



BRIDGE INSPECTIONS
REQUEST FOR PROPOSAL

Request For Proposal Number: 2024-002

Sealed Quotes will be received by: Township of Joly
871 Forest Lake Road
PO Box 519
Sundridge, ON P0A 1Z0

Quote Closing Date and Time: Thursday May 9th, 2024 at 4:00 pm

Quote Opening Date and Time: Thursday, May 9th, 2024 at 4:01 pm

Quote Awarded: Monday, May 13th, 2024 at 4:00 pm

Quote for: Engineering services with respect to inspection of the Township of Joly's existing bridges and structures. There are a total of 6 bridges and structures involved (map included).

Bidder's Name: _____

BRIDGE INSPECTION RFP

The Township of Joly is requesting quotes for Engineering services with respect to inspections of the Township's existing bridges and structures. There are a total of six (6) bridges and structures involved (map enclosed).

The project to be completed before September 13th, 2024.

The work to be completed in general terms is as follows:

FIELD WORK AND BRIDGE/STRUCTURE INSPECTION

Obtain existing data and evaluation reports. This information can be acquired from the Municipal office located at the address shown on the cover page of this document. Where existing data is not available the Consultant shall be responsible for photographing, measuring and documenting bridge and structure components sufficiently to update and complete the inspection.

For all structures, the Consultant shall identify, measure, photograph and document all bridge and structure components and site conditions sufficiently to complete the Municipal Structure Inspection Form in accordance with the OSIM.

Inspect and document the existing condition of the bridges and structures:

- a. Use forms in accordance with the OSIM to collect and record data.
- b. Where the consultant determines that a detailed material condition survey is required, they shall notify the Municipality prior to proceeding and shall obtain approval to proceed.
- c. Where the Consultant has determined that an element of a bridge or structure requires monitoring, they shall establish a simple survey control before leaving the bridge site.
- d. Underwater investigations are not required.
- e. List any specialty equipment being used, if required, for the field inspections.
- f. Consultant shall comply with all local and provincial traffic safety laws during all bridge inspections and evaluations.

RECOMMENDATIONS

The Consultant shall provide recommendations that:

- a. Improve traffic safety.
- b. Improve load capacity of the structure.

All recommendations are to be reasonable for each bridge or structure site and recommendations that can be implemented.

ESTIMATES

- a. Prepare detailed cost estimates for all recommendations on an Excel spreadsheet.
- b. Estimate remaining structure useful life without repairs.

Bidder Initial _____

BRIDGE/STRUCTURE REPORTS

- a. All data collected and OSIM reports shall be presented in both hard-printed copy and electronic format (PDF). The hard-printed copy and digital format shall consist of all applicable photos, drawings, inspection forms, and calculations associated with each bridge or structure.
- b. All photographs shall be high resolution digital photographs. Photographs shall include both approaches; view downstream and upstream; elevation view from upstream and downstream sides (if possible), underside of bridges showing stringers, abutments, intermediate piers, wing walls, etc. All photographs must be included in the electronic format of the reports.
- c. The beginning of the report shall contain a table of contents.
- d. Provide two (2) hard-printed copies and two (2) electronic format (PDF).
- e. Final report to be submitted no later than October 11th, 2024.
- f. All data, photographs, reports and information shall become the property of The Corporation of the Township of Joly and may be used at the discretion of the Municipality.

BRIDGE/STRUCTURE LISTING

#	Name	Location
1	Kents Mill Road Bridge	Con 2, Lot 1 45.723498, -79.309052
2	Gibbons Road/Hill 14 Bridge	Con 4, Lot 4 – 2.2 km east of Pevensey Road 45.744760, -79.303306
3	Strong/Joly Boundary Road Bridge – South	Con 14, Lot 1 – 0.2 km north of Airport Road 45.818683, -79.362139
4	Strong/Joly Boundary Road Bridge – North	Con 14, Lot 1 – 0.9 km north of Airport Road 45.824315, -79.365531
5	Brennan’s Road Bridge	Con 14, Lot 6 45.830314, -79.338893
6	Sand Hill Road Structure	Con 14, Lot 3 – 1.1 km west of Brennan’s Road 45.827552, -79.352690

NOTE: Bridge and structure locations are identified on the attached map using the # from the above table.

Bidder Initial _____

REQUEST FOR PROPOSAL PROCEDURES

1. All inquiries concerning the quote, prior to the quote closing, shall be directed to Pat Stickland, Working Roads Foreman at 705-495-9486.
2. Notification of Acceptance of Quote will be by telephone and written form of notice, to the address of the Consultant used on the bid forms. The Date of Acceptance shall be deemed to be the date of receipt of the Acceptance Notice by the Consultant.
3. A quote may be voided by superseding it with a later quote or letter of withdrawal, prior to the closing date and time.

REQUEST FOR PROPOSAL REQUIREMENTS

1. The successful bidder shall deliver a certified copy of the Firm's Public Liability and Property Damage Insurance Policy for the work, within ten (10) calendar days of receiving the Acceptance Notice, or prior to commencement of work. Coverage shall be at least \$5,000,000 per incident in the name of the municipality. Failure to provide such proof shall result in cancellation of the Contract.
2. The successful bidder shall also deliver proof of Workplace Safety and Insurance Board coverage, within ten (10) calendar days of receiving the Acceptance Notice, or prior to commencement of work.
3. The Consultant shall comply with the requirements of the Occupational Health and Safety Act and all Workers Safety Insurance Board's laws, policies or otherwise while undertaking any of the work described in these documents.
4. The Consultant shall comply with all Provincial Statutes, Regulation and Environmental Legislation, laws, policies or otherwise while undertaking any of the work described in these documents.
5. The Consultant is responsible to obtain any permits and/or approvals required by Federal or Provincial Legislation, necessary to complete the work described in these documents.
6. All work associated with this project shall be conducted according to the Ontario Traffic Manual, Book 7.

I have read and agree with the contents

Signature of Bidder

Force Majeure Clause

The Contractor shall not be held liable or penalized under the terms of this Contract for failure to perform the Contract which is occasioned by war, an act of terrorism, strike, pandemic, epidemic, public health emergency, act of God, natural disaster, Order by a lawful governmental authority or any other casualty beyond the reasonable control of the Contractor (force majeure). If the force majeure event causes the delay and performance of the Contract or a non-performance of the Contract, then the Contractor shall give notice in writing of its intent to rely upon this provision. The Contractor, upon giving written notice, shall secure the worksite utilizing best construction practices, in consultation with the Owner. Thereafter, the Contractor shall submit to the Owner, in writing, costs incurred or anticipated to be incurred by the Contractor on a weekly or bi-weekly basis as a consequence of the delay occasioned by the force majeure event and the owner shall pay the costs of the Contractor for the period that the Contractor cannot perform the Contract as a consequence of the force majeure event. The Contractor shall, at the request of the Owner, provided documentary proof of the expenses incurred. The Owner shall further extend the time for the performance of the Contract for a period that is equivalent to the time period of the force majeure event or longer as may be agreed upon between the Contractor and the Owner. The Owner shall pay the costs occasioned by the Contractor during this time of the non-performance on a weekly or bi-weekly basis as may be agreed upon between the Contractor and Owner. If a force majeure event results in a delay or non-performance of the Contract for a period of six (6) months or longer, then either party shall have the right to give written notice to terminate this Contract with immediate effect without liability toward the other party provided that the Owner shall pay the Contractor all amounts due under the Contract, to the date of such termination.

Bidder Initial _____

BASIS OF REJECTION OF RFP

Quotes not conforming to the following requirements will be disqualified:

1. Quote must be legible, in ink, by typewriter, or by printer.
2. Quote must be in possession of the municipality by the closing date and time.
3. Quote must be on the form provided.
4. Quote must be signed and sealed by an authorized official of the bidding organization. A joint quote must be signed and sealed by each company.
5. Quote must not be restricted or modified in any way.

It is agreed that, upon acceptance in writing by the municipality, this quote form becomes the “agreement for the performance of the work” between the Contractor and the municipality.

This offer shall be irrevocable for a period of thirty (30) calendar days following the date of the quote opening.

I/We (the Contractor) promise to complete the work before September 13th, 2024.

BASIS OF PAYMENT

Payment at the Contract price shall be compensation in full for completing the work specified in the quote item and for the supply of all labour, equipment and materials, except as otherwise provided in the quote, necessary to complete the work to the satisfaction of the municipality.

PAYMENT, HOLDBACK AND COMPLETION

Payments will be made in full, after the completion of the contract to the satisfaction of the municipality.

PERFORMANCE EVALUATION

Failure to execute the contract in a competent manner shall result in the bidder's disqualification from bidding on the municipality's contracts for a period of two (2) years.

I have read and agree with the contents

Signature of the Bidder

REQUEST FOR PROPOSAL

The Township of Joly is requesting quotes for Engineering services with respect to inspections of the Township's existing bridges and structures. There are a total of 6 bridges and structures involved (map enclosed).

Total Quote Price	\$ _____	
HST	\$ _____	HST# _____
Grand Total Price	\$ _____	

List specialty equipment to be used:

INCLUDES ALL COSTS WHICH MAY BE INCURRED UNTIL COMPLETION OF QUOTE

I/We (the Contractors) promise to perform the work before September 13th, 2024.

Name of the Individual or Firm _____
(hereafter referred to as the "Contractor")

Address _____

Email Address _____

Signature of Person Signing for Firm _____

Date _____










Office Person Signing for Firm _____

Witness or Firm Seal _____

Phone Number _____ Fax Number _____

**TOWNSHIP OF JOLY
OFFICIAL PLAN
SCHEDULE 'C'
ENVIRONMENTAL AND NATURAL
FEATURES**

LEGEND

-  STRATUM 1 WINTER DEER HABITAT
-  STRATUM 2 WINTER DEER HABITAT
-  ENHANCED MANAGEMENT AREA - E66W
-  CONSERVATION RESERVE
-  HISTORIC MILL SITE
-  SCENIC LOOKOUT
-  WETLANDS
-  CROWN LAND
-  MUNICIPAL BOUNDARY



CURRENT TO
ROBERT J. MILLER
PROFESSIONAL LAND USE PLANNER
MARCH 20, 2018

