



THE MUNICIPALITY OF

LAMBTON SHORES

Community Services

9577 Port Franks Road

Thedford, ON N0M 2N0

T: 519-243-1400 / 1-866-943-1400

www.lambtonshores.ca

THE MUNICIPALITY OF LAMBTON SHORES

**Request for Tender – 2026-03
Granular ‘M’ Gravel**



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The Municipality of Lambton Shores

9577 Port Franks Road, Thedford, ON

Telephone: (519) 243-1400

Email: dwood@lambtonshores.ca

[The Municipality of Lambton Shores](http://www.lambtonshores.ca)

January 20, 2026

SUBMISSIONS shall be received no later than the closing time and date noted below to the attention of Dan Wood, Transportation Manager, and must contain the below information on the cover of a sealed envelope.

Request for Tender Number	2026-03
Project Name	Granular 'M' Gravel
Closing Time and Date	February 19, 2026, 11:00:00 a.m., local time
Question Period Closing Time and Date	February 17, 2026, 11:00:00 a.m., local time

INFORMATION TO BIDDERS DOWNLOADING THIS DOCUMENT

Bidders downloading this document from the Municipality of Lambton Shores website must register with the Public Works Department to be added to the Bidders List. Interested Bidders are required to complete the information below and return this form via email to:

dwood@lambtonshores.ca

Bidders who do not register may not receive any additional information or addendums relating to this project.

Bidder Registration Form

Company Name: _____

Address: _____

City/Town: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

Project Name: 2026-03 – Granular 'M' Gravel



1.0 Request for Tender Details

1.1 Purpose

The Municipality of Lambton Shores (“the Municipality”) is issuing this Request for Tender (“RFT”) to seek interested Proponents for the supply and delivery of 30,000 tonnes of Granular ‘M’ gravel. The scope of work is further detailed within this RFT document.

1.2 Background & Scope of Work

The Municipality requires supply and delivery of 30,000 tonnes plus or minus of Granular ‘M’ gravel to various roads within the Municipality, as detailed on the map included in Appendix A, and stockpiled in the Northville and Forest yards.



2.0 Submission Requirements

2.1 General Requirements

- a) The Municipality is requesting responses from Proponents who are both interested and capable of undertaking the project.
- b) The onus is on the Proponent to show their knowledge, understanding and capacity to conduct the work outlined in the RFT.
- c) All information provided in response to this RFT must contain sufficient detail to support the services being proposed. Incomplete Responses will not be considered.
- d) The Proponent shall ensure they have carefully examined the provisions, plans, specifications, and conditions attached to this RFT and has carefully examined the site and location of the work to be done under this contract, and the Proponent understands and accepts the said provisions, plans, specifications and conditions and, for the prices set forth in this RFT, hereby offers to furnish all machinery, tools, apparatus' and other means of construction, furnish all materials, except as otherwise specified in the RFT, and to complete the work in strict accordance with the provisions, plans, specifications, and conditions attached to this RFT.
- e) It is agreed that the quantities contained within this RFT are estimates only and may increase or decrease slightly by the Municipality without alteration of the contract price. Any quantities below or above 20% of the tendered quantities will not result in any price adjustment.
- f) The Contractor, by way of submission of an RFT, promise to commence work on an "as required basis" and to diligently perform the work continuously when requested by the Municipality, upon acceptance of the RFT, without undue delay as specified and completes the work as detailed herein. It is expected that the work will commence in May of 2026, but may be delayed based on weather and road conditions. The Contractor must place a minimum of 1500 tonnes per day unless otherwise agreed to by the Municipality.

If the Proponent fails or neglects to commence or to execute the work diligently, and at a rate of progress that will ensure the entire completion of the work within a reasonable time, or fail to observe and perform any of the provisions of this RFT, the Municipality may notify the Proponent to discontinue all work under this RFT. The Municipality may then employ such means necessary to complete the work, and in such a case, the Proponent shall have no claim for further payment in respect of work performed.

All vehicles and equipment are to be in safe and effective operating condition, and properly licensed carriers/drivers must make all deliveries. All loads must be



legal within the gross weight and axle weight laws of the Province of Ontario, and tickets must be provided to the Municipality for their records.

Work hours shall be 6:00:00 a.m. to 5:00:00 p.m. Monday to Friday or at the discretion of the Municipality.

2.2 Specific Requirements

- a) RFT submissions for the aforementioned scope will be received via hard-copy only until 11:00:00 a.m., local time on February 12, 2026 to:

Lambton Shores Public Works Department
9577 Port Franks Road
Thedford, ON N0M 2N0
Attn: Dan Wood, Transportation Manager

- b) Hard copy submissions shall be enclosed in a sealed envelope and Proponents should complete and affix the attached RFT cover sheet to their respective submission(s) which can be found in Appendix C.
- c) Submissions shall be submitted on the included Form of Tender, witnessed and/or sealed.
- d) Submissions must be fully legible. Submissions that are incomplete, unbalanced, conditional, or obscure, or which contain erasures or alterations not properly initialed, or irregularities of any kind, may be rejected as informal or void.
- e) **Safety Plan Training Requirements**

- **Mandatory Safety Plan:** The Contractor shall develop, implement, and maintain a comprehensive Health and Safety Plan (H&SP) specific to the scope of work outlined in the tender documents. This plan must meet or exceed all relevant regulatory requirements (e.g., OSHA, provincial regulations).
- **Training and Competency:** The Contractor must ensure that all employees are aware of and dedicated to following all transportation safety laws and the company's H&SP.
- **Proof of Training:** The Bidder shall provide documentation detailing their proposed safety training program and how all personnel involved in the project will receive the necessary training to fulfill their roles safely and competently.
- **Documentation:** The H&SP should outline the process for training new workers, conducting inspections and investigations, correcting unsafe acts, and reporting incidents and near misses.



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Driver's License Requirements

- **Licensing and Certification:** All drivers engaged in performing work under this contract must possess and maintain a valid driver's license of the appropriate class for the vehicle(s) being operated.
- **Verification and Monitoring:** The Contractor is responsible for verifying the validity of all driver's licenses and ensuring that drivers are medically fit and legally permitted to operate commercial vehicles if required by law.
- **Submission of Credentials:** Bidders may be required to provide a record of licensed instructors and/or general policies regarding driver certification as part of their tender submission.
- **Compliance with Regulations:** The Contractor shall ensure all driving activities comply with the National Safety Code (NSC) or equivalent transportation safety legislation, including recordkeeping and compliance plans.

f) Questions related to this RFT shall be directed to:

Dan Wood, Transportation Manager
dwood@lambtonshores.ca

- f) The Proponent shall take out and keep in force until the date of acceptance of the entire work by the Municipality of Lambton Shores, a comprehensive policy of public liability and property damage insurance acceptable to the Municipality providing insurance coverage in respect of any one accident to the limit of at least \$5,000,000.00 exclusive of interest and cost against loss or damage resulting from bodily injury to, or death of, one or more persons and loss of or damage to property and such policy shall name the Municipality as an additional insured there under and shall protect the Municipality against all claims for all damage or injury including death to any person or persons and for damage to any property of the Municipality or any other public or private property resulting from or arising out of any act or omissions on the part of the Proponent or any of their employees or agents during the execution of the contract and the Proponent shall forward a certified copy of the policy or certificate to the Municipality before the work commences.
- g) A certified cheque made payable to the Municipality of Lambton Shores in the amount of 10% of the total tender price must be submitted with the tender. The cheque of the successful bidder will be held as a performance guarantee and be retained until the Municipality's acceptance of the work. The cheque of the



second lowest bidder will be returned within 10 days of the award of Tender. The cheques of the remaining bidders will be returned within 10 days of tender closing.

Tenders not accompanied by a certified cheque will not be considered.

- h) Contractors will be required to provide a certificate of coverage from the Workplace Safety and Insurance Board prior to commencement of the work and/or prior to final payment being made for the work.

3.0 Submission Information

- 3.1 Responses must be received in hard copy no later than the specified closing time and date, as per the above requirements.
- 3.2 Proponents may edit or withdraw a submitted Response at any time up to the official closing time. Respondents are solely responsible to:
- make any required adjustments to their Response;
 - acknowledge the Addendum/Addenda; and
 - ensure the re-submitted Response is **RECEIVED** no later than the closing time and date.
- 3.3 The Municipality reserves the right to accept or reject any and all responses.
- 3.4 Responses are to remain firm for acceptance for a period of **ninety (90)** days from the closing time and date.
- 3.5 The acceptance and award of the Response, and any potential subsequent procurement processes, and/or execution of an agreement, contract or purchase order may be subject to approval by Council.
- 3.6 By submitting a response, the Respondent acknowledges and accepts all terms and conditions in this Response solicitation document and all policies and procedures as per the Municipality Procurement and Asset Disposal Policy.



4.0 Terms and Conditions

4.1 Questions/Addenda

- a) All questions, inquiries and clarifications regarding this RFT are to be submitted through email to the aforementioned Municipality contact. Inquiries must not be directed to other employees or Elected Officials. Submitting inquiries outside of this framework may result in your Response being rejected.
- b) The Municipality assumes no responsibility for any verbal (spoken) information from any Municipality staff or from any Consultant firms retained by the Municipality, or from any other person or persons who may have an interest in this Response.
- c) Amendments or changes to this RFT prior to the closing date and time stated herein will only be in the form of written addenda issued by the Municipality and distributed through email to the registered plan takers. It is the Proponents sole responsibility to inform itself of any distributed addenda.

Proponents must acknowledge all addenda as part of their submission. Failure to do so may result in rejection.

- d) The Municipality makes no promise or guarantee that addenda will be delivered by any means to any Respondent. By submitting a Response, the Respondent acknowledges and agrees that addenda shall only be emailed to registered plan takers and it is the sole responsibility of the Respondent to check for said addenda.
- e) Where a request results in a change or a clarification to the RFT, the Municipality will prepare and issue an addendum. No addendum will be issued within the forty-eight (48) hours prior to closing – not including Saturdays, Sundays and Statutory Holidays observed by the Municipality for regular business hours **with the exception of an addendum postponing the closing or cancelling of this RFT**. Respondents that have submitted Responses prior to the date and time cut-off for addenda issuance are solely responsible to monitor their email for further addendum and are therefore also solely responsible for submitting a complete new Response acknowledging any said addenda prior to the closing date and time of the RFT solicitation.

4.2 Cancellation

- a) The Municipality reserves the right, at its absolute sole discretion, to cancel this contract with thirty (30) days written notice, without cause and without penalty.
- b) The Municipality reserves the right, at its absolute sole discretion, to cancel this contract with seven (7) days written notice, with cause and without penalty.



4.3 Rights Reserved by the Municipality

- a) The Municipality reserves the right to modify any and all requirements stated in the RFT at any time prior to the possible awarding of a contract.
- b) The Municipality reserves the right to cancel this RFT at any time, without penalty or cost to the Municipality.
- c) In the event of any disagreement between the Municipality and the Respondent regarding the interpretation of the provisions of the RFT, the Municipality shall make the final determination as to interpretation.

4.4 Verification of Information

The Respondent shall cooperate in the verification of information and is deemed to consent to the Municipality verifying such information.

The Municipality shall have the right to:

- a) Verify any Respondent statement or claim by whatever means the Municipality deems appropriate, including contacting persons in addition to those offered as references.
- b) Access the Respondent's premises where any part of the work is to be carried out to confirm Response information quality of processes and to obtain assurance of viability.



5.0 Project Specifications

5.1 Description of Services to be Provided

As noted herein, the Municipality requires supply and delivery of 30,000 tonnes of Granular 'M' Gravel to various roads and locations within the Municipality of Lambton Shores.

5.2 General Specifications

In general, all work shall be carried out in accordance with Ontario Provincial Standard Specifications (OPSS), Ontario Provincial Standard Drawings (OPSD), and the Municipality of Lambton Shores standards unless approved by the Municipality.

Standards and requirements not directly listed within this RFT are still applicable and must be adhered to.

Municipality Testing

Gravel will be inspected and tested by the Municipality prior to awarding the contract. Gravel provided as part of this contract shall meet Table 1 and Table 2 properties for Granular 'M' which can be found in Appendix B. Should a newer version of Table 1 exists, the Contractor shall follow any newest version.



6.0 Request for Tender Bid Form

THE MUNICIPALITY OF LAMBTON SHORES

Request for Tender – 2026-03 Granular 'M' Gravel

By: _____
Name of Firm or Individual Tendering

Address: _____

Name of Person Signing for Proponent: _____

Position of Person Signing for Proponent: _____

Telephone: _____ Facsimile: _____

Item	Description	Quantity	Unit	Unit Price (B)	Sub-Total (A x B)
1	Granular 'M' Gravel	30,000	tonnes	\$ _____/tonne	\$ _____
13% HST					\$ _____
Grand Total					\$ _____

I/We, the undersigned, having carefully examined the site of the proposed work, and having read, understood, and accepted the Specifications, Conditions, and Requirements listed herein, each and all of which form part of this Tender, hereby offer to furnish all machinery, tools, labor, apparatus, plant and other means of construction; all materials, except as otherwise specified in the Contract; and to complete the work in strict accordance with the Specifications, Conditions, and Requirements listed herein.

Should additions to or reductions from the quantities shown be made, additions to or deletions from the above price shall be as shown on the attached Schedule of Unit Prices.

I/We hereby agree that the work specified in the Tender will be performed in strict accordance with the Specifications, Conditions, and Requirements listed herein.

I/We hereby agree that the project shall start in **May of 2026**, and be completed as per the stipulations of this tender.



PROPONENT SIGNATURE

Name

Position Held

I/WE have the authority to bind the Corporation:

Signature

Date

WITNESS SIGNATURE

Name

Signature

Date



Appendix A
Gravel Maintenance Map

Appendix C
RFT Envelope Submission Cover