



The Corporation of The Township of St. Joseph
REQUEST FOR PROPOSAL

Project Name:	Repaving of Lewellyn Street – Richards Landing, Ontario
RFP #	2024-03

1.0 INTRODUCTION

- 1.1 The Township of St. Joseph invites proposals from qualified contractors for the following projects in Richards Landing, to be completed in 2024:
- 1.2 Upgrade Lewellyn Street from HWY 548 (Richards Street) around on to Spring Street
- 1.3 Bidders are asked to provide cost breakdown for items above, and as provided on Page 6 of this document.

2.0 SCOPE OF WORK

- 2.1 Lewellyn Street: Reconstruction including full depth reclamation of the existing asphalt surface, 360 Meters of Lewellyn Street starting at HWY 548 and ending on Spring Street along with necessary tie in of Elizabeth Street intersection:
 - a) Acquire locates along Lewellyn Street and intersections of Elizabeth St and Spring St.
 - b) Remove old pavement and haul away using authorized disposal methods
 - c) Remove and replace 5 supplied driveway culverts at specified driveways
 - d) Ditching around intersection of Lewellyn and Elizabeth St.
 - e) Remove and replace 2 x 450mm and 2 x 1200mm road crossing culverts, supplied by Township
 - f) Supply and apply aggregate as needed
 - g) Bring 3 sewer manhole and 2 valves back to road grade
 - h) Apply asphalt to a minimum depth of 50mm
 - g) Clean area after completion, ensuring proper disposal of all materials

3.0 GENERAL

- 3.1 Submission deadline is 12:00 p.m. on Friday, August 2, 2024.
- 3.2 All information provided by a proponent in response to this RFP must contain sufficient detail to support the work being proposed. The detail and clarity of the proponent's submission will be considered indicative of their expertise and competence to satisfactorily complete the proposed project.
- 3.3 Each proponent is to conduct a site inspection(s) of all locations prior to submitting their proposal with the Works superintendent in attendance.
- 3.3 The following specific requirements are identified for inclusion in the proposal
- 3.4 The name, address and telephone number of the proponent firm and its principal contact person.
- 3.5 Identification of the firm's experience in undertaking similar work, along with three references which shall include the name of the organization, the contact person, telephone number and address.

- 3.6 The successful bidder shall supply all labour, materials and equipment necessary to complete the work in a satisfactory and professional manner. The Township shall not provide any labour, materials, or equipment.
- 3.7 All material and work shall be of the highest quality. Any improper material or workmanship shall be removed by the successful bidder immediately upon discovery or notice by the owner.
- 3.8 All work and materials shall be provided with a minimum 1-year warranty, to be specified on the bid form.
- 3.9 Any grindings left over from the pulverized asphalt may be accepted by the Township if it is less than 2" in size. Otherwise, the contractor is responsible for its removal.

4.0 DECLARATIONS

- 4.1 The bidder declares that:
 - 4.1.1 This Bid is made without any connection, comparison of figures with, or knowledge of any other corporation, firm or person submitting a bid for this work, and is in all respects fair and without collusion or fraud.
 - 4.1.2 A responsible representative of the bidder's firm has visited the site of the proposed work and is acquainted with all conditions that may affect the work.

5.0 DISQUALIFICATION OF TENDERS

- 5.1 Under no circumstances will tenders be considered which:
 - 5.1.1 Are received after the advertised closing time for tenders;
 - 5.1.2 Hard copies must be received by the stated closing time at 1669 Arthur Street, Richards Landing, or via email to clerkadmin@stjosephtownship.com
- 5.2 Tenders which are incomplete, conditional, illegible or obscure or which contain additions not called for may be rejected as informal.
- 5.3 Tenders that contain prices which appear to be so unbalanced as likely to adversely affect the interestsoftheOwnermayberejected.
- 5.4 The Corporation reserves the right to waive informalities at its discretion.
- 5.5 Bidders who have submitted tenders that have been rejected by the Township because of informalities will normally be notified of the reasons for the rejection within ten (10) days after the closing date.

6.0 COMPLETION DATE

All work is to be completed to the satisfaction of the Township no later than October 31, 2024.

7.0 CLOSING DATE AND TIMING

- 7.1 The deadline for submitting proposals is 12:00 pm on Friday, August 2, 2024.
- 7.2 Submissions to be clearly marked as "Request for Proposal – Lewellyn Street", sealed and addressed to:

Amanda Richardson, Clerk/Administrator
Township of St. Joseph
P.O. Box 187, 1669 Arthur Street
Richards Landing, ON P0R 1J0
Or

clerkadmin@stjosephtownship.com

- 7.3 Price(s) to remain FIRM for the contract period and must be open to acceptance by the Township for a period of 30 days after the closing date of this Request for Proposal.

7.4 Any questions regarding the Request for Proposal shall be directed to the Township of St. Joseph Municipal Administration Office:

Telephone: (705) 246-2625

Email: clerkadmin@stjosephtownship.com

7.5 The work is to be completed in a timely fashion using the most efficient methods available.

7.6 Anticipated start and completion dates are to be included in submission.

7.7 The municipality reserves the right to request proponents to clarify information provided or to address specific requirements not adequately covered in their submission.

7.8 The lowest, or any bid, may not necessarily be accepted and the municipality reserves the right to accept or reject any or all proposals, or to waive formalities, informalities or technicalities.

7.9 The successful bidder is to provide proof of WSIB and valid liability insurance.

SCHEDULE OF WORK

THIS PAGE MUST BE SUBMITTED AS PART OF YOUR OVERALL PROPOSAL

CONSTRUCTION PHASE	START DATE	COMPLETION DATE
Mobilization		
Earthworks, grading, drainage		
Removals		
Paving		
Full depth reclamation		
Paving		
Painting		
Cleanup		
Demobilization		

Dan See, Works Superintendent
publicworks@stjoseph township.com
705-246-2256
705-206-3020 (cell)

Amanda Richardson, Clerk Administrator
clerkadmin@stjoseph township.com
705-246-2625 Ext. 202

BIDDING FIRM INFORMATION & REFERENCES
THIS PAGE MUST BE SUBMITTED AS PART OF YOUR OVERALL PROPOSAL

The name, address and phone number of the bidding firm and its principal contact person:

Provide three references including the name of the organization, person and phone number.

1. Company Name: _____
Contact Person name: _____
Telephone number or e-mail: _____

2. Company Name: _____
Contact Person name: _____
Telephone number or e-mail: _____

3. Company Name: _____
Contact Person name: _____
Telephone number or e-mail: _____

Site Inspection conducted on _____ by: _____
Date Name

Warranty: materials and supplies. _____ Labour: _____

Any questions regarding this project may be directed to: Dan See

LEWELLYN STREET UPGRADES/RECONSTRUCTION COSTING
THIS PAGE MUST BE SUBMITTED AS PART OF YOUR OVERALL PROPOSAL

Start date: _____ Estimated Completion: _____

Materials: \$ _____

Labour: \$ _____

Other: \$ _____

Total Quotation: \$ _____ plus applicable taxes