



**REQUEST FOR PROPOSAL (RFP)  
PW2017-12**

**CONCRETE SIDEWALK REPLACEMENT  
370 LINEAR FEET WITHIN THE  
VILLAGE OF PORTLAND**

RFP Closing: July 10, 2017 at 11:00 a.m.

RFP Opening: Immediately following the closing deadline

Sealed RFPs will be received by:  
Michelle Jones, Manager of  
Facilities & Environmental Services  
Township of Rideau Lakes  
1439 County Rd 8  
Delta, ON K0E 1G0

**ALL TENDERS/RFP's ARE SUBJECT TO BUDGET APPROVAL**

**REQUEST FOR PROPOSAL PW2017-12  
CONCRETE SIDEWALK REPLACEMENT  
370 LINEAR FEET WITHIN THE  
VILLAGE OF PORTLAND**

PROJECT TYPE: Concrete Sidewalk Replacement  
LOCATION: Water Street, Portland, Ontario  
Sidewalk Replacement between Main Street & St. Mary's Street  
PROJECT TIME LINE: October 2 – November 3, 2017

The Township of Rideau Lakes is seeking a qualified contractor to replace approximately three hundred and seventy (370) lineal feet of concrete sidewalk in the Village of Portland. The Township reserves the right to accept or reject any or all bids.

Bids must be submitted on the attached proposal form by mail or hand delivery, in a sealed envelope, clearly marked with its contents, to the undersigned by the following deadline:

**Closing Date: July 10, 2017 at 11:00 a.m.  
RFP Opening: Immediately following**

**RFP: PW2017-12  
Michelle Jones  
Manager of Facilities & Environmental Services  
Township of Rideau Lakes  
1439 County Road 8  
Delta, ON K0E 1G0**

**Faxes or email will not be accepted.**

All quotations will be opened and recorded publicly immediately following the above-noted deadline.

**INQUIRIES REGARDING RFP**

All inquiries relative to this RFP shall be directed to Michelle Jones, Manager of Facilities & Environmental Services at [michelle@twprideaulakes.on.ca](mailto:michelle@twprideaulakes.on.ca) or call 1-800-928-2250 Ext 230 or cell 613-213-1128.

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

**SCOPE OF WORK**

Contractor to submit a cost, per square foot, to install four inch (4") thick sidewalk with 60" of width, where allowable. Contractor must include with the bid, a copy of current liability and worker's compensation insurance. Contractor will be required to sign a waiver of lien and verification that Sub-Contractors and Supplies have been paid.

Work to begin after October 2, 2017 and must be completed by November 3, 2017.

Specifications:

1. This project can begin after October 2, 2017 and must be completed no later than November 3, 2017 at 5:00 p.m. Due to the close proximity of the Portland Harbour, Big Rideau Lake water access, pedestrian and vehicular traffic in the Village of Portland, this project is being conducted during the shoulder season.
2. The existing sidewalk is approximately 8-9 inches thick, but varies. The Township will be responsible for the removal of the existing sidewalk.
3. Contractor to provide and place limestone fill where needed. Contractor may have to move the limestone into forms by hand.
4. All limestone added will be machine compacted in place.
5. Control joints will be placed every four to five feet.
6. Concrete mix specs: 32Mpa Class C-2
7. Contractor to form and pour concrete, to include hand excavation to establish grade and the setting of forms.
8. Contractor, Sub-Contractor or Suppliers are to avoid driving on lawns and grass areas. All damage as a result must be repaired by the Contractor.
9. Concrete shall have a light broom finish.
10. Contractor shall provide round edges on sides.
11. Contractor shall include two (2) accessibility ramps – one at St. Mary's Street and one at Main Street.
12. There is one paved entranceway/driveway that is included in this project that requires changes. The Contractor will be responsible for the removal of the existing driveway and the construction of a new paved driveway under a new design (with gradual slope), in the same location, to include contouring of the sidewalk to allow entry of vehicles and accessibility. An Agreement will be reached between the Contractor and the Roads Coordinator and will be done in conjunction with this Agreement. Dan Chant, Roads Coordinator can be contacted at 613-802-0343.
13. A sealer will be placed on the sidewalk.
14. Contractor is responsible to provide security of wet concrete against vandalism and rainy conditions.
15. Township will be responsible for restoration/landscaping along the edges of the new sidewalk once the forms are removed.
16. Contractor and Manager of Facilities & Environmental Services will complete an onsite inspection at the completion of the project.
17. This project is taking place in the Village of Portland along Water Street, therefore traffic control is essential for the safety of all.
18. It is strongly recommended that the Bidder perform a site visit and inspection prior to RFP submission.
19. Contractor will not commence work on any weekday before 7am and not before 9am on a weekend day.

## **INSURANCE**

### **Commercial General Liability**

Insurance issued on an occurrence basis for an amount of not less than \$5,000,000 per occurrence / \$5,000,000 annual aggregate for any negligent acts or omissions by the contractor relating to its obligations under this Agreement. Such insurance shall include, but is not limited to, bodily injury and property damage including loss of use; personal injury; contractual liability; premises, property & operations; non-owned automobile; broad form property damage; broad form completed operations; owners & contractors protective; occurrence property damage; products; employees as Additional Insured(s); contingent employers liability; tenants legal liability; cross liability and severability of interest clause.

Such insurance shall add the Township of Rideau Lakes as Additional Insured with respect to the operations of the contractor. This insurance shall be non-contributing with and apply as primary and not as excess of any insurance available to the Township.

### **Automobile Liability Insurance**

With respect to owned or leased vehicles used directly or indirectly in the performance of the services covering liability for bodily injury, death and damage to property with a limit of not less than \$5,000,000 inclusive for each and every loss.

### **Contractor's Environmental Impairment Liability (if applicable)**

The contractor shall effect and maintain Environmental Impairment Liability with a limit of not less than \$2,000,000 per incident /annual aggregate. Coverage shall include Third Party Bodily Injury and Property Damage including on-site and off-site clean-up. If such insurance is written on a claims made basis, coverage shall include a 24 month extended reporting period or be maintained for a period of two years subsequent to conclusion of services provided under this Agreement.

The Policies shown above shall not be cancelled unless the Insurer notifies the Township in writing at least thirty (30) days prior to the effective date of the cancellation. The insurance policy will be in a form and with a company which are, in all respects, acceptable to the Township.

### **WSIB**

Proof of a WSIB Clearance certificate, to ensure that the employees of the contractor are adequately protected in the event they are injured on the job.

### **Indemnification**

The Contractor shall indemnify and hold the Corporation of the Township of Rideau Lakes harmless from and against all claims, liability, losses, actions, demands, damages, costs and expenses, including reasonable legal fees, occasioned wholly or in part by any negligence acts or omissions, whether willful or otherwise by the contractor, its agents, officers, employees or other persons for whom the contractor is legally responsible in the performance of this agreement.

**This documentation must be provided by the successful Bidder, prior to the commencement of work.**

**PROPOSAL FORM**

**REQUEST FOR PROPOSAL PW2017-12  
CONCRETE SIDEWALK REPLACEMENT  
370 LINEAR FEET WITHIN THE  
VILLAGE OF PORTLAND**

COST OF LABOUR AND MATERIAL TO INSTALL  
4" INCH SIDEWALK (PER SQUARE FOOT) \$ \_\_\_\_\_

COST OF LABOUR AND MATERIAL TO REMOVE  
EXISTING DRIVEWAY AND CONSTRUCT A NEW  
ONE WITH PROPER SLOPE AND ELEVATION \$ \_\_\_\_\_

BID FOR COMPLETE PROJECT \$ \_\_\_\_\_

**All bid prices not to include HST  
All Bids must be legible. Any Bid that is not legible will be rejected.**

Company \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Signature \_\_\_\_\_

GST/HST No. \_\_\_\_\_

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**THIS PAGE MUST BE COMPLETED AND RETURNED WITH RFP**

**DECLARATION OF CONTRACT OFFER**  
**RFP FOR CONTRACT NO. PW2017-11**

The Contractor has carefully examined the RFP Documents and has carefully examined the location of the Work at Water Street, Portland, Ontario to be completed under this Contract. The Contractor understands and accepts the said RFP Documents and, for the price set forth in this Bid, hereby offers to furnish all labour, material and equipment, except as otherwise specified in the Contract and to complete the Work in strict accordance with the RFP and subsequent contract documents.

The Bidder expressly warrants that the price contained in this Proposal, whether as unit prices or lump sums, and whether for transportation or supply of equipment or for services, are quoted in the utmost good faith, without any collusive arrangement or agreement with any other person, or partnership or corporation.

The Bidder expressly represents that it is not party or privy to any deceit tending to mislead the Township into accepting the Bid as a truly competitive Bid, whether to the prejudice, injury or benefit of the Township.

**THE CONTRACTOR, BY THIS PROPOSAL, OFFERS TO COMPLETE THIS WORK IN ACCORDANCE WITH THE TERMS CONTAINED HEREIN.**

DATED AT: \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Contractor signs here and Position Seal where Applicable

**THIS PAGE MUST BE COMPLETED AND RETURNED WITH RFP**