

**THE TOWNSHIP OF TARBUTT**  
**Request for Proposal**  
**Landfill Office Remediation**

**1. INTRODUCTION**

The Township of Tarbutt invites proposals from regulated remediation specialists for the investigation and remediation of drainage, waterproofing and stabilization of the north wall of the landfill office at the Johnson-Tarbutt landfill site located at 3860 Government Road, Desbarats, Ontario. A site visit prior to submission of your proposal is required.

**2. SCOPE OF WORK**

Rainwater is entering the landfill office under the north facing wall, especially during and after heavy rainfall. The purpose and intent of the RFP is for contractors to provide a detailed explanation of their recommended course of action to prevent rainwater from leaking and seeping into the building, the materials, specifications, warranty, timeline, and the cost to provide a permanent solution.

Contractors are responsible to clean up and dispose of all materials.

All work must occur when the site is closed to the public so as not to interfere with landfill operations (site open Wednesdays or Saturdays).

**3.0 GENERAL**

- 3.1 A site inspection must be conducted prior to submitting proposal.
- 3.2 All information provided by a proponent in response to this RFP must contain sufficient detail to support the work being proposed.
- 3.3 The detail and clarity of the proponent's submission will be considered indicative of their expertise and competence to satisfactorily complete the proposed project.
- 3.4 Page 3, bid form, must be provided as part of your response along with a detailed outline of the proposed work.
- 3.5 The successful bidder shall supply all permits, labour, materials and equipment necessary to complete the work in a satisfactory, professional and timely manner.
- 3.6 The work is to be completed using the most efficient methods available. Anticipated start and completion dates are to be included in your submission.
- 3.7 The municipality reserves the right to request proponents to clarify information provided or to address specific requirements not adequately covered in their submission.

- 3.8 The lowest, or any bid, may not necessarily be accepted. The municipality reserves the right to accept or reject any or all proposals if the detail provided is insufficient.
- 3.9 The successful bidder is to provide proof of WSIB and valid liability insurance naming the Township as third party insured before work begins.
- 3.10 All material and work shall be of the highest grade. Any improper or faulty material or workmanship entering into the project shall be removed and repaired or replaced by the contractor immediately upon discovery or notice by the owner.
- 3.11 All work and materials shall come with a minimum one (1) year warranty.

#### **4.0 COMPLETION DATE**

Work must be completed no later than Friday, October 29, 2021.

#### **5.0 CLOSING DATE AND TIMING**

- 5.1 Proposals are requested no later than Monday, September 20, 2021 at 12:00 noon, by e-mail to [clerk@tarbutt.ca](mailto:clerk@tarbutt.ca) or by fax at 705-782-4274. Envelopes may be left in the drop box at 27 Barr Road S. if the office is closed.
- 5.2 Hard copy submissions to be clearly marked as "Landfill Request for Proposal", sealed, and addressed to:

Carol Trainor, Clerk  
The Township of Tarbutt  
27 Barr Road S.,  
Desbarats, Ontario P0R 1E0

- 5.3 Price(s) to remain FIRM for the contract period and must be open to acceptance by the municipality for a period of 30 days after the closing date.
- 5.4 Any questions regarding this Request for Proposal shall be directed to The Township of Tarbutt Office. Telephone 705-782-6776, or by e-mail at [clerk@tarbutt.ca](mailto:clerk@tarbutt.ca) or [admin@tarbutt.ca](mailto:admin@tarbutt.ca)

#### **6. MATERIALS**

- 6.1 Bidders are asked to provide a detailed description of the materials to be used.

**THE TOWNSHIP OF TARBUTT  
LANDFILL REQUEST FOR PROPOSAL**

**THIS PAGE MUST BE SUBMITTED WITH YOUR PROPOSAL.**

Site Inspection conducted on \_\_\_\_\_ (date)

Start date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

**Warranty:** materials and supplies \_\_\_\_\_ Labour: \_\_\_\_\_

Materials:           \$ \_\_\_\_\_

Labour:               \$ \_\_\_\_\_

Other:                \$ \_\_\_\_\_

Total Quotation:   \$ \_\_\_\_\_ plus applicable taxes of \$ \_\_\_\_\_

Please attach a work order which outlines detailed specifications of the work proposed to remediate the leakage.

I, \_\_\_\_\_, do solemnly attest that I have the authority to bind the corporation and submit that I will be responsible for any and all assertions made herein.

The name, email and phone number of the proponent firm and its principal contact person:

NAME OF FIRM: \_\_\_\_\_

PRINCIPAL CONTACT: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

Phone # \_\_\_\_\_ Cell/alternate # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_