

Tender No. **2021-37**

Background

The Township of Whitewater Region is seeking Tender submissions for Grinding of Brush, Leaf & Yard Waste and Clean Lumber Piles at the Ross Landfill Site. The lowest or any Tender will not necessarily be accepted and the Township reserves the right to award any portion of this Tender. This offer shall be irrevocable for a period of sixty (60) calendar days following the date Tenders are to be received.

Registration and Communications

It is mandatory that you register as a bidder with the Township. Failure to register will result in non-acceptance of your submission.

Please remit Name of Company, Name of Contact Person, Contact Information to Sandra Moss, Purchasing Coordinator at **smoss@whitewaterregion.ca**.

Questions related to this tender or the requirements are to be received by 11:00 a.m. on Monday, October 4, 2021.

Where a bidder finds discrepancies or omissions in the tender requirements or otherwise requires any clarification, the bidder should contact the Township in writing by email as noted above. Where the Township deems that an explanation or interpretation is necessary or desirable, an addendum may be issued.

Scope of Work

The work will include the following tasks:

- Task 1: Visit the Ross Landfill at 990 Kohlsmith Road and assess both the brush, leaf & yard waste stockpile as well as the clean lumber (C&D) stockpile acknowledging both volume and suitability (possible contamination) for grinding. Submit Tender on an entire job basis. Entry into the Ross Landfill Site will be on an operational Wednesday or Saturday of each week (8:00 am to 2:00 pm).
- Task 2: Provide and mobilize grinding equipment & excavator with hydraulic thumb to the Ross Landfill. Provide competent, safe operator(s). Provide own fuel for supplied equipment.
- Task 3: Grind both stockpiles in a safe and timely manner with an awareness of other routine landfill site operations and traffic.

Task 5: Remove equipment from the landfill site in a timely manner when grinding is complete.

Specifications

A detailed list of specifications is attached (if applicable). Potential vendors may provide alternatives in the event an equal or better-proven product or method is available. Evaluation of alternatives is the sole discretion of the Township.

Experience, Qualifications and References

Bidders are expected to outline their experience and qualifications as it pertains to Grinding and include three references for work of similar scope.

Delivery and Official Closing Time of Proposals

All submissions shall be in a sealed envelope and delivered to:

44 Main Street
Cobden, ON K0J 1K0

Tender submissions must be received not later than 1:00 p.m. on Tuesday, October 5, 2021. The time clock in the Council Chambers at the Township Office is the official time for the deadline for submission. The Township is not responsible for submissions which arrive late or are not properly marked. Submissions shall be officially opened after closing time.

Timeline

The expected timeline for selection is as follows:

| | |
|--------------------|--------------------------|
| September 20, 2021 | Tender Issued |
| October 5, 2021 | Closing date for Tenders |
| October 7, 2021 | Award by Township |
| | Start of Work |
| November 30, 2021 | End of Work |

Township's Purchasing Policies

The Township's Purchasing Policies form an integral part of this proposal and process. A copy is available upon request.

Other Requirements

The Contractor shall guarantee their work against any defects/defaults for a period of one full year (if applicable) from date of acceptance of the work including the date of acceptance of any corrected deficiencies.

The Contractor shall indemnify and save harmless the Township of Whitewater Region against and from all damages, claims, suits, demands, actions, judgements, and cost of any kind and description as-a-result of injury of property damage resulting from the performance of this contract or

through any improper or defective equipment used by the Contractor or through any act or omission on the part of the Contractor, their employees or sub-contractors.

The Contractor is required to conform with the *Occupational Health and Safety Act* related to the performance of the contract. The Contractor is required to supply to the Township within ten (10) days of award or prior to commencement of work, whichever is earlier.

- o A valid Clearance Certificate issued by the WSIB;
- o A certified copy of the Contractor's public liability and property damage insurance policy to the limit of at least \$2,000,000.



**The Corporation of the Township of
Whitewater Region**

Tender No. 2021-37

Bid Form

Company Information

| | | |
|----|-----------------------------|--|
| 1. | Company Name | |
| 2. | Bidder's Contact Individual | |
| 3. | Address (incl. Postal Code) | |
| 4. | Office Phone # | |
| 5. | Cellular # | |
| 6. | Fax # | |
| 7. | Email address | |
| 8. | HST Account # | |

I/We hereby submit the attached documents to satisfy the requirements as issued by the Township of Whitewater Region.

I/We agree that we have reviewed and understand the tender documents and I/We are capable and qualified to perform the requirements of the contract.

I/We agree that this offer shall be irrevocable from the time the quotations are opened and extended for a period of 60 days.

I/We agree that this offer acknowledges all addenda and that the pricing quoted includes the provision set out in such addenda.

Bid Submission

The undersigned affirms that they are duly authorized to execute this bid and that all costs associated with this proposal have been submitted in the fee envelope.

BIDDER'S SIGNATURE AND SEAL: _____

NAME AND POSITION: _____

WITNESS SIGNATURE: _____

NAME AND POSITION: _____

DATED AT: _____

THIS _____ DAY OF _____ 2021

Basis of Payment

The Bidder offers to provide the services detailed within the tender package and identified specifications, and as further detailed in the Bidder's proposal, to the acceptance of the Township for the following Upset Cost Limit.

Quotation: \$ _____

HST: \$ _____

Total Estimate: \$ _____
(including HST)