



INFRASTRUCTURE DEPARTMENT

REQUEST FOR QUOTATION Contract # WD-13-2021

Sealed Quotations for: Snow Removal 2021-2022 Season for the following departments:

- Infrastructure
- Fire and Rescue Services
- Administration Office
- Medical Centre Board
- Ramara Centre
- Brechin Ball Park
- Lagoon City Parks and Waterways Foot Bridges

PLEASE NOTE, if you choose to submit a quotation for more than one department, please ensure that a separate envelope is used for each submission with department's name.

Contract No. ID- 13 - 2021

As Described Herein and Addressed:

Attention: Josh Kavanagh
Director of Infrastructure
By Courier or Drop off
Township of Ramara Administration Building
Box 130, 2297 Highway 12, Brechin, ON L0K 1B0

Please submit completed proposal in person or by mail in a sealed envelope quoting the above tender number and closing date.

Electronic Submissions will also be accepted and may be forwarded to jkavanagh@ramara.ca, and shall include all pages of the tender, and all supporting documentation.

QUOTATION SUBMISSION DEADLINE

DATE: September 21st 2021

TIME: 12:00 pm - noon

PUBLIC OPENING: No

LOCATION: Township of Ramara Administration Building
Box 130, 2297 Highway 12, Brechin, ON L0K 1B0

LATE SUBMISSIONS WILL NOT BE ACCEPTED

The Township reserves the right to accept or reject all or any Submission.

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INSTRUCTIONS TO BIDDERS

i. DEFINITIONS

The following definitions apply to the interpretation of the Request for Quotation;

1. **“Bidder”** means a person or entity that is submitting a tender in response to the Tender Process.
2. **“Constructor”** means the successful person or company engaged in the construction business.
3. **“Contract”** means an agreement to be signed between the Owner and a successful bidder pursuant to the tender process.
4. **“Contractor”** means the successful bidder pursuant to the tender process that has extended a contract.
5. **“Deputy Manage Infrastructure”** means a person authorized or appointed by the Township to act on behalf of the Owner in any particular capacity.
6. **“Closing Time”** Time and Date of Tenders has the meaning ascribed thereto in section ii of these instructions to bidders.
7. **“OPS”** means the current Ontario Provincial Standards published by the Ontario Standards organization.
8. **“Start Work Order”** means the document in writing, referred to in the tender, form that is issued by the Deputy Manage Infrastructure or the Engineer that authorizes the Contractor to begin the work.
9. **“Tender”** means the tender documents issued by the Owner in respect of a specific opportunity and also refers to the documents submitted by a bidder in response to this tender process.
10. **“Tender Documents”** means the documents listed in section iii of these Instructions to Bidders.
11. **“Work”** means the work to be performed by a Contractor pursuant to a Contract issued as a result of this tender as described in the Contract Documents and includes, but is not limited to, the work generally described in Section ii of these Instructions to Bidders.
12. **“Director of Infrastructure ”** means `the Director of Infrastructure for the Township of Ramara or such other person, partnership or corporation as may be authorized by the Council to act on their behalf in any particular capacity.

ii. GENERAL OVERVIEW

1. SCOPE

As part of the ongoing winter control program, snow clearing of the Township of Ramara Administration Office, Township Fire Halls, Ramara Centre, Infrastructure Services locations and other localities as set out, is a priority winter component for the continued safe operation of the Township. Township services are an essential part of the safety of the community, and the Township places a high value on the snow clearing of these essential services. It is a requirement of the Quotation that the successful contractor have the equipment (minimum as listed), the experience and the manpower to perform this essential service as required.

2. FORM OF QUOTE

All quotations must be on the forms provided, clearly marked with “2021-2022 Winter Snow Removal – Multi Department”

3. FREEDOM OF INFORMATION

All submissions to the Township become the property of the Township and such are subject to the “*Municipal Freedom of Information and Protection of Privacy Act.*”

4. BRIBERY/FRAUD

Should any bidder or any of their agents give or offer any gratuity or attempt to bribe any employee of The Township, or to commit fraud, the Township shall be at liberty to cancel the prospective bidder’s submission or contract.

5. PURCHASING PREFERENCE

No preference will be given to any business for goods and/or services provided to the Township

6. INSURANCE

The Successful bidder(s) shall maintain and pay for Comprehensive General Liability Insurance with an insurer acceptable to the Township. The coverage shall include premises and all operations liability to be performed by the bidder. This insurance coverage shall be subject to limits of not less than **Five Million Dollars (\$5,000,000.00)** inclusive **per occurrence** for bodily injury, death and damage to property including loss of use thereof for any one occurrence.

The policy shall include **The Corporation of the Township of Ramara** as an additional insured in respect of all operations performed by or on behalf of the Bidder.

The Bidder(s) shall be entirely responsible for the cost of any deductible that is maintained in any insurance document.

The Insurance Policy shall not be altered, canceled or allowed to expire or lapse, without thirty (30) days prior written notice to the Township.

The Liability Insurance shall not contain any exclusion or limitations in respect of shoring, underpinning, rising or demolition of any building or structure, pile driving, caisson work, collapse of any structure or land from any cause.

Where applicable the bidder(s) shall carry standard automobile and non-owned automobile liability insurance and shall protect them against all liability arising out of the use of owned or leased vehicles, used by the Bidder(s), its employees or agents. The limits of the liability for both owned and non-owned vehicles shall not be less than **Two Million Dollars (\$2,000,000.00)** per occurrence.

7. WORKPLACE SAFETY AND INSURANCE BOARD (WSIB)

The successful bidder(s) shall supply a Certificate from the Workplace Safety and Insurance Board prior to the start of the contract indicating that all of the assessments the bidder(s) or subcontractor(s) is liable to pay under *Worker's Safety Insurance Board Act* or successor legislation have been paid and they are in good standing with the Board.

Effective January 1 2013, Bill 119 legislates that all Contractors and Sub-Contractors categorized under class G: construction, shall have WSIB account and clearance coverage prior to commencing any contract.

Alternatively, if the successful Bidder(s) is an Independent Operator and is not categorized under Class G: Construction, the Bidder(s) shall submit a letter, from the WSIB, confirming that s/he has Independent Operator Status under the WSIB Act for work to be carried out for the Township of Ramara. If the Bidder(s) does not have Independent Operator Status, the Bidder shall;

- I. Complete an Independent Operator Status Questionnaire upon being awarded the contract; and,
- II. Fund all costs associated with any appeal of a determination by WSIB that the Bidder is not an Independent Operator; and,
- III. Provide proof of Employer's Liability Insurance (provided either by WSIB or the Contractor's insurance provider.

The Bidder(s) acknowledges and agrees that the Township is not hiring an employee(s) to perform the work associated with this Tender. As such the Township reserves the right to terminate all Contracts associated with this Tender if all appeals

have been exhausted and the bidder(s) are determined by WSIB or court or tribunal of competent jurisdiction to be an employee. Any and all monies to be paid to the bidder(s) shall be returned regardless of the extent of work that has been completed to that point, and all material and documents associated with the Tender, as well as Township property, shall be returned to the Township. The bidder(s) acknowledges and agrees that any work completed to the date the appeal process has been completed, and an unfavorable determination is made will be provided to the Township for free and without any expectation of compensation. The risk associated with completing any work while there is an appeal process underway is entirely born by the bidder(s).

8. ACCESSIBILITY

The Bidder(s) shall comply with the provisions of the *Accessibility for Ontarians with Disabilities Act 2005*, S.O. 2005, chapter 11 and the Regulations with regard to provision of the goods and/or services contemplated herein, including, without limitation, section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service, as amended. The Bidder(s), when applicable, shall ensure that its employees, agents, volunteers and representatives receive training regarding the provision of the goods and services to person with disabilities. The Bidder(s) acknowledges that the Corporation of the Township of Ramara, in deciding to purchase goods or services through its procurement process, is required to consider the accessibility for persons with disabilities, when applicable and practical to do so.

9. HEALTH & SAFETY

All work performed under this contract must be carried out in accordance with the terms and conditions of the Ontario Occupational Health and Safety Act (OHSA or the Act), applicable Regulations, applicable standards, and other applicable legal requirements.

Unless otherwise stated, the successful bidder, for the purposes of the Act, shall be designated as the 'Constructor' for this project. The constructor has complete control of the work on behalf of the Township and is responsible for regulatory compliance and safe work procedures on the job site.

Any requirement for a Notice of Project to be submitted to the Ministry of Labour (MOL) is the sole responsibility of the constructor.

The Constructor further acknowledges and agrees that any breach or breaches of the Occupational Health and Safety Act, applicable Regulations, Standards, Environmental Protection Act, other legal requirements, and/or their own Health & Safety Policies and Procedures whether by the Constructor or any of its subcontractors may result in:

- The termination of the contract,
- The immediate removal of the Constructor and/or sub-contractor's equipment from the site,
- The forfeiture of all sums owing the constructor/or sub-contractor by the Township Of Ramara

The Constructor's health and safety responsibilities will include the following:

- where hazardous materials, physical agents and/or designated substances are used in the performance of the required work, the successful bidder shall ensure that the requirements of the Occupational Health and Safety Act, applicable Regulations and environmental requirements are complied with,
- ensure workers are aware of the hazardous substances that may be in used at the workplace,
- ensure workers are provided with and wear the appropriate personal protective equipment required for the area when engineering controls aren't practicable,
- demonstrate the establishment and maintenance of a health and safety program, with objectives and standards and will provide qualified workers and meet all applicable legislation,
- The Constructor acknowledges that they are familiar with the Occupational Health and Safety Act, applicable Regulations, applicable Standards and other legal requirements that applies to the work being conducted,
- The Contractor covenants and agrees to observe strictly and faithfully the provisions of the Occupational Health and Safety Act, applicable Regulations, and rules circulated there under together with the Constructor's Health and Safety Policies and Procedures.
- The Constructor agrees to indemnify and save the Township of Ramara harmless for damages or fines arising from any breach or breaches of the said Occupational Health and Safety Act and other applicable legal requirements.
- The Constructor agrees to have a competent supervisor on site at all times when work is in progress, and that this supervisor enforces safe work practices.
- The Constructor shall allow access to the work site on demand to representatives of the Township of Ramara to inspect work sites.
- The Constructor agrees that any damages or fines that may be assessed against the Township of Ramara by reason of a breach or breaches of the Occupational Health and Safety Act and applicable Regulations by the Constructor or any of its sub-contractors will entitle the Township of Ramara to off-set the damages so assessed against any monies that the Township of Ramara may from time to time owe the Constructor under this contract or under any other contract whatsoever.
- Where any portion of the work or services in this Contract is contracted to a sub-contractor, the Constructor agrees that the provisions of this section (**9. Health & Safety**) will apply to the subcontractor and the Constructor will enforce said provisions.

- The Township of Ramara may consider previous OHS/A violations as grounds for rejection and the Township of Ramara may terminate any contract arising from this document if the Bidder is continuously in violation of OHS/A requirements.

Proof of the above may be required by the Township at any time from tendering to project completion.

10. ASSIGNMENT OF CONTRACT

The successful Bidder(s) shall not assign transfer, convey, sublet or otherwise dispose of this contract or his/her right, title or interest therein, or his/her power to execute such contract, to any other person, company or City, without the previous consent, in writing, of the Township's officials, which consent shall not be unreasonably withheld.

11. SPECIFICATIONS

11.1 Snow clearing will be required immediately with a snow fall of 2 inches or greater with the following additional specifications:

- All Fire Halls will require **24 hour monitoring** and immediate clearing with a snow fall of **2 inches**.
- The Administration office where clearing will be required immediately with a snow fall of **2 inches**. If accumulation exceeds 2 inches between 9:00 a.m. and 5:00 p.m., clearing is required for entrances and driveways, excluding parking spaces.
- Infrastructure Building & Parking Lot will require clearing before 7:00 a.m. with a snow fall of **2 inches**;
- Infrastructure Areas (water plants, pumping stations and pump houses) will require snow removal by the time specified in Column 2 of the quotation form with a snow fall of **4 inches** or greater.
- The Medical Centre parking lots and shoveling of walkways and clearing of all entrance doors (front, side and back of building) and rear entrance steps. If accumulation exceeds 2 inches between 9:00 a.m. and 7:00 p.m., shoveling of walks and clearing of all entrance doors (front, side and back of building), rear entrance steps and driveways, excluding parking spaces, is required.
- The Ramara Center where clearing will be required immediately with a snow fall of **2 inches**. If accumulation exceeds 2 inches between 9:00 a.m. and 12:00 a.m. (midnight), clearing of entrance and driveways, excluding parking spaces, and shoveling of the front walk is required.

11.2 Work is to be completed to the satisfaction of the Director of the applicable department.

- 11.3 NOTE: Infrastructure – NO SANDING or BANKING unless specifically requested by the Director of Infrastructure.

12. EQUIPMENT REQUIREMENTS

The following numbers identify the minimum equipment required in specific locations. The equipment requirements are indicated in Column 3 of the quotation form.

- a. 4 wheel drive truck with blade
- b. 4 wheel drive truck with blade, 4 wheel drive loader
- c. 4 wheel drive truck with blade, 4 wheel drive loader/backhoe
4. 4 wheel drive truck with blade, loader and dump truck
5. Tractor with snow blower
6. Tractor-loader with snow blower
7. Hand shovel

13. COMPLETION

The snow-removal contract will be in effect upon written acceptance of the quotation until May 1st, 2021.

14. DAMAGE BY VEHICLES AND OTHER EQUIPMENT

The successful contractor will be responsible for:

- (a) repairing or replacing any signs or curbs that may be damaged or moved during snow removal operations;
- (b) Clean-up of sand and debris that is pushed up on lawns/grass and/or repair of lawn damage.

15. AWARD OF QUOTATION

The award of the tender will take the following into consideration:

- a. Expertise;
- b. Access to equipment possessing the required safety devices to conform to all regulations
- c. Availability;
- d. Reliability;
- e. Past Performance; and,
- f. Price.

16. HIGHWAY TRAFFIC ACT

The Bidder(s) of any equipment being used under hire by the Township shall be responsible to ensure the equipment is in full compliance of all statutes of the Highway Traffic Act, R.S.O. 1990.

17. PRICING AND PAYMENT

Payment at the quoted price shall be paid upon submission of invoice after completion.

18. HOURS OF WORK

The specified snow removal completion time of each location is found on the schedule 1 bid sheet.

19. TERM OF QUOTATION

The term of this quotation will be for the 2021 - 2022 winter season.

20. QUALIFICATIONS

The successful Bidder shall be a company of recognized standing at least five (5) years' experience in this type of work and have the necessary equipment and skilled labor to carry out the work adequately.

21. GENERAL CONDITIONS

- It is agreed that the quoted quantities are estimated only and may be increased or decreased by the Township without alteration of the quoted price by 20 % of the total bid, Actual roads to be completed may change.
- The Township reserves the right to immediately terminate the contract for sufficient cause, including but not limited to, such items as non-performance, inferior quality, pricing problems, etc. In addition, the Township may elect to terminate the contract if the original terms of the quotation are significantly changed, giving thirty (30) days written notice to the Contractor.
- The Contractor may terminate the contract by giving the Township thirty (30) days written notice, giving reasons acceptable to the Township. The Contractor may negotiate a period of less than thirty (30) days to terminate the contract if mutually agreeable with the Township.
- In the event of any dispute arising between the Township and the Contractor, either party may give the other written notice of such dispute. If the dispute cannot be resolved through negotiation to the satisfaction of both parties, the parties may between themselves agree to submit the matter to arbitration in accordance with the laws of Ontario. If no such agreement is made then either party may submit the dispute to such judicial tribunal as the circumstances may require.
- The Township reserves the right to negotiate minor changes or variations with the successful bidder, without a general quotation recall, provided any such

changes would not be deemed to have an effect on the relative standing of all the bidders or be in any way otherwise prejudicial to them.

- The Township may, where and when possible, show a preference for products and services that can be shown to have a clear environmental and safety superiority over their alternatives, providing they comply with the required specifications. Bidders are therefore encouraged to present and strengthen the environmental and safety attributes of their products.

22. SUBMISSION FORMAT & CONTENTS

22.1 GENERAL FORMAT OF SUBMISSION

The Township **will not** accept any other format of the schedule I items Prices other than that provided within this Request for Quotation. Schedule I items and Prices are to be completed **in full** as provided in this document with no modifications, additions or deletions. **Failure to complete Schedule I as stipulated may result in disqualification of the bid submission.**

22.2 CONTENTS OF SUBMISSION

The Request for Quotation response submission should include the following information only and shall be submitted in the same sequence provided:

- I. **Completed Bidder Information Form**
- II. **Provide all mandatory information as requested within Schedule I**
- III. **Ensure Schedule I is initialed and dated**
- IV. **Completed Schedule II – Ability and Experience Form.**
- V. **Health and Safety:**
 - a. Provide a current and valid certificate of clearance from WSIB
- VI. **Provide a completed Declaration of Accessibility Compliance form.**

iii. TENDER DOCUMENTS

QUOTATION FORM

THE CORPORATION OF THE TOWNSHIP OF RAMARA

WINTER SNOW REMOVAL

DOCUMENTS TO BE ENCLOSED WITH THIS FORM INCLUDING BUT NOT LIMITED TO:

- **Bidder Information Form**
- **Schedule I – Items and Prices**
- **Schedule II – Ability and Experience Form**
- **Declaration of Accessibility Compliance Form**
- **Health & Safety Information**

BIDDER INFORMATION FORM

**BIDDERS MUST COMPLETE THIS FORM AND INCLUDE WITH THEIR SUBMISSION
PLEASE ENSURE ALL INFORMATION IS LEGIBLE.**

Company Name	
Bidder's Main Contact Individual	
Address (Including postal code)	
Office Phone #	
Toll Free#	
Cellular#	
Fax#	
E-Mail Address	
Website	
HST Account #	

**I CERTIFY THAT ALL PRICES IN SCHEDULE I CONSTITUTE THE OFFICAL QUOTATION
BID**

NAME: _____

(PRINT)

AUTHORIZED SIGNATURE: _____

DATE: _____

SCHEDULE I – ITEMS AND PRICES

Any modifications of this form will result in the bid being disqualified. This form must be completed in full.

SNOW REMOVAL –INFRASTRUCTURE SERVICES

ITEM	LOCATION	COMPLETED BY (A.M.)	EQUIP REQ'D	COST PER CLEARING (INCL. TAX)	TERM OF CONTRACT
a)	Brechin/Lagoon City - Water Plant, (laneway approx. 150')	7:00	3	\$ _____	1 Year
b)	Bayshore Village - 2 Pumping Stations, 1 Pump House	10:00	3 or 6	\$ _____	1 Year
c)	Val Harbour - 1 Pump House	10:00	3	\$ _____	1 Year
d)	Mara Shore - 1 Pump House	10:00	3	\$ _____	1 Year
e)	Heritage Farm - 1 Pump House	10:00	3	\$ _____	1 Year
f)	Davy Drive – 1 Pump House	8:00	3	\$ _____	1 Year
g)	Park Lane – 2 Pump Houses	8:00	3	\$ _____	1 Year
h)	Water Tower – clearing	8:00	3	\$ _____	1 Year
i)	Environmental Services Building Parking Lot	7:00	3	\$ _____	1 Year
j)	Lagoon City – Sewage Treatment Plant	7:00	3 or 6	\$ _____	1 Year
k)	Lagoon City – 5 Pump Houses	As Required	3 or 6	\$ _____	1 Year
l)	Brechin – 2 Pump Houses	As Required	3 or 6	\$ _____	1 Year
m)	SNOWBLOWING – <u>AS REQUESTED</u>	As Required		\$ _____/hr.	1 Year
n)	SANDING - <u>AS REQUESTED</u>	As Required		\$ _____/hr.	1 Year
o)	BANKING – <u>AS REQUESTED</u>	As Required		\$ _____/hr.	1 Year

NOTE 1: Equipment Requirements for Environmental Services:

Item #	Requirement #	Equipment
a), b),c), d), e), f), g), h), i), j), k), l)	3	4 wheel drive truck with blade; 4 wheel drive loader/backhoe
b), j), k), l)	6	Tractor/loader with snow blower

NOTE 2: Conditions

Location	Completion Time	Minimum Snow Fall
Building & parking lot (i)	Prior to 7:00 a.m.	2 inches
Service areas	As per Column 2	4 inches
Sewage Plant	As per Column 2	4 Inches

SCHEDULE I – ITEMS AND PRICES

Any modifications of this form will result in the bid being disqualified. This form must be completed in full.

SNOW REMOVAL – INFRASTRUCTURE

<i>ITEM</i>	<i>LOCATION</i>	<i>COMPLETED BY (A.M.)</i>	<i>EQUIP. REQ'D.</i>	<i>COST PER SEASON (INCL. TAX)</i>	<i>TERM OF CONTRACT</i>
a)	Laidlaw Avenue - south of Coopers Falls Road	9:00	1	\$ _____	1 Year
b)	Portage Bay Road - from Rama Road, under the bridge to 3669 Portage Bay Road	9:00	1	\$ _____	1 Year
c)	Southview Drive - emergency exit to Fernwood Lane, Bayshore Village	10:00	3	\$ _____	1 Year
d)	Lake Avenue Park, Lagoon City - plowing parking lot and handicap parking area at Lake Avenue mailboxes	9:00	1 5	\$ _____	1 Year
e)	Whelan Way – from East River Road through Cul-De-Sac	9:00	1	\$ _____	1 Year
f)	Grist Mill Road – from Hwy 169 to Hydro Pole North of Dam Structure	9:00	1	\$ _____	1 Year

SCHEDULE I – ITEMS AND PRICES

Any modifications of this form will result in the bid being disqualified. This form must be completed in full.

SNOW REMOVAL – FIRE & RESCUE SERVICES

ITEM	LOCATION	COMPLETED BY (A.M.)	EQUIP. REQ'D.	COST PER CLEARING (INCL. TAX)	TERM OF CONTRACT
a)	Fire Hall #1 – Brechin - shoveling front of bay doors - shoveling along front of 3 fuel tanks and center access to control panel - <i>where possible, snow to be plowed to the east side of the lot</i>	24 hr/day	2 5	\$ _____	1 Year
b)	Fire Hall #2 – Atherley - shoveling of walkways - shoveling front of bay doors	24 hr/day	2 5	\$ _____	1 Year
c)	Fire Hall #3 – Washago - Including area in front of generator building - shoveling front of bay doors	24 hr/day	2 5	\$ _____	1 Year

NOTE: *All Fire Halls will require **24 hour monitoring** and immediate clearing with a snow fall of **2 inches**.*

SCHEDULE I – ITEMS AND PRICES

Any modifications of this form will result in the bid being disqualified. This form must be completed in full.

SNOW REMOVAL – ADMINISTRATION

ITEM	LOCATION	COMPLETED BY (A.M.)	EQUIP. REQ'D.	COST PER CLEARING (INCL. TAX)	TERM OF CONTRACT
a)	Municipal Office – Brechin Clearing parking lots - front, back and laneway - removal of snow	8:00	1	\$ _____	1 Year

NOTE: *The Administration office - clearing will be required immediately with a snow fall of **2 inches**. If accumulation exceeds 2 inches between 9:00 a.m. and 5:00 p.m., clearing is required for entrances and driveways, excluding parking spaces.*

SCHEDULE I – ITEMS AND PRICES

Any modifications of this form will result in the bid being disqualified. This form must be completed in full.

SNOW REMOVAL – MEDICAL CENTRE BOARD

ITEM	LOCATION	COMPLETED BY (A.M.)	EQUIP. REQ'D.	COST PER CLEARING (INCL. TAX)	TERM OF CONTRACT
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a)	Medical Centre and Library Plowing parking lot plus shoveling and sanding of all entrances and walkways, including rear entrance steps	8:00	2 5	\$ _____	1 Year
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NOTE: *The Medical Centre - parking lots and shoveling of walkways and clearing of all entrance doors (front, side and back of building) and rear entrance steps. If accumulation exceeds 2 inches between 9:00 a.m. and 7:00 p.m., shoveling of walks and clearing of all entrance doors (front, side and back of building), rear entrance steps and driveways, excluding parking spaces, is required.*

SCHEDULE I – ITEMS AND PRICES

Any modifications of this form will result in the bid being disqualified. This form must be completed in full.

SNOW REMOVAL - RAMARA CENTRE

ITEM	LOCATION	COMPLETED BY (A.M.)	EQUIP. REQ'D.	COST PER CLEARING (INCL. TAX)	TERM OF CONTRACT
a)	Driveways and parking lot at Ramara Centre (Library)	9:00	1 5	\$ _____	1 Year

NOTE: *The Ramara Center - where clearing will be required immediately with a snow fall of **2 inches**. If accumulation exceeds 2 inches between 9:00 a.m. and 12:00 a.m. (midnight), clearing of entrance and driveways, excluding parking spaces, and shoveling of the front walk is required.*

Snow on east side of the building to be pushed south away from the propane tank. (NO SNOW TO BE PILED AT PPROPANE TANK)

All Walkways/Sidewalks at the front and rear of the building are to be shoveled each time the parking lot is cleared

SCHEDULE I – ITEMS AND PRICES

Any modifications of this form will result in the bid being disqualified. This form must be completed in full.

SNOW REMOVAL**BRECHIN BALL PARK**

<i>ITEM</i>	<i>LOCATION</i>	<i>COMPLETED BY (A.M.)</i>	<i>EQUIP. REQ'D.</i>	<i>COST PER CLEARING (INCL.TAX)</i>	<i>TERM OF CONTRACT</i>
a)	Brechin ball diamond entrance & Community Centre driveway.	9:00	1 5	\$ _____	1 Year
b)	SANDING – <u>AS REQUESTD</u>			\$ _____/hr.	1 Year

SCHEDULE I – ITEMS AND PRICES

Any modifications of this form will result in the bid being disqualified. This form must be completed in full.

SNOW REMOVAL**LAGOON CITY PARKS AND WATERWAYS - FOOTBRIDGES**

<i>ITEM</i>	<i>LOCATION</i>	<i>COMPLETED BY (A.M.)</i>	<i>EQUIP. REQ'D.</i>	<i>COST PER CLEARING (INCL. TAX)</i>	<i>TERM OF CONTRACT</i>
a)	Shoveling 2 foot bridges and entranceways to footbridges in lagoon city.	8:00	7	\$ _____	1 Year
b)	SANDING – <u>AS REQUESTD</u>			\$ _____/hr.	1 Year

SCHEDULE II - INFORMATION REGARDING YOUR EQUIPMENT

Make of Equipment: _____

Model: _____

Year: _____

Make of Equipment: _____

Model: _____

Year: _____

Make of Equipment: _____

Model: _____

Year: _____

Make of Equipment: _____

Model: _____

Year: _____

Make of Equipment: _____

Model: _____

Year: _____

Make of Equipment: _____

Model: _____

Year: _____

Make of Equipment: _____

Model: _____

Year: _____

SCHEDULE III – ABILITY AND EXPERIENCE FORM

The Bidder shall provide below three (3) separate Customers **other than the Township** having purchased a similar size and design of goods and/or services as specified herein for a previous three (3) year period from the issuance of this document.

REFERENCE #1	
Customer	
Contact Name & Phone Number	
Date of Purchase	
Description of Goods or Services Provided	
REFERENCE #2	
Customer	
Contact Name & Phone Number	
Date of Purchase	
Description of Goods or Services Provided	
REFERENCE #3	
Customer	
Contact Name & Phone Number	
Date of Purchase	
Description of Goods or Services Provided	

REFERENCE RELEASE FORM

I _____ (authorized signatory for the submitting firm) authorize the Township to contact the person and/or organization listed on the ABILITY & EXPERIENCE FORM, for the purpose of obtaining information relating to the bidder

The Township reserves the right to call references if in its sole discretion finds a need to do so.

The Township reserves the right to check other references other than listed herein.

DECLARATION OF ACCESSIBILITY COMPLIANCE FORM

Company Name: _____
Print Name: _____
Title: _____
Date: _____

I acknowledge that I am required to comply with Section 6 of Ontario Regulation 429/07 (Accessibility Standards for Customer Service) made under the *Accessibility for Ontarians with Disabilities Act, 2005*. I confirm that my employees, agents, volunteers and representatives who are required to receive training under the Act have completed the required. I will provide to The Corporation of the Township of Ramara any further documentation that confirms this training upon its request.

I will indemnify the Corporation of the Township of Ramara from and against any costs, expenses, fines, penalties, damages or losses that may arise or may be incurred as a result of my failure to comply with these requirements.

I declare that I have read, understood and will meet all enacted accessibility standards as amended from time to time.

I further declare that if applicable I will undertake to ensure any sub-contractors hired by _____ (insert company name) for the completion of work contracted by the Township will also comply with the above requirements.

Authorized Signature
I have authority to bind the corporation.

Date

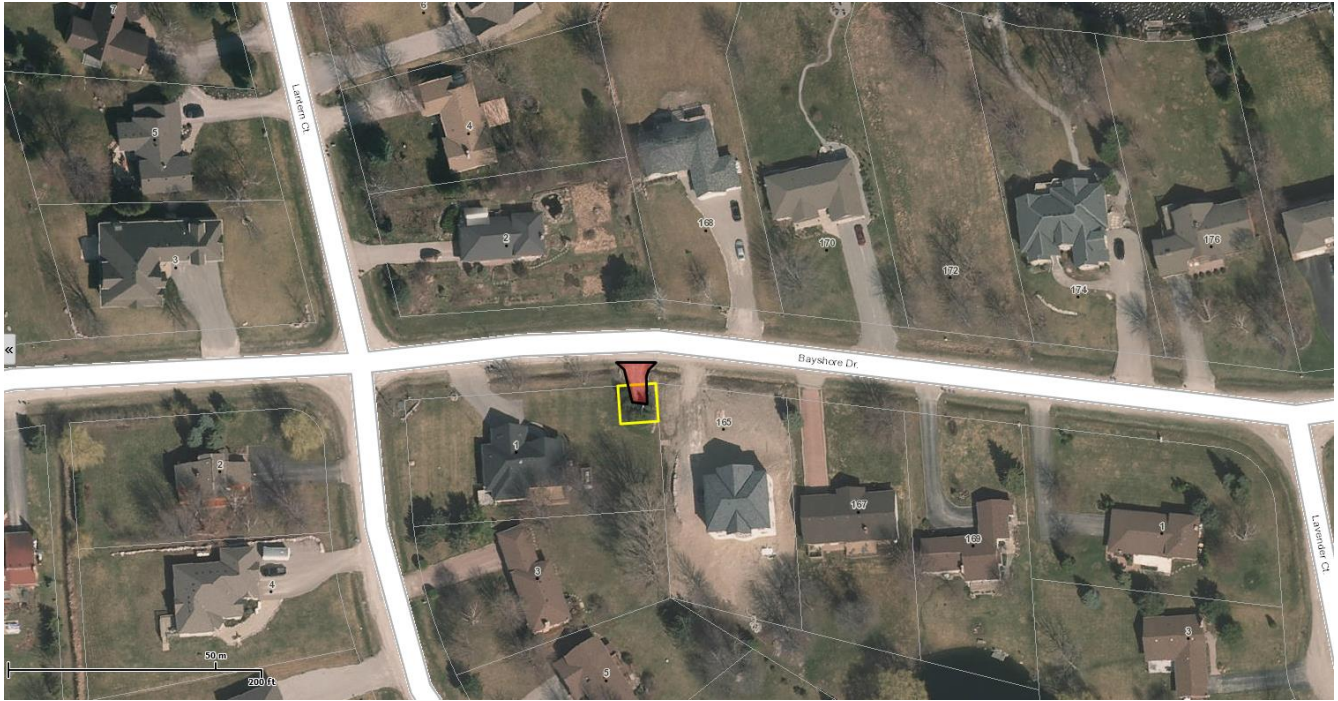
Appendix A – Maps



(Infrastructure – Item a 1 poplar crescent)



(Infrastructure – Item b – 143 Bayshore Dr)



(Infrastructure – Item b – Bayshore Dr – Pump House – next to 1 sandalwood trail)



(Infrastructure – Item b – Bayshore Dr - next to 195 bayshore ave)



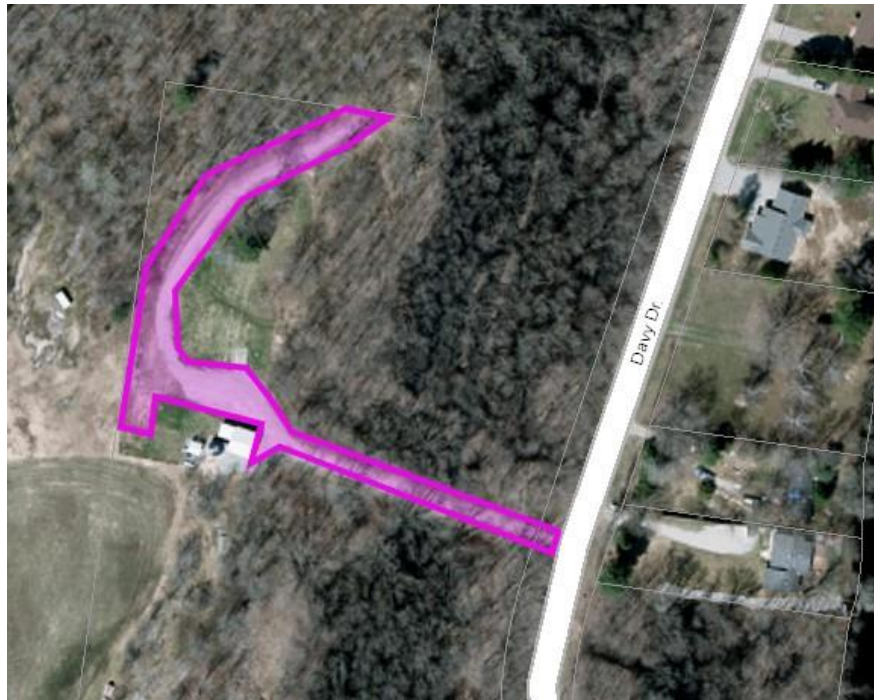
(Infrastructure – Item c – 3885 Edgehill Dr)



(Infrastructure – Item d – 1404 Ramara Road 47 – Mara Shore)



(Infrastructure – Item e – 3001 Suntrac Dr)



(Infrastructure – Item f – 7230 Davy Dr)



(Infrastructure – Item g – 7992 Park Lane)



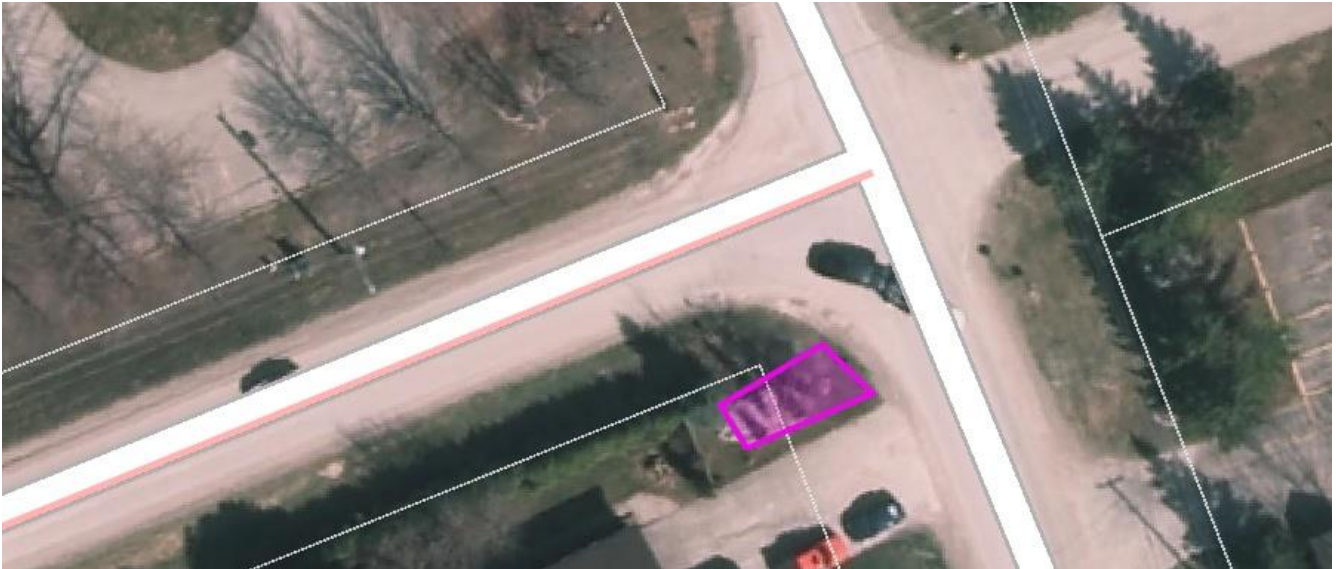
(Infrastructure – Item h – 2787 Perry Ave)



(Infrastructure – Item I – 2115 Highway 12)



(Infrastructure – Item j – 155 Laguna Parkway)



(Infrastructure – Item k – Lagoon City Pump Houses Laguna Parkway (Poplar and Laguna)



(Infrastructure – Item k – Lagoon City Pump Houses Poplar Cres @ End)



(Infrastructure – Item k – Lagoon City Pump Houses Simcoe Rd (Simcoe & Lake Ave))



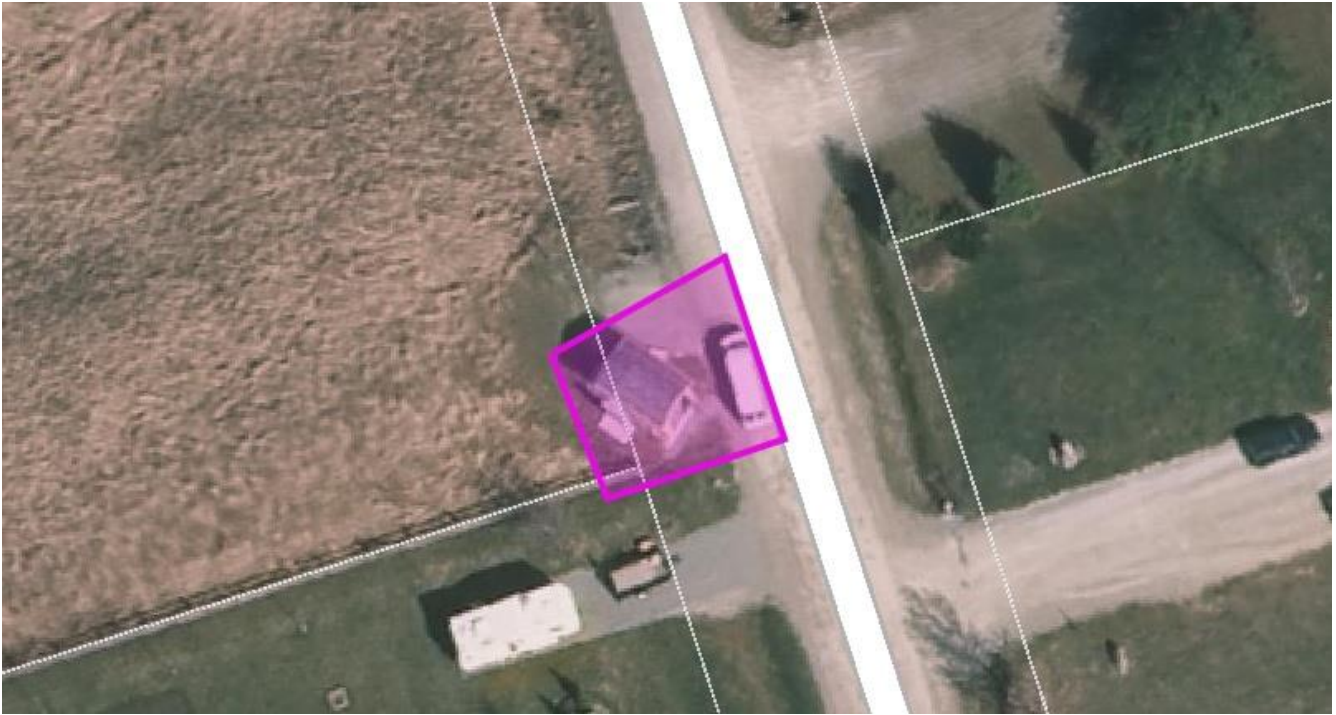
(Infrastructure – Item k – Lagoon City Pump Houses Laguna Parkway (24 Laguna Parkway))



(Infrastructure – Item k – Lagoon City Pump Houses Laguna Parkway (Paradise Blvd in Marina))



(Infrastructure – Item k – Lagoon City Pump Houses 3282 County Road 47)



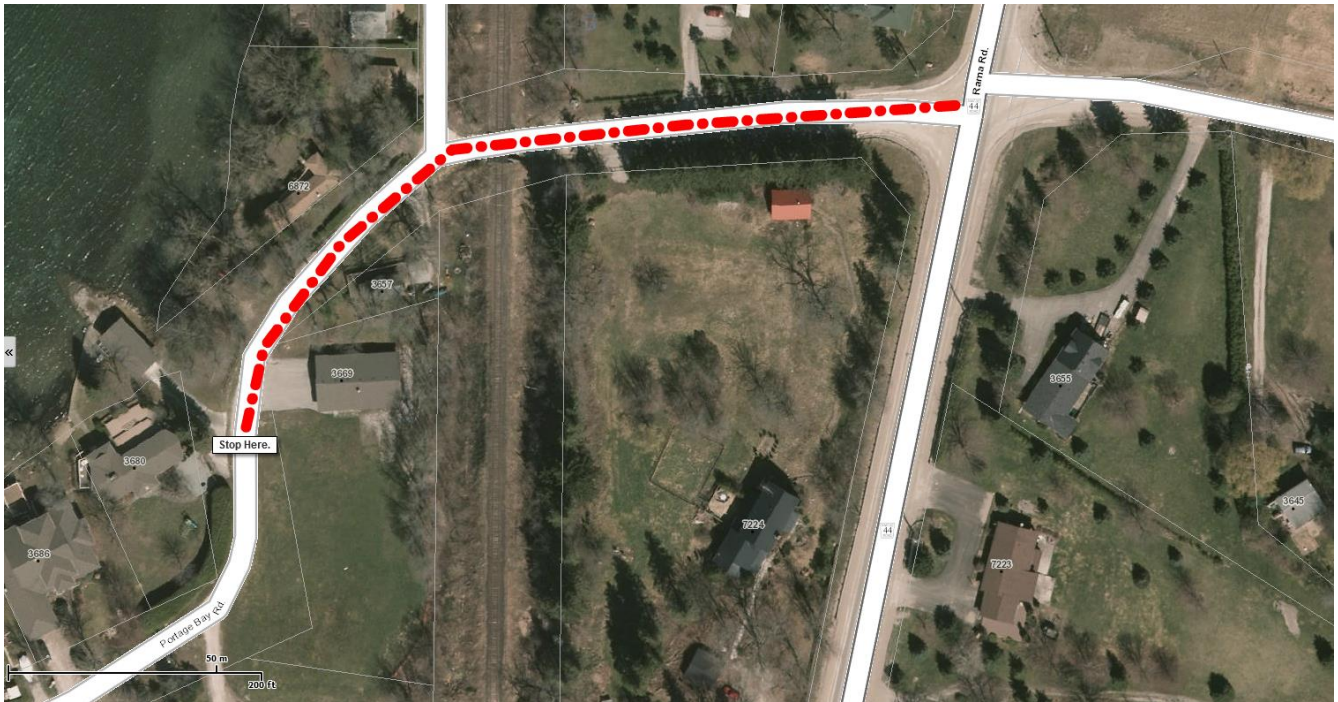
(Infrastructure – Item I – Brechin Pump Houses 2862 Perry Ave)



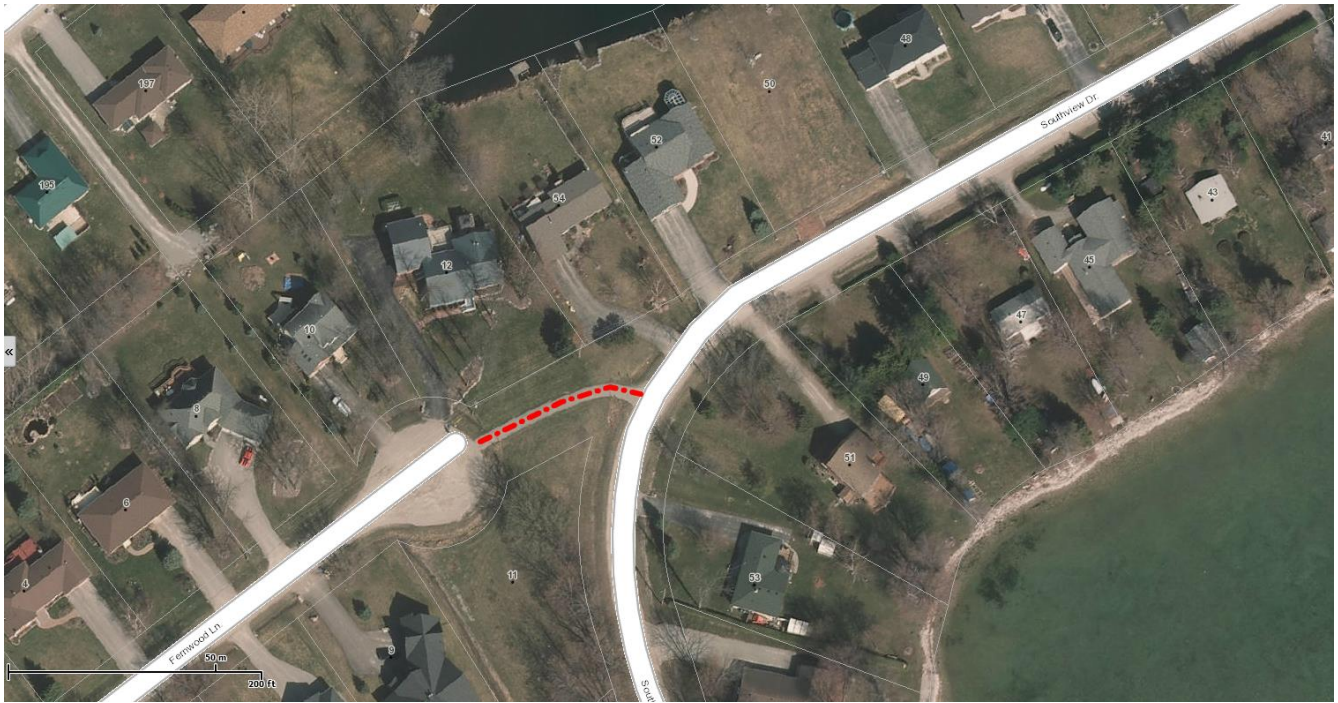
(Infrastructure – Item I – Brechin Pump Houses 3219 Ramara Rd 47)



(Municipal Works – Item a – Laidlaw Ave)



(Municipal Works – Item b – Portage Bay Rd)



(Municipal Works – Item c – Southview Dr)



(Municipal Works – Item d – Lake Ave Park)



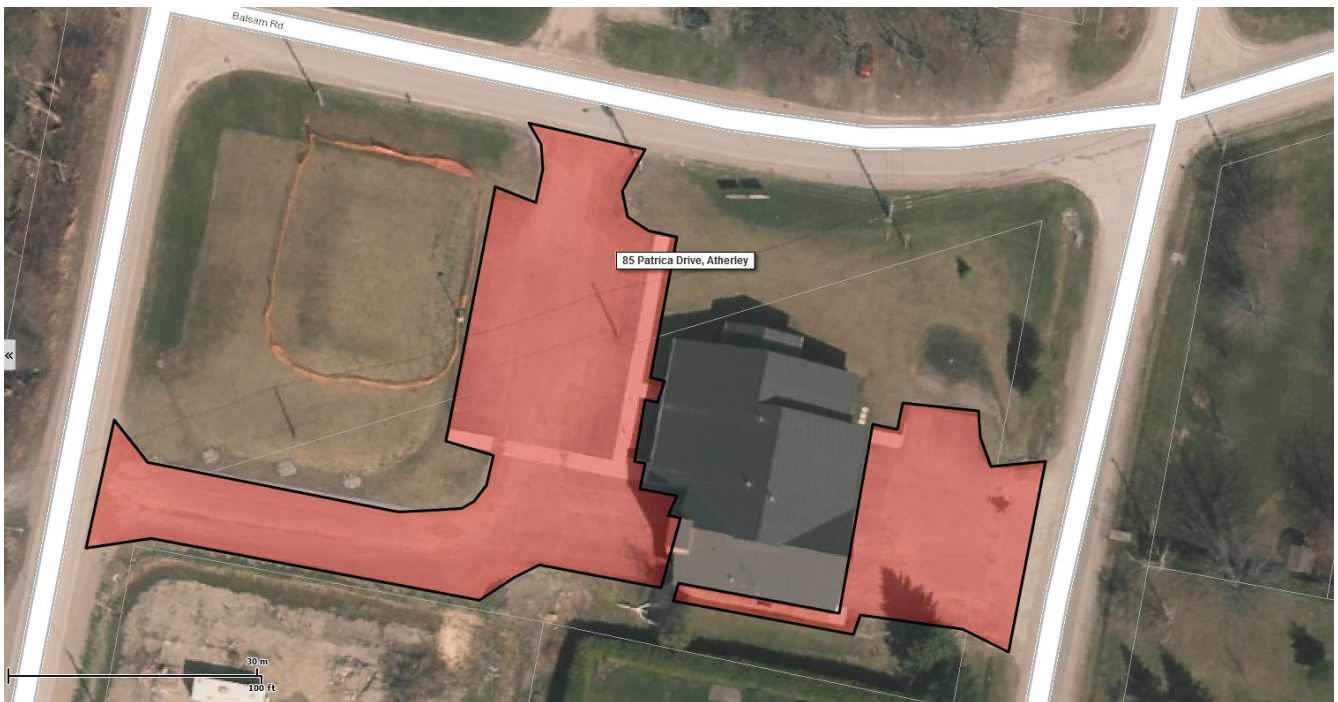
(Municipal Works – Item e – Whelan Way)



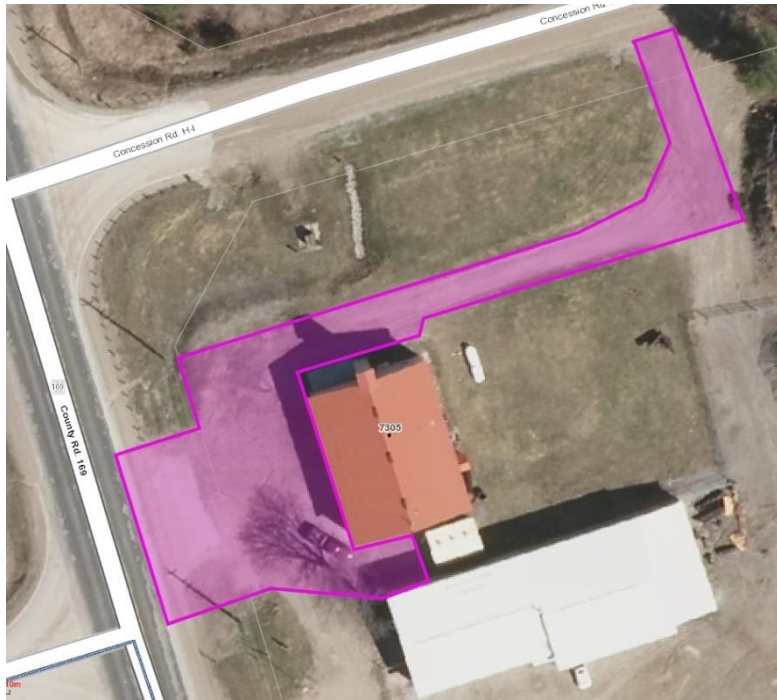
(Municipal Works – Item f – Grist Mill Road)



(Fire & Rescue Services – item a – Fire Hall 1 – 3282 County Road 47)



(Fire & Rescue Services – item b – Fire Hall 2 – 85 Patricia Dr)



(Fire & Rescue Services – item c – Fire Hall 3 – 7305 County Road 169)



(Administration – item a – Municipal Office – 2297 Highway 12)



(Medical Centre Board – item a – Medical Center – 3242 Ramara Road 47)



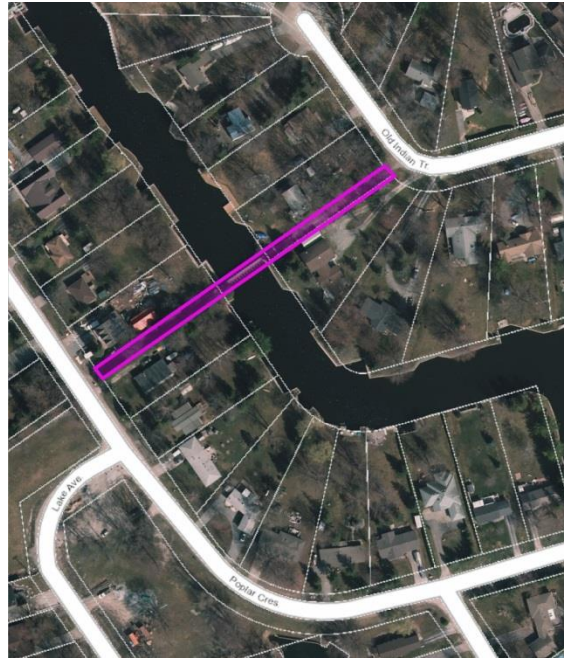
(Ramara Centre – item a – 5482 Highway 12)



(Brechin Ball Park – item a – Ramara Road 47 Brechin)



(Lagoon City Parks and Waterways – Item a – Foot bridge – Turtle Path & South Island Trail)



(Lagoon City Parks and Waterways – Item a – Foot bridge – Poplar 7 Old Indian Trail)