

# Essex-Windsor Solid Waste Authority

360 Fairview Ave. W., Suite 211  
Essex ON, N8M 3G4



## Request for Quotes for Asphalt Repairs & Drainage Improvements

**Issue Date:** Thursday, September 17, 2020

**Closing Date for the Receipt of Quotes:** 12:00 PM (Noon), Friday, September 25, 2020

**Company Name:** \_\_\_\_\_

## Table of Contents

Introduction .....	3
RFQ Requirements .....	3
Authority Contact Information.....	3
Closing Date and Time.....	4
Company Information .....	4
Specifications .....	5
1.0    Scope of Work .....	5
2.0    Qualification of Bidders.....	5
3.0    Bid Prices.....	5
4.0    Workplace Safety and Insurance .....	5
5.0    Taxes.....	7
6.0    Compliance with Laws, Regulations and Policies .....	7
7.0    Indemnity .....	7
8.0    Contract Amount.....	7
9.0    Site Visit.....	7
10.0   Site Preparation .....	8
11.0   Granular Material and Geotextiles .....	8
12.0   Paving.....	8
13.0   Drainage Improvements.....	8
14.0   Site Restoration .....	9
15.0   Provisional Items .....	9
16.0   Payment.....	9
17.0   Drawings.....	9
Bid Sheet.....	10
Statement “A” – Bidder’s Experience .....	12

## **Introduction**

The Essex-Windsor Solid Waste Authority is requesting quotations for the construction of drainage improvements at the Essex-Windsor Transfer Station #2 Facility in Kingsville, Ontario.

The drainage improvements will generally consist of saw cutting the existing pavement, excavation of existing pavement & soil, removal of any existing drainage infrastructure, supply of drainage pipes & fittings, labour, granular bedding and backfill. Supply and placement of asphalt paving will also be required to repair miscellaneous areas, including the surface drainage swale as shown on the attached drawing.

The contractor is advised that normal operation of the Transfer Station, including public traffic, transfer trucks and equipment movement shall continue without interruption during this work. It is the responsibility of the contractor to plan all work accordingly in consultation with the Authority.

It is the intent of these specifications & drawing to obtain pricing quotes from experienced contractors suitably equipped to provide efficient and quality workmanship to improve the facility while minimizing impact on daily operations in connection with The Essex-Windsor Transfer Station #2 during this work.

## **RFQ Requirements**

Although Contractors are encouraged to attach any additional notes or documents to this package; the Authority requires that Contractors use and submit the format and sheets provided within this package.

## **Authority Contact Information**

Any questions regarding this RFQ for **Asphalt Repairs & Drainage Improvements** or specifications should be directed to:

Essex-Windsor Solid Waste Authority  
Attention: Tom Marentette, Manager of Waste Disposal  
360 Fairview Avenue West, Suite 211  
Essex, Ontario N8M 3G4  
Telephone: 519-776-7941 ext. 1961  
Cell: 226-345-2338  
Email: [tommarentette@ewswa.org](mailto:tommarentette@ewswa.org)

Quotes will be accepted by email or in person at the at the Regional Landfill Scale until the closing date and time. Regional Landfill address is 7700 County Road 18, Essex.

## **Closing Date and Time**

Friday, September 25, 2020 at 12:00 PM (Noon) Local Time

It is the responsibility of the Contractor to confirm receipt of the quote with the Manager of Waste Disposal.

**Note: Price Quotes Received After The Official Closing Time On The Specified Closing Date Will Not Be Considered.**

## **Company Information**

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

## **Signature of Authorized Person**

\_\_\_\_\_

Date \_\_\_\_\_

## Specifications

### 1.0 Scope of Work

The work to be carried out generally includes saw cutting and removal of existing asphalt & granular material, excavation, grading, supply & install drainage materials, supply and placement of asphalt at Transfer Station #2, located at 2021 County Road 31 (Albuna Townline) in Kingsville as per OPSS Specifications. All work must be completed within 5 working days and in a manner that does not restrict or delay the trucks, vehicles or equipment during daily operations of the Transfer Station.

### 2.0 Qualification of Bidders

All Bidders shall be required to demonstrate to the satisfaction of the Authority that they have adequate financial resources, experienced personnel, and expertise to perform the services required by the specifications, and shall furnish such information and/or proof of these qualifications upon request. No contract will be awarded to any Bidder who, as determined by the Authority, is not qualified to perform the necessary service due to any unsatisfactory record, or inadequate experience, or who lacks the necessary capital, organization, and equipment to conduct and complete the service in strict accordance with the specifications. Bidders shall complete Statement "A" – Bidder's Experience.

### 3.0 Bid Prices

The prices quoted in this tender document shall include the furnishing of all materials, supplies and equipment and provision of all labour, tools and equipment, utility and transportation services necessary to perform and complete all the work required under the Contract, including all miscellaneous work, whether specifically included in the Contract Documents or not.

### 4.0 Workplace Safety and Insurance

The Vendor shall furnish evidence of compliance with all requirements of the Workplace Safety and Insurance Board. Such evidence to include a certificate of good standing issued prior to the execution of the Contract, and a further certificate issued prior to the payment of the final balance due to the Vendor.

#### A) INSURANCE

Please note the following in regards to all insurances:

- The Vendor's liability will not be limited to the minimum insurance requirements outlined in the tender.

- The Vendor shall provide the Authority with a Certificate of Insurance from an acceptable licensed insurer prior to commencement of the contract.

B) General Liability Insurance

The Vendor will provide a Liability Policy written on a Commercial General Liability Form for limits of not less than \$5 million (\$5,000,000) inclusive per occurrence for bodily injury, death and damage to property.

The Commercial General Liability shall name as insured:

- Essex-Windsor Solid Waste Authority
- The Corporation of the County of Essex
- The Corporation of the City of Windsor

The Commercial General Liability Policy shall include but not be limited to the following extensions:

- All premises, property, and operations necessary or incidental to the performance of the contract. Bodily injury and Property Damage on an occurrence basis.
- Personal Injury
- Broad Form Property Damage
- Contingent Employers Liability
- Owners and Vendors Protective
- Cross Liability
- Products and Completed Operations
- Non-Owned Automobile with a limit of not less than \$2,000,000
- Blanket Written Contractual
- Tenants Legal Liability with a limit of not less than \$2,000,000
- 30 Days Notice of Cancellation

C) Automobile Liability Insurance

Automobile liability insurance in respect of licensed vehicles shall have limits of not less than \$5 million (\$5,000,000) inclusive per occurrence for bodily injury, death and damage to property, covering all licensed vehicles owned or leased by the Vendor. Where the policy has been issued pursuant to a government-operated automobile insurance system, the Vendor shall provide the Authority with confirmation of automobile insurance coverage for all automobiles registered in the name of the Vendor.

D) Vendors Equipment Insurance

“All risks” Vendor’s equipment insurance covering machinery and equipment used by the Vendor for the performance of the Work, shall be in a form acceptable to the Authority and shall not allow subrogation claims by the insurer against the Authority.

**5.0 Taxes**

All prices contained in the Bid shall include all taxes where applicable.

**6.0 Compliance with Laws, Regulations and Policies**

The Vendor shall be, or shall become, familiar with all such laws, regulations and policies which in any manner affect the performance of the work, those engaged or employed in the work, or affect facilities or equipment used in the work, or which in any way may affect the conduct of the work and no plea of misunderstanding will be considered on account of ignorance thereof. Without limiting the generality of the aforesaid, it shall be the Vendor's responsibility to comply with:

- Workplace Safety and Insurance Act for Ontario
- Occupational Health and Safety Act
- Safety or other Policies established by the Authority
- Construction Lien Act and Regulations.

**7.0 Indemnity**

The Vendor shall indemnify and hold harmless the Authority/City of Windsor/County of Essex and its employees against and from all suits or actions arising from any Health and Safety violations as well as the cost to defend such charges as a result of any violation.

**8.0 Contract Amount**

The total Contract price shall not be exceeded under any circumstances without the PRIOR written approval of the Authority.

**9.0 Site Visit**

It is the responsibility of all Bidders to schedule a site visit with the Landfill Manager or Site Supervisor to familiarize themselves with the location and general details of the work, hours of operation, staging areas and scheduling of the work prior to submitting a price quote. While the Authority has endeavored to reflect actual quantities in this RFQ, the contractor shall be aware some items are approximate.

## 10.0 Site Preparation

- A) The contractor shall provide perimeter protection around the active worksites to warn/protect trucks and equipment using the site as part of normal daily operations. All damaged asphalt will be saw cut in rectangular sections to provide a clean unbroken edges and material removed. Existing substrate shall be inspected with EWSWA staff, then removed and/or repaired. All granular materials shall be graded, and compacted to 100% Proctor as per OPSS 501.

## 11.0 Granular Material and Geotextiles

- A) All granular material shall conform to the latest edition of reference standards and where applicable comply with MTO supplements as well as MTO Reference Standard Specifications.
  - 1. Granular "A" – OPSS 1010  
Granular "B" – OPSS 1010 Type II
  - 2. Hot Mix Asphaltic Concrete shall be as follows:
    - SP 12.5 surface course – OPSS 1151
    - SP 19 base course – OPSS 1151

## 12.0 Paving

- A) Contractor shall give the EWSWA 24 hours notice prior to paving.
- B) Comply with OPSS 310.
- C) Provide thickness of surface course as per the drawing.
- D) Tack Coat may be applied prior to paving as directed by EWSWA.

## 13.0 Drainage Improvements

- A) Saw cut existing pavement
- B) Remove existing pavement & granular
- C) Install approximately 42 LM of 300mm diameter, 320 kpa HDPE smooth wall drainage pipe including all fittings, bends and one (1) 150mm Tee-Wye (cleanout with traffic rated cap) as shown on drawing. The Authority shall direct the contractor as to the connection to upstream ditch/swale at the north and south ends of the drain pipe (outlet).
- D) Backfill, grade & compact as required
- E) Excavation & trucking (onsite) to reshape the ditch/swale from the upstream end of the drainage pipe to the north (approximately 40m), and the outlet portion to the south as required per Authority Manager.



- F) Construct/grade swale over top of drain as per drawing for overland flow. Contractor will be required to field fit/layout exact location, width and elevations of the paved overland drainage swale with the Authority Manager to ensure intended function.

*Note: Swale grading at the entrance gate shall be provide an appropriated gradual elevation transition to accommodate public vehicular traffic crossing without damage to cars/trucks or other equipment utilizing the site while still providing consistent overland flow drainage. Details to be reviewed with the Authority Manager prior to construction.*

#### **14.0 Site Restoration**

All excavated materials (granular, sand, concrete & asphalt) are to remain on-site and shall be placed in locations as directed by the EWSWA personnel. The Contractor shall ensure that the site is left clean at the conclusion of the work.

#### **15.0 Provisional Items**

Additional items may be utilized at the discretion of the Authority. The contractor shall provide a unit cost for this work.

#### **16.0 Payment**

- A) Payment shall be made based on the items quoted in the Price and Quantity Schedule.
- B) The payment shall be subject to a ten percent holdback in accordance with the requirements of the Construction Lien Act 1990 and any amendments made thereto.

#### **17.0 Drawings**

A copy of the site plan is included showing approximate layout of asphalt repairs and drainage improvements, dated September 10, 2020.

**Bid Sheet**

<b>A. Asphalt &amp; Drainage Improvements (Compost Area)</b>					
<b>Item</b>	<b>Description</b>	<b>Unit</b>	<b>Qty.</b>	<b>Unit Price</b>	<b>Amount</b>
1.	Saw cut existing asphalt and remove as required	LM	50		\$ _____
2.	Supply & Install 300mm – 320kpa HDPE drainage pipe and 150mm clean out (with load rated cover) per drawings, including excavation, stone bedding & granular backfill, grading & compaction with connection to existing ditch/outlet & rip rap end walls	LM	42		\$ _____
3.	Grading & compaction of overland drainage swale	LM	36		\$ _____
4.	Supply & place base asphalt swale, SP 19	m <sup>2</sup>	100		\$ _____
5.	Supply & place surface asphalt swale, SP 12.5	m <sup>2</sup>	100		\$ _____
<b>B. Misc. Asphalt Repairs (patch repairs)</b>					
6.	Saw cut existing asphalt and remove as required	LM	60		
7.	Supply & place base asphalt, SP 19	m <sup>2</sup>	75		\$ _____
8.	Supply & place surface asphalt, SP 12.5	m <sup>2</sup>	75		
9.	Tack Coat (provisional)	m <sup>2</sup>	25		
				Sub-Total	\$ _____
				G.S.T.	\$ _____
				P.S.T.	\$ _____
				<b>TOTAL</b>	<b>\$ _____</b>

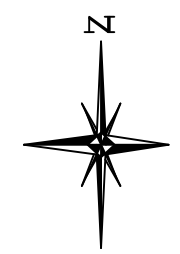
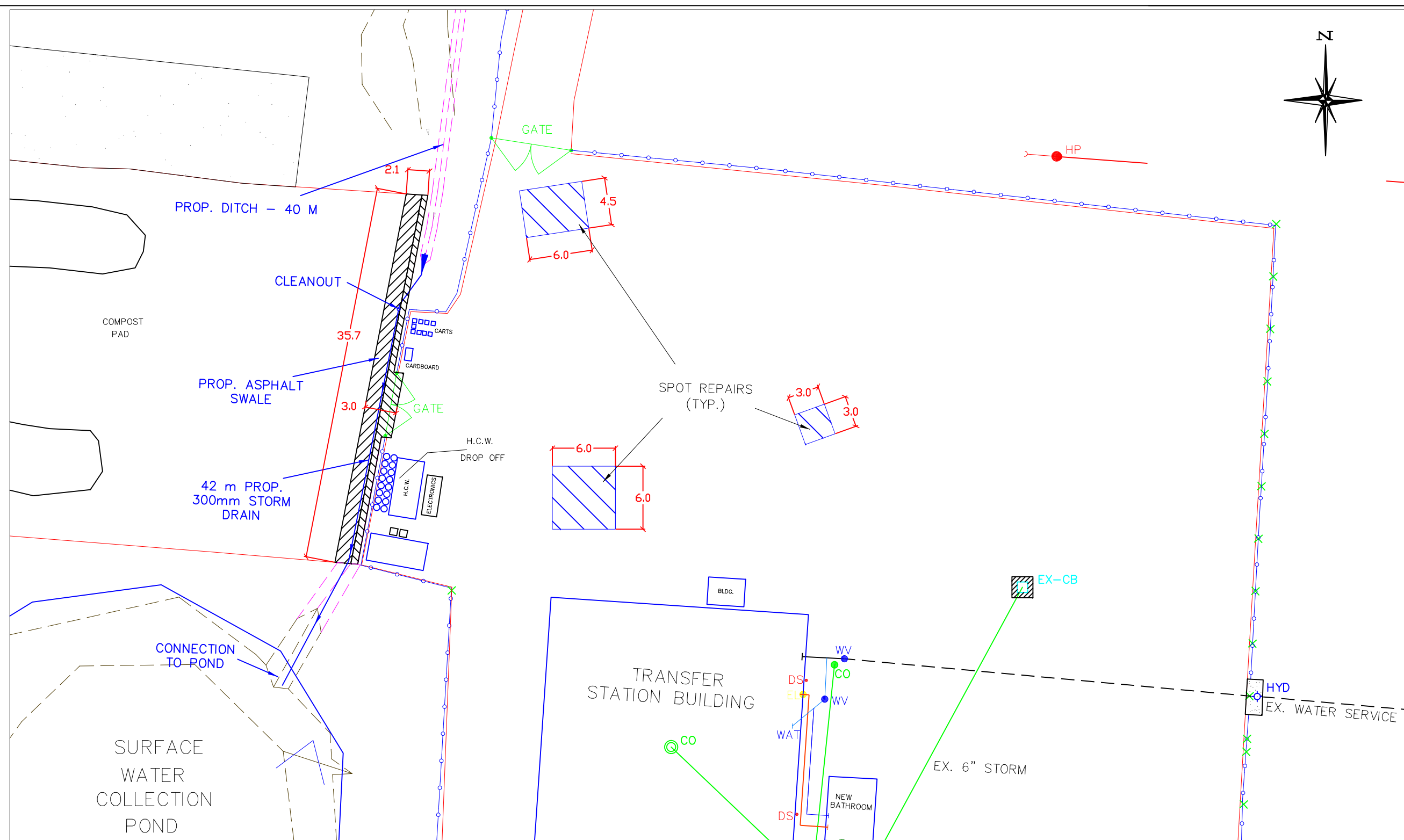
**Note: Please submit the entire RFQ document pages 1-12 as your submittal.**

**The Authority reserves the right to reject any and all price quotes and to waive formalities as the interests of the Authority may require without stating reasons therefore and the lowest or any price quote will not necessarily be accepted.**

---

**Statement “A” – Bidder’s Experience**

<b>Customer</b>	<b>Dates</b>	<b>Description of Work</b>





NOTES:

**Asphalt Repairs )**  
 - Existing damaged asphalt to be saw cut and removed.  
 - Asphalt material is to be placed in two (2) 50 mm lifts. Surface is to match existing.  
 - Dimensions of repair areas shall be reviewed with contractor and Authority prior to start of work.


**Drainage and Asphalt Swale - (West of Transfer Building)**

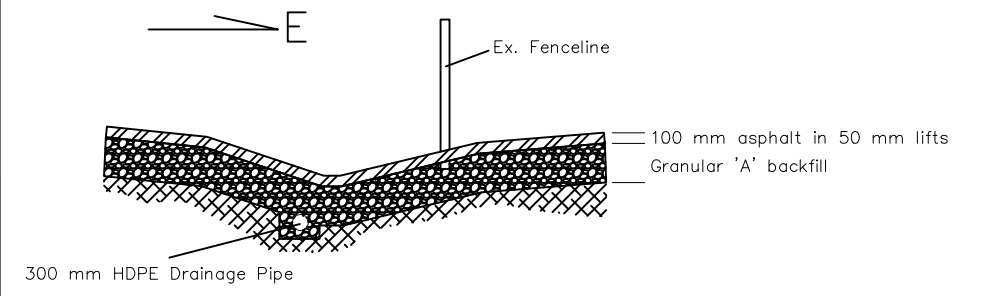
- Existing Catch Basin to be removed.  
 - Existing asphalt to be saw cut and removed.  
 - Install one (1) 150mm Tee-Wye cleanout with 42 m of 300 mm HDPE drainage pipe with bedding and backfill, compacted as required.  
 - Includes grading and compacting of overland drainage swale to be paved.  
 - Asphalt swale is to be placed in two (2) 50 mm lifts.

-  Areas of Surface Asphalt
-  EX-CB Existing Catch Basin

**Essex-Windsor Solid Waste Authority  
 Transfer Station #2 (Kingsville)  
 Asphalt Pad Repairs & Drainage Improvements**

DATE: September 10, 2020      FILE: T2 -asphalt-2020b.dwg

SCALE:  25  
 m



**West Drainage / Asphalt Repair**      N.T.S.