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Description automatically generated

**TOWNSHIP OF FRONTENAC ISLANDS**

**HOWE ISLAND WARD**

**TENDER**

**CURBSIDE HOUSEHOLD SOLID WASTE COLLECTION**

**BID NO. 01-2024**

**Closing Date**

**12 Noon Local Time, Thursday March 21,2024**

***Late Tenders will not be accepted.***

***The lowest price or any Tender not necessarily accepted.***

Project: Curbside Household Solid Waste Collection

Authority: Township of Frontenac Islands

Contract Administrator: Ms. Vanessa Latimer

CAO/Clerk the Township of Frontenac Islands

50 Baseline Road

RR#4 Gananoque K7G 2V6

Tenderer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position of Person Signing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Tenders Received By: | Ms. Vanessa Latimer  CAO/Clerk  The Township of Frontenac Islands  50 Baseline Rd  Gananoque, ON K7G 2V6 |

Township of Frontenac Islands Bid No. PW-2024-01

To: Mayor and Members of Council

Re: Curbside Household Solid Waste Collection   
Dear Mayor and Members of Council:

I/We, the undersigned, having carefully examined the sites of the proposed work, and having read, understood and accepted the Provisions, Plans, Specifications and Conditions attached hereto, each and all of which form part of this tender, hereby offer to furnish all machinery, tools, labour, apparatus, plant and other means of construction; all materials, except as otherwise stated in the Contract; and to complete the work in strict accordance with the Provisions, Plans, Specifications and Conditions hereto attached for the unit prices shown in this Tender.

I/We understand and agree that the quantities shown in this tender are approximate only and may be increased, decreased, or deleted entirely at the discretion of the Contract Administrator.

Attached to the Tender is a certified cheque or bid bond in the amount of 5% of the total tender, made payable to the Township of Frontenac Islands, the proceeds of which, upon acceptance of this tender, shall constitute a deposit which may be forfeited to the Township of Frontenac Islands if l/We fail to fulfil the conditions and specifications as set out herein.

I/We hereby agree that notification of acceptance of this tender shall be in writing, and may be sent prepaid post, and if sent prepaid post, acceptance shall be deemed to have been made on the date of the mailing of such notification.

I/We agree that the work specified in the contract will be performed in strict accordance with all the conditions, specifications and provisions outlined in the following Sections:

Section 1.0: Instructions and Standard Conditions

Section 2.0: Scope of Work

Section 3.0: itemized Bid

Signed at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, ON. This \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,   
  
20\_\_.

Signature of Contractor Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Position

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
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1. Instructions and Standard Conditions

1.1 Purpose

This Tender is being called for the collection of garbage (household solid waste) in the Howe Island Ward. The Bidder must submit costs for all items outlined in Section 3.0 of this Tender Document.

1.2 Delivery and Opening of Submissions

Sealed Tenders plainly marked "Bid No. PW-2024-01" Howe Island Curbside Household Solid Waste Collection" will be received by the undersigned until 12 Noon, Thursday March 21,2024

The Sealed tenders will be addressed to: Ms. Vanessa Latimer  
CAO/Clerk

Township of Frontenac Islands

50 Baseline Road

Gananoque, ON, K7G 2V6

The Township of Frontenac Islands shall not be responsible for Submissions which are not properly marked and/or delivered to any other location, other than those specified above. The use of any means of delivery of a submission shall be at the risk of the Bidder. Submissions received after the official closing time will not be considered and will be returned unopened to the respective Bidder.

Tenders will be opened at 1:00 pm, Local time, Thursday March 21, 2024, in the Council Chambers at 50 Baseline Road, Gananoque, Ontario, K7G 2V6.

1.3 Important Dates

Deadline for Submission March 21,2024 12:00 NOON

Tender Opening March 21,2024 1:00 PM

Contract Start Date May 6,2024

Contract End Date December 31,2024   
1.4 Title Definitions

Wherever the word "Township" or "Owner" or "Authority" or "Corporation" appears in this Tender, it shall be interpreted as meaning the Township of Frontenac Islands.

Wherever the Work "Ministry of Environment, "MOECC" appears it shall be deemed to mean the "Ministry of Environment and Climate Change, Ontario".

Wherever the word "Ministry", "M.T.O." appears it shall be deemed to mean the "Ministry of Transportation, Ontario".

Wherever the word "Contract Administrator" appears it shall be deemed to mean the officers as may be authorized by the Authority to act in any particular capacity.

Wherever the word "Contractor" or "Bidder" appears it shall be deemed to mean the individual and/or company who is submitting this Tender for bid submission of the work outlined herein.

1.5 Examination of Tender Documents

Each Bidder must satisfy himself/herself by a personal study of the RFT documents respecting the conditions existing or likely to exist in connection with the proposed award. There will be no consideration of any claim, after submission of a Tender, that there is a misunderstanding with respect to the conditions imposed by this RFT.

Prices submitted must include all costs and the Bidder must be satisfied as to the full requirements of the RFT. No claims for extra work will be entertained and any additional work must be authorized in writing prior to commencement. Should the Bidder require more information or clarification on any point, it must be obtained in writing from the designated Township official prior to submission of the Tender.

1.6 Blank Form of Tender

One copy of the Tender, on the forms provided in Section 3.0 Itemized Bid, shall be submitted. All information requested shall be shown in the Tender, in the space provided and shall be typed or printed in ink.

1.7 Tender Opening

Tenders will be opened following the deadline for submission on Thursday March 21, 2024, at 1:00 pm in the Council Chambers, 50 Baseline Road, Gananoque, Ontario, K7G 2V6.

1.8 Tender Deposits

All Tenders shall be accompanied by a certified cheque or bid bond for an amount equal to at least 5% of the Total Tender Amount, made payable to the Township of Frontenac Islands, as a guarantee for the execution of the contract.

Bid deposits will be returned to all unsuccessful tenderers by courier or will be available for pick up by the Bidder within twenty (20) working days after the Tender has been awarded and approved by Council. In the case of a pickup, the person picking up the Bid deposit shall sign a receipt.

The Authority will retain the successful Bidders deposit until all conditions outlined in the Tender Documents have been fully completed to the satisfaction of the Contract Administrator.

1.9 Right to Accept or Reject Tenders

The Authority reserves the right to reject any or all Tenders or to accept any Tender should it be deemed to be in the Authority's best interest to do so. The lowest bid or any Tender will not necessarily be accepted.

Tenders which are incomplete, conditional, or obscure, or which contain additions not called for, erasures, alterations, or irregularities of any kind may be rejected as a bid irregularity, in the Authority's sole and absolute discretion. All Tenders are subject to the Township's Policies.

1.10 Unacceptable Tenders

Each item in the Tender Form shall include a reasonable price for such an item. Under no circumstances will an unbalanced Tender be considered. The Authority and the Contract Administrator will be the sole judge of such matters, and should any Tender be considered to be unbalanced, then it will be rejected by the Authority.

1.11 Ability and Experience of Bidder

The Authority reserves the right to reject any Bidder where satisfactory evidence of sufficient capital, plant, and experience to successfully perform and complete the work in the specified time, not furnished by the Tenderer.

1.12 Harmonized Sales Tax

The Harmonized Sales Tax shall be included in the Tendered prices for material supplied under this Contract.

1.13 Execute Contract

All complete tenders shall be open for acceptance for a period of sixty (60) days after the closing date. After this time, the Tender may only be accepted with the consent of the successful Bidder.

1.14 Location

The work is located on various roads entirely within the boundaries of the Howe Island Ward, and under the jurisdiction of the Township of Frontenac Islands.

1.15 Bidders to Investigate

Bidders must satisfy themselves by personal examination of the sites and by such other means as they may prefer as to the actual conditions and requirements of the work.

The Bidders shall carefully examine all scope and conditions so that the unit prices Tendered are commensurate with the nature of the work requested.

1.16 Inquiries during Tendering

The Bidder is advised that inquiries regarding the interpretation of the Tender or specifications, shall be directed to the Contract Administrator, the Township of Frontenac Islands, Telephone: 613-544-6348 attention Ms. Vanessa Latimer CAO or Designate. The Bidder or their employees, agents or anyone acting on their behalf shall not contact, with the exception of the Contract Administrator, any Township of Frontenac Islands Member of Council, Staff, Agent, Employee, Contractor or anyone acting on behalf of the Municipality in regards to this Tender, its evaluation process, or the award of contract. Any communications regarding this Tender must be made through the Contract Administrator, failing to do so may disqualify the Bidder for consideration in this Tender.

1.17 Award of Contract

The award of this Contract is subject to the approval of the Council of the Township of Frontenac Islands, acting in its sole and absolute discretion.

1.18 Addenda

The Bidder shall ensure that all addenda issued during the tendering period are attached as part of the submitted bid. Failure to do so will result in disqualification of the bid.

1.19 Liability Insurance

The successful bidder shall deliver a certified copy of his/her company or firm's Public Liability and Property Damage Insurance policy within 10 (ten) calendar days of receiving notice of acceptance. Coverage shall be a minimum of $5,000,000 per accident in the name of the Township of Frontenac Islands. Failure to provide such proof may result in the cancellation of the contract and forfeiture of the Tender deposit.

1.20 Workplace Safety & Insurance coverage

The successful bidder shall provide a Certificate of Clearance from the Workplace Safety & Insurance Board within ten (10) calendar days of receiving acceptance notice. Failure to provide such proof may result in the cancellation of the contract and forfeiture of the Tender deposit. The Authority may request the Contractor to provide an updated Certificate of Clearance at any point during the term of the contract, prior to making payments to the Contractor.

1.21Withdrawal of Tenders

A bidder may withdraw his/her Tender upon delivering a signed notice of withdrawal at least (3) hours before the closing date and time as set out within this document.

1.22 Notification of Acceptance

Notification of Acceptance of Tender shall be by telephone and in written form. The date of Acceptance of Tender shall be the date the written notice is mailed to the successful bidder.

2.0 Scope of Work

This Tender involves the provision of the following services:

* The curbside household solid waste collection within the entirety of the Howe Island Ward.
* The Contractor shall be required to truck, deposit, and tip the Household waste out at a MOECC approved Transfer Station on Waste site within a suitable geographic location.
* Tipping fees will be the responsibility of the Contractor.
* The Contractor shall be responsible to submit a copy of each Scale Ticket from Waste Management at the end of each month accompanied by their invoices to the Township.

The contract of this tender is for 8 months commencing on May 6, 2024, and ending on December 31, 2024.

2.1 Special Conditions

This section outlines special conditions related to the Tender:

1. Please note that this Tender requires the Bidder to provide pricing for weekly pickup.
2. The curbside pickup of garbage for the Howe Island Ward.
3. The curbside pickup of garbage in the Howe Island Ward is currently weekly on Monday and shall be completed between the hours of 8 a.m. and 5 p.m. (the Operating Hours).
4. The Bidder (Contractor) shall be responsible to haul the Garbage to a licensed "MOECC' approved landfill site which will be designated by the Municipality.

1. The Contractor shall collect 100 percent of the tagged household waste on each scheduled collection route on the scheduled collection day. The Contractor shall be deemed to have failed to complete 100% of a day's collection if the Contractor misses any, or all, of a designated collection route and does not return to rectify the situation on the day such collection was missed. The Contractor shall notify the Township if 100% of the day's collection is not completed successfully.
2. It is the responsibility of the Contractor to ensure that enough garbage collection vehicles have been deployed during Operating Hours to collect 100 % of the properly disposed garbage. The collection vehicles will be properly maintained and equipped to provide the level of services specified in this Contract.

7. The collection vehicles must *be* compatible to service the Township's requirements identified herein and shall be a either a fully lined dump type trailer which can be tarped or Compactor truck of steel body of a sufficient capacity and strength, capable of containing all waste and runoff from waste, and designed to contain any debris and liquid from the garbage. The above-mentioned trailer or compactor shall be towed by an adequate truck or mounted on an adequate truck chassis which meets the approval of the Contract Administrator.

1. The Contractor shall ensure that all Collection vehicles are equipped with a broom, shovel, and supply of absorbent agents for the purpose of cleaning spills. The Contractor will immediately clean-up all spills of liquid or debris caused by the Collection operation, at their own expense, and forthwith notify the Township.
2. Where in the opinion of the Contract Administrator, equipment used by the Contractor is causing or is likely to cause damage to any public or private property, or roadway, a Designated Township Official may direct the Contractor to make changes or substitutions for such equipment at the Contractor's own expense.

11 Each residence or property owner is permitted under normal circumstances to place two (2) properly tagged normal sized 30Ib pound garbage bags out for collection on a weekly basis.

1. It is understood that the Township shall permit residents to place additional tagged bags at the curb. All residents will be responsible for purchasing those extra tags as required.
2. The Contractor will supply and affix warning tags on garbage bags that are not in an acceptable condition for pickup.

The following conditions would require the contractor to leave the bag along the curb with a warning tag to be affixed.

1. Bags which do not have an affixed Bag Tag- Tag to state "Bag Tag Missing."
2. Bags exceeding the 30Ib weight limit — Tag to state "Weight Exceeded."
3. Bags that contain sharp or construction materials — Tag to state "Unacceptable Waste".

The Contractor must maintain a log of warnings and is encouraged to provide recommendations to the Township to improve the collections and by-law enforcement processes.

14. The Contractor will provide a phone service that will be made available during each day that garbage pickup occurs. The phone service will be available during Operating Hours. The purpose of the phone service is to receive complaints from residents with regards to missed garbage pickup and any other issues. Any complaints made to the Contractor will be summarized and forwarded in writing to the Township on the next business day along with a description of the steps taken to remedy the complaint or issue.

15.The Contractor shall provide at their own expense all materials, personnel and equipment as required for the mandatory collection, transportation and unloading of garbage.

16. In no event shall the Contractor be relieved of its obligations set out herein. Without limiting the generality of the foregoing, the Contractor shall not be relieved of strict performance of its obligations outlined herein due to:

1. Strike
2. Staff shortages
3. Collection Vehicle Breakdown
4. Collection Vehicle shortage

e. Quantity of materials to be collected.

f. Weather conditions, unless determined to be unsafe by the Contract Administrator

17. If the Contractor encounters any impassable obstruction including without limitation, utilities or other contractors working on the traveled portion of the Collection route, they will notify the Township immediately of the location and indicate the steps they will take to collect the garbage later that day or the following day.

18. The following are deemed to not be impassable obstructions:

1. Parked vehicles
2. Moving vans
3. Snowbanks
4. Ditches

19. The Contractor shall return all emptied containers to the location from which they were retrieved for Collection or close any lids and or doors on Garbage boxes which they have opened at that location. Provided that under no circumstances shall they be returned to the traveled portion of any road, lane, or sidewalk. Care shall be used not to damage any containers during Collection. The Contractor shall be responsible for replacing any containers damaged as a result of the Collection.

20. Where the Township replaces the Containers due to negligence of the Contractor, the cost of the replacement Containers will be deducted from the Contractor's payment.

21. The following days are statutory holidays. There shall be no Collection of garbage by the Contractor on these days unless the Contractor is otherwise directed to do so by the Contract Administrator. If there is no collection on the day of the holiday, then the collection will occur the following day:

1. New Year's Day
2. Family Day
3. Good Friday
4. Easter Monday
5. Victoria Day
6. Canada Day
7. Civic Holiday
8. Labour Day
9. Thanksgiving Day
10. Christmas Day
11. Boxing Day
12. Remembrance Day
13. Or any collection day when the municipal offices recognize a holiday.

22.The Contractor shall be responsible, at its own expense, any additional or unforeseen costs including, but not limited to, such overtime, rates for extra forces, and cost any additional requirement or services as may be necessary to ensure continuous and uninterrupted service in accordance with Contractors obligations outlined herein.

23. The collection route will be at the discretion of the contractor.

24. Either party may request a review meeting to address challenges. Further such a meeting could be to discuss the status of the waste collection operations and any other issues or comments that the Contractor or Township wishes to make and/or address. Any concerns that need to be addressed should be provided in writing.

2.2 General Conditions:

2.2.1 Occupational Health & Safety Compliance

The Contractor and his/her agents shall strictly adhere to all safety procedures and regulations as specified in the Occupational Health and Safety Act and Regulations for Construction Projects and Works.

2.2.2 Federal, Provincial, Municipal Laws

The Contractor and his/her agents shall strictly adhere to all Federal, Provincial and Municipal Regulations, Legislation and By-laws. It shall be the Contractor's responsibility to obtain the current revisions of applicable Acts, Laws, and By-laws.

2.2.3 Safety Devices

The Contractor shall place, construct, erect, or otherwise put in place such safety devices as may be required to protect vehicular and pedestrian traffic from risk of injury. The Contractor shall ensure that all work areas are secure before leaving the site unsupervised at any time.

2.2.4 General Contractor Definition

The person or company signing this Tender shall be considered the Contractor.

2.2.5 Township of Frontenac Islands Indemnification from Liability

In and during the performance of the work, the Contractor shall indemnify and save harmless the Township of Frontenac Islands from and against all claims demands, losses, costs, damages, actions, suits or other proceedings by whosoever made, brought or prosecuted in any manner based upon, occasioned by, or attributed to any such damage, injury or infringement.

2.2.6 Supply of Materials

The Contractor shall supply all materials required to complete the work specified in the Tender. The payment provided in the Tender shall be deemed to include full compensation for the supply of said materials.

2.2.7 Contract Time and Liquidated Damages

1. Time

Time shall be of the essence of this contract.

1. Contract Schedule

Work shall commence on or about May 6, 2024, and the Contractor shall diligently carry out the work on this contract to completion on December 31, 2024.

1. Work Progress

If the contract operating times (8 a.m. to 5 p.m.) are not sufficient to permit completion of the work by the Contractor it is expected that additional and/or augmented crews will be provided by the Contractor to the extent deemed necessary by the Contractor to ensure that the work will be completed within the time specified herein. Any additional costs occasioned by compliance with these provisions will be included in the prices bid for the various items of work and no additional compensation will be allowed therefore:

1. Liquidated Damage

It is agreed by the parties to the contract that if all the work called for under the contract is not completed in accordance with any portion of Section 2.0, a loss or damage will be sustained by the Authority. Since it is and will be impracticable and extremely difficult to ascertain and determine parties hereto agree that the Contractor will pay to the Authority the sum of $100.00 as liquidated damages for each instance of non­compliance with Section 2.0, each and every calendar day a non-compliance occurs, as determined at the discretion of the Contract Administrator. It is agreed that this amount is an estimate of the actual loss or damage to the Authority which will accrue because of non-conformance with Section 2.0 herein. The Authority may deduct any amount under this paragraph from any money that may be due or payable to the Contractor on any account whatsoever. The liquidated damages payable under this paragraph are in addition to and without prejudice to any other remedy action or other alternative that may be available to the Authority.

2.2.8 Vehicle Loading

Weighing shall be carried out in accordance with OPSS 102, or the latest revision thereof.

Where a vehicle is hauling material for use on the work under this contract, in whole or in part on a public highway, and where motor vehicle registration is required, the Contractor shall not permit any vehicle in his/her employ to be loaded beyond the legal limit or operated without valid registration.

2.2.9 Spills Reporting

Spills or discharges of pollutants or contaminants under the control of the Contractor, and spills or discharges of pollutants or contaminants that are the result of the Contractor's operations that cause, or are likely to cause adverse effects, as defined in the Environmental Protection Act, R.S.O. 1990, shall forthwith be reported to the Contract Administrator and shall be the responsibility of the Contractor. This reporting shall not relieve the Contractor of his/her legislated responsibilities regarding such spills or discharges. Additional notification and follow-up response/ action may also be required under Provincial or Federal legislation.

2.2.10 Method of Payment

During or upon completion of the work on the Contract, the Contractor shall submit an invoice to the Township of Frontenac Islands at least once each month. Such invoice shall specify the amount of work done, materials supplied and the value thereof according to the terms of the Contract and shall include all applicable taxes. Terms shall be thirty (30) days net from the date the Contractor's invoice is received by the Township of Frontenac Islands.

2.2.11 Contract Schedule

Work on the contract shall commence on the first regular collection day on or following May 6, 2024, and *be* completed on the last regular scheduled collection day on or prior to December 31, 2024.

2.2.12 Quantity Adjustments

The Township of Frontenac Islands reserves the right to adjust the quantities of the tender items as required to meet budgetary constraints.

2.2.13 Disputes and Termination

1. In cases of dispute as to whether or not deliverables required by any contract awarded under this RFT meet the requirements of the Township, the parties agree to attempt to negotiate a mutually agreeable settlement prior to submitting the matter at issue to a third-party mediator or arbitrator or the court. The decision of such agent, mediator or arbitrator as the Township may appoint will be final and binding.
2. Notwithstanding the above, the Township may terminate any contract awarded under this RFT for any reason whatsoever, by giving one hundred and twenty (120) days written notice to the Contractor of such intent. The Contractor shall not be entitled to any monetary compensation for work done following the notification period.
3. Notwithstanding any other provision in any contract awarded under this RFT, at the option of the Township, the Contract, or any part thereof, may be terminated on twenty-four (24) hours written notice to the Contractor, if the Contractor:
4. declares its inability to pay debts as they become due;
5. is adjudged or adjudicated bankrupt or insolvent;
6. becomes subject to or requests any benefit or exemption relating to any provision or enactment concerning bankruptcy or insolvency;
7. withholds any funds payable to the Township or information from the Township;
8. abandons the Work under this Contract;
9. disregards any laws, by-laws, rules, regulations, standards, approvals, or orders of any of the authorities having jurisdiction, including without restricting the generality of the foregoing, the directives of the Township;
10. gives or offers any gratuity to or attempts to bribe any member of Council, officer, or servant of the Township; or
11. repeatedly fails to adhere to the terms of any contract awarded under this RFT and in particular commits repeated infractions in the performance of the Work.
12. In the event that the Township terminates all or part of any contract awarded under this RFT, the Township may take any steps to secure the completion of the Work and any damages or extra expenditures thereby incurred may be collected from the Contractor.
13. In the event the Township temporarily relieves the Contractor of a portion of the Work, it shall in no way affect the obligations of the Contractor with respect to the remainder of the Work or the same portion of the Work to be done in future.
14. In the event that the Township exercises their right to terminate the Contract then the Contractor shall be paid for only those Work(s) performed up to the date of termination that have been pre-approved by the Township.

7 Any representation or warranty given by the Contractor shall survive beyond termination of this Contract.

3.0 Itemized Bid

This section outlines the itemized bid for each portion of the work outlined in Section 2.0. Each blank field outlined in the tables below must be populated with *the* contractor's cost estimates. At the time of drafting this RFT the frequency of the garbage pickup from residences, commercial/business establishments is weekly.

* Note: It will be understood by both parties that the rates listed below are to be for pickup and tipping.
* Tipping fees shall be the responsibility of the Contractor to pay and will be reimbursed at the end of each month by the Municipality upon copy of the monthly receipt. It is to be understood that it is the responsibility of the Contractor to find the lowest and most cost-effective tipping price for this bid which will be part of determining the price for award.
* The receipt shall include the date of each delivery and tonnage of each load to a MOECC approved Waste site with a copy of each scale ticket attached.
* Weight of individual load.

1. Weekly Residential Pickup Howe Island Ward

(It is understood that normal practice is 2 bags maximum per household)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Table "A" - Curbside Pickup Collection  395 Households (290 - Stops) | | | | | | |
| Al | A2 | A3 | A4 | A5 | A6 | A7 |
| Item | Estimated Number of Households | Estimated  Number of  Stops | Estimated  Route  Distance | Unit  Price per  Household | Number  of  Collections  per year | Total  Annual Pickup Cost (Including HST) |
| Year 1 | 395 | 290 | 50 kms |  | 35 |  |

It is acknowledged that the number of stops listed above is an estimate "ONLY" and may be modified to reflect the actual number of households without altering the total annual cost for pickup.

|  |  |
| --- | --- |
| Table "B" - Household Waste Tipping | |
| Item | Cost per tonnes to tip out.  Please list Company, Transfer Station or Waste site and location  Company: |
| Transfer Station or Waste Site: |
| Location: |
| Year 1 | $ per tonnes |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Bid Table - Yearly Bid Price = Appropriate yearly figures from Tables (A&B) | | | | | |
| Year | Annual Cost for  Pickup  Please use yearly  cost from Table "A"  Column "A7" for the  appropriate year | Estimated  Annual Cost for  Tipping.  Calculate using  100 tonnes per year  and yearly price from  Table "B" for  appropriate year | Yearly cost for  Curbside  Pickup and  Estimated  Tipping | HST | Yearly Total |
| 1 | $ | $ | $ | $ | $ |
| Grand Total | | | | | $ |

It is acknowledged that the estimated tonnage for tipping is an estimate "ONLY" and used to determine bid pricing. It is understood that the tipping weights may be lower or higher.

Tenderer’s HST Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4.0 Contractor's Equipment and Experience

The Authority reserves the right to reject the Tender of any Bidder who does not furnish satisfactory evidence of sufficient capital, resources, equipment, and experience to successfully undertake and complete the work in the specified time.

To aid the Authority in determining the ability of each Bidder, the Bidder shall complete Statement "A" through "D" as outlined below (if there is insufficient space below, please attached additional sheets and label as such).

4.1 Statement "A"

State the Bidders experience in similar work which he/she has successfully completed. Please complete in the space provided below:

|  |  |
| --- | --- |
| Contracts | Terms |
|  |  |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
|  |  |

4.2 Statement "B"

Provide a list of the Contractors staff with a summary of the experience of each. Please complete in the space provided below:

|  |
| --- |
| Employee Years of Experience with Company |

4.3 Statement "C"

Provide a list of the Tenderer's proposed equipment; be sure to specify any additional equipment available to facilitate a weekly collection frequency. Please complete in the space provided below:

|  |  |  |
| --- | --- | --- |
| Year | Make | Model |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

5.0 Contractor's Acknowledgement and Understanding of Tender

The work specified in the Contract shall be performed in strict accordance with the following Section. The contractor also acknowledges that the information presented in these sections is understood and completed (where necessary):

Section 1.0: Instructions and Standard Conditions

Section 2.0 Scope of Work

Section 3.0 Itemized Bid

Section 4.0 Contractor's Equipment and Experience

The Contractor, by this tender, offers to complete the work of this Contract in strict accordance with the terms contained herein.

By my signature hereunder, I/we hereby identify this as the Schedule of Tender Data, Plans

and Specifications, for Bid No. PW-2024-01, executed by myself this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2024.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Submission

*SAMPLE - TENDER ENVELOPE*

All "TENDER" envelopes must be clearly identified as such so that they are not inadvertently opened by staff. Further, it is also essential that all bidders clearly identify the tender as Howe Island Curbside Household Solid Waste Collection as well as the company submitting the bid.

|  |
| --- |
| *TENDER: BID NO: PW-01-2024* Howe Island Curbside Household Solid Waste Collection  *COMPANY:*  THE TOWNSHIP OF FRONTENAC ISLANDS 50 Baseline Road  Gananoque, ON, K7G 2V6 |