



2297 Highway 12,
PO Box 130
Brechin, Ontario L0K 1B0
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Development and Infrastructure Department

REQUEST FOR TENDER

Contract # ID-03-2025

Sealed Tenders for: 2025 Slurry Seal Surface Treatment

As Described Herein and Addressed:

Attention **Rebecca Zanussi**
 Acting Clerk
 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 both clerks@ramara.ca and infrastructure@ramara.ca, and shall include all pages of the tender, as well as all supporting documentation. Please include the tender number and title in the subject line of the email.

BID SUBMISSION DEADLINE

DATE: **October 3, 2025**

TIME: **9:30 AM Eastern Local Time**

QUESTION SUBMISSION DEADLINE:
 September 26, 2025
 12:00 PM Eastern Local Time

PUBLIC OPENING: **October 3, 2025**
 10:00 AM Eastern Local Time

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

LATE SUBMISSIONS WILL NOT BE ACCEPTED

The Corporation of the Township of Ramara reserves the right to accept or reject all or part of any Bid and reserves the right to accept other than the lowest Bid and to cancel this Call for Bid at any time.

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INSTRUCTIONS TO BIDDERS

i. DEFINITIONS

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

1. **“Addendum”** means a written change, addition, alteration, correction or revision to a bid, proposal or contract document. Addendum/Addenda may be issued following a pre-bid site meeting/conference or as a result of a specification or work scope change to the solicitation.
2. **“Bidder”** means a person or legal entity that is submitting a Tender in response to the Tender Process.
3. **“Bid Form”** is the standard forms provided by the Township. Bidders must complete and submit the forms in order to provide the necessary information for the evaluation of the bids and to create a legally binding bid.
4. **“Bid Price”** means the total price proposed by a Bidder in its Bid Submission for the performance of the Work.
5. **“Bid Submission”** means the information submitted by a Bidder in response to this Request for Tender, also referred to as Bid or Submission.
6. **“Bid Submission Deadline”** is the closing date and time that is provided in the Call for Bid document that a Bidder’s submission must be received by the Township.
7. **“Constructor”** means the successful person or company engaged in the construction business.
8. **“Contract”** means an agreement to be signed between the Owner and a Successful Bidder pursuant to the tender process.
9. **“Contractor”** means the Successful Bidder pursuant to the Tender Process that has extended a contract.
10. **“Contract Administrator”** means a person authorized or appointed by the Township to act on behalf of the Owner in any particular capacity.
11. **“Closing Time”** Time and Date of Tenders has the meaning ascribed thereto in section ii of these instructions to bidders.
12. **“General Manager, Development and Infrastructure”** means `the General Manager, Development and 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.

13. **“OPS”** means the current Ontario Provincial Standards published by the Ontario Standards organization.

14. **“Request for Tender”** means the Call for Bid document issued by the Township.

15. **“Start Work Order”** means the document in writing, referred to in the tender, form that is issued by the Contract Administrator or the Engineer that authorizes the Contractor to begin the work.

16. **“Successful Bidder(s)”** means a Bidder whose Bid(s) has been awarded by the Township.

17. **“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.

18. **“Tender Documents”** means the documents listed in section iii of these Instructions to Bidders.

19. **“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.

ii. **GENERAL OVERVIEW**

SCOPE

The Township of Ramara requires the supply and application of slurry seal surface treatment for various roads within the Township to complete its 2025 roads program.

FORM OF TENDER

All quotations must be on the Bid Forms provided, clearly marked with **2025 Slurry Seal Surface Treatment**.

TENDER DEPOSIT

No tender deposit is required for this project.

PUBLIC TENDER OPENING

This tender shall be opened by a Tender Opening Committee. This meeting shall occur on Friday, October 3, 2025 at 11:00 AM, at the Township of Ramara Office, located at 2297 Highway 12, Brechin, Ontario.

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.”*

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.

PURCHASING PREFERENCE

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

QUESTIONS AND ADDENDA

All questions are to be sent via email to clerks@ramara.ca and infrastructure@ramara.ca and must be received by the deadline indicated on the cover page of this document. Indicate the tender number in the subject line of the email. Any questions received verbally will not be answered.

All questions, amendments to this tender, including additions and deletions shall be addressed by the issuance of addenda. Each addenda forms an integral part of the of the tender. Contractors are responsible for obtaining all addenda issued by the Township.

The Township and its advisers make no representation, warranty, or guarantee as to the accuracy of the information contained in this tender or issued by way of addenda. Any quantities shown or data contained in this tender or provided by way of addenda are estimates only and are for the sole purpose of indicating to proponents the general scale and scope of the Deliverables. It is the Contractor's responsibility to obtain all the information necessary to prepare a proposal in response to this tender.

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 of 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.

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).

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.

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 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.

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- 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 (**Health & Safety**) will apply to the subcontractor and the Constructor will enforce said provisions.
 - The Township of Ramara may consider previous OHSA 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 OHSA requirements.

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

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.

UTILITY LOCATES

1. Responsibility

- Prior to commencing any excavation, grading, or construction activities, the Contractor shall be responsible for contacting **Ontario One Call** to obtain locates for all underground and overhead utilities within the project limits.
- The Contractor shall ensure all locates are current and valid prior to beginning work.

2. Verification

- The Contractor shall physically verify the location of all utilities and confirm with the utility owner any discrepancies between field conditions and locate drawings.
- The Contractor shall hand-excavate or vacuum-excavate to confirm the exact location of any buried utilities where conflict with the work is suspected.

3. Coordination with Utility Owners

- Where relocation, support, or protection of utilities is required, the Contractor shall coordinate directly with the utility owner(s).
- The Contractor shall provide the Contract Administrator with copies of all correspondence and approvals from utility owners prior to commencing work in the affected area.

4. Protection of Utilities

- All utilities shall be protected from damage during construction.
- Any damage to utilities caused by the Contractor's operations shall be repaired immediately at the Contractor's expense to the satisfaction of the utility owner and the Municipality.

5. Payment

- The cost of obtaining utility locates, coordinating with utility owners, and protecting existing utilities shall be deemed incidental to the work and shall not be paid for separately.

The contractor will be responsible to arrange for all locates required to complete the work as part of this Tender.

TRAFFIC CONTROL

The Contractor will be responsible for all traffic control and will supply all traffic control devices as outlined in the Correct Methods for Traffic Control pamphlet issued by the Construction Safety Association of Ontario, and will comply with, Ministry of Transportation and Township Bylaws.

Freshly applied surface treatment shall be protected to prevent vehicles from unnecessarily crossing or stopping. The Contractor shall be fully responsible for any and all damages caused by their operations to public or private property, and shall, at their own cost reinstate fully or compensate all such damages.

SPECIFICATIONS

All work carried out as part of this Tender shall comply with OPSS 337 – Construction Classification for Slurry Seal.

i. TOWNSHIP ROAD SEGMENT LOCATIONS

The locations of the 2025 Slurry Seal Surface Treatment Program are listed below. The quantities provided are estimated values only to provide the Bidder with an understanding of scope of work. Field verification of the quantities prior to bid submission is the responsibility of the Bidder to ensure bid accuracy. The Township takes no responsibility for errors in estimated quantities as part of this Request for Tender.

- McNeil Street from Highway 12 to Stong Court: Estimated Quantity - 2,160 m²
- Daniel Street from McNeil Street to McNeil Street: Estimated Quantity - 2,450 m²
- Ferreira Road from McNeil Street to the End: Estimated Quantity - 1,010 m²
- Holmes Road from McNeil Street to Kurtis Drive: Estimated Quantity - 1,400 m²
- Stong Court from McNeil Street to the End: Estimated Quantity - 1,940 m²
- Airport Road from Rama Road to Fish Sideroad: Estimated Quantity - 10,880 m²
- Brooks Sideroad from County Road 169 to Fairgrounds Road: Estimated Quantity - 7,290 m²
- Oakridge Drive from Pineridge Road to North End: Estimated Quantity - 5,950 m²
- Concession Road 2 from Lakeshore Drive to Ramara Road 47: Estimated Quantity - 2,370 m²
- Concession Road 6 from edge of new asphalt at Provincial (Fowler) Highway Yard to CN Tracks: Estimated Quantity - 630 m²

ii. PREPARATION OF SURFACE (SWEEPING AND VACUUM CLEANING)

Normal Street cleaning will be carried out by the Contractor prior to surface treatment. However, due to problems created by parked vehicles and scheduling, it is contemplated that additional cleaning of all surfaces with a vacuum type of sweeper may be required immediately prior to the sealing operations. The additional cleaning required to ensure proper application of the slurry mixture will be the contractor's responsibility at no additional cost to the Township.

iii. APPLICATION OF SLURRY SEAL SURFACE

The slurry mixture shall be of the desired consistency when applied on the surface and no additional elements shall be added, but total time of mixing shall not exceed four minutes. A sufficient amount of slurry shall be carried in all parts of the spreader at all times so that complete coverage is obtained during application of the mixture, which shall not proceed at speeds exceeding 60 metres per minute. The rate of application shall be 6.5 to 7.89 kilograms per square metre.

Special care should be exercised by the Contractor to ensure that leakage of emulsion does not occur at longitudinal joints through work spreader box squeegees, or that an excessive amount of emulsion does not build up at transverse joint locations during remount periods of the slurry machine. Any such occurrences should be rectified by removing from the roadway surface those excess amounts by squeegee or other suitable means.

Slurry seal shall be placed only when the atmospheric temperature is at least 10 degrees Celsius and rising and the weather is free of fog or rain and there is no forecast of temperatures below 0 degrees Celsius within 24 hours from the time of application.

iv. SPECIFICATIONS FOR EMULSIFIED ASPHALT SLURRY SEAL SURFACE DESCRIPTION

The work covered by this specification consists of furnishing all plant, labor, equipment and materials and performing all operations necessary, including traffic control, in connection with the application of a Slurry Seal surface, complete, in strict accordance with this specification.

The Slurry Seal shall consist of a mixture of emulsified asphalt, mineral aggregate, Portland Cement mineral filler and water, properly proportioned, mixed and spread on the surface as specified herein and as directed by the General Manager, Development and Infrastructure.

v. MATERIALS AND APPROVAL

The Contractor shall advise the General Manager, Development and Infrastructure of the source of materials, the mix proportions, and the aggregate grades proposed, and shall obtain the General Manager, Development and Infrastructure approval of materials as well as mix proportions prior to commencing the work. Samples shall be taken periodically during the progress of the work to ensure conformance with the specifications approved.

All materials incorporated in the work shall meet the following requirements:

a) Asphalt Emulsion

The asphalt emulsion shall be rapid setting type specifically designed for Slurry Seal work and as approved by the General Manager, Development and Infrastructure.

b) Aggregate

The aggregate will consist of clean, sound durable granite screenings which shall be free of clay, loam and other deleterious materials. Portland cement mineral filler shall be considered part of the blended aggregate. The final

aggregate gradation including mineral fillers, if required, shall fall within the following limits:

Sieve Size	% Passing
9.5 mm	100
4.75 mm	85-100
2.36 mm	65-90
1.18 mm	45-70
600 µm	30-50
300 µm	18-30
150 µm	10-21
75 µm	5-15

c) Water

All water used with the Slurry Seal mixture shall be potable and free from harmful soluble salt.

vi. COMPOSITION OF SLURRY SEAL

The amount of asphalt emulsion to be blended with the aggregate shall be adjusted to secure a residual asphalt content of 7.5 to 13.5% by weight of dry aggregate in the finished seal coat. Only the least amount of water necessary to obtain a fluid and homogeneous mixture without segregation shall be added. At all times segregated mixes will be rejected. The Contractor shall, at their own expense, make trial batches to determine the ultimate blend of mineral aggregate and residual asphalt. The General Manager, Development and Infrastructure shall give final approval of the design used.

vii. EQUIPMENT

All equipment, tools and machines used in the performance of this work shall be maintained in satisfactory working condition subject to the approval of the General Manager, Development and Infrastructure.

a) Mixer

The Slurry Seal mixing machine shall be a continuous flow mixing unit equipped for delivering accurately metered proportions of water, aggregate, fines and

asphalt emulsion to a revolving spiraled multiblade mixer tank and to discharge the thoroughly mixed product on a continuous basis.

viii. APPLICATION OF SLURRY SEAL SURFACE

Approved hand squeegees shall be used to spread slurry in areas non-accessible to the slurry mixer.

The Contractor will provide and maintain suitable protection on manhole covers, catch basins and open grates during spreading operations. A light film of coal oil is to be applied to all covers and castings prior to spreading and same are to be brushed clean of slurry following application.

The Successful Bidder will, at all times, work in close liaison with the Township contract administrator or representative, and all work shall be done solely at the discretion of the General Manager, Development and Infrastructure.

ix. QUANTITIES

The Contractor will supply sufficient equipment, labor and materials to complete a minimum of 7,000 square metres per working day.

x. QUICK BREAK SLURRY SEAL

All roadways will require the use of quick breaking slurry. The emulsifier shall be "INDULIN MQK" or approved equivalent. The Contractor will quote the material used and supplier of the Quick Set Emulsifier, for approval by the General Manager, Development and Infrastructure.

COMPLETION

The work shall be completed before November 1, 2025.

MATERIAL SAFETY DATA SHEETS

A current material safety data sheet shall be submitted with the Bid Submission.

DAMAGE BY VEHICLES AND OTHER EQUIPMENT

If at any time, in the opinion of the General Manager, Development and Infrastructure or their designate, damage is being done or is likely to be done to any highway or any improvement thereon, other than such portions as are part of the work by the Contractor's vehicles or other

equipment whether licensed or unlicensed, the contractor shall, on the direction of the General Manager, Development and Infrastructure and at the Contractor's own expense, make changes in or substitutions for such vehicles or other equipment or shall alter loadings or shall in some other manor remove the cause of such damage to the satisfaction of the General Manager, Development and Infrastructure, including re-routing haul routes.

LOADING OF MOTOR VEHICLES

Where a vehicle is hauling material for the use on the specified work, in whole or in part upon a public highway and where motor vehicle registration is required for such vehicle, the contractor shall not cause or permit such vehicle to be loaded beyond its legal limit as specified in the Highway Traffic Act, whether such vehicle is registered in the name of the contractor or otherwise.

AWARD OF TENDER

- 1) The Corporation reserves the right, in its sole discretion, to reject any or all bids, and the lowest or highest bid, as the case may be, will not necessarily be accepted.
- 2) Notwithstanding and without restricting the generality of the statement immediately above, the Township of Ramara shall not be required to award or accept a tender, and may choose to either cancel the call for tenders or recall the tenders at a later date:
 - a) when only one bid has been received as the result of a tender call;
 - b) where the lowest responsive and responsible bidder substantially exceeds the estimated cost of the goods or service;
 - c) when all bids received fail to comply with the specifications of tender terms and conditions;
 - d) when a change in the scope of work or specifications is required.

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

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

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.

MEASUREMENT AND PAYMENT

The Slurry Seal surfaces shall be measured and paid for by the square metre of work completed and accepted as designated by the General Manager, Development and Infrastructure. Payment shall include all costs arising in performing the work including plant, labour, equipment, materials and all other costs except costs resulting from operations detailed under Traffic Control.

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

HOURS OF WORK

The Contractor will be allowed to carry out operations only during daylight hours between 7:00 a.m. and 5:00 p.m., Monday through Thursday, except Statutory or Civic Holidays, unless otherwise approved or directed by the General Manager, Development and Infrastructure.

TERM OF TENDER

The term of this tender is for the 2025 Roads Program to be completed prior to November 1, 2025.

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.

SUB-CONTRACTORS

1. List of Subcontractors

The Tenderer shall provide with their submission a complete list of all subcontractors proposed to be employed in the performance of the Work, including the nature and scope of each subcontract. The Owner reserves the right to reject any proposed subcontractor and require the Tenderer to substitute an acceptable subcontractor at no additional cost.

2. Changes to Subcontractors

No changes to the list of subcontractors will be permitted without the prior written consent of the Owner. Such consent shall not be unreasonably withheld.

3. Responsibility

The Tenderer acknowledges that they remain fully responsible for the acts and omissions of their subcontractors and for the satisfactory performance of all work, regardless of subcontracting arrangements.

4. Submission Form

The Tenderer shall complete the "Subcontractor Information Form" attached to the Form of Tender. Failure to provide the list of subcontractors at the time of tender submission may result in the Tender being declared informal or non-compliant.

CONDITIONS

It is agreed that the 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.

iii. SUBMISSION FORMAT & CONTENTS

GENERAL FORMAT OF SUBMISSION

The Township **will not** accept any other format of the Schedule I Items and Prices other than that provided within this Request for Tender. 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.**

CONTENTS OF SUBMISSION

The Request for Tender Bid Submission MUST include the following information and shall be submitted in the same sequence provided:

- I. Tender Bid Package
- II. Completed Bidder Information Form
- III. Provide all mandatory information as requested within Schedule I.
(Ensure Schedule I is initialed and dated)
- IV. Tender Summary

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- V. Sub-contractors Information Form**
 - VI. Completed Schedule II – Ability and Experience Form**
 - VII. Provide a completed Declaration of Accessibility Compliance form.**
 - VIII. Health and Safety:**
 - a.** Provide a current and valid certificate of clearance from WSIB.
 - b.** Provide a current Safety Data Sheet for all products quoted.

At award, the Successful Bidder must provide insurance, health and safety information, and other details as discussed within this document.

iv. TENDER DOCUMENTS

BID FORM

THE CORPORATION OF THE TOWNSHIP OF RAMARA

2025 SLURRY SEAL SURFACE TREATMENT

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

- **Tender Bid Package (Pages 1 – 20)**
- **Addenda Issued (if applicable)**
- **Bidder Information Form**
- **Schedule I – Items and Prices**
- **Tender Summary**
- **Sub-Contractors Information Form**
- **Schedule II – Ability and Experience Form**
- **Declaration of Accessibility Compliance Form**
- **WSIB Clearance Certificate**
- **Current Safety Data Sheet for products quoted**
- **Additional Information Bidder believes relevant to the Tender or scope of work**

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 BID
SUBMISSION AND PRICING.**

NAME: _____
(PRINT)

AUTHORIZED SIGNATURE: _____

DATE: _____

SCHEDULE I – ITEMS AND PRICES

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

Item	Description	Estimated Quantities	Unit Price Per Square Metre (m ²)	Bid Price
1	McNeil Street	2,160 sq.m.	\$ _____	\$ _____
2	Daniel Street	2,450 sq.m.	\$ _____	\$ _____
3	Ferreria Road	1,010 sq.m.	\$ _____	\$ _____
4	Holmes Road	1,400 sq.m.	\$ _____	\$ _____
5	Stong Court	1,940 sq.m.	\$ _____	\$ _____
6	Airport Road	10,880 sq.m.	\$ _____	\$ _____
7	Brooks Sideroad	7,290 sq.m.	\$ _____	\$ _____
8	Oakridge Drive	5,950 sq.m.	\$ _____	\$ _____
9	Concession Rd 2	2,370 sq.m.	\$ _____	\$ _____
10	Concession Rd 6	630 sq.m.	\$ _____	\$ _____

Sub Total \$ _____

13 % HST \$ _____

TOTAL \$ _____

Initials: _____ Date: _____

The Corporation of the Township of Ramara reserves the right to accept or reject all or part of any Bid and reserves the right to accept other than the lowest Bid and to cancel this Call for Bid at any time.

TENDER SUMMARY

(From Schedule I – Items and Prices)

TOTAL TENDER AMOUNT \$ _____

TOTAL BID (in writing)
\$ _____

Estimated Completion Date: _____, 2025.

Signature: _____ Witness or Seal: _____
(SIGNATURE OR PERSON SIGNING ON BEHALF OF TENDERING COMPANY)

Position in Company: _____

Date: _____

SUB-CONTRACTORS INFORMATION FORM

(To be completed for all sub-contractors representing a portion of this Bid Submission)

Sub-Trade	Proposed Sub-Contractor	Address / Phone #	Approximate Value of Sublet Work

SCHEDULE II – ABILITY AND EXPERIENCE FORM

The Bidder shall provide below three (3) separate References, **not including the Township of Ramara**, 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 _____ (authorised 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