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**Tender for Construction, Supply  
and Installation of a Docking  
System for the Water Street Boat  
Launch in Lakefield**

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## **Table of Contents**

<b><u>Section</u></b>	<b><u>Description</u></b>	<b><u>Page</u></b>
1.0	General Background	3
2.0	Statement of Qualifications	3
3.0	Respondents Proposal	3
4.0	Schedule of Events	4
5.0	Pre-Submissions and Other Information	5
Schedule A	Qualifications and Price and Declaration	6-7
Schedule B	Specifications for the Construction, Supply, and Installation of a Docking System for the Water Street Boat Launch in Lakefield	8-10
Schedule C	Images, Dimensions and Component Pricing	11



## 1.0 General Background

The Township of Selwyn (hereafter referred to as the "Township") is issuing a Tender for qualified Firms for the complete construction, supply and installation services for the docking system at the Water Street Boat Launch (43 Water Street) in Lakefield, as per the specifications attached hereto as Schedule "B".

It is understood that the information in the Tender shall be the general basis for the selection of the Firm. The evaluation of Section 5.0 shall consider the ability of each Firm to perform in the service area, their experience and references, service delivery time, and the quoted price.

The Township reserves the right to reject any or all Proposals or to accept any Proposal should it be deemed to be in its best interest to do so.

## 2.0 Statement of Qualifications

Each Firm **must respond** to the following requests/questions in a clear and comprehensive manner.

- a) Provide the full name and main office address of the Firm.
- b) Identify when the Firm was organized and if a corporation, when incorporated and how many years engaged in this type of business/service.
- c) Identify and set out the qualifications of any firms or individuals that the respondent intends to use to perform work/service on this Proposal including warranty or follow up service.

## 3.0 Respondents Proposal

Each respondent **must respond** to each of the following areas in a clear and comprehensive manner.

- a) Complete all areas of the Proposal form for price - Schedule "A".
- b) Identify all areas where the Specifications as set out on Schedule "B" have not been met and what the alternative is, if any.
- c) Identify all areas where the Specifications as set out on Schedule "B" have been exceeded and how they have been exceeded.



## 4.0 Schedule of Events

Item	Date
Proposal Call, Qualifications and Price	March 24, 2025
Receipt of Proposal Submission	April 9, 2025
Completion of evaluation and scoring of the submissions with a report and recommendation to the Council	April 16, 2025
Anticipated date to accept a Proposal or reject all	April 22, 2025

Each respondent shall submit **three (3) copies** of their qualification information, the completed Schedule "A" and "B" and other requested respondent proposal information no later than **11:59:59 am (according to the Administration lobby clock) on Wednesday, April 9, 2025**, to the Township of Selwyn as follows:

**Delivery Address (courier or hand delivery only - do not mail)**

Township of Selwyn  
1310 Centre Line,  
Selwyn, Ontario  
K9J 6X5

The outside of the shipping carton/envelope must be clearly marked with the following:

1. "Tender – Docking System at the Water Street Boat Launch in Lakefield"
2. Respondent's name
3. Respondent's mailing address.

Any Proposal received after the above deadline will be returned unopened to the respondent.

Opening of the Tender Submissions will take place at the Township of Selwyn Municipal Offices, 1310 Centre Line, Selwyn, Ontario beginning at approximately **12:05 pm on Wednesday, April 9, 2025**.



## 5.0 Pre-Submission and Other Information

If any Firm has questions concerning the Tender, finds discrepancies or omissions in the solicitation document, or requires clarifications, such matters should be submitted in writing to:

Mike Richardson, Manager of Recreation Services                      Tel: 705-292-9507 ext. 241  
Township of Selwyn    e-mail: [mrichardson@selwyntownship.ca](mailto:mrichardson@selwyntownship.ca)  
P.O. Box 270  
Bridgenorth, Ontario, K0L 1H0

**All bidders who obtain a copy of the Tender package are required to contact Mike Richardson, Manager of Recreation Services, [mrichardson@selwyntownship.ca](mailto:mrichardson@selwyntownship.ca), to advise of the same should any addenda or clarifications be issued with respect to the proposal document.** The municipality reserves the right to supplement, add to, delete from, and change this solicitation document. Respondents will be advised by e-mail of any changes that are made providing that contact with the Manager of Recreation Services has been made as described above.

The municipality reserves the right to request additional data or information after the Proposal is received, if such data or information is considered pertinent, in the Township's sole view, to aid the review and evaluation process.

Contact with the Township of Selwyn Council members is prohibited and can be considered as grounds for disqualification from the selection process.



## Schedule "A"

(Schedule to be completed and returned)

### Qualifications, Price, and Declaration for the Construction, Supply and Installation of Docking Systems for the Lakefield Campground

#### Information to the Tender Respondent

For the Tender to be complete, all areas of the Specification - Schedule "C"; and the Qualifications and Price - Schedule "A" including the Declaration must be completed and the information as requested in the Tender must be provided.

#### Respondent's Check List:

1. Schedule B, 1.0 – 3.1, has been completed with specifications.
2. Location for work has been identified in Schedule C – complete the required section.
3. Completion date & warranty period has been indicated as requested in 3.1 of Schedule B.
4. Schedule A has been completed.
5. The requested information as set forth in Section 2.0 Statement of Qualifications and Section 3.0 Respondent's Proposal has been provided.
6. Declaration completed and signed (Schedule A).

#### Tender Price

<b>Docking System at Water Street Boat Launch in Lakefield</b>	
Prep/Construct	\$ _____
Supply/Install	\$ _____
<b>Sub - Total</b>	<b>\$ _____</b>

**Project Sub - Total** \$ \_\_\_\_\_

**HST** \$ \_\_\_\_\_

**Grand Total** \$ \_\_\_\_\_



Schedule "A" continued...

**Declaration**

1. I/WE DECLARE that this Tender is made without any connection, knowledge, comparison of figures or arrangements with any other company, firm or person making a Proposal for the same purchase and is in all respects fair and without collusion or fraud.
2. I/WE DECLARE that all matters stated in the submitted Tender are in all respects true.
3. The undersigned have carefully read the Requirements as per the Tender, and have satisfied ourselves as to the conditions under which the transaction and subsequent items to be supplied, timelines to be met, and do hereby submit a Tender to the Municipal Corporation of the Township of Selwyn for **the Construction, Supply and Installation of a Docking System for the Water Street Boat Launch in Lakefield at 43 Water Street in Lakefield**, for the Township of Selwyn Recreation Services Department.
4. I/WE acknowledge that \_\_\_\_\_ addenda have been received and that it is my/our ultimate responsibility to ensure all addenda issued have been received.
5. If selected as the successful bidder, I/We agree to abide by the terms as set out in the Tender Qualifications and Price with its Specifications and provisions for the price shown.
6. The price submitted shall be firm for a period of not less than ninety (90) calendar days from the closing date of this Tender.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

) \_\_\_\_\_  
 ) Signature  
 )  
 ) \_\_\_\_\_  
 ) Signing Authority (Print Name)  
 )  
 ) \_\_\_\_\_  
 ) Company Name  
 )  
 ) \_\_\_\_\_  
 ) Street Address/City/Town/Postal Code  
 )  
 ) \_\_\_\_\_  
 ) Telephone Email Fax Number



# Specifications for the Construction, Supply and Installation of a Docking System for the Water Street Boat Launch in Lakefield at 43 Water Street in Lakefield Schedule “B”

All Appropriate Blanks Must Be Filled In

Where minimum standards are required, the first column lists the minimum. The last column is to be completed by the bidder. Detailed information is not required, if “yes” is inserted. **A detailed explanation in the section marked “Specify” is required if “No” is indicated (Additional sheet included if extra space is required).** Consideration may be given to deviations deemed by the Township at its’ sole discretion, as “minor” in nature.

*\*Note: Tender is subject to grant approval.*

### Docking Specifications:

<b>1.</b>	<b>Preparation, construction, and installation of each docking system:</b>			
1.1	<p>Preparation and construction of docking system for the Water Street Boat Launch at 43 Water Street in Lakefield as shown in <i>Schedule C – Images and Dimensions</i></p> <ul style="list-style-type: none"> <li>- Supply, design, construct and install final product as list in 2.1 to 2.9 below.</li> <li>- Deliver one (1) complete docking system with one (1) ramp/walkway to be 16’ long and 6’ wide and one (1) floating dock to be 24’ long and 6’ wide with all specifications as specified below and in Schedule C.</li> <li>- Installation with confirmation of final placement of docking system to be completed with Township representative on site.</li> </ul> <p>Specify:</p>	Yes:	No:	
<b>2.</b>	<b>Materials and Construction:</b>			
2.1	<p>Supply, construct and install all materials listed below to provide one (1) docking system of a ramp/walkway and floating dock. All materials must be as listed or as an approved (in writing) equivalent by Township of Selwyn representative.</p> <p>Specify:</p>	Yes:	No:	
2.2	<p>Construct and provide warranties for all sections of the docking system.</p> <p>Specify:</p>	Yes:	No:	





	2.3	<p>Ramp/walkway (1) – 1 section aluminum truss of 16’ long by 6’ wide commercial grade ramp complete with torque tube and x-bracing for stability connected with hinged points to floating dock. Wooden sides 2”x 6” PT and runners of 2”x 4” PT along length. The end attaching to the floating dock will have a 24” x 72” wide flotation billet. The flotation billet will be foam-filled polystyrene with pressure-treated sienna decking over the entire section.</p> <p>Specify:</p>	Yes:  Yes:	No:  No:
	2.4	<p>Floating Dock (1) – 1 section of aluminum truss of 6’ wide by 24’ long of commercial grade floating dock with torque tube and x-bracing for stability. Wooden sides 2” x 6” PT and runners of 2” x 4” PT along length. Flotations will be foam-filled polystyrene flotation billets with pressure-treated sienna decking over entire section.</p> <p>Specify:</p>	Yes:	No:
	2.5	<p>Anchoring weighted bases - Up to four (4) – concrete anchors sufficient in size and location to stabilize the floating dock section and ramp described above complete with all hardware and chains required.</p> <p>Specify:</p>	Yes:	No:
	2.6	<p>Bumper pads – Premier Bumper Pads of black slant ‘P’ profile bumper trim installed with stainless steel pan head screws:</p> <ul style="list-style-type: none"> <li>• Approximately 86’ for ramp and floating dock sections</li> <li>• Corner pads – 2</li> </ul> <p>Specify:</p>	Yes:	No:
	2.7	<p>Folding Cleat – 6” folding cleat - six (6) for the floating dock and two (2) for the ramp section – 8 installed with stainless steel pan head screws.</p> <p>Specify:</p>	Yes:	No:
	2.8	<p>Double Flex Shore Hinge – double flex shore hinge to reduce torque loading on docks.</p> <p>Specify:</p>	Yes:	No:



3.	<b>Warranties, Service and Delivery:</b>			
	3.1	<p>Indicate date of anticipated project start and the completion date for all work, keeping in mind that all work must be <b>completed prior to May 30<sup>th</sup>, 2025</b>, for which all labour and materials will be covered under warranty.</p> <p>Start Date: _____</p> <p>Completion Date: _____</p> <p>Warranty Period: _____</p>	Yes:	No:



## Images and Dimension Schedule "C" Pricing by task for the Docking System Install

### Water Street Boat Launch Docking System

Satellite image of the Water Street Boat Launch at 43 Water Street in Lakefield

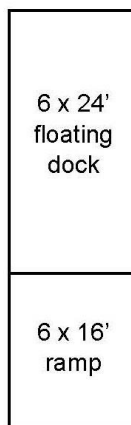
#### 1. Docking System

- Prep & layout \$ \_\_\_\_\_
- Construct \$ \_\_\_\_\_
- Install \$ \_\_\_\_\_
- Subtotal (excl. HST):  
\$ \_\_\_\_\_



Proposed dimensions for docking system would apply to each section being quoted.

#### Proposed dock design for Water Street Boat Launch *Image is not to scale*



**Anchored to existing concrete  
base and/or Armour Stone base**