Each addendum forms an integral part of this RFQ and may contain important information, including significant changes to this RFQ. Respondents are responsible for obtaining all addenda issued by the Township.

3.2.3 Post-Deadline Addenda and Extension of Submission Deadline

If the Township determines that it is necessary to issue an addendum after the Deadline for Issuing Addenda, the Township may extend the Submission Deadline for a reasonable period of time.

3.2.4 Verify, Clarify, and Supplement

When evaluating quotations, the Township may request further information from the respondent or third parties in order to verify, clarify or supplement the information provided in the respondent's quotation. The Township may revisit, re-evaluate, and rescore the respondent's response or ranking on the basis of any such information.

3.3 NOTIFICATION AND DEBRIEFING

3.3.1 Notification to Other Respondents

Once an agreement is executed by the Township and a respondent, the other respondents may be notified directly in writing and will be notified by public posting of the outcome of the procurement process.

3.3.2 Debriefing

Respondents may request a debriefing after receipt of a notification of the outcome of the procurement process. All requests must be in writing to the RFQ Contact and must be made within thirty (30) days of such notification. The RFQ Contact will contact the respondent's representative to schedule the debriefing. Debriefings may occur in person at the Township's location or by way of conference call or other remote meeting format as prescribed by the Township.

3.3.3 Procurement Protest Procedure

Any respondent with concerns about the RFQ process is required to attend a debriefing prior to proceeding with a protest.

If, after attending a debriefing, the respondent wishes to challenge the RFQ process, it should provide written notice to the RFQ Contact in accordance with applicable procurement protest procedures. The written notice must contain:

- (a) a clear statement as to which procurement the respondent wishes to challenge;
- (b) a clear explanation of the respondent's concerns with the procurement, including specifics as to why it disagrees with the procurement process or its outcome; and
- (c) the respondent's contact details, including name, telephone number and email address.

The Township will send an initial response to acknowledge receipt of the respondent's notice and indicate the date by which the Township will provide the respondent with a formal response.

3.4 CONFLICT OF INTEREST AND PROHIBITED CONDUCT

3.4.1 Conflict of Interest

For the purposes of this RFQ, the term "Conflict of Interest" includes, but is not limited to, any situation or circumstance where:

- (a) in relation to the RFQ process, the respondent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage, including but not limited to:
 - (i) having or having access to confidential information of the Township in the preparation of its quotation that is not available to other respondents.
 - (ii) having been involved in the development of the RFQ, including having provided advice or assistance in the development of the RFQ.
 - (iii) receiving advice or assistance in the preparation of its response from any individual or entity that was involved in the development of the RFQ.
 - (iv) communicating with any person with a view to influencing preferred treatment in the RFQ process (including but not limited to the lobbying of decision makers involved in the RFQ process); or

- (v) engaging in conduct that compromises, or could be seen to compromise, the integrity of the open and competitive RFQ process or render that process non-competitive or unfair.
- (b) in relation to the performance of its contractual obligations under a contract for the Deliverables, the respondent's other commitments, relationships, or financial interests:
 - (i) could, or could be seen to, exercise an improper influence over the objective, unbiased, and impartial exercise of its independent judgement; or
 - (ii) could, or could be seen to, compromise, impair, or be incompatible with the effective performance of its contractual obligations.

3.4.2 Disqualification for Conflict of Interest

The Township may disqualify a respondent for any conduct, situation, or circumstances, determined by the Township, in its sole and absolute discretion, to constitute a Conflict of Interest as defined above.

An existing supplier of the Township may be precluded from participating in the RFQ process in instances where the Township has determined that the supplier has a competitive advantage that cannot be adequately addressed to mitigate against unfair advantage. This may include, without limitation, situations in which an existing supplier is in a position to create unnecessary barriers to competition through the manner in which it performs its existing contracts, or situations where the incumbent fails to provide the information within its control or otherwise engages in conduct obstructive to a fair competitive process.

3.4.3 Disqualification for Prohibited Conduct

The Township may disqualify a respondent, rescind a notice of selection, or terminate a contract subsequently entered into if the Township determines that the respondent has engaged in any conduct prohibited by this RFQ.

3.4.4 Prohibited Respondent Communications

Respondents must not engage in any communications that could constitute a Conflict of Interest and should take note of the Conflict-of-Interest declaration set out in the Submission Form (Appendix C).

3.4.5 Respondent Not to Communicate with Media

Respondents must not at any time directly or indirectly communicate with the media in relation to this RFQ or any agreement entered into pursuant to this RFQ without first obtaining the written permission of the RFQ Contact.

3.4.6 No Lobbying

Respondents must not, in relation to this RFQ or the evaluation and selection process, engage directly or indirectly in any form of political or other lobbying whatsoever to influence the selection of the successful respondent(s).

3.4.7 Illegal or Unethical Conduct

Respondents must not engage in any illegal business practices, including activities such as bid-rigging, price-fixing, bribery, fraud, coercion, or collusion. Respondents must not engage in any unethical conduct, including lobbying, as described above, or other inappropriate communications; offering gifts to any employees, officers, agents, elected or appointed officials, or other representatives of the Township; deceitfulness; submitting quotations containing misrepresentations or other misleading or inaccurate information; or any other conduct that compromises or may be seen to compromise the competitive process provided for in this RFQ.

3.4.8 Supplier Suspension

The Township may suspend a supplier from participating in its procurement processes for prescribed time periods based on past performance or based on inappropriate conduct, including but not limited to the following:

- (a) illegal or unethical conduct as described above.
- (b) the refusal of the supplier to honour its submitted pricing or other commitments;
- (c) engaging in litigious conduct, bringing frivolous or vexatious claims in connection with the Client's procurement processes or contracts, or engaging in conduct obstructive to a fair competitive process; or
- (d) any conduct, situation, or circumstance determined by the Township, in its sole and absolute discretion, to have constituted an undisclosed Conflict of Interest.

In advance of a decision to suspend a supplier, the Township will notify the supplier of the grounds for the suspension and the supplier will have an opportunity to respond within a timeframe stated in the notice. Any response received from the supplier within that timeframe will be considered by the Township in making its final decision.

3.5 CONFIDENTIAL INFORMATION

3.5.1 Confidential Information of the Township

All information provided by or obtained from the Township in any form in connection with this RFQ either before or after the issuance of this RFQ

- (a) is the sole property of the Township and must be treated as confidential.
- (b) is not to be used for any purpose other than replying to this RFQ and the performance of any subsequent contract for the deliverables.
- (c) must not be disclosed without prior written authorization from the Township; and
- (d) must be returned by the respondent to the Township immediately upon the request of the Township.

3.5.2 Confidential Information of Respondent

A respondent should identify any information in its quotation, or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the Township. The

confidentiality of such information will be maintained by the Township, except as otherwise required by law or by order of a court or tribunal. Respondents are advised that their quotations will, as necessary, be disclosed, on a confidential basis, to advisers retained by the Township to advise or assist with the RFQ process, including the evaluation of quotations. If a respondent has any questions about the collection and use of personal information pursuant to this RFQ, questions are to be submitted to the RFQ Contact.

3.6 PROCUREMENT PROCESS NON-BINDING

3.6.1 No Contract A and No Claims

This procurement process is not intended to create and will not create a formal, legally binding bidding process and will instead be governed by the law applicable to direct commercial negotiations. For greater certainty and without limitation:

- (a) this RFQ will not give rise to any Contract A–based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and
- (b) neither the respondent nor the Township will have the right to make any claims (in contract, tort, or otherwise) against the other with respect to the award of a contract, failure to award a contract or failure to honour a quotation submitted in response to this RFQ.

3.6.2 No Contract until Execution of Written Agreement

This RFQ process is intended to solicit non-binding quotations for consideration by the Township and may result in an invitation by the Township to a respondent to enter into the Agreement. No legal relationship or obligation regarding the procurement of any good or service will be created between the respondent and the Township by this RFQ process until the execution of a written agreement for the acquisition of such goods and/or services

3.6.3 Non-Binding Price Estimates

While the pricing information provided in quotations will be non-binding prior to the execution of a written agreement, such information will be assessed during the evaluation of the quotations and the ranking of the respondents. Any inaccurate, misleading, or incomplete information, including withdrawn or altered pricing, could adversely impact any such evaluation or ranking or the decision of the Township to enter into an agreement for the Deliverables.

3.6.4 Cancellation

The Township may cancel or amend the RFQ process without liability at any time.

3.7 GOVERNING LAW AND INTERPRETATION

These Terms and Conditions of the RFQ Process (Part 3):

- (a) are intended to be interpreted broadly and independently (with no particular provision intended to limit the scope of any other provision).
- (b) are non-exhaustive and will not be construed as intending to limit the pre-existing rights of the parties to engage in pre-contractual discussions in accordance with the common law governing direct commercial negotiations; and

- (c) are to be governed by and construed in accordance with the laws of the province of Ontario and the federal laws of Canada applicable therein.

APPENDIX A – FORM OF AGREEMENT

(To be completed when the contract is awarded)

This agreement, made in _____ this ____ day of _____ in _____.

BETWEEN: _____ The Township of South Stormont

(Hereinafter called the “Owner”)

- and -

(Hereinafter called the “Contractor”)

WITNESSETH

That the Owner and Contractor in consideration of the fulfillment of their respective promise and obligations herein set forth covenant and agree with each other as follows:

ARTICLE 1

- a. A general but not necessarily complete description of the work is as follows:
Supply the labour, equipment and material to excavate, install granular materials, asphalt and drainage culverts along the multi-use path
- b. The Contractor shall, for the prices set out in the Request for quotation and except as otherwise specifically provided, provide at no additional cost to the Owner all and every kind of labour, machinery, plant, structures, roads, ways, materials, appliances, articles and things necessary for the due execution and completion of all the work set out in this Contract and shall forthwith according to the instructions of the Contract Administrator, commence the works and diligently execute the respective portions thereof, and deliver the works complete in every particular to the Owner within the time specified in the Contract.

ARTICLE 2

In the event that the Request for quotation provides for and contains a Contingency Allowance, it is understood and agreed that such Contingency Allowance is merely for the convenience of accounting by the Owner, and the Contractor is not entitled to payment thereof except of extra or additional work carried out by him as directed by the Contract Administrator and in accordance with the Contract and only to the extent of such extra or additional work.

Where any such notice, direction or other communication is given or made to the Contract Administrator, a copy thereof shall likewise be delivered to any agent of the Contract Administrator appointed in accordance with the General Conditions of this Contract and where any such notice, direction or other communication is given or made to such agent a copy thereof shall likewise be delivered to the Contract Administrator.

ARTICLE 7

A copy of the Specifications is hereto annexed and together with the Drawings relating thereto and listed in the Specifications are made part of this Contract as fully to all intents and purposes as though recited in full herein.

ARTICLE 8

No implied contract of any kind whatsoever by or on behalf of the Owner shall arise or be implied by or inferred from anything in this Contract contained, nor from any position or situation of the parties at any time, it being clearly understood that the express covenants and agreements herein contained made by the Owner shall be the only covenants and agreements upon which any rights against the Owner may be founded.

ARTICLE 9

Time shall be deemed the essence of this Contract.

ARTICLE 10

The Contractor declares that in preparing a quotation for the works and in entering into this Contract he has either investigated for himself the character of the work and all local conditions that might affect his tender or his acceptance or performance of the work, or that not having so investigated, he acknowledges that his responsibility under the Contract is in no way reduced or limited thereby and, in either case, he is willing to assume and does hereby assume all risk of conditions arising, developing, or being revealed in the course of the work which might or could make the work, or any items thereof, more expensive in character, or more onerous to fulfill, than was contemplated or known when the tender was made or the Contract signed. The Contractor also declares that he did not and does not rely upon information furnished by any methods whatsoever by the Owner or its officers, employees or agents, being aware that any information from such sources was and is approximate and speculative only, and was not in any manner warranted or guaranteed by the Owner.

ARTICLE 11

The Contract shall apply to and be binding on the parties hereto and their successors, administrators, executors and assigns and each of them.

IN WITNESS THEREOF the parties hereto have hereunto set their hands and seals the day and year first above written or caused their corporate seals to be affixed, attested by the signature of their proper officers, as the case may be.

Owner:

Per: _____

Per: _____

*Witness as to Signature of Contractor

(Seal)

Address _____

Contractor:

Per: _____

Occupation _____

Per: _____

(Seal)

*Not necessary if corporate seal is affixed.

APPENDIX B
RFQ PARTICULARS

APPENDIX B – RFQ PARTICULARS

Project Name: **Multi-Use Recreational Trail – Phase II**

Project No: **21-2022**

Tenderer's Business Name:

Business Address:

Type of Business: Proprietorship Corporation Partnership
(Place checkmark in appropriate box)

Note: The Tenderer's name and address must be inserted above, and, in the case of a partnership, the name and residence of each and every member of the firm must be listed.

HST Number:

To: **The Corporation of the Township of South Stormont**

(Herein referred to as the Owner)

I (We) _____ having carefully examined the locality and site of the proposed works, and having read, understood and accepted the Agreement, **Addendum(s) No. _____ to _____ inclusive***, Special Provisions, Contract Drawings, attached hereto, each and all of which forms part of this Quotation, hereby offer to furnish all machinery, tools, labour, apparatus, plant and other means of construction; all materials, except as otherwise stated in the Contract; and to complete the work in strict accordance with the Contract Documents, being the Contract or Contracts herein being referred to, on the terms, conditions and time specified and under the provisions set out or called for in the Contract Documents for the Total Quoted Amount of:

_____/100

dollars (\$ _____) excluding HST, being made as shown in Appendix B – Schedule of Items and Prices.

* **THE APPLICANT WILL INSERT HERE THE NUMBER OF THE ADDENDA ISSUED DURING THE QUOTATION PERIOD AND TAKEN INTO ACCOUNT IN PREPARING THE QUOTATION.**

SCHEDULE OF ITEMS AND PRICES

Table 1: Township Office Bike Path; Drawings C1.1 and C1.2.

Item	Description	Unit	Quantity	Unit Price	Total Amount
1	Common Excavation, Grading	LS	1		
2	Granular 'A'	T	350		
3	HL-3 Asphalt	T	180		
4	New 600mmØ CSP Culverts	LM	9		
5	Topsoil and Hydroseed	SM	1900		
6	Erosion and Sediment Control	LS	1		
7	Contingency	LS	1	\$15,000	\$15,000
TOTAL QUOTED AMOUNT (Excl. HST)					\$

Table 2: Milles Roches Corridor; Drawings C1.3 and C1.4.

Item	Description	Unit	Quantity	Unit Price	Total Amount
8	Common Excavation, Grading	LS	1		
9	Asphalt Milling	SM	225		
10	Tree Removal	EA	3		
11	Removal and Reinstatement of Traffic Signs	EA	1		
12	Removal of Existing Asphalt Driveway	SM	80		
13	Removal of Concrete Curb	LM	20		
14	Removal of CSP Culvert	LM	18		
15	Rip-Rap c/w Geotextile	T	10		
16	Granular 'B'	T	670		
17	Granular 'A'	T	335		
18	HL-3 Asphalt	T	190		
19	Driveway and Pathway Reinstatement	SM	75		
20	Concrete Barrier Curb	LM	16		
21	New 375mmØ Perforated HDPE Storm Sewer	LM	240		
22	Polyethylene Catch Basin	EA	5		
23	Topsoil and Hydroseed	SM	2610		
24	Temporary Support of Utility Poles	LS	1		
TOTAL QUOTED AMOUNT (Excl. HST)					\$

Table 3: Provisional

Item	Description	Unit	Quantity	Unit Price	Total Amount
25	Common Excavation, Grading	LS	1		
26	Granular 'B'	T	260		
27	Granular 'A'	T	130		
28	HL-3 Asphalt	T	51		
29	Topsoil and Hydroseed	SM	275		
TOTAL QUOTED AMOUNT (Excl. HST)					\$

TOTAL QUOTED AMOUNT

(Excl. HST) \$

A. THE DELIVERABLES – SEE ATTACHED SPECIFICATIONS SPECIAL PROVISIONS AND DRAWING C1.1 AND C1.2

B. MATERIAL DISCLOSURES – N/A

C. MANDATORY SUBMISSION REQUIREMENTS

1. Submission Form (Appendix C)
 - Each quotation must include a Submission Form (Appendix C) completed and signed by an authorized representative of the respondent.
2. Pricing
 - Each quotation must include pricing information that complies with the instructions set out below in Section F of this Appendix B
3. Other Mandatory Submission Requirements – N/A

D. PRE-CONDITION OF AWARD

The Contractor shall supply:

1. Commercial General Liability Insurance shall be in the name of the Contractor, with the Owner, the Contract Administrator and the Contractor named as additional insured, with limits of not less than two million dollars inclusive per occurrence for bodily injury, death, and damage to property including loss of use thereof. The insurance shall be provided in a form acceptable to the Owner.
2. Approval of this insurance shall be conditional upon the Contractor obtaining the services of an insurer licensed to underwrite insurance in the Province of Ontario and obtaining the insurer’s certificate of equivalency to the required insurance.

E. PRICE EVALUATION METHOD

Instructions on How to Provide Pricing

1. Respondents should submit their pricing information by completing the attached pricing form and including it in their quotation.

2. Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST, which should be itemized separately.
3. Unless otherwise indicated in the requested pricing information, rates quoted by the respondent must be all-inclusive and must include all labour and material costs, all travel and carriage costs, all insurance costs, all costs of delivery, all costs of installation and set-up, including any pre-delivery inspection charges, and all other overhead, including any fees or other charges required by law.

APPENDIX C
SUBMISSION FORM

1. Respondent Information

Please fill out the following form, naming one person to be the respondent's contact for the RFQ process and for any clarifications or communication that might be necessary.	
Full Legal Name of Respondent:	
Any Other Relevant Name under which Respondent Carries on Business:	
Street Address:	
City, Province/State:	
Postal Code:	
Phone Number:	
Company Website (if any):	
Respondent Contact Name and Title:	
Respondent Contact Phone:	
Respondent Contact Email:	

2. Acknowledgment of Non-Binding Procurement Process

The respondent acknowledges that the RFQ process will be governed by the terms and conditions of the RFQ, and that, among other things, such terms and conditions confirm that this procurement process does not constitute a formal, legally binding bidding process (and for greater certainty, does not give rise to a Contract A bidding process contract), and that no legal relationship or obligation regarding the procurement of any good or service will be created between the Township and the respondent unless and until the Township and the respondent execute a written agreement for the Deliverables.

3. Ability to Provide Deliverables

The respondent has carefully examined the RFQ documents and has a clear and comprehensive knowledge of the Deliverables required. The respondent represents and warrants its ability to provide the Deliverables in accordance with the requirements of the RFQ for the rates set out in its quotation.

4. Non-Binding Pricing

The respondent has submitted its pricing in accordance with the instructions in the RFQ. The respondent confirms that the pricing information provided is accurate. The respondent acknowledges that any inaccurate, misleading, or incomplete information, including withdrawn or altered pricing, could adversely impact the acceptance of its quotation or its eligibility for future work.

5. Addenda

The respondent is deemed to have read and taken into account all addenda issued by the Township prior to the Deadline for Issuing Addenda.

6. Communication with Competitors

For the purposes of this RFQ, the word "competitor" includes any individual or organization, other than the respondent, whether or not related to or affiliated with the respondent, who could potentially submit a response to this RFQ.

Unless specifically disclosed below under Disclosure of Communications with Competitors, the respondent declares that:

- (a) it has prepared its quotation independently from, and without consultation, communication, agreement, or arrangement with any competitor, including, but not limited to, consultation, communication, agreement or arrangement regarding:
 - (i) prices.
 - (ii) methods, factors, or formulas used to calculate prices.
 - (iii) the quality, quantity, specifications, or delivery particulars of the Deliverables.
 - (iv) the intention or decision to submit, or not to submit, a quotation; or
 - (v) the submission of a quotation which does not meet the mandatory technical requirements or specifications of the RFQ; and
- (b) it has not disclosed details of its quotation to any competitor, and it will not disclose details of its quotation to any competitor prior to the notification of the outcome of the procurement process.

Disclosure of Communications with Competitors

If the respondent has communicated or intends to communicate with one or more competitors about this RFQ or its quotation, the respondent discloses below the names of those competitors and the nature of, and reasons for, such communications:

7. No Prohibited Conduct

The respondent declares that it has not engaged in any conduct prohibited by this RFQ.

8. Conflict of Interest

The respondent must declare all potential Conflicts of Interest, as defined in section 3.4.1 of the RFQ. This includes disclosing the names and all pertinent details of all individuals (employees, advisers, or individuals acting in any other capacity) who (a) participated in the preparation of the quotation; **AND** (b) were employees of the Township within twelve (12) months prior to the Submission Deadline.

If the box below is left blank, the respondent will be deemed to declare that (a) there was no Conflict of Interest in preparing its quotation; and (b) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the RFQ.

Otherwise, if the statement below applies, check the box.

- The respondent declares that there is an actual or potential Conflict of Interest relating to the preparation of its quotation, and/or the respondent foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the RFQ.

If the respondent declares an actual or potential Conflict of Interest by marking the box above, the respondent must set out below details of the actual or potential Conflict of Interest:

9. Disclosure of Information

The respondent hereby agrees that any information provided in this quotation, even if it is identified as being supplied in confidence, may be disclosed where required by law or by order of a court or tribunal. The respondent hereby consents to the disclosure, on a confidential basis, of this quotation by the Township to the advisers retained by the Township to advise or assist with the RFQ process, including with respect to the evaluation of this quotation.

Signature of Respondent Representative

Name of Respondent Representative

Title of Respondent Representative

Date

I have the authority to bind the respondent.

APPENDIX D
SPECIFICATION

ITEM NO. 1, 8 AND 25 – COMMON EXCAVATION & GRADING

Section 1 – Scope

- (a) This specification covers the requirements to excavate and dispose of earth, concrete (all types), boulders and any other obstructions encountered during excavation for the path.
- (b) There shall be no compensation for removal of boulders smaller than 2.0 m³.
- (c) Topsoil is to be stripped in all areas within in right of way that the granular material will be placed.

Section 2 – Applicable References

- (a) Ontario Provincial Standard Specifications (OPSS) – MUNI 180, MUNI 206, MUNI.501, MUNI.510, MUNI.517 MUNI.518, MUNI.1010.
- (b) Occupational Health and Safety Act (OH&S) and Regulations which apply under this Act, including Regulations for Construction Projects.

Section 3 – Materials

- (a) Select Subgrade Material backfill as per OPSS MUNI 1010.

Section 4 – Construction

- (a) Before commencing work, Contractor is to verify conditions of all buried services, including Bell, cable, hydro, gas, and any other buried infrastructure. Contractor is to arrange with appropriate authorities for relocation of the buried services that interfere with execution of the work.
- (b) Prior to beginning excavation, Contractor is to confirm location of all buried utilities by soil hydrovac methods, or hand digging.
- (c) Contractor is to record locations of all maintained, re-routed, and abandoned underground utilities.
- (d) In any area of new construction, all topsoil and organic material is to be removed prior to placing granular material.
- (e) Prepare subgrade material according to the design profile and cross-section as specified on the Contract Drawings, for all Works. Subgrade is to be compacted to 95% SPMDD.
- (f) If the Contractor disturbs any legal survey monuments, they shall coordinate, and pay for the replacement of the monuments by a registered Ontario Land Surveyor.
- (g) The excavated areas are to be always dewatered.

Section 5 – Measurement for Payment

Measurement is by the Lump Sum and will be pro-rated based on the total percent of the work complete to date.

Section 6 – Basis of Payment

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

ITEM NO. 2, 16, 17, 26 AND 27 – GRANULAR ‘A’, ‘B’ FOR PATHWAY

Section 1 – Scope

- (a) This specification covers the requirements for providing, placing, and grading Granular ‘B’ & Granular ‘A’ material for new pathway as shown in the contract drawings.
- (b) Fine grading of Granular ‘A’ material is not included in this item and will be paid for under “Asphalt Paving for Pathway”.

Section 2 – Applicable References

- (a) Ontario Provincial Standard Specifications (OPSS) – 102, MUNI 206, MUNI 314, MUNI 501, 1001, MUNI 1010

Section 3 – Materials

- (a) Granular ‘A’ as per OPSS.MUNI 1010, quarry source
- (b) Granular ‘B’ Type II as per OPSS.MUNI 1010, quarry source

Section 4 - Construction

- (a) Verify conditions and approval of subgrade with Contract Administrator prior to placing granular sub-base.
- (b) Ensure granular material is free from clay and other types of deleterious material.
- (c) Provide, place, grade and compact to 100% SPD Granular ‘B’ and Granular ‘A’ material in lifts no greater than 150mm for path sub-base and base. Supply water as necessary after placement to achieve the degree of compaction required.
- (d) Granular ‘B’ material shall be placed and graded for road sub-base reinstatement to a minimum depth of 300mm or as required to match existing conditions as specified in the Contract Documents.
- (e) Contract Administrator is to review placement of Granular ‘B’ and provide approval of sub-base prior to placement of Granular ‘A’. A tolerance of within 20 mm of the design profile and cross-section will be allowed for the Granular ‘B’ subbase (not uniformly high or low).
- (f) Granular ‘A’ material shall be placed and graded according to the design profile and cross-section as specified in the Contract Drawings.

Section 5 – Measurement of Payment

Measurement is by Actual Measurement and will be based on tonnes of granular material placed.

Section 6 – Basis of Payment

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

ITEM NO. 3, 18 AND 28 - ASPHALT PAVING FOR PATHWAY

Section 1 – Scope

- (a) This specification covers the requirements to fine grade Granular ‘A’ material, shape the pathway base, supply, mix, and place HL-3 asphalt for new pathway in width and thickness as shown on the Contract Drawings.
- (b) General construction and rough grading of the roadway granular base is not included in this item.
- (c) Asphalt mix design is to be provided to the Contract Administrator for review at least 2 weeks prior to placing asphalt, in accordance with OPSS 310.

Section 2 – Applicable References

- (a) Ontario Provincial Standard Specifications (OPSS) – 102, MUNI 206, 310, 311, MUNI 314, MUNI 501, 1001, MUNI 1003, MUNI 1010. MUNI 1103, 1150 (Latest edition)

Section 3 – Materials

- (a) Granular ‘A’ as per OPSS.MUNI 1010, quarry source
- (b) HL-3 as per OPSS 1150, grade PG 58-34, compacted thickness as shown on contract drawings.

Section 4 - Construction

- (a) Reshape and fine grade granular pathway and compact granular material to 100% SPD.
- (b) Ensure granular base surface is clean, free of foreign material prior to placing asphalt. Obtain Contract Administrator’s approval of base conditions prior to placing asphalt.
- (c) All iron work shall be adjusted to final HL-3 grade prior to placement of said lift.
- (d) Ensure all existing asphalt and concrete edges are sawcut and/or milled as directed by the Contract Administrator. At any butt joints shown on the contract drawings; a straight, perpendicular, and clean edge shall be sawcut.
- (e) Install tack coat on all milled surfaces and on vertical surfaces (curb, asphalt, etc.) abutting new asphalt. Ensure that these surfaces are clean, free of foreign material prior to applying tack coat.
- (f) Fine grade granular ‘A’ pathway and compact granular material to 100% SPD. Supply water as necessary after placement to achieve the degree of compaction required. Obtain Contract Administrators approval before paving.
- (g) Operational constraints are as outlined in OPSS 310. Asphalt paving shall not be carried out if:
 - i. Granular roadbed is frozen.
 - ii. There is standing water/snow on the granular roadbed.
 - iii. The surface of a pavement upon which asphalt is to be placed is not dry at the time of placing asphalt.

- iv. For surface course, the air temperature at the surface of the road shall be at least 7°C.
- (h) Place asphalt to thicknesses (maximum 55mm lifts), grades, and lines as indicated in the contract drawings. Compact asphalt to a minimum of 92% maximum relative density.

Section 5 – Measurement of Payment

Measurement is by Actual Measurement and will be based on tonnes of asphalt placed.

Section 6 – Basis of Payment

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

ITEM NO. 4 – NEW 600MMØ CULVERTS

Section 1 – Scope

- (a) This specification covers the requirements for the installation of pipe culverts and associated appurtenances. Included in this item is the excavation for the culvert, installation and all bedding, surround and cover materials.

Section 2 – Applicable References

- (a) Ontario Provincial Standard Specifications (OPSS) – 401, 404, 421, 410, MUNI 517, MUNI 518, 1801.

Section 3 – Material

- (a) Culverts are to be as follows:
 - i. CSP 68 x 13 x 2.0mm, Aluminized Type II to CSA G401-07.
 - ii. HDPE Pipe to CSA B182.8 (watertight, minimum pipe stiffness of 320 kPa).
- (b) Each pipe shall be marked CSA approved as outlined in OPSS 1801.
- (c) Pipe bedding, surround, and cover is to be Granular “A” (OPSS MUNI 1010) material to depths as indicated on the contract drawings. Backfill is to be select subgrade material (OPSS MUNI 1010).

Section 4 – Construction

- (a) Excavate to lines, grades, and dimensions as specified on the Contract Drawings. The engineer shall be notified immediately if the bottom of the excavation appears to give an unsuitable foundation. The bottom of the excavation is to be free of organics, rock, boulders, cobbles, existing pipes, etc.
- (b) If the trench depth is excavated beyond the limits of the required excavation, without the Contract Administrators authorization, Type II Granular “B” shall be placed and compacted at no additional cost to the owner.
- (c) Contractor is responsible for dewatering the excavation, controlling, and maintaining flow as per OPSS MUNI 517. At no time may surface water be disposed into a sanitary sewer.
- (d) Supply and place Granular ‘A’ and ‘B’ bedding material to 95% SPD to depths as indicated on Contract Drawings. Surround and Cover material shall be placed to 300mm above culvert and compacted to 95% SPD. All granular materials shall be placed in maximum 150mm lifts.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based on lineal meter of culvert installed.

Section 6 – Basis of Payment

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

ITEM NO. 5, 23 AND 29 – TOPSOIL AND HYDROSEED

Section 1 – Scope

- (a) This section covers the requirement for the installation of topsoil and hydroseed on surfaces as shown in the contract drawings or as directed by the Consultant.

Section 2 – Applicable Reference

- (a) Ontario Provincial Standard Specifications (OPSS) – 802, 803 & 804

Section 3 – Materials

- (a) Topsoil shall be a fertile loam material as per OPSS 802. Topsoil shall be free of roots, vegetation, or other debris of a size and quantity that prevents proper placement of the topsoil. The topsoil shall not contain material greater than 25 mm in diameter.
- (b) Seed shall be “Canada pedigreed grade” in accordance with Government of Canada Seeds Act and Regulations.

Grass mixture composition:

- i. 55% Creeping Red Fescue
 - ii. 27% Canada Blue Grass
 - iii. 15% Perennial Rye Grass
 - iv. 3% White Clover
 - v.
- (c) Mulch shall be specially manufactured for use in hydraulic seeding equipment, non-toxic, water activated, green colouring, free of germination and growth inhibiting factors and as per OPSS.MUNI 804
 - (d) Tackifier as per OPSS.MUNI 804
 - (e) Fertilizer shall be in granular form, dry, free flowing without lumps. Fertilizer shall be supplied with a guaranteed analysis ratio of 3-1-2 (nitrogen, phosphorus, potash).
 - (f) Sod shall be commercial grade turf grass nursery sod.

Section 4 – Construction

- (a) Verify condition and grade of grounds to be top soiled with Contract Administrator prior to placing topsoil. Ensure surface is free from vegetation, debris, and stones which would not be covered by the depth of topsoil.
- (b) Verify condition and grade of grounds to be hydroseeded with Contract Administrator prior to placing hydroseed. Ensure surface is uniformly cultivated to a minimum depth of 50mm and shall not have surface materials greater than 25 mm in size.

Execution

- (a) Place topsoil to a minimum compacted thickness of 100 mm in areas as shown in the contract drawings or as directed by the Contract Administrator. Fine grade topsoil to have a smooth even grade in accordance with the contract drawings.
- (b) Apply slurry uniformly, at optimum angle of application for adherence to surfaces and germination of seed.
- (c) Blend application 1,000 mm into adjacent grass areas or sodded areas previous applications to form uniform surfaces.
- (d) Re-apply where application is not uniform.
- (e) Protect seeded area from trespass until plants are established.
- (f) Provide water to the areas seeded and or sodded until grass has been accepted by the Contract Administrator.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based square metres of topsoil and hydroseed placed.

Section 6 – Basis of Payment

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

Item No. 6 – Sediment and Erosion Control

Section 1 – Scope

- (a) This specification covers the requirement for the supply and install silt fencing in locations as indicated on contract drawings.

Section 2 – Applicable Reference

- (b) Ontario Provincial Standard Specifications (OPSS) – MUNI 51860;

Section 3 - Materials

- (c) New light duty silt fence barrier as per O.P.S.D. 219.110. Geotextile for silt fence shall be as per OPSS 1860, Table 3.
- (d) New straw bale check flow dams as per OPSD 219.180. Straw bales shall consist of wheat or oat straw, be dry and firm, be tied tightly in at least two places, show no evidence of straw or tie decay, and be free of sediment.

Section 4 – Construction

- (e) Supply and install silt fencing in all locations indicated on contractor drawings or as requested by contract administrator to control silt throughout construction.
- (f) Supply and install straw bale check flow dams in all locations indicated on contractor drawings or as requested by contract administrator to control silt throughout construction.
- (g) Sediment and erosion control devices shall be monitored and replaced as directed by contract administrator until such time that the site has been revegetated.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be in a lump sum for the sediment and erosion control measures installed.

Section 6 – Basis of Payment

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

ITEM NO. 9 – ASPHALT MILLING

Section 1 – Scope

- (a) This specification covers the requirements for milling of existing asphalt for step connections at the road cuts and at widths and depths indicated on the contract drawings.

Section 2 – Applicable References

- (b) Ontario Provincial Standard Specifications (OPSS) – MUNI 180, MUNI 510;

Section 3 – Materials (N/A)

Section 4 - Construction

- (c) Prior to milling asphalt, the Contractor is to ensure that the required equipment is on site to create a clean, straight, sharp milled edge. The equipment shall be automatically controlled for grade and slope.
- (d) Neatly mill existing asphalt at locations shown in the Contract Drawings and to a depth as required to provide a step connection to existing asphalt.
- (e) Dispose of milled material off-site.
- (f) Contractor to ensure milled edges are protected and kept clean, straight and sharp until asphalt is placed. Any damaged edges shall be re-milled prior to placing asphalt.
- (g) Place and compact 50 mm of HL-4 asphalt consistent with asphalt roadway requirements.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based on square meters of asphalt surface milled.

Section 6 – Basis of Payment

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

ITEM NO. 10 – REMOVAL OF TREES

Section 1 – Scope

- (a) This specification covers the requirements for removal of trees which are individually identified for removal. This item does not include the removal of trees located in areas designated for clearing and grubbing on the contract drawings.

Section 2 – Applicable References

- (b) Ontario Provincial Standard Specifications (OPSS) – MUNI 180, MUNI 201;

Section 3 – Materials (N/A)

Section 4 - Construction

- (c) Remove all trees indicated as individual removals in the contract drawings or as directed by the Engineer.
- (d) All removed material shall be disposed of off-site. No burning permitted.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based on each tree removed.

Section 6 – Basis of Payment

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

ITEM NO. 11 – REMOVAL AND REINSTATEMENT OF TRAFFIC SIGNS

Section 1 – Scope

- (h) This specification covers the removal, storage, and reinstatement of all traffic signs, including supports and footings, in locations shown on the Contract Drawings or as directed by the Contract Administrator.

Section 2 – Applicable References

- (i) Ontario Provincial Standard Specifications (OPSS) – MUNI 180;

Section 3 – Material (N/A)

Section 4 - Construction

- (j) Remove all traffic signs and posts where shown on Contract Drawing and store and protect for reinstatement. Supports, footings, and any other components of the signs are to be removed.
- (g) For any section of road open to the public, existing signs must be temporarily mounted and maintained throughout construction, following removal of the existing sign.
- (h) Reinstall traffic signs at the completion of the work.
- (i) Any materials (posts, hardware, signs, etc.) damaged by the Contractor are to be replaced at no cost to the Owner.

Section 5 – Measurement for Payment

Measurement shall be by Actual Measurement and will be measured upon the completion of the removal and reinstatement of each traffic sign. Payment of 50% will be made upon the removal of traffic signs, with the remainder made upon reinstatement of traffic signs.

Section 6 – Basis of Payment

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

ITEM NO. 12 – REMOVAL OF EXISTING ASPHALT ROADWAY AND DRIVEWAYS

Section 1 – Scope

- (a) This specification covers the removal and disposal of existing asphalt roadway and asphalt driveways as indicated on the contract drawings or as directed by the consultant.

Section 2 – Applicable References

- (k) Ontario Provincial Standard Specifications (OPSS) – MUNI 180, 501, MUNI 510, MUNI 1010;

Section 3 – Material - N/A

Section 4 – Construction

- (l) Remove existing asphalt roadway and asphalt driveways as shown on Contract Drawings.
- (m) Neatly sawcut removal extents of existing asphalt to produce a clean, straight, sharp edge adjacent to the existing asphalt.
- (n) Dispose of material off-site.
- (o) Connection of new asphalt to existing asphalt is to be made using a step connection for each roadway connection and a butt connection on each asphalt driveway connection at the locations indicated on the Contract Drawings. Ensure that remaining asphalt edge is straight and clean after removal. Re-cut damaged edges at no extra cost to the Owner.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based on square metres of asphalt removed.

Section 6 – Basis of Payment

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

ITEM NO. 13 – REMOVAL OF EXISTING CONCRETE CURBS

Section 1 – Scope

- (a) This section covers the removal, disposal and backfill of all existing concrete curbs as indicated in the contract drawings or as directed by the consultant.

Section 2- Applicable References

- (b) Ontario Provincial Standard Specifications (OPSS) – MUNI 180, MUNI 501, MUNI 510, MUNI 1010;

Section 3 – Material

- (c) Backfill – Select subgrade material per OPSS MUNI 1010.

Section 4 – Construction

- (d) Neatly sawcut and remove all existing concrete curb as shown on Contract Drawings.
- (e) Remove existing concrete headwalls as shown on Contract Drawings.
- (f) Dispose of material off-site.
- (g) Supply, place and backfill material to 95% standard proctor density (S.P.D).

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based on lineal meters of concrete curb removed.

Section 6 – Basis of Payment

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

ITEM NO. 14 – REMOVAL OF CULVERTS OF VARIOUS SIZES

Section 1 – Scope

- (p) This specification covers the removal and disposal of storm sewers and culverts of various size, and all associated backfill work, as indicated on the contract drawings or as directed by the consultant.
- (q) Maintain existing flow as further detailed in “New Storm Sewers of Various Sizes”.
- (r) Contractors shall assume that the complete removal of the storm sewer will be required. Some short sections may instead be abandoned as instructed on site where it is advantageous to do so (for example, due to conflicts with other infrastructure and/or utilities).

Section 2 – Applicable References

- (s) Ontario Provincial Standard Specifications (OPSS) – MUNI 180, MUNI 501, MUNI 510, MUNI 1010;

Section 3 – Material

- (t) Backfill – Select subgrade material per OPSS MUNI 1010.
- (b) Non-shrink grout, 30Mpa

Section 4 – Construction

- (u) Remove sewers as shown on Contract Drawings or as directed by the Consultant. Backfill excavated area with select subgrade material compacted to 95% SPD.
- (c) Abandon sections of sewer as indicated on Contract Drawings or as directed by the Consultant. Plug ends of pipe to be abandoned full in diameter with non-shrink grout. Grout to extend a minimum of one meter of pipe length.
- (d) Dispose of material off-site.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based on lineal meter of storm sewer, or culvert removed.

Section 6 – Basis of Payment

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

ITEM NO. 15 – RIP-RAP C/W GEOTEXTILE

Section 1 – Scope

- (a) This specification covers the requirements to provide and place rip-rap material in locations shown in the contract drawings or as directed by the Contract Administrator.

Section 2 – Applicable References

- (b) Ontario Provincial Standard Specifications (OPSS) – MUNI 102, MUNI 511, MUNI 1001, MUNI 1004, MUNI 1801, MUNI 1860;

Section 3 – Materials

- (c) Rip-Rap as per OPSS.MUNI 1004 R-50
- (d) Nonwoven, Class II Geotextile as per OPSS 1860

Section 4 - Construction

- (e) Excavate area for rip-rap and dispose of surplus material off-site.
- (f) Provide and place Nonwoven, Class II Geotextile as per OPSS 1860, under all areas where rip-rap is to be placed. Geotextile shall be overlapped a minimum of 600mm.
- (g) Provide and supply Rip-Rap as per OPSS.MUNI 1004 R-50 in all areas shown in the contract drawings or as directed by the Engineer.

Section 5 – Measurement of Payment

Measurement is by Actual Measurement and will be based on tonnes of rip-rap material placed.

Section 6 – Basis of Payment

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

ITEM NO. 19 – ASPHALT DRIVEWAY REINSTATEMENT

Section 1 – Scope

- (a) This specification covers the requirements for the supply and installation of Granular “A” and HL-3 asphalt for the reinstatement of asphalt driveways in area and depths shown on the contract drawings.

Section 2 – Applicable Reference

- (b) Ontario Provincial Standard Specifications (OPSS) – MUNI 102, MUNI 206, MUNI 310, MUNI 311, MUNI 314, MUNI 501, 1001, MUNI 1003, MUNI 1010 MUNI 1103, 1150 (Latest edition);

Section 3 – Materials

- (c) Granular ‘A’ as per OPSS.MUNI 1010, quarry source
- (d) HL-3 as per OPSS 1150, grade PG 58-34, compacted thickness as shown on contract drawings.

Section 4 – Construction

- (e) Sawcut existing driveway to produce a clean, straight edge in locations shown on the Contract Drawings. Dispose of material off-site.
- (f) The extent of driveway tie-ins is to be determined with the Contract Administrator upon the completion of all concrete curbs.
- (g) Grade and compact subgrade to 95% SPD. Supply 200mm depth of Granular “A” base, compacted to 100% SPD.
- (h) For residential driveway locations, place 50mm of HL-3 Asphalt, compacted to a minimum of 92% Maximum Relative Density.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based on square metres of asphalt driveway reinstatement.

Section 6 – Basis of Payment

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

ITEM NO. 26 AND 27 – CONCRETE CURBS

Section 1 – Scope

- (v) This specification covers the requirement to form, supply and install semi-mountable curb and gutter, barrier curb and curb outlets in locations shown in the contract drawings.
- (w) Submit concrete mix design (Form A and B) to the Contract Administrator for review at least 2 weeks prior to the placement of concrete.
- (x) Granular base materials is not included in this item.

Section 2 – Applicable Reference

- (y) Ontario Provincial Standard Specifications (OPSS) – MUNI 353, MUNI 1305, MUNI 1308,1315, MUNI 1350;
- (z) Canadian Standards Association (CSA International) – CSA-A23.1-04/A23.2-04

Section 3 – Materials

- (aa) Concrete shall be according to OPSS 1350 and the following requirements:
 - i. Minimum specified 28 day compressive strength: 32 MPa
 - ii. Coarse Aggregate: 19 mm nominal maximum size
 - iii. Air Content: 7% ± 1.5%
 - iv. Slump: 70 mm ± 20 mm (hand formed); or
35mm ± 10 mm (curb machine)
 - v. Exposure class: C2
- (bb) Granular A shall be as per OPSS.MUNI 1010.
- (cc) Curing compound shall be white pigmented, Type 2, Class B, as per OPSS 1315
- (dd) Curing Sheets shall be a white opaque polyethylene film as per OPSS 1305
- (ee) Expansion joint material bituminous fibre 12mm as per OPSS 1308.

Section 4 – Construction

- (ff) Granular 'A' bedding is to be compacted to 100% SPD as shown on Contract Drawings. Verify conditions and approval of granular base with Contract Administrator prior to installation of concrete curb and gutter.
- (e) Ensure granular material is free from clay and other types of deleterious material.
- (f) Ensure formwork are of good condition and cleaned from all foreign material before being used.
- (g) Supply, erect, and remove all formwork or string line and set to the lines and grades as specified in the contract drawings. Obtain Contract Administrator approval prior to placing concrete.

- (h) Sawcut all asphalt and concrete, creating clean, sharp, perpendicular edges, to tie into existing materials as shown on Contract Drawings.
- (i) Operational constraints are as outlined in OPSS MUNI 351. Concrete shall not be placed against any material which is at a temperature above 35°C or below 0°C.
- (j) Maximum concrete load under normal conditions will be specified at 5.0 cubic meters unless the Contractor can demonstrate the job size and labour resources are sufficient to increase the load size.
- (k) No water may be added to the concrete on site or in transit. Concrete which is unworkable or that is too stiff to produce a satisfactory product shall be discarded.
- (l) The Contractor is to ensure a Foreman is on site while concrete is being poured and that the concrete supervision is provided until the concrete is set.
- (m) Application of the curing compound must meet the requirement of OPSS 1315 and be applied at a rate of not less than 1 litre per 5 square metre of exposed surface. If the temperature exceeds 25°C, the contractor shall use Burlap wetted as a curing agent. The burlap shall be placed on the concrete immediately upon the concrete setting up, it shall be then wetted and kept in a wet condition for 72 hours after the pour. Curing with curing compound shall not be used on any construction joint or when the cold weather concreting is in effect.
- (n) The contractor shall install construction and expansion joints as per the contract drawings and as per OPSS MUNI 353.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and will be based on lineal metre of curb placed and each curb outlet placed.

Section 6 – Basis of Payment

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

ITEM NO. 21 – NEW PERFORATED HDPE STORM SEWERS OF VARIOUS SIZES

Section 1 – Scope

- (h) This specification covers the requirements for the installation of new perforated sewers of various sizes for filled in ditches. Included in this item is the excavation for the sewer installation and all bedding, surround and cover materials.

Section 2 – Applicable References

- (i) Ontario Provincial Standard Specifications (OPSS) – MUNI 401, MUNI 404, MUNI 409, MUNI 410, MUNI 517, MUNI 518, MUNI 1820, MUNI 1840, MUNI 1860;

Section 3 - Materials

- (a) Storm culvert of various sizes to be perforated polyethylene pipe with 320kPa compressive strength c/w geotextile sock and soil tight couplers. Each pipe shall be marked CSA approved as outlined in respective OPSS sections.
- (b) Pipe bedding, surround, and cover is to be 19mm clear stone (OPSS MUNI 1010) material to depths as indicated on the contract drawings.
- (c) Non-woven, Class II Geotextile as per OPSS 1860

Section 4 - Construction

- (a) Provide all materials, equipment, and labor required to install storm sewers in accordance with the contract drawings.
- (b) Pipe bedding, surround, and cover materials are to be included in this item.
- (c) Excavate trenches to lines, grades, and dimensions as specified on the Contract Drawings. The engineer shall be notified immediately if the bottom of the trench appears to give an unsuitable foundation. The bottom of the trench is to be free of organics, rock, boulders, cobbles, existing pipes, etc.
- (d) If the trench depth is excavated beyond the limits of the required excavation, without the Contract Administrators authorization, Type II Granular “B” shall be placed and compacted at no additional cost to the owner.
- (e) Contractor is responsible to provide all shoring and bracing as per OPSS MUNI 404.
- (f) Contractor is responsible for dewatering the excavation, controlling and maintaining flow as per OPSS MUNI 517. At no time may surface water be disposed into a sanitary sewer. If the contractor will be discharging to a storm sewer or surface water course, they shall filter all sediment from the water prior to discharge to maintain a minimum of 70% TSS removal.
- (g) Supply and place 19mm clear stone to depths as indicated on Contract Drawings. Surround and Cover material shall be placed to 200mm above pipe.
- (h) Provide nonwoven, Class II Geotextile as per OPSS 1860, around all clear stone placed.
- (i) Supply and place select subgrade material as backfill given the pipe cover to the select subgrade as per contract drawings.

- (j) Backfill material from the culvert cover material to the subgrade elevation will be select subgrade material.
- (k) Prior to acceptance of the sewers, all sewers are to be cleaned and have a CCTV inspection completed as per OPSS MUNI 409. Camera inspection is to have pan and tilt capabilities. Provide, to the Consultant, a color digital video and a report documenting the condition of the sewer (2 copies of video, 1 copy of report) which reports all installation defects, leaks, etc. The report shall have manholes and structures numbered in accordance with the Contract Drawings.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based on length (in meters) along the horizontal centerline length of the pipe, from the center of one drainage structure to the center of another drainage structure where applicable.

Section 6 – Basis of Payment

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

ITEM NO. 22 – POLYETHYLENE CATCHBASINS

Section 1 – Scope

- (a) This specification covers the requirements for the supply and installation of new polyethylene catch basins as indicated in contract drawings.
- (b) Structure bedding, surround, and cover materials are to be included in this item.
- (a) Connect sewer pipes to polyethylene catch basin as indicated in the contract drawings.

Section 2 – Applicable References

- (a) Ontario Provincial Standard Specifications (OPSS) – MUNI 180, MUNI 401, 407, MUNI 517, MUNI 518, 1840, 1854.

Section 3 – Materials

- (a) Polyethylene catch basins: constructed of 300mm diameter high-density polyethylene (HDPE) pipe as per CSA B182.8, with one inlet and one outlet c/w integrated gasket.
- (b) Grate: Cast iron to match diameter of catch basin
- (c) Granulars:
 - i. Bedding – Type 1 – Granular ‘A’ as per OPSS.MUNI 1010, quarry source.
 - ii. Surround – Type 1 – Granular ‘A’ as per OPSS.MUNI 1010, quarry source.
- (d) Backfill: Select subgrade material as per OPSS 1010.MUNI.

Section 4 - Construction

- (a) Excavate to grades and dimensions as specified on the Contract Drawings. The engineer shall be notified immediately if the bottom of excavation appears to give an unsuitable foundation for new precast structure. The bottom base of excavation is to be free of organics, rock, boulders, cobbles, existing pipes, etc.
- (b) Contractor is responsible to provide all shoring and bracing as per OPSS MUNI 404.
- (c) Contractor is responsible for dewatering the excavation, controlling and maintaining flow as per OPSS MUNI 517. At no time may surface water be disposed into a sanitary sewer. If the contractor will be discharging to a storm sewer or surface water course, they shall filter all sediment from the water prior to discharge to maintain a minimum of 70% TSS removal.
- (d) Supply and place a minimum of 150mm Granular ‘A’ bedding compacted to 95% SPD. Surround and Cover material shall be placed to 300mm above inlet pipe and compacted to 95% SPD. All granular materials shall be placed in maximum 150mm lifts.
- (e) Connect all sewer pipes to polyethylene catch basin as shown on Contract Drawings. Joints are to be watertight using integrated gasket connections.

- (f) Backfill material shall be as per OPSS 1010 (select subgrade material). Place backfill material in an unfrozen condition. Place backfill material above pipe cover in uniform layers not exceeding 300mm compacted thickness to achieve subgrade elevation. Backfill material is to be compacted to 95% SPD.

Section 5 – Measurement for Payment

Measurement is by Actual Measurement and shall be based on each polyethylene catch basin installed.

Section 6 – Basis of Payment

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

ITEM NO. 24 – TEMPORARY SUPPORT OF UTILITY POLE

Section 1 – Scope

- (g) This section covers the requirement for a cash allowance to be used on an as needed basis of the temporary support of utility poles.
- (a) Temporary support of utility poles will be required to complete the work where excavation is proposed within 1.5 m of the utility pole.

Section 2 – Applicable Reference (N/A)

Section 3 – Materials (N/A)

Section 4 - Construction

- (b) Contractor to be responsible for supporting utility poles when completing work within 1.5m of any utility poles.

Section 5 – Measurement for Payment

Payment will be lump sum for completed work.

Section 6 – Basis of Payment

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