



The Town of Ingersoll Public Works Dept.

Quotation consisting of removing, repairing and reinstalling the existing 2 ton Jib Crane

QUOTATION 2019

Signed sealed quotations with contents clearly marked on the outside of the envelope with return address will be received by the undersigned up to and including:

11:00 A.M., local time, Tuesday May 14, 2019

Doug Wituik, Manager of Public Works,
Town of Ingersoll,
130 Oxford Street, 2nd Floor,
Ingersoll, Ontario N5C 2V5.

Note: The lowest or any tender will not necessarily be accepted

THE CORPORATION OF THE TOWN OF INGERSOLL

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Doug Wituik
Public Works, Manager
130 Oxford Street
Ingersoll, Ontario
N5C 2V5

We have carefully read and completed the attached quotation consisting of removing, repairing and reinstalling the existing 2 ton Jib Crane at the Public Works building at 80 Pemberton Street in Ingersoll.

Submission date: Tuesday May 14, 2019

FORM OF QUOTATION

Quotation removing, repairing and reinstalling the existing 2 ton Jib Crane

PRICE \$ _____

13% H.S.T. \$ _____

TOTAL QUOTATION (payment 30 days) \$ _____

Date of removing, repairing and reinstalling the existing 2 ton Jib Crane

NAME OF FIRM _____

ADDRESS _____

PHONE NO. _____

EMAIL _____

PERSON SIGNING (print) _____

SIGNATURE _____

POSITION IN FIRM _____

DATE _____

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SCOPE OF WORK

The work under the quotation consists of removing and reinstalling the existing 2 ton Jib Crane at the Public Works building at 80 Pemberton Street in Ingersoll. Work to be included shall be the excavation and pouring of the necessary footings, installing the crane, trolley, and hoist assembly, on a new support structure. The entire unit shall be tested for operation. The completed assembly must provide drawings with an Engineer's stamp as to the rating of the entire unit.

GENERAL SPECIFICATIONS

1. The Crane shall be the manufacturer's standard current production model as shown in his literature and all component units shall be standard or be a standard catalogue listed option unless otherwise specified and agreed.
2. The Crane, including accessory mountings, parts, connectors and adjustments shall be in accordance with all applicable S.A.E., CMAA, HMI, CSA, Standards and Recommended Practices.
3. While the purpose of the specifications is to indicate certain minimum requirements in the way of capacity, strength, construction and other details, their use is not intended to relieve the Town of all responsibility in the selection of equipment which may be considered most suitable for the service involved. In other words, even though proposals are received based on furnishing equipment which may meet the minimum requirements indicated, it is not intended that this alone shall limit the contract award to be recommended but that other factors shall be considered together with any experience the Town may have had with equipment of the same type or manufacture.
4. The specifications included herein describe the type, size, design and construction of equipment which is felt necessary to meet the performance and service requirements of the Town. Bidders desiring to quote on equipment which deviates from the standpoint of capacity, size, construction and performance, both as to individual component parts and the completely assembled units, are requested to submit alternate bids on the equipment which so deviates. Any and all alternate bids which are submitted will be given due consideration.
5. Delivery date could have a direct bearing on the acceptance of the quotation.
6. All quotations must be accompanied by complete specifications and illustrations of the unit quoted on.
7. The Bidder shall apply and pay for all necessary permits and licenses, approvals and consents required for the execution of the work. The Bidder shall give all necessary notices and pay all fees required. The Bidder shall comply with all laws, including Ontario Building Code, Residential Tenancies Act, Municipal by-laws, rules, regulations, policies and procedures as set out by The Town of Ingersoll and requirements relating to the work and to the preservation of public health. The Bidder shall be responsible for the safety of all workers and equipment on the site in accordance with all applicable safety legislation passed by Federal, Provincial and Local Authorities governing construction safety.

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Delivery and Opening of Quotations

Signed sealed quotations with contents clearly marked on the outside of the envelope with return address will be received by the undersigned up to and including:

11:00 am Tuesday May 14, 2019

Doug Wituik, Public Works Manager,
Town of Ingersoll,
130 Oxford Street,
Ingersoll, Ontario

Blank Form of Quotation

All Quotes must be upon the blank Form annexed hereto and shall give the price for work proposed and shall include the proper completion of all Schedules and Statements, and shall be signed with a business address.

Execute Contract

The party to whom this Contract is awarded will be required to enter into a formal Contract with the Town of Ingersoll.

The party to whom the Contract is awarded will execute the Contract within ten (10) days not including Sunday or a legal holiday, from the date of delivery of the notice from the Town to the person Quoting, according to the address given by him that the Contract is ready for signature.

Mandatory Site Visit

There is a **Mandatory Site Visit at the** Public Works building at 80 Pemberton Street in Ingersoll, **Tuesday, April 23, 2019 at 10:00 a.m.** Proponents not in attendance at the site visit will be disqualified from the selection process.

Omissions and Discrepancies

Should a person quoting find discrepancies in or omissions from, the Specifications or in doubt as to their meaning, he should notify the Manager who may send a written instruction to all persons quoting.

Ability and Experience

It is not the purpose of the Owner to award this Contract to any person who does not furnish the satisfactory evidence that he has ability and experience in this class of work and that he has sufficient capital and plant to enable him to prosecute and complete the same successfully.

Acceptance or Rejection of Tenders

The Owner reserves the right to reject any or all Quotes or to accept any Quote should it be deemed in the interest of the owner to do so. **THE CONTRACTOR SHOULD NOTE THAT THE TOWN RESERVES THE RIGHT TO DELETE ANY OR ALL PORTION(S) OF THE CONTRACT.**

Informal Bids

Quotations which are incomplete, conditional or obscure, or which contain additions not called for, erasures, alterations or irregularities of any kind, may be rejected by the Owner.

GENERAL CONDITIONS

Health & Safety Clause

The Contractor will be responsible for and have control or charge of all health and safety precautions and programs required for work in accordance with the applicable construction safety legislation, occupational health and safety legislation, and other regulations or general construction practices. The Contractor will also be responsible for health & safety acts or omissions of the Sub-Contractors or their agents, employees or other persons performing any other work, contracted out by the Town of Ingersoll.

THE CORPORATION OF THE TOWN OF INGERSOLL

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QUOTATION 2019

Workplace Safety and Insurance Act

The Successful Proponent shall furnish a WSIB Clearance Certificate indicating their WSIB firm number, account number and that their account is in good standing as part of an executed Professional Service Agreement. The Successful Proponent agrees to maintain their WSIB account in good standing throughout the agreement period.

If the Proponent does not pay WSIB premium and is recognized by WSIB as an "independent operator" a letter from WSIB acknowledging independent contractor status and confirming that WSIB coverage is not required must be provided to the Corporation at time of execution of the agreement.

1. Indemnification

The Successful Proponent shall indemnify and hold harmless the Corporation, its officers and employees from and against any and all liabilities, claims, demands, loss, cost, expenses, damages, actions, suits or other proceedings by whomsoever made, directly or indirectly arising out of the project attributable to bodily injury, sickness, disease or death or to damage to or destruction of tangible property caused by any acts or omissions of the Proponent, its officers, agents, employees or other persons for whom the Proponent is legally responsible.

2. Liability Insurance

The Contractor shall procure and maintain All Risk and Liability Insurance in accordance with the General Conditions and shall file with the Corporation, together with the Agreement executed by him, a Cover Note of such All Risk Insurance and a Certificate of Liability Insurance. The Contractor shall file with the Corporation prior to commencing work, the original policy of such All Risk Insurance or a Certificate

- (a) The All Risk Insurance shall be maintained until the works have been completed and accepted by the Town and a Certificate of Completion has been issued.
- (b) The Liability Insurance shall:
 - (i) Include the Town of Ingersoll only with respect to liability arising of our work performed by the Contractor.
 - (ii) Have a limit of liability of not less than \$5,000,000 inclusive for any one occurrence.
 - (iii) Be Comprehensive Liability Insurance covering all operations and liabilities assumed under the Contract with the Town.
 - (iv) Include insurance against liability for bodily injury and property damage caused by vehicles owned by the Contractor and used on the work, and in addition, shall include insurance against liability for bodily injury and property damage caused by vehicles not owned by the Contractor, and used on the work. Each such insurance shall have a limit of liability of not less than \$5,000,000.00 inclusive for any one occurrence. A "vehicle" shall be as defined in the Highway Traffic Act.
 - (vi) Be endorsed to provide that the policy will not be altered, cancelled or allowed to lapse, without 30 days prior written notice to the Town.

Owner

Where herein reference is made to "Owner", Corporation, or "Town", it shall be taken to mean the Corporation of the Town of Ingersoll.

Occupational Health and Safety Act

The Proponent's attention is drawn to the regulations issued by the Ministry of Labour for the Province of Ontario under the Occupational Health and Safety Act. The Proponent acknowledges that they will comply with the Act, and all applicable regulations related to the contracted work. For construction related agreements, the Proponent agrees to assume the role of the Constructor under said Act as it relates to the completion of this agreement.

Freedom of Information

The Corporation is subject to the *Municipal Freedom of Information and Protection of Privacy Act*, as amended ("MFIPPA") with respect to, and protection of, information under its custody and control. Accordingly, all documents provided to the Corporation by the Proponent pursuant

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to this document may be available to the public unless the party submitting the information requests that it be treated as confidential.

Accessibility for Ontarian's with Disability Act, 2005

The successful vendor shall comply with the provisions of the *Accessibility for Ontarians with Disabilities Act*, AODA 2005 and regulations thereto, in effect during the term of this Contract, in respect of all goods or services provided by the successful vendor on behalf of the Town. This shall include, but is not limited to, training relating to and ensuring compliance with the policies, practices and procedures of the Town respecting the provision of goods and services to person with disabilities, as may be in effect from time to time during the term of the contract.

W.H.M.I.S. Requirements

Prior to implementation, the vendor must supply a detailed list of all controlled/hazardous products to be used during the custodial services contract including Safety Data/Material Safety Data Sheets, to be approved by the Town of Ingersoll.

Mechanical Lifts and Working at Heights Training

All mechanical lifts and similar, shall be supplied by the Contractor for proper and safe execution of the works and shall be to the satisfaction of the Public Works Manager, and shall comply with all relevant scaffold and lifts codes. Contractor and staff must have Working at Heights training and lift device training.