THE CORPORATION OF THE TOWNSHIP OF NORTH STORMONT

REQUEST FOR TENDER

Crushed Rock and Stone Dust

RFT-PW-04-2026

CLOSING DATE

Monday, November 30, 2026
11:30 am

Township of North Stormont
57A Cockburn Street, Berwick ON
613-984-2821

Late Tenders will not be accepted

The Corporation of the Township of North Stormont reserves the right to accept or reject all or part of any Tender, to accept other than the lowest Tender, and to cancel this Request for Tender at any time.

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1. SUBMISSION FORMAT

Submissions may be delivered in one of the following ways:

a) Electronically (PDF) emailed with a read receipt to:

Bethany MacDonald
Public Works Administrative Assistant
bmacdonald@northstormont.ca

a) Mailed, couriered, or hand-delivered to the Township office, in a sealed envelope addressed to the Township. Delivery via a third-party courier service shall be at the sole risk of the Bidder and must be arranged to ensure delivery to the Township office before the Tender closing time.

The Corporation of the Township of North Stormont
57A Cockburn Street
Berwick ON
K0C 1G0

2. SUBMISSION CLOSING

Submissions will be received until 11:30 am (local time) on Monday, November 30, 2026. This time and date will be considered the official closing of the Tender.

3. SUBMISSION OPENING

Municipal Staff will open submissions following the official closing. To ensure that all submission requirements are met, submissions will not be opened in a public forum.

4. PROJECT CONTACT

For any questions, comments, clarifications, or concerns regarding this Tender, please contact:

Blake Henderson
Public Works Superintendent
bhenderson@northstormont.ca
Cell: 613-551-0498

5. INQUIRIES

5.1. All inquiries regarding this RFT shall be directed to the Project Contact and submitted in writing.

5.2. Questions for clarification will be answered individually. Any response that modifies or clarifies the scope or requirements of this RFT will be issued in writing as an Addendum.

5.3. Addenda will be circulated to all contractors who have received the RFT document directly from the Township and have provided an email address. Where the RFT is posted on a website specifically intended for the solicitation of goods and services, all Addenda will also be issued through that website.

6. SCOPE OF PROJECT

6.1. The Corporation of the Township of North Stormont is seeking tenders from qualified contractors for crushed rock and stone dust for 2027, as outlined in the **Schedule of Items and Prices**. The Township intends to establish a contract for up to five (5) years, renewed annually.

6.2. Pricing shall be provided for the following:

- Crushed rock, supplied and applied by the Contractor
- Crushed rock, supply only (loaded into Township trucks)
- Stone dust, supplied and delivered by the Contractor
- Stone dust, supply only (loaded into Township trucks)

6.3. The initial contract terms shall be for one (1) year. The Township may renew the Contract for up to four (4) additional one-term years, subject to mutual agreement of the Township and Contractor.

7. MATERIAL APPLICATION REQUIREMENTS

7.1. Hopper-style trucks or trailers capable of controlling and stopping the discharge of material shall be used for the application of crushed rock on Township roads, unless otherwise approved by the Public Works Superintendent.

8. PRICING

8.1. All prices must be in Canadian dollars and shown in dollars per metric tonne (MT).

8.2. Prices shall include all labour, materials, equipment, permits, insurance, administration, overhead, profit, delivery, and all other costs necessary to complete the work, unless otherwise specified. Applicable taxes shall be shown separately.

8.3. Pricing for any renewal term may be adjusted based on the Consumer Price Index (CPI) for Ontario, which shall not exceed inflation rates, subject to the approval of the Township.

8.4. Fuel price adjustments, where applicable, shall be made in accordance with GC 8.02.04.02 *Payment Adjustment for Changes in the Fuel Price Index*, of OPSS.PROV 100 - *General Conditions of Contract*. The applicable fuel consumption rates for the materials included in this Tender are identified below. The Contractor shall calculate and clearly identify any applicable fuel price adjustment or credit on the invoice submitted to the Township.

TABLE 8.02.04.02-1
Fuel Consumption Rates

	Item Description	**Diesel Fuel Consumption Rate**
8	Granular A, B, O, M, and RSS Backfill	1.9 l/t

9. GENERAL CONDITIONS

9.1. The Contractor shall provide competent workers to carry out the work safely and responsibly.

9.2. Township inspection staff shall confirm acceptance of work performed before the approval and issuance of payment.

9.3. The Contractor shall indemnify and save harmless the Township of North Stormont from and against all claims, actions, losses, expenses, costs, or damages of every nature and kind whatsoever which the Township, its employees, officers, or agents may suffer as a result of the negligence of the Contractor, its employees, officers, or agents in the performance of the contract.

10. SUBMISSIONS

10.1. Bidders are required to complete the **Schedule of Items and Prices** and the **Form of Tender** in their entirety and submit them in hard copy or by email. All entries must be completed using permanent ink or typed. Handwritten submissions must be legible.

10.2. The **Form of Tender** must be signed in ink. Electronic signatures will not be accepted.

10.3. Each Bidder is solely responsible for any costs associated with preparing and submitting their submission.

10.4. All submissions become the property of the Township. Details of submissions may be disclosed after the evaluation process and, therefore, shall not be treated as confidential unless expressly stated otherwise.

11. NOTIFICATION OF ACCEPTANCE

11.1. After the Municipality awards the contract, the successful Bidder will be notified of acceptance by phone or email, using the contact information provided in the **Form of Tender**.

11.2. Upon notification of acceptance, the successful proposal shall constitute a contract between the parties. Therefore, it is anticipated that no agreement or other separate documents will be required.

11.3. This Tender shall be open for acceptance for a period of thirty (30) days after the closing date. After this time, a quotation may only be accepted with the consent of the successful bidder or contractor.

12. BASIS OF REJECTION

12.1. The Corporation of the Township of North Stormont reserves the right to reject any or all proposals for any reason whatsoever, including, but not limited to, the criteria outlined in Schedule “A” (if applicable).

12.2. There is no bid deposit required for this RFT.

12.3. The Township has the authority and discretion to terminate this quotation at any time, without giving a reason and to accept any proposal considered best for its interest.

13. BASIS OF PAYMENT

13.1. The Contractor shall submit invoices to the Township for work completed and materials supplied under this Contract. The Township will issue payment within thirty (30) days of receiving a complete and approved invoice.

14. REGULATIONS AND POLICIES

14.1. The Contractor shall abide, if applicable, by the requirements of the *Industrial Standards Act, Employment Standards Act* and any other Acts or By-Laws, including Provincial and Federal Legislation which are relevant to the performance of work.

14.2. All contractors and subcontractors must comply with all Health and Safety requirements as well as the Violence and Harassment Policy for The Township of North Stormont.

15. DAMAGE BY VEHICLE OR OTHER EQUIPMENT

15.1. If at any time, in the opinion of the Public Works Superintendent or their designate, damage is done or is likely to be done to any highway, parking lot, sidewalks, surrounding sodden areas or any property thereon by the Contractor's vehicles or other equipment whether licensed or unlicensed, the Contractor shall, on the direction of the Public Works Superintendent 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 manner remove the cause of damage and complete the necessary clean up and repairs to the satisfaction of the Public Works Superintendent.

16. LIABILITY INSURANCE

16.1. The Contractor shall, at their own expense, within ten (10) days of notification of contract award and prior to the commencement of work, obtain and maintain insurance coverage as specified herein. Evidence of such insurance shall be provided to the Township.

16.2. All insurance policies shall remain in force for the duration of the contract unless otherwise stated and shall not be cancelled unless the insurer provides the Township with at least thirty (30) days' written notice prior to cancellation.

16.3. Insurance policies must be issued by a company and in a form acceptable to the Township.

16.4. Any and all deductibles shall be the sole responsibility of the Contractor. The Township shall bear no responsibility for any deductibles.

16.5. The Contractor is responsible for insuring its own property and assets. Failure to do so shall not impose any liability on the Township.

16.6. The Contractor shall maintain Commercial General Liability Insurance issued on an occurrence basis for an amount of not less than $5,000,000 per occurrence / $5,000,000 annual aggregate for any negligent acts or omissions by the Contractor relating to its obligations under this agreement. Such insurance shall include, but is not limited to, bodily injury and property damage including loss of use; personal injury; contractual liability; premises, property & operations; non-owned automobile; broad form property damage; broad form completed operations; owners & contractors protective; occurrence property damage; products; employees as Additional Insured; contingent employers liability; tenants legal liability; cross liability and severability of interest clause.

16.6.1. This insurance shall name The Corporation of the Township of North Stormont as Additional Insured and shall include a waiver of subrogation. Coverage shall be primary and non-contributing with any insurance held by the Township.

16.7. The Contractor shall maintain Automobile Liability Insurance with respect to owned or leased vehicles used directly or indirectly in the performance of the services, covering liability for bodily injury, death, and damage to property with a limit of not less than $5,000,000 inclusive for each and every loss.

16.8. The Contractor shall carry and maintain comprehensive insurance coverage for all supplied fuel storage tanks, pumps, and related equipment that remain the property of the Contractor for the duration of the contract. This insurance shall cover loss, theft, damage, or third-party liability associated with the supplied equipment and shall be maintained in accordance with the requirements outlined in sections 21.1 through 21.7. Evidence of such coverage shall be provided to the Township upon request.

17. INDEMNIFICATION

17.1. The Contractor shall defend, indemnify and save harmless The Corporation of the Township of North Stormont, their elected officials, officers, employees, and agents from and against any and all claims, actions, losses, expenses, fines, costs (including legal fees), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury or to damage to or destruction of tangible property including loss of revenue arising out of or allegedly attributable to the negligence, acts, errors, omissions, whether willful or otherwise by bidder, their officers, employees, agents, or others who the bidder is legally responsible.

17.2. This indemnity shall be in addition to and not in lieu of any insurance to be provided by the bidder in accordance with this agreement and shall survive this agreement.

18. WORKERS' COMPENSATION

18.1. The Contractor shall comply with the regulations of the *Workplace Safety & Insurance Board of Ontario* (WSIB).

18.2. The Contractor shall provide a valid WSIB clearance certificate prior to commencing any work under this contract.

SCHEDULE OF ITEMS AND PRICES

RFT-PW-04-2026 Crushed Rock and Stone Dust

COMPANY NAME	
SITE OF ACTIVE QUARRIES	

ITEM		MT	PRICE /MT	COST (no HST)
Supply and Application	2-4” Minus Crushed Rock	5,000		
Supply and Application	5/8” Minus Crushed Rock	25,000		
Supply (Loaded)	2-4” Minus Crushed Rock	5,000		
Supply (Loaded)	5/8” Minus Crushed Rock	5,000		
Supply (Loaded)	Stone Dust	1,000		
Supply and Delivery	Stone Dust	4,500		
			TOTAL	

Note: Quantities are estimates only and may increase or decrease based on the Township’s operational requirements and available annual budget. Any variation in quantities shall not result in a change to the unit prices submitted.

THIS PAGE MUST BE RETURNED WITH YOUR TENDER SUBMISSION

FORM OF TENDER

RFT-PW-04-2026 Crushed Rock and Stone Dust

COMPANY NAME	
CONTACT NAME	
ADDRESS	
TELEPHONE	
EMAIL	

I/We, the undersigned Bidder, have examined RFT-PW-04-2026, including all provisions, specifications, and site requirements, and hereby offer to supply all labour, materials, equipment, and services necessary to complete the work in full compliance with this RFT. I/We accept all terms and conditions outlined therein and agree to perform the work diligently, in accordance with industry best practices, meeting all operational and response requirements specified.

Name	Witness Name
Title	Witness Signature
Signature	Date
Date	

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SCHEDULE "A"

RESPONSES FOR ADMINISTERING IRREGULARITIES CONTAINED IN BIDS

GENERAL		
1	Late bids	Automatic rejection. Returned unopened to bidder
2	Unsealed envelopes	Automatic rejection
INSUFFICIENT FINANCIAL SECURITY (if required)		
3	No bid deposit, uncertified cheque, or financial security not an original (i.e. photocopy)	Automatic rejection
4	The amount of financial security is insufficient	Automatic rejection
5	Name or signature of supplier, or bonding company are missing or incomplete	Automatic rejection
6	Failure to provide a letter of agreement to bond (if required)	Automatic rejection
BID DOCUMENT EXECUTION		
7	Bids completed in erasable medium	Automatic rejection
8	The signature of the representative authorized to bind the supplier is missing or	Automatic rejection
9	Electronic signature of the representative authorized to bind the supplier shown on the admission form	Five (5) working days to obtain the original signature
10	Form of proposal or quotation missing or incomplete	Two (2) working days to correct to the satisfaction of the Treasurer or designate, or the Township reserves the right to waive this and accept the bid. Otherwise, automatic rejection.
11	Form of Tender missing or incomplete	Automatic rejection
12	Signature of witness, if required, missing or incomplete	Two (2) working days to correct to the satisfaction of the Treasurer or

		designate, or the Township reserves the right to waive this and accept the bid. Otherwise, automatic rejection.
13	Date of bid missing or incomplete	Two (2) working days to correct. Otherwise, automatic rejection.
14	Incomplete, illegible or obscure bids or bids which contain information not called for, erasures, overwriting, or strikeouts not initialled.	Two (2) working days to correct to the satisfaction of the Treasurer or designate, or the Township reserves the right to waive this and accept the bid. Otherwise, automatic rejection.
15	Document in which all necessary addenda have not been acknowledged	Two (2) working days to correct to the satisfaction of the Treasurer or designate, or the Township reserves the right to waive this and accept the bid. Otherwise, automatic rejection.
16	Failure to attend mandatory site visit	Automatic rejection
17	Bid received on documents other than those provided in the bid solicitation	Automatic rejection unless allowed for in the bid solicitation
18	Failure to insert the full bidder's business name in the space provided in the bid solicitation form	Automatic rejection unless, in the opinion of the Treasurer or designate, the incomplete nature is trivial
19	Mathematical errors	Two (2) working days to initial the corrections as made by the Township. Unless otherwise stated in the bid, the unit price shall prevail, and the total bid price shall be adjusted accordingly.
20	Qualified bids (bids qualified or restricted by an attached statement)	Automatic rejection
21	Bids containing minor, obvious clerical errors	Two (2) working days to confirm the bid to the satisfaction of the Treasurer or designate
22	Any other irregularities	Upon legal opinion, the Treasurer or designate shall have the authority to waive other irregularities or grant two (2) working days to initial such irregularities considered to be minor.