

**THE CORPORATION OF THE TOWNSHIP OF
BLACK RIVER-MATHESON**



**REQUEST FOR Tenders
RFT NUMBER PW2025-005**

Supply and Application of Granular “A”

Sealed Tenders, clearly marked:

“Sealed Tender – Supply and Application of Granular “A” – Do Not Open”

Starting Date:	June 19th, 2025
Closing Date:	2:00PM on July 4th, 2025
Tender Opening:	2:15PM on July 4th, 2025

Lowest or any Tender not necessarily accepted.

The Corporation of the Township of Black River-Matheson
P.O. Box 601, 367 Fourth Ave.
Matheson, ON P0K 1N0
Email: hlei@twpbrm.ca
Phone: 705-273-2313

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SECTION 1 – INTRODUCTION

1.1 The Township of Black River-Matheson is soliciting a Request for Tender to retain a competent and qualified contractor to crush, supply, and apply **15,450 tonnes** of Granular “A” in accordance with Ontario Provincial Standard Specification (OPSS.MUNI 1010). The material is to be sourced from a pit of the contractor’s choosing and applied to designated municipal roadways using belly-dump trailers along with delivery to the Public Works Yard. Contractors are responsible for all material sourcing, crushing, and hauling to fulfill the Township’s requirements.

SECTION 2 – PROJECT OVERVIEW

2.1 The work under this RFT includes:

- Supply of OPSS-compliant Granular “A”
- Haulage and delivery via belly-dump trailer
- Windrow placement along specified roadways
- Coordination with municipal staff for grading and compaction

2.2 Project Locations:

A full list of roadway segments requiring granular application will be provided as Appendix B. Estimated quantities and lengths will be identified to guide unit rate tendering.

SECTION 3 – SCOPE OF WORK

3.1 Scope includes:

- **Supply and Crushing**
 - Mobilization of all necessary equipment for the crushing operation.
 - Crushing of approximately 15,450 tonnes of natural pit material into OPSS-compliant Granular “M”, sourced from the contractor’s own pit.
 - All material must conform to OPSS.MUNI 1010 specifications.
- **Quality Control & Assurance**
 - Sampling, gradation testing, and third-party verification of material must be performed at the contractor’s expense.
 - Contractor shall coordinate with Township staff to ensure proper sampling intervals and provide proof of compliance with all required specifications.
- **Weighing and Quantity Tracking**
 - Provision of a certified weigh scale, weigh person, scale tickets, and ongoing tracking of tonnage delivered and placed.
- **Haulage and Delivery**
 - Haulage of 12,450 tonnes using belly-dump trailers, ensuring controlled, linear, and continuous windrow placement on designated roads.

- Haulage and Delivery of an additional 3,000 tonnes of the same material to the Township Public Works Yard located at 1115 Vimy Ridge Road, Matheson, ON.
- Placement of windrows at the centerline of roadways or as directed by the Township's Road Supervisor.
- Daily coordination with Township representatives regarding haul routes, start times, and road access.
- **Road Placement**
 - Placement of material across various concession roadways within the Township of Black River-Matheson.
 - Target application of approximately 500 tonnes per kilometer for 6-meter-wide roadways (actual roads and spread rates may be adjusted by the Township).
- **Inspection and Site Restoration**
 - Final inspection and approval of all roadwork by the Director of Public Works and Operations.
 - Contractor is responsible for ensuring any pit access roads or disturbed areas are restored to the satisfaction of the Township.

3.2 Granular A must not be placed during heavy rain or freeze/thaw conditions without the written approval of the Contract Administrator.

3.3 All deliveries shall be accompanied by truck scale slips. Loads without valid tickets will not be paid

SECTION 4 – TENDER FORMAT & SUBMISSION REQUIREMENTS

4.1 Submissions must include:

- a) Cover letter and completed Submission Form (Appendix A)
- b) Detailed project work plan and timeline
- c) Contractor qualifications and summary of experience with at least five similar projects
- d) List of equipment and resources to be used
- e) List of proposed subcontractors (if any)
- f) WSIB clearance certificate
- g) Proof of Insurance (see Section 5.0)

4.2 Each tender must be clearly marked with the RFT title and number and submitted in a sealed envelope or electronically as permitted. Tenders must be received no later than the deadline listed on the cover page. Late tenders will not be considered.

4.3 Signed Acknowledgement of Addenda (if any) – must be included with submission.

4.4 Tenders should be organized with clearly marked tabbed sections as follows:

- a) Cover Letter
- b) Completed Submission Form (Appendix A)

- c) Work Plan and Project Timeline
- d) Equipment and Materials List
- e) Team and Key Personnel Résumés (if applicable)
- f) References (at least three relevant municipal or construction projects)
- g) Proof of Insurance and Bonding
- h) WSIB Certificate
- i) Other Forms (as applicable)

SECTION 5 – INSURANCE AND BONDING

5.1 The successful contractor shall provide:

- a) \$5,000,000 Commercial General Liability
- b) \$5,000,000 Automobile Liability
- c) Proof of WSIB coverage
- d) Performance Bond (50% of total contract)
- e) Labour & Materials Payment Bond (50% of total contract)

SECTION 6 – EVALUATION CRITERIA

6.1 The Township will evaluate tenders using the following weighted criteria:

Criterion	 Weight
----- -----	
Price	40%
Experience and References	20%
Methodology and Work Plan	15%
Schedule and Availability	15%
Equipment and Resources	10%

SECTION 7 – CONTRACT TERMS

7.1 Project to commence upon award, with delivery expected to begin on or about **July 18th, 2025** and be completed by **August 1st, 2025**.

7.2 Liquidated damages of \$500/day may apply if the Contractor fails to meet delivery timelines once haulage begins.

7.3 A 10% holdback shall apply in accordance with the Construction Act.

7.4 No partial deliveries will be accepted without prior written authorization

SECTION 8 – TECHNICAL SPECIFICATIONS

8.1 Granular material shall conform to **OPSS.MUNI 1010 (Granular A)**.

8.2 Material must be free of debris, organics, oversized stone, or recycled asphalt.

8.3 Maximum 8% fines passing the 75 µm sieve.

8.4 Windrows must be linear and continuous, free from major breaks or segregation.

8.5 Application must allow for subsequent grading and compaction by Township forces.

8.6 Township reserves the right to test materials at source or on delivery.

8.7 The Contractor shall be responsible for arranging third-party quality control testing for gradation conformance of the supplied Granular “A” material, in accordance with OPSS.MUNI 1010. Testing shall be performed by a certified engineering laboratory at the Contractor’s expense. Test results shall be submitted to the Township upon request and must demonstrate that the material meets all specification requirements. Failure to meet specification may result in rejection of material and/or corrective action at the Contractor’s cost.

SECTION 9 – HEALTH, SAFETY & TRAFFIC MANAGEMENT

9.1 The Contractor shall submit a site-specific Health and Safety Plan and Traffic Control Plan within five (5) business days of award and prior to commencement of any on-site works.

- a) A traffic control plan (where applicable) is required in accordance with OTM Book 7
- b) Site safety must meet all OHSA standards

9.2 Workers must use appropriate PPE at all times.

9.3 Daily supervision and coordination with municipal staff required.

SECTION 10 – CONFLICT OF INTEREST & DISQUALIFICATION

10.1 By submitting a tender, each proponent declares that it does not have, and will not acquire, any conflict of interest—whether actual, potential, or perceived—that would undermine the integrity or fairness of this procurement process or its ability to fulfill the terms of the contract in the public interest.

10.2 The Township reserves the right to disqualify any proponent, at its sole discretion, if a conflict of interest is discovered at any stage of the process or during the contract term.

SECTION 11 – FREEDOM OF INFORMATION AND CONFIDENTIALITY

11.1 All tenders submitted to the municipality become the property of the Township and are subject to the Freedom of Information and Protection of Privacy Act (MFIPPA). Proponents should clearly identify any proprietary information. The municipality will use reasonable efforts to maintain confidentiality but cannot guarantee it under MFIPPA.

SECTION 12 – GENERAL TERMS AND CONDITIONS

12.1 This RFT does not constitute an agreement.

12.2 The lowest or any tender will not necessarily be accepted.

12.3 The Township may cancel or amend the RFT at any time.

12.4 Submission of a tender indicates acceptance of all terms unless otherwise stated.

12.5 The successful contractor will be required to enter into a formal agreement with the Township.

12.6 All tenders shall remain irrevocable for a period of sixty (60) calendar days from the closing date.

SECTION 13 – PROPONENT CONDUCT AND ETHICS

13.1 Any attempt on the part of a proponent or their representatives to influence the outcome of the RFT process through lobbying of municipal staff, Council members, or evaluation committee members will result in immediate disqualification.

13.2 Proponents shall not engage in any fraudulent behavior, collusion, or misrepresentation of qualifications, experience, or capabilities.

SECTION 14 – ACCESSIBILITY COMPLIANCE

14.1 The successful contractor shall comply with the requirements of the Accessibility for Ontarians with Disabilities Act (AODA), 2005, and all associated regulations.

14.2 The contractor must ensure that all personnel assigned to work on municipal property have received training on the requirements of the accessibility standards as they pertain to their duties.

SECTION 15 – ADDENDA AND ACKNOWLEDGMENT

15.1 All clarifications, changes, or revisions to this RFT will be issued by way of written addenda only.

15.2 Addenda will be posted to the municipal website or circulated directly to known proponents. It is the responsibility of each proponent to ensure they have received all addenda prior to submitting a tender.

15.3 Tenders must include a signed acknowledgment of all addenda issued.

SECTION 16 – NEGOTIATION, AWARD & CONTRACT EXECUTION

16.1 The Township reserves the right to negotiate scope, schedule, and fees with the preferred proponent prior to final award.

16.2 Questions must be submitted in writing to hlei@twpbrm.ca no later than five (5) business days prior to the RFT closing. Responses may be shared via addendum if applicable.

16.3 The successful contractor will be required to enter into a formal agreement in a format acceptable to the Township.

16.4 Failure to execute the agreement within the timeline specified by the Township may result in withdrawal of the award and selection of an alternate proponent.

SECTION 17 – CLOSING AND INQUIRIES

17.1 Closing Time and Date

Sealed Tenders clearly marked:

“Sealed Tender – Supply and Application of Granular ‘A’ – Do Not Open”
must be received no later than 2:00 PM (local time) on July 4, 2025.

Late submissions will not be accepted and will be returned unopened.

The Township reserves the right to extend the closing date if required.

17.2 Tender Delivery Address

The Corporation of the Township of Black River-Matheson

Public Works and Operations

P.O. Box 601, 367 Fourth Avenue

Matheson, ON P0K 1N0

17.3 Tender Opening

Tenders will be opened publicly on July 4, 2025, at 2:15 PM at the Township Office, 367 Fourth Avenue, Matheson.

17.4 Inquiries and Clarifications

All inquiries regarding this Request for Tender must be submitted in writing to:

Hong Ji Lei, Municipal Clerk

Email: hlei@twpbrm.ca

Phone: 705-273-2313 ext. 311



TOWNSHIP OF BLACK RIVER-MATHESON
REQUEST FOR TENDER (RFT) – SUPPLY AND APPLICATION OF
GRANULAR “A”
RFT PW2025-005

APPENDIX A - SUBMISSION FORM

Contractor/Firm: _____

Address: _____

Telephone: _____ Email: _____

Contact Person: _____ Position: _____

Description of Work:

Supply and apply Granular “A” to designated roadways in the Township of Black River-Matheson using belly-dump trailers and delivery to Public Works Yard.

Pricing:

ITEM No.	DESCRIPTION	UNIT	TENDER QTY	UNIT PRICE	TOTAL
1.1	Mobilization/Demobilization	Lump Sum	1	\$	\$
1.2	Granular “A” Crushing/Supply (OPSS.MUNI.1010)	Tonne	15,450	\$	\$
1.3	Granular “A” Haul, Place, and Dump on Roads	Tonne	12,450	\$	\$
1.4	Granular “A” Haul and Stockpile to Public Works Yard	Tonne	3,000	\$	\$
				Contingency: \$20,000	
				Total:\$	
				HST: \$	
				Total Contract Price: \$	

An Itemized Quotation Must Be Attached or Included in the Tender Package

The Contractor is required to provide the Township with proof of insurance in the amount of \$5,000,000, and is responsible for all issues relating to WSIB, insurance, etc. for their employees with relation to this contract.

By signing below, I acknowledge that I have read and understand this Request for Tender PW2025-005 and I agree to abide by the terms and conditions contained herein.

Print Name: _____ Date: _____

Authorized Signature: _____
(I have authority to bind the corporation)

Witness: _____ Date: _____

APPENDIX B – STREETS LIST

(Locations are approximate and site visit may be required to determine specific sites)

GRAVEL LIST 2025:					
	ROAD NAME	TOWNSHIP	LENGTH/km	MT/Km	TOTAL
Val Gagne	Val Gagne Road	Taylor	7	500	3500
	ROAD NAME	TOWNSHIP	LENGTH/km	MT/Km	TOTAL
Shillington	Caribou Road West	Stock	2.6	500	1300
	Grindstone Road	Bond/Currie	3.5	500	1750
	Barber Road	Currie	4.8	500	2400
Ramore	Ferguson Road	Playfair	7	500	3500
	GRAND TOTAL:		24.9	500	12,450