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**Quotation for Construction,  
Supply, and Installation of Docks  
for Hague Boulevard in Lakefield**

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## 1.0 General Background

The Township of Selwyn (hereafter referred to as the "Township") is issuing a Quotation for qualified Firms for the complete construction, supply, and installation services for the docking systems at Hague Blvd in Lakefield, as per the specifications attached hereto as Schedule "B".

It is understood that the information in the Quotation 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	April 29, 2024
Receipt of Proposal Submission	May 10, 2024
Completion of evaluation and scoring of the submissions with a report and recommendation to Council	May 16, 2024
Anticipated date to accept a Proposal or reject all	May 24, 2024

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, May 10, 2024**, 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. "Quotation – Docking Systems at Hague Boulevard 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 Quotation Submissions will take place at the Township of Selwyn Municipal Offices, 1310 Centre Line, Selwyn, Ontario beginning at approximately **12:05 pm on Wednesday, May 10, 2024**.



## 5.0 Pre-Submission and Other Information

If any Firm has questions concerning the Quotation, 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 Quotation 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 Hague Boulevard

#### Information to the Quotation Respondent

For the Quotation 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 Quotation 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).

#### Quotation Price

Hague Boulevard Dock A		Hague Boulevard Dock B	
Prep/Construct	\$ _____	Prep/Construct	\$ _____
Supply/Install	\$ _____	Supply/Install	\$ _____
<b>Sub - Total</b>	<b>\$ _____</b>	<b>Sub - Total</b>	<b>\$ _____</b>

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

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

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



Schedule "A" continued...

**Declaration**

1. I/WE DECLARE that this Quotation 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 Quotation are in all respects true.
3. The undersigned have carefully read the Requirements as per the Quotation, 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 Quotation to the Municipal Corporation of the Township of Selwyn for **the Construction, Supply, and Installation of Docking Systems along Hague Blvd 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 Quotation 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 Quotation.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

) \_\_\_\_\_  
 ) 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 Docks for Hague Boulevard 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.

### Docking Specifications:

<b>1. Preparation, construction, and installation of each docking system:</b>				
1.1		Preparation and construction of each of the docks for Hague Boulevard in Lakefield as shown in Schedule C – Images and Dimensions <ul style="list-style-type: none"> <li>- Supply, design, construct and install final product as list in 2.1 to 2.6 below.</li> <li>- Deliver two (2) complete pole docks to be 24’ long (8’ ramp and 16’ dock in sections and 6’ wide as specified below, as shown in images and in Schedule C. Contractor may visit Hague Blvd to review existing docks near Hague Beach, if required.</li> <li>- Installation with confirmation of final placement of each dock to be completed with Township representative on site.</li> </ul> Specify:	Yes:	No:
<b>2. Materials and Construction:</b>				
2.1		Supply, construct and install all materials listed below to provide two (2) pole docks. All materials must be as listed or as an approved (in writing) substitute by Township of Selwyn representative.  Specify:	Yes:	No:
2.2		Construct and provide warranties for both docks.  Specify:	Yes:	No:
2.3		Pole Docks (2) – 2 sections of aluminum truss of 6’ wide by 16’	Yes:	No:





		<p>long commercial grade pole dock with torque tube and x-bracing for stability. Front aluminum poles will be 12' long adjustable with removeable footing pad. Back aluminum poles will be 6' long adjustable with removeable footing pad. Wooden sides 2"x 6" PT and runners of 2"x 4" PT along length</p> <p>Specify:</p>		
2.4		<p>Ramps (2) – 2 sections of aluminum truss of 6' wide b 8' long commercial grade ramp with torque tube and x-bracing for stability connected with hinged points to pole docks. Wooden sides 2" x 6" PT and runners of 2" x 4" PT along length</p> <p>Specify:</p>	Yes:	No:
2.5		<p>Wooden plank inserts (24) – 24 sections of 6' long by 2' wide constructed of 2" x 6" PT tops and 2" x 4" PT runners. 12 per dock. Two sections notched to accommodate front and back poles.</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 76' for 2 docks</li> <li>• Corner pads – 4</li> </ul> <p>Specify:</p>	Yes:	No:
2.7		<p>Folding Cleats – 6" folding cleat four (4) for each dock – 8 installed with stainless steel pan head screws.</p> <p>Specify:</p>	Yes:	No:
<b>3.</b>	<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 June 11, 2024</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 Dock A and B

#### Hague Boulevard

Satellite image of the Hague Boulevard Docks existing and proposed new locations (approximate). Final placement will be done on site with Township staff when delivered.

##### 1. Dock A

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

##### 2. Dock B

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

Proposed dimensions for docks would apply to each of the two (2) being quoted.

6' wide by 24' long (16' dock and 8' ramp)  
Front Poles are 12' long  
Back Poles are 6' long

- Images are not to scale





