

THE MUNICIPALITY OF LAMBTON SHORES

Request for Proposal – 2026-06 Supply and Delivery of One Ton 4 Door Crew Cab Truck with Plow and Sander Unit

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://TheMunicipalityofLambtonShores.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 Proposal Number	2026-06
Project Name	Supply and Delivery of a One Ton 4 Door Crew Cab Truck with Plow and Sander Unit
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: 2026-06 – Supply and Delivery of a One Ton 4 Door Crew Cab
Truck with Plow and Sander Unit

1.0 Request for Proposal Details

1.1 Purpose

The Municipality of Lambton Shores (“the Municipality”) is issuing this Request for Proposal (“RFP”) to seek interested Proponents for the supply and delivery of a One Ton Truck 4 Door Crew Cab with a Plow and Sander Unit. The scope of work is further detailed within this RFP document.

1.2 Background & Scope of Work

The Municipality requires supply and delivery of one ton regular cab truck with a plow and sander unit.

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 RFP.
- c) All information provided in response to this RFP 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 RFP 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 RFP, hereby offers to furnish all machinery, tools, apparatus' and other means of construction, furnish all materials, except as otherwise specified in the RFP, and to complete the work in strict accordance with the provisions, plans, specifications, and conditions attached to this RFP.
- e) It is agreed that the quantities contained within this RFP are estimates only and may increase or decrease slightly by the Municipality without alteration of the contract price.
- f) The Contractor, by way of submission of an RFP, 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 RFP, without undue delay as specified and completes the work as detailed herein. It is expected that the work will commence in upon approval of and order of the vehicle and shall be delivered within an expedited and timely manner.

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 RFP, the Municipality may notify the Proponent to discontinue all work under this RFP. 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.

2.2 Specific Requirements

- a) RFP submissions for the aforementioned scope will be received via hard-copy only until 11:00:00 a.m., local time on March 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 RFP cover sheet to their respective submission(s) which can be found in Appendix A.
- c) Submissions shall be submitted on the included Form of Proposal, 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) Questions related to this RFP 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.

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.
- 3.7 The Municipality will evaluate submissions based on the following items:
- Product Specifications and ability to meet the operational needs of the Municipality of Lambton Shores.
 - Product Warranty.
 - Timely Delivery Schedule.

4.0 Terms and Conditions

4.1 Questions/Addenda

- a) All questions, inquiries and clarifications regarding this RFP 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 RFP 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 RFP, 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 RFP**. 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 RFP 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 RFP at any time prior to the possible awarding of a contract.
- b) The Municipality reserves the right to cancel this RFP 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 RFP, 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 a one ton 4 door crew cab truck with a v-plow and sander unit.

5.2 General Specifications

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

5.3 Specifications Form

The Municipality is requesting proposals for the supply and delivery of one (1) new 2025 or 2026 4 Door Crew Cab One Ton Truck complete with a Plow and Sander Unit. The vehicle will be equipped with all manufacturer's standard features. The equipment must meet or surpass mandatory requirements of the current Canadian Motor Vehicle Safety Regulations as amended or revised.

The following table provides an opportunity for vendors to describe their proposed units and will be used to evaluate proposals. We understand the difficulty of designing a specification sheet that conforms to all the different manufacturer's specifications. As a result, we have included a column for the Proponent to confirm compliance with the specifications or specify variations. This column must be completed and submitted.

Item	Specifications	Supplied (Or Variation). Indicate Yes or No. Specify Variation.
Model	2025 or 2026 four-wheel drive 1 ton truck	
Doors	4 Door Crew Cab	
Wheelbase	Wheelbase to be 173 inches minimum. 60" cab to axle.	
Aluminium Box	Grade 5083, Long Sills ¼" x 6 channel, Cross members 2 ½" tube on 12" centre, floor ¼"	
Aluminium Box	Front wall 3/16", formed folding sides 18" one per side, side walls 3/16" with 1/8" formed skin	
Aluminium Box Size with Hoist	Minimum 9'6 dump body with 12 ton telescopic hoist operated with electric over hydraulic power pack	
Clearance Lights & Reflectors	To conform to CMVSS-108, LED tail lights recessed in rear posts	
Mud Flaps	One pair of rubber mud flaps behind the wheels	
Splash Guards	Aluminium splash guard in front of rear tires	
Aluminium Box	Double acting tail gate with chains manual operated with front control	
Aluminium Box	18" sides fold down and are removable one per side	
Aluminium Box	4 Recessed D-rings	
Aluminium Box	Tarp w/ complete invisible winding system mounted on front	
Aluminium Box	Headboard window	
Aluminium Box	48" high front rack with rake	

	& shovel on headboard	
Aluminium Box	Underbody aluminium toolbox 36" x 18" x 18"	
Aluminium Box	Sidestep down ladder & handle	
Engine (Diesel)	Bidder to specify	
15,000-lb (6804-kg) GVWR Package (Class IV Truck: Ford 5500/Dodge 4500/equivalent)	Bidder to specify	
Fuel Economy (Please State)	Bidder to specify	
Block Heater	Cold climate package including front bra	
Engine Cooling	Bidder to specify	
Towing/Mirrors	Trailer towing package/heated mirrors	
Towing	Electric brake controller	
Towing	Equipped so that truck can take different receivers for different trailer applications with 2 inch ball & receiver insert	
Towing	Rear hitch plate, 7 pin round trailer plug w/2" tube receiver	
Towing	Standard rear pintle & ball 2 5/16" combo hitch installed	
Tires	All season full size, with full size spare	
Traction Control	ABS and driveline	
Battery	HD c/w rundown protection	
4 WD Shift	Electronic, shift on the fly	
Exhaust	Bidder to specify	
Transmission	Bidder to specify	
Paint	White	
Front Bumper	Bidder to specify (matte preferred)	
Rear Bumper	Bidder to specify (matte preferred)	
Windshield Wipers	Variable Intermittent	
Air Conditioning	Bidder to specify	
12V DC Power Outlets	2 minimum	
Floor Trim	Vinyl/rubber	
Windows	Power	
Seat	Front 40/20/40 split with middle and seat belts, rear	

	bench seat & seat belts	
Seats	Heavy duty vinyl	
Radio	AM/FM	
Bluetooth	Hands-free cellular phone capability	
Running Boards	Please identify if these are a standard feature to be installed	
Warranty	State and attach manufacturer standard warranty terms and details	
Backup Alarm	Installed	
Arctic brand Model V108P 9 foot snow V plow package 0 includes a joy stick six way operation	Bidder to indicate brand specifications	
Arctic brand AG 8 sander unit 1.64 cubic yard, gas powered, remote start and the sander unit is to be supplied complete with a cover to protect hopper material from the weather when the truck is stored outdoors.	Bidder to specify brand specifications. Controller hard wired into truck.	
Whelan WB-1 LED responder LP RDLPPAB Light Bar (yellow/blue with two way switch)	Specify	
GVWR – 10,000 KG	To be completed & included before delivery	
All Safety Certifications For Commercial Use	To be completed & included before delivery	
Licensing of Plates	To be completed & included before delivery	

6.0 Request for Proposal Bid Form

THE MUNICIPALITY OF LAMBTON SHORES

Request for Proposal – 2026-06 Supply and Delivery of a One Ton 4 Door Crew Cab Truck with Plow and Sander Unit

By: _____
Name of Firm or Individual Submitting

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	One Ton Crew Cab Truck As Per RFP 2026-06	1	EA	\$ _____	\$ _____
13% HST					\$ _____
Grand Total					\$ _____

Item	Description	Quantity	Unit	Unit Price (B)	Sub-Total (A x B)
1	Plow & Harness As Per RFP 2026-06	1	EA	\$ _____	\$ _____
13% HST					\$ _____
Grand Total					\$ _____

Item	Description	Quantity	Unit	Unit Price (B)	Sub-Total (A x B)
1	Sander Unit As Per RFP 2026-06	1	EA	\$ _____	\$ _____

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 Proposal, 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 Proposal will be performed in strict accordance with the Specifications, Conditions, and Requirements listed herein.

I/We hereby agree that the project shall start upon approval and be completed as per the stipulations of this Proposal.

The price shall be in Canadian funds and include duties, royalties, handling, levies, transportation, delivery, dealer preparation, overhead, profit and all other charges. Any and all taxes are to be shown.

The Municipality of Lambton Shores is part of the Broder Public Service of the Province of Ontario and as such is entitled to the concessions (discounts) as arranged by the Ministry of Government Services under VOR: OSS 00163907 and VOR: OSS 074422.

PROPONENT SIGNATURE	WITNESS SIGNATURE
_____ Name	_____ Name
_____ Position Held	_____ Signature
I/WE have the authority to bind the Corporation: _____ Signature	_____ Date
_____ Date	

Appendix A
RFP Envelope Submission Cover

