

**WOL013-2023**

**Annual Street Maintenance**  
**(Concrete)**

August 2023



A cultivated experience for the mind, body, and soil

Closing: Thursday, September 14, 2023 at 14:00

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## **Part 1 – Information to Tenderer**

The Town of Wolfville (“Town” or “Owner”) invites tenders for the supply and placement of exterior grade concrete (and related work) within the Town during the 2023/24 fiscal year. The scope includes concrete curb & gutter, sidewalks, and associated reinstatements as shown in the Tender Form.

## **Part 2 – Tender Submission**

### **2.1 Tender Closing and Delivery**

- i. Tenders will be received up to 2:00 p.m., local time, Thursday, September 14, 2023.
- ii. Tender submissions shall be emailed as a single PDF document to [kouterleys@wolfville.ca](mailto:kouterleys@wolfville.ca). **This shall be the only accepted method of tender submission.** The contract name and number must be included in the email subject line. The completed tender form must be accompanied by scanned copies of all required documentation indicated in the tender. The Town will require the original tender documents of the selected bidder to be delivered after award.
- iii. Late tenders shall be unopened.
- iv. All tenders shall be and remain valid for acceptance for 60 days after Tender Closing, unless withdrawn prior to the designated closing time.
- v. Tenders will be opened the day of tender closing. Opening will not be public. An abstract of tender submissions and results will be available within ten (10) business days following the closing date by request to [kouterleys@wolfville.ca](mailto:kouterleys@wolfville.ca).
- vi. Provide Tender Security in amount of 10% of the Total Amount Payable with Tender in the form of a Certified Cheque or Money Order payable to the Owner, or a Bid Bond on CCDC Form 220.
- vii. The Contractor shall, prior to commencement of the Work, provide the Owner a Performance Bond and a Labour and Material Payment Bond, each in the amount of 50% of the Estimated Contract Price, or alternatively, provide an Irrevocable Letter of Credit in the amount of 20% of the Estimated Contract price. Include the cost of providing security in Contract Price. Should it become apparent that the final cost of the project will exceed the Estimate Contract Price by more than 10%, the Contractor shall arrange to have the security reissued, based on the projected final cost.
- viii. The Contractor shall, prior to commencement of the Work, provide the Owner with proof of insurance according to the requirements of Section 00 72 45 – General Conditions, Subsection GC 11.1 INSURANCE and Section 00 73 00 – Supplementary General Conditions, Subsection 11. – GC 11.1 INSURANCE, of the Standard Specification for Municipal Services.
- ix. Submission must include completed Contractor Health & Safety Checklist, and successful bidder must adhere to all elements in the Town of Wolfville Contractor Health & Safety Requirements (see Appendix A).
- x. Submit within 72 hours, if requested by the Town, a copy of Tenderer’s current and valid Certificate of Registration issued by a Worker’s Compensation Board approved audit company.
- xi. Submit within 72 hours, if requested by the Town, a copy of Tenderer’s current valid clearance letter, issued by the Worker’s Compensation Board of Nova Scotia.

## 2.2 Clarification and Addenda

- i. All questions concerning this Tender shall be directed (not later than 3 working days before Tender Closing) to the Engineer: Alexander de Sousa, P.Eng.; Director of Engineering & Public Works; [adesousa@wofville.ca](mailto:adesousa@wofville.ca). Any attempt by the Proponent or any of its employees, agents, contractors, or representatives to contact members of Town Council or Town staff not identified in this clause may lead to disqualification.
- ii. Notify Engineer not later than 3 working days before Tender Closing of omissions, errors or ambiguities found in Contract Documents. If Engineer considers that correction, explanation, or interpretation is necessary; a written addendum will be issued.
- iii. All addenda will form part of the Contract Documents.
- iv. Any changes to this tender shall be stated in writing by Addenda. Verbal statements made by Town staff or their representatives shall not be binding.
- v. Confirm in Tender Form that all addenda have been received.

## 2.3 Tender Form

- i. Part 1 – Information to Tenderers through Part 5 – Specifications inclusive form part of the Tender.
- ii. Tenderers shall complete Part 4 – Tender Form provided in ink.
- iii. Tenderers shall fill in all blanks and have corrections initialled by person signing Tender.

## 2.4 Tender price

- i. Price shall be in Canadian dollars and include labour, freight, duty and all applicable taxes, rates, and charges in force at the time of award for the Work outlined in Part 5 - Specifications.
- ii. The successful Tenderer will be issued a Purchase Order following the Town's decision to proceed with the project. The purchase order will define the terms and conditions of payment by the Town.

## 2.5 Notices

- i. By submitting a Tender the bidder agrees to public disclosure of its contents subject to the provisions of the Municipal Government Act relating to Freedom of Information and Protection of Privacy. Anything submitted in the Bid the bidder considers "personal information" or "confidential information" of a proprietary nature should be marked confidential and will be subject to appropriate consideration under the Municipal Government Act as noted above.
- ii. The Town reserves the right to hold payment per the Builders' Lien Act.

## 2.6 Amendment or Withdrawal of Tender

- i. Tenders may only be amended or withdrawn by using the same method as tender submission prior to the time of Tender Closing. Fax amendments or withdrawals shall **not** be accepted.
- ii. Amendment of individual unit prices is the only acceptable price amendment. Amendments shall not disclose either original or revised total price.
- iii. Head amendment or withdrawal as follows:

“(Amendment)/(Withdrawal) of Tender for Street Maintenance (Concrete) 2023/24, Contract No. WOL013-2023.” Sign as required for Tender, and submit to email address given for receipt of Tenders prior to time of Tender Closing. All submissions must be received prior to Tender Closing.

### **Part 3 – Tender Evaluation and Acceptance**

#### **3.1 Rejection of Tenders**

- i. The Owner reserves the right to accept or reject any or all tenders and to award the contract to whomever the Owner deems appropriate, and the Owner may award a portion or all of the work to one or more contractors. The Owner will not be responsible for any costs incurred by any tenderer in preparing its tender.
- ii. The Owner specifically reserves the right to reject all tenders if none is considered to be satisfactory and, in that event, at its option, to call for additional tenders. The project award is subject to the approved budget, and may be subject to regulatory approval from external agencies. Without limiting the generality of any other provision hereof, the Owner reserves the right to reject any tender:
  - a. that contains any irregularity, formality or informality, or is considered in the opinion of the Owner to be unbalanced;
  - b. that is not accompanied by the security documents required;
  - c. that does not contain acknowledgment of all addenda (if applicable);
  - d. that is not properly signed by or on behalf of the tenderer;
  - e. that contains an alteration in the quoted price that is not initialed by or on behalf of the tenderer;
  - f. that is incomplete or ambiguous; or
  - g. that does not strictly comply with the requirements contained in these instructions.

Notwithstanding the foregoing, the Owner shall be entitled, in its sole discretion, to waive any irregularity, formality, informality, or nonconformance with these instructions in any tender received by the Owner.

- iii. The Owner also reserves the right to reject any or all tenders based on the tenderer’s lack of proven experience, performance on similar projects, or the suitability of proceeding with the execution of the work.
- iv. The Owner reserves the right to suspend or cancel the tendering process and reject all tenders at any time and for any reason prior to the award of a contract without incurring any liability to affected tenderers. The Owner has the right at any time prior to the award of a contract to decide not to award a contract for any reason, and may decide not to proceed with the work, issue a new call for tenders, or seek to have the work or any part of it completed through another means.
- v. No term or condition shall be implied based upon any industry or trade practice or custom, any practice or policy of the Owner, or otherwise, which is inconsistent with the provisions contained herein.

**Part 4 – Tender Form**

1. SALUTATION:

- .1 To: Town of Wolfville (the “Town”)  
359 Main Street  
Wolfville, Nova Scotia B4P 1A1
- .2 For: Street Maintenance (Concrete) 2023/24  
Contract No. WOL013-2023
- .3 From: \_\_\_\_\_ (the “Tenderer”)  
\_\_\_\_\_  
\_\_\_\_\_

2. TENDERER DECLARES:

- .1 That this tender was made without collusion or fraud.
- .2 That the proposed work was carefully examined.
- .3 That the Tenderer is familiar with local conditions, including labour conditions.
- .4 That Part 1 – Information to Tenderers through Part 5 – Specifications inclusive and Addenda No. \_\_\_ to \_\_\_ inclusive were carefully examined.
- .5 That all the above were taken into consideration in preparation of this Tender.

3. TENDERER AGREES:

- .1 To complete the Work as described and specified herein for the price stated in Subsection 4 hereunder, Schedule of Quantities.
- .2 That the estimated Contract Price shall be the sum of the products of the tendered unit prices times the estimated quantities in Subsection 4 hereunder.
- .3 The tenderer shall submit a detailed breakdown of lump sum tender prices within 24 hours, if requested.
- .4 That this Tender is valid for acceptance for 60 days from the time of Tender Closing.
- .5 That measurement and payment for items listed in Subsection 4 hereunder shall be in accordance with corresponding items in Part 5 – Specifications.
- .6 Part 1 – Information to Tenderers through Part 5 – Specifications inclusive form part of the Tender.

4. SCHEDULE OF QUANTITIES

.1 Street Maintenance (Concrete) 2023/24

Item	Description	UOM	Est. Qty	Unit Price	Total Price
1	Concrete Curb and Gutter	m	40		
2	100mm-thick Concrete Sidewalk	m <sup>2</sup>	465		
3	150mm-thick Concrete Sidewalk	m <sup>2</sup>	191		
4	Tactile Walking Surface Indicator Plates	EA	18		
5	Driveway Reinstatement	m <sup>2</sup>	25		
6	Removal and Disposal of Existing Sidewalk, Curb, and Base <i>(PROVISIONAL)</i>	m <sup>2</sup>	636		
7	Adjust and Reset Existing Manhole Frame or Catch Basin Frame and Grate <i>(PROVISIONAL)</i>	EA	4		
<b>Subtotal (no HST)</b>					
<i>HST (15%)</i>					
<b>Total Estimated Price</b>					
<b>Tenderer's HST Registration Number:</b>					

5. COMPLETION TIME

- .1 Tenderer agrees to coordinate individual concrete projects within this contract with the Town's Engineering and Public Works Department, with the intention of completing projects in a manner that is timely and efficient for both parties, with all the Work being completed **no later than November 30, 2023**.
- .2 Tenderer agrees to complete concrete work at individual locations **no later than one (1) week after removals are completed**.

6. SIGNATURES\*:

DATED THIS \_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Name of Firm Tendering

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Signing Officer

\_\_\_\_\_  
Name and Title (Printed)

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Signing Officer

\_\_\_\_\_  
Name and Title (Printed)

\_\_\_\_\_  
Company Address

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
Fax No.

**\*NOTE:** Tenders submitted by or on behalf of any Corporation must be signed in the name of such Corporation by a duly authorized officer or agent.

**Part 5 – Specifications**

Following award of the tender, the successful contractor will perform an inspection of proposed curb and sidewalk locations with the Engineer (or designate) to confirm locations and priorities, and discuss appropriate remediation methods and possible challenges. Work extents to be determined in the field and marked for the successful bidder’s work crews to proceed. Tender quantities were determined based on the following locations (subject to change):

**2023 Concrete Curbs**

Location	Notes	Approximate Length (m)
43 Main Street		3.3
40 Parkview Ave		9.0
94 Skyway Drive	<i>Replace two damaged sections</i>	2.0
28 Woodland Drive	<i>Mountable curb</i>	6.8
Kent & Riga Intersection (NE)	<i>For new pedestrian ramp</i>	6.0
Kent & Skyway Intersection (NE)	<i>Match radius, new pedestrian ramp</i>	12.0
<b>Total</b>		<b>39.1</b>

**2023 Concrete Sidewalks**

Location	Notes	Approximate Area (m <sup>2</sup> )
Kent Ave (Queen to Riga)	<i>Sidewalks and DW ramps</i>	580
Kent & Riga Intersection (NE)	<i>New pedestrian ramp, TWSI plates</i>	<i>Incl. above</i>
Kent & Skyway Intersection (NE)	<i>New pedestrian ramp, TWSI plates</i>	16
Carriageway Court (field marked)	<i>Sidewalks and ramp replacements</i>	60
<b>Total</b>		<b>656</b>

MEASUREMENT AND PAYMENT

- Payment for all items shall be full compensation for all labor, equipment, and materials to complete the work.
- Unit rates to include all required costs for traffic control per the current version of the Nova Scotia Temporary Workplace Traffic Control Manual, when required.
- It will be the responsibility of the Contractor to perform fine grading and final adjustments to gravels and curb stops prior to concrete, when applicable (unless otherwise specified).
- Should an existing curb stop or frame/grate require replacement, the Town will supply the replacement at no cost to the Contractor. The Contractor shall pick up replacements at the Town’s Public Works yard when required.



**1. Concrete Curb and Gutter**

Unit of measure: *m*

This item includes placement and compaction of 150mm Type 1 granular base to new subgrade lines (extending 150mm behind curb and as required in front of curb to accommodate asphalt reinstatement), forming and placing concrete curb, dowels/reinforcement as required, heating/hoarding and other cold weather incidentals (when required), curing, and sawcutting control joints. This item also includes asphalt reinstatement in accordance with Provincial Standard Specifications with a minimum of 75mm Type C asphalt to match existing.

**2. 100mm-thick Concrete Sidewalk**

Unit of measure: *m<sup>2</sup>*

This item includes placement and compaction of 100mm Type 1 granular base to new subgrade lines (extending 150mm beyond each side of the new concrete), fine grading and final compaction of base gravels, forming, and placing new concrete sidewalk, including dowels/reinforcement, heating/hoarding and other cold weather incidentals (when required), curing, and sawcutting control joints. Item applies to all sidewalks and concrete ramps *except* at driveways.

**3. 150mm-thick Concrete Sidewalk**

Unit of measure: *m<sup>2</sup>*

This item includes placement and compaction of 150mm Type 1 granular base to new subgrade lines (extending 150mm beyond each side of the new concrete), fine grading and final compaction of base gravels, forming, and placing new concrete sidewalk and driveway ramps, including dowels/reinforcement, heating/hoarding and other cold weather incidentals (when required), curing, and sawcutting control joints. Item applies to all sidewalks and concrete ramps at driveways.

**4. Tactile Walking Surface Indicator Plates**

Unit of measure: *EA*

This item includes the supply and installation of Tactile Walking Surface Indicator (TWSI) plates at crosswalk locations within the work area. Radius crosswalks at Kent/Queen (SE), Kent/Riga (NE), and Kent/Skyway (NE), with a single new pedestrian ramp at Kent/Riga for a future crosswalk west across Kent to the future Hillcrest subdivision extension. Refer to HRM 131 for standard placement details, unless otherwise specified by Engineer.

**5. Driveway Reinstatement**

Unit of measure: *m<sup>2</sup>*

This item includes supply, placement, and compaction of 150mm of Type 1 Gravel and 75mm of Type C asphalt for asphalt driveways. All driveways to be reinstated at minimum to extents required in grade-adjusted areas. For brick/paver/stone walkways, include supply, placement and compaction of 150mm of Type 1 Gravel, bedding sand and jointing material, placement of bricks/pavers/stones as required re-using and/or matching original material and installation pattern. Should exact material match not be readily available, alternative reinstatement material shall be approved by property owner prior to placement.

**6. Removal and Disposal of Existing Sidewalk, Curb, and Base**

Unit of measure:  $m^2$

This **PROVISIONAL** item includes removal and disposal of asphalt and/or concrete in target areas as required to facilitate work, excavation, embankment, and disposal of excess material. Also includes saw cutting at limits to be removed, and milling as required for step joint where new asphalt is to meet existing.

**7. Adjust and Reset Existing Manhole Frame, Catch Basin Frame and Grate**

Unit of measure: *EA*

This **PROVISIONAL** item includes adjusting existing manhole frames and catch basin frames and grates to suit finished pavement grades. Use precast concrete rings or modify masonry as required to adjust the grade at the manhole and catch basin frames.