

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



**REQUEST FOR TENDERS
RFT NUMBER PW2026-003**

Supply and Delivery of Granular "A"

Sealed Tenders, clearly marked:

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

Starting Date:	June 25th, 2026
Closing Date:	2:00PM on July 10th, 2026
Tender Opening:	2:15PM on July 10th, 2026

Lowest or any Tender not necessarily accepted.

The Corporation of the Township of Black River-Matheson
P.O. Box 601, 421 Fifth Avenue
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 requesting tenders from qualified contractors for the supply, crushing, hauling, and stockpiling of OPSS.MUNI 1010 Granular "A" at the Township Public Works Yard located at 1115 Vimy Ridge Road, Matheson, Ontario.

The Contractor shall be responsible for sourcing aggregate from a licensed pit, crushing the material to meet OPSS.MUNI 1010 specifications, hauling the material, and stockpiling it at the location designated by the Township.

Quantities identified in this Request for Tender are estimates only. The Township does not guarantee any minimum or maximum quantity under this contract.

SECTION 2 – PROJECT OVERVIEW

2.1 The work under this RFT includes:

- Supply of OPSS.MUNI 1010 Granular "A"
- Crushing of aggregate
- Hauling to the Township Public Works Yard
- Stockpiling at the location directed by the Township

SECTION 3 – SCOPE OF WORK

3.1 Scope includes:

Supply and Crushing

- Mobilization of all necessary equipment for the crushing operation.
- Crushing of agreed-upon tonnes of natural pit material into OPSS-compliant Granular "A", 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

- The Contractor shall haul Granular "A" to the Township Public Works Yard located at 1115 Vimy Ridge Road, Matheson, Ontario.
- Material shall be stockpiled at locations designated by the Township.
- Deliveries shall be coordinated with Township staff.

Inspection and Site Restoration

- The Township will inspect material upon delivery and reserves the right to reject any material not meeting the specifications of this tender.

3.2 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)

4.2 Each tender must be clearly marked with the RFT title and number and submitted in a sealed envelope. 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) \$2,000,000 Commercial General Liability
- b) \$2,000,000 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 Deliveries shall commence upon award and continue as directed by the Township during the contract period.

7.2 Liquidated damages of \$300/day may apply if the Contractor fails to meet agreed-upon 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 Township reserves the right to test materials at source or on delivery.

8.5 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 Within five (5) business days of contract award and prior to commencing work, the Contractor shall provide a site-specific Health and Safety Plan that complies with the Occupational Health and Safety Act and all applicable regulations.

9.2 The Contractor shall ensure that all workers wear appropriate personal protective equipment (PPE) and comply with all applicable health and safety legislation while performing the work.

9.3 The Contractor shall coordinate delivery schedules and site access with the Township prior to commencing deliveries. All deliveries and stockpiling activities shall be completed in accordance with the direction of the Township's designated representative.

9.4 Where traffic control is required during deliveries, the Contractor shall be responsible for providing and maintaining traffic control measures in accordance with the Ontario Traffic Manual (OTM) Book 7 and all applicable legislation.

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 Municipal 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 behaviour, 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 Delivery of Granular ‘A’ – Do Not Open”
must be received no later than 2:00 PM (local time) on July 10, 2026.
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, 421 Fifth Avenue
Matheson, ON P0K 1N0

17.3 Tender Opening

Tenders will be opened publicly on July 10, 2026, at 2:15 PM at the Township Office, 421 Fifth 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 DELIVERY OF
GRANULAR "A"
RFT PW2026-003

APPENDIX A - SUBMISSION FORM

Contractor/Firm: _____

Address: _____

Telephone: _____ Email: _____

Contact Person: _____ Title: _____

Description of Work:

Supply, crush, haul, and stockpile OPSS.MUNI 1010 Granular "A" at the Township Public Works Yard in accordance with the requirements of this Request for Tender.

Pricing:

ITEM No.	DESCRIPTION	Unit	UNIT PRICE (\$/Tonne)	TOTAL
1.1	Granular "A" Crushing/Supply (OPSS.MUNI.1010)	Tonne	\$	\$
1.2	Granular "A" Haul and Stockpile to Public Works Yard	Tonne	\$	\$
			Total: \$	
			HST: \$	
			Total Price/Tonne: \$	

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

Payment will be based on the actual tonnes supplied, delivered, and accepted by the Township at the tendered unit rates. The Township does not guarantee any minimum or maximum quantity under this contract.

By signing below, I acknowledge that I have read and understand this Request for Tender PW2026-003 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: _____