



REQUEST FOR PROPOSAL (RFP) PW2017-5

FOR ROADSIDE MOWING WITHIN THE TOWNSHIP OF RIDEAU LAKES

RFP Closing: March 8, 2017 at 11:00 a.m.

RFP Openings: Immediately following the closing deadline

RFP's Will Be Received By:
Dan Chant, Roads Coordinator
Township of Rideau Lakes
1439 County Road 8
Delta, ON, K0E 1G0

ALL TENDERS/RFP's SUBJECT TO BUDGET APPROVAL

**REQUEST FOR PROPOSAL PW2017-5
FOR ROADSIDE MOWING
WITHIN THE TOWNSHIP OF RIDEAULAKES**

The Township of Rideau Lakes maintains approximately 450 centreline kilometres of rural roads that require roadside mowing at different times throughout the year.

Quotations are hereby requested for the service of roadside mowing along Township roads in 2017.

All work is subject to Council budget approval.

Quotations 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: March 8, 2017 at 11:00 a.m.
RFP Opening: Immediately following**

**Dan Chant
Roads Coordinator
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.

SCOPE OF WORK

The successful bidder must have the ability to complete one round of mowing within two weeks. Subject to budget availability, two rounds of two mower widths will be completed each season.

Equipment must **not** be over five years old.

Minimum swath width of 2.1 metres (7 feet).

Must be multi-disk type mowers.

Please note that daily records must be kept and submitted weekly.

Completed locations will be inspected by the Roads Coordinator or his/her designate.

The Township retains the right to negotiate with suppliers on any procurement.

Maps available upon request.

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

OPTIONAL CONTRACT EXTENSIONS

Prior to January 1, 2018, the contractor will advise the Corporation of The Township of Rideau Lakes, in writing, whether or not they are prepared to offer the same services for the 2018 roadside mowing and The Township will accept or reject this offer prior to March 1, 2018.

Prior to January 1, 2019, the contractor will advise the Corporation of The Township of Rideau Lakes, in writing, whether or not they are prepared to offer the same services for the 2019 roadside mowing and The Township will accept or reject this offer prior to March 1, 2019.

INQUIRIES REGARDING RFP

All inquiries relative to this RFP shall be directed to Dan Chant, Roads Coordinator at dchant@twprideaulakes.on.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.

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.

PROPOSAL FORM

REQUEST FOR PROPOSAL PW2017-5
FOR ROADSIDE MOWING
WITHIN THE TOWNSHIP OF RIDEAULAKES

RATE PER CENTERLINE KILOMETRE: \$ _____

ALL BID PRICES NOT TO INCLUDE TAX.

Description of Equipment:

Company _____

Address _____

City _____ Postal Code _____

Telephone _____ Fax _____

Name _____

Position _____

Email _____

Signature _____

HST No. _____

Dated at _____ this _____ day of _____, 2017.

THIS PAGE MUST BE COMPLETED AND RETURNED WITH RFP