THE CORPORATION OF THE TOWN OF COBOURG



REQUEST FOR QUOTATION

MUNICIPAL PARKING LOTS AND DRIVEWAYS

SNOW CLEARING, SNOW REMOVAL, SALTING AND/OR SANDING

**CO-21-27-PWD**

**2021-2024**

**TED SOKAY – CRS-S**

**MANAGER – ROADS/SEWERS**

**TOWN OF COBOURG**

**PUBLIC WORKS**

**THE CORPORATION OF THE TOWN OF COBOURG**

**MUNICIPAL PARKING LOTS AND DRIVEWAYS**

**SNOW CLEARING, SNOW REMOVAL, SALTING AND/OR SANDING**

**Sealed Quotations** will be received by the undersigned until 2:00 P.M., Thursday, October 14, 2021 for the clearing and removal of snow from municipal parking lots and driveways.

If you are interested, please submit, **in a sealed envelope**, your quotation on the attached form, complete the attached WSIB and Liability Insurance forms, with the following Quotation Label securely attached to the front of your sealed envelope, and **return by 2:00pm October 14, 2021,** to:

**Mr. Brent Larmer**

**Manager of Legislative Services/Municipal Clerk**

The Corporation of the Town of Cobourg

55 King Street West

Cobourg, Ontario K9A 2M2

Tel: 905-372-4301

**NOTE:** The Town of Cobourg does not bind itself to accept the whole or part of any quotation, and in particular if only one quotation is received, the Corporation of the Town of Cobourg reserves the right to reject it. The Town reserves the right to reject any or all quotations for any reason and to accept any proposal if considered best for the Town’s interest. Any bid submitted after the designated closing date and time will be returned to the entity submitting the quotation unopened.

**The lowest or any quotation not necessarily accepted.**

**GOVERNMENTAL REQUIREMENTS:**

The contractor shall obey all Federal, Provincial and Municipal Laws, Acts, Ordinances, Regulations, Order-in-Council and By-laws which could in any way pertain to the work outlined in the quotation or to the employees of the contractor.

**OCCUPATIONAL HEALTH AND SAFETY ACT OF ONTARIO**

(1) The Town of Cobourg is the employer with respect to the Occupational Health and Safety Act. The contractor shall be responsible for compliance with all Provisions, Regulations and Orders under the **Occupational Health & Safety Act** and in addition will meet not only the minimum standards prescribed under such **Act**, Regulations and Orders but will also meet all safety standards established by industry practice or any industry associations applicable to the industry of which the contractor is part.

(2) The contractor acknowledges that the contractor’s obligations relating to the **Occupational Health & Safety Act** and safety standards include the following:

(a) an obligation to provide a safe work environment;

(b) an obligation to educate and train all workers;

(c) an obligation to provide its workers with written instructions for work procedures, especially for all dangerous types of work;

(d) an obligation to obey the Occupational Health & Safety Policy of the Town of Cobourg and ensure that this Health & Safety Policy is followed in the performance of all of the work under the contract. It shall be an obligation of the contractor to follow its own Occupational Health & Safety Policy and provide a copy of its Health & Safety Policy to the owner as a part of the contract;

(e) an obligation to ensure that all of its subcontractors have an Occupational Health & Safety Policy in place and it is followed on this project;

(f) an obligation to take every reasonable precaution in the circumstance for the protection of its workers.

(3) The contractor shall also be responsible for the actions of and ensure that all subcontractors comply with the provisions of the **Occupational Health & Safety Act** and the provisions of this contract which shall also be deemed to apply to any subcontractor of the contractor.

(4) Any breach of the provisions of this agreement relating to the health and safety standards of the obligations under the **Occupational Health & Safety Act** or any Laws, Regulations or Orders made pursuant thereto shall be deemed to be a material breach under the terms of this agreement giving rise to an ability on the part of the owner to terminate the contract by the contractor for material default.

(5) The contractor indemnifies and agrees to save harmless the owner from and against all claims, costs and damages of any nature and kind whatsoever brought as a result of the breach of the obligations of the contractor hereunder or any default or negligence of the contractor hereunder or under the provisions of the **Occupational Health & Safety Act** and Regulations including legal costs on a solicitor and client basis, the cost of retaining and paying for expert witnesses, the cost of time lost for preparation and attendance at any legal proceedings, any costs associated with defending, paying any fines or other compensation under or dealing with any charges under the **Occupational Health & Safety Act** or Regulations.

**FREEDOM OF INFORMATION AND PRIVACY ACT:**

Information collected on this quotation form is collected in accordance with the Corporation's purchasing policy and will be used to determine the successful bidder. The information contained on the quotation form is considered to be public information and is available for public viewing once the public opening of the quotation documents has taken place.

**LIABILITY INSURANCE:**

(1) The contractor shall supply a certified copy of the contractor's policy of insurance, naming the Corporation of the Town of Cobourg as one of the insured parties and to cover the work to the date of completion, such insurance to be non-cancellable for the insurer as against the Municipality during the term of agreement, for at least the following limits:

a) Comprehensive liability insurance providing personal injury limits of at least $5,000,000.00 inclusive in any one accident and for property damage of at least $5,000,000.00 inclusive in any one accident. The document shall clearly indicate that coverage for Municipal snow clearing, removal, salting and/or sanding operations is included.

b) Insurance as in (a) for licensed motor vehicles owned by or operated on behalf of the contractor.

(2) The contractor agrees to indemnify and save harmless the Town of Cobourg from all manner of action, causes of action, claims or demands for or by reason of or in any way arising out of the works performed pursuant to this agreement.

**COVID-19 Pandemic:**

At the time of issuing this Request For Quotations (RFQ) it is unknown how long the COVID-19 pandemic situation will continue along with the resultant State of Emergency Orders and related restrictions imposed by the Government of Ontario and other levels of government.

Without limiting the parties’ mutual obligation to mitigate the impact of the current and future COVID-19 related restrictions on the performance of their respective obligations under this Contract, the parties acknowledge and agree that if renewed, additional or increased COVID-19 related restrictions are imposed, and those restrictions impact the ability for the work called for under this RFQ to continue, then the Contract Time shall be extended for such reasonable duration as the Town and the Contractor shall agree based on the prevailing circumstances. The extension of time shall not be less than the delay/time lost as a result of renewed, additional or increased COVID-19 related restrictions that limit the ability for the work called for under this RFQ to continue, unless the Contactor agrees to a shorter extension.

The Contractor shall not be entitled to payment for costs incurred due to such delays and lost time. Should renewed, additional or increased COVID-19 related restrictions require the Town to make a determination with respect to the essential nature of the work called for under this RFQ the Town will do so at its sole discretion. The Contractor shall not be entitled to any payment by the Town as a result of such decisions and determinations as the Town may be required to make.

**The Contractor will be required to submit a plan that outlines how the Contractor will address the** **requirements of all COVID-19 related restrictions in the context of the Work called for under this RFQ**. **This shall include, but not be limited to required social distancing, hygiene and personal protective equipment measures for the Contractor’s employees as well as Town of Cobourg staff and their representatives and regulatory agency staff required to attend the site along with the general public.**

**SCOPE OF WORK:**

a) The duration of the contract for the 2021-2024 winter seasons will commence on:

November 1, 2021 at 00.01a.m. and terminate on April 30, 2022 at 11:59p.m., and

November 1, 2022 at 00.01a.m. and terminate on April 30, 2023 at 11:59p.m., and

November 1, 2023 at 00.01a.m. and terminate on April 30, 2024 at 11:59p.m.

The contractor shall be available during the entire contract duration.

b) The contractor shall be required to supply all machinery and labour necessary to carry out the work under this contract. The work intended to be carried out under this contract shall include the snow clearing, salting/sanding of parking lots and driveways as well as, on a request basis, removing snow piles from the lots.

c) Contractor to provide salt and salt/sand mix for each winter season. Salt to be used for each snow event when required. Salt/Sand mix to only be used when salt application is not effective and/or when requested by individual managers responsible for respective parking lots and driveways.

d) Contractor to provide daily timesheets to each respective manager when work is performed on their parking lots and driveways. Time sheets provided shall include but not limited to: date, location, weather, snow/ice accumulation, operator, start - stop times, amount of salt and/or sand used at each location in kilograms, operations performed Time sheets can be emailed to each respective manager immediately following snow clearing, removal, salting and/or sanding operations.

e) Contractor and any subcontractor **MUST** have AVL system on all equipment and vehicles to be used during the length of this contract. Please provide detailed information on current AVL system in use. **Bids submitted without current AVL system information will be rejected.**

f) Sub contracting shall be allowed on this contract however the Town reserves the right to approve and/or disapprove of a subcontractor. The contractor must provide the Town of Cobourg with the name and contact number of any approved sub contractor the contractor wishes to use. Any subcontractor approved by the Town of Cobourg must adhere to the sections in the contract under:

1) Governmental Requirements

2) Occupational Health and Safety Act of Ontario

3) Liability Insurance

4) Public Protection

5) Damages

6) Provide a completed WSIB - Liability Insurance form

**PUBLIC PROTECTION:**

The contractor shall provide all protection necessary for the public in the performance of this work, including the supply and erection of proper signs, barricades and adequate warning lights as may be required for the protection of the public either day or night.

**INVOICING:**

The contractor shall invoice each respective manager separately, on a monthly basis. Each invoice shall detail the lots/driveways served, the dates served and the rate for each whether for snow clearing, snow removal, salting and/or sanding.

**COMMUNICATION:**

The successful contractor will be expected to maintain a local telephone contact and must endeavour to return all phone calls made by a Town representative or a designate, within one-half (1/2) hour. Provide local contact name and number below:

Name: Number:

**EQUIPMENT LISTING:**

The contractor shall ensure that sufficient equipment is available to perform snow plowing, salting and/or sanding.

A list of equipment/vehicles to be operated by the contractor and/or his/her subordinates under this contract **must** accompany this bid.

**WORK PERFORMANCE REFERENCE:**

Each bidder is requested to provide three (3) references from persons or companies for whom you have performed work within the last 24 months. Also, references must be for work of the same nature as that called for in the contract.

If you have performed work for any other municipality/board/committee within the past 24 months, please ensure that you use them as one of your references. Failure to do so may result in disqualification.

1. **NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TELEPHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TELEPHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TELEPHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PLEASE COMPLETE THE ABOVE AND RETURN WITH BID SUBMISSION.**

**EXAMINATION OF SITES:**

a) Each bidder submitting a quotation must examine each lot / driveway and review the requirements of winter maintenance with the appropriate manager or his/her designate to fully inform themselves of existing conditions by personal examination. The contractor shall make his/her own estimate of the facilities and difficulties to be encountered including the nature of the sub-surface materials and conditions. No plea of ignorance of conditions or difficulties which may be encountered in the execution of work hereunder by failure to make inspections or investigations will be accepted as sufficient reason for failure on the part of the successful bidder to fulfil all requirements of the contract. The managers are as follows:

1. Police compound - Sandra Arthur, Property Manager - Delcom Management Inc. 905-372-5405, sarthur@dmsproperty.com
2. Parking lot north-east corner Hibernia St & Albert St - Ted Sokay - Manager - Roads / Sewers – 905-372-9971, tsokay@cobourg.ca
3. Parking lot Covert St.- Ted Sokay - Manager - Roads/Sewers 905-372-9971, tsokay@cobourg.ca
4. Parking lot north-west corner Queen St & McGill St - Ted Sokay, Manager - Roads / Sewers 905-372-9971, tsokay@cobourg.ca
5. Parking lot east side of Third St immediately south of LCBO - Ted Sokay, Manager - Roads /Sewers 905-372-9971, tsokay@cobourg.ca
6. Parking lot north side of Albert St from Second St to First St - Ted Sokay, Manager – Roads/ Sewers 905-372-9971, tsokay@cobourg.ca
7. Parking lot on south side of Albert Street immediately east of the outdoor skating facility – Ted Sokay, Manager – Roads / Sewers 905-372-9971, tsokay@cobourg.ca
8. Parking lot immediately behind Victoria Hall – Ted Sokay, Manager – Roads / Sewers – 905-372-9971, tsokay@cobourg.ca
9. Parking lot Arena - Furnace St – Jason Johns - Manager of Facilities

905-372-7371, jjohns@cobourg.ca

1. Parking areas Cobourg Community Centre D’arcy St – Jason Johns, Manager of Facilities 905-372-7371, jjohns@cobourg.ca
2. Parking lot Trinity Church Division Street - Ted Sokay, Manager - Roads / Sewers 905-372-9971, tsokay@cobourg.ca
3. Parking lot north side of Market Building off of Third Street Victoria Hall – Sally LeBlanc – Supervisor of Maintenance 905-372-4301, sleblanc@cobourg.ca
4. 420 King Street West - WPCP 1 - Bill Peeples, Manager - WPCP

 905-372- 7332, bpeeples@cobourg.ca

1. 95 Normar Road - WPCP 2 – Darryl Ashe, Foreman - WPCP

 905-372-5539, dashe@cobourg.ca

1. 505 William Street pumping station - Bill Peeples, Manager - WPCP

 905-372-7332, bpeeples@cobourg.ca

1. 387 King Street West pumping station - Bill Peeples, Manager – WPCP

 905-372-7332, bpeeples@cobourg.ca

1. 144 Division Street pumping station - Bill Peeples, Manager - WPCP

 905-372-7332, bpeeples@cobourg.ca

1. 519 Division Street pumping station - Bill Peeples, Manager – WPCP

 905-372-7332, bpeeples@cobourg.ca

1. 451 Lakeshore Drive -Brook Road South pumping station - Bill Peeples,

 Manager - WPCP 905-372-7332, bpeeples@cobourg.ca

1. McGill Street pumping station - Bill Peeples, Manager - WPCP

 905-372-7332, bpeeples@cobourg.ca

1. 505 King Street West -Monks Cove pumping station - Bill Peeples, Manager

 - WPCP 905-372-7332, bpeeples@cobourg.ca

1. 212 King Street West - Dressler House – Sally LeBlanc – Supervisor of

 Maintenance - 905-372-4301, sleblanc@cobourg.ca

1. 200 Ontario Street - Cobourg Public Library - Sally LeBlanc – Supervisor

 of Maintenance - 905-372-4301, sleblanc@cobourg.ca

1. Henley Arcade King Street to Covert Street Lot – Sally LeBlanc –

 Supervisor of Maintenance 905-372-4301, sleblanc@cobourg.ca

1. 111 Elgin Street East – Fire Department – Mike Vilneff – 905-372-9789, mvilneff@cobourg.ca

**NOTE:** The main driveways and staff parking areas at Water Pollution Control Plants #1 and #2 shall be cleared of snow before the start of the normal workday, 7 days per week. Also, to be available for additional snow clearing / salting as needed between the hours of 0800 - 1630 hrs.

Questions can be submitted by email to the Manager of Roads and Sewers, Ted Sokay

tsokay@cobourg.ca. Deadline for question submission is 4:00pm, October 12, 2021.

**ADDITIONAL PARKING LOTS / DRIVEWAYS:**

The Town of Cobourg reserves the right to add or remove parking lots and driveways. The cost of additional lot(s) / driveway(s) is to be calculated on a pro-rated cost based on a similarly sized lot / driveway that the successful bidder has been awarded this contract for.

**DAMAGES:**

a) Any damage to municipal property or adjacent property as a result of snow clearing operations will be the responsibility of the contractor to facilitate appropriate repairs. Similarly, any sod, asphalt, curbs, sidewalk or sign posts damaged or stripped during snow clearing/ removal operations are to be replaced at the contractor’s cost by May 31 in each contract year. All damages must be reported immediately to the Town of Cobourg, Roads / Sewers Manager.

**COMMENCEMENT OF WORK:**

1. Snow clearing, removal and salting/sanding in all lots and driveways will be carried out automatically when snowfall has accumulated to a depth of 1" (2.54 cm.) any time of the day or night and/or when requested to do so by the Department Manager or his/her designate.

**SNOW REMOVAL:**

1. Snow shall be piled during plowing in an orderly fashion so as to minimize the impact on available parking spaces and to ensure meltwater will not adversely affect the lot, public sidewalks, and roadways. The entrance(s) must be left unobstructed and snow shall not be piled in the areas designated for accessible parking or near parking machines.
2. If snow stored within the lots reaches an undesirable level, the contractor may/will be required to load and remove the snow to another location. Each Department Manager or his/her designate may request such snow removal at any time.
3. Payment for snow removal shall be based on the hourly rates supplied in the quotation sheet.
4. The Town reserves the right to haul snow piles away from any location at any time using Town forces. No payment shall be made to the contractor should the Town elect to remove the snow piles using Town forces.

**TERM OF CONTRACT:**

The term of this contract is to be for a period of three (3) years, starting with the Winter of 2021 - 2022. At the conclusion of the three (3) year contract the contract may be extended for an addition two (2) years, 2024 - 2025 and 2025 - 2026, upon mutual agreement. Written notice shall be provided by the Town of Cobourg of its intention to exercise this option.

**Notes:**

1. The unit prices bid are in effect from November 1, 2021 – April 30, 2022.
2. Season two (2), November 1, 2022 – April 30, 2023, the unit prices bid shall be adjusted by 2.0%.
3. Season three (3), November 1, 2023 – April 30, 2024, the unit prices bid shall be adjusted by adding 2.0% to season two (2) prices.
4. Should the Town elect to extend the annual program for an additional two (2) seasons, unit prices for season four (4) November 1, 2024 – April 30, 2025 shall be established by adding 2.0% to season three (3) unit prices and season five (5) November 1, 2025 – April 30, 2026 shall be established by adding 2.0% to the established season four (4) unit prices.
5. Any time during and at the end of each winter season a performance evaluation may be conducted between the respective managers and the Roads / Sewers Manager to evaluate the contractor’s performance. If at any time during this period the Town of Cobourg finds that the Contractor has failed to perform all duties and work / services as described in this contract to the complete satisfaction of the Town of Cobourg and upon notification of this failure to the Contractor, the Town of Cobourg may take the following actions:

1) Notify the Contractor that remedial or repeat work / service needs to be done to complete the work / service. Such remedial or repeat work / service shall be completed at no additional cost to the Town of Cobourg.

2) Notify the Contractor that upon a second request per 1) above the Contractor and the Town of Cobourg shall have a meeting to discuss the reasons for the need for remedial or repeat work and to discuss a permanent solution to the problem as to why the need for remedial or repeat work was necessary and to state the resolution to the issue(s) to the complete satisfaction of the Town of Cobourg.

3) Following any repeated requests by the Town of Cobourg after step 2) above which shall be understood as the third request for remedial or repeat work / service, the Town of Cobourg may at its sole decision terminate the contract and declare that the Contractor is in default of the contract and that the Town of Cobourg may take whatever steps it deems necessary to mitigate the failure of the Contractor including but not limited to:

4) Seek any financial remedies from the defaulted Contractor which shall be to ensure that the Town of Coburg does not incur any financial loss between said Contractor’s bid prices and the prices of any Contractor that may be called to complete the work / services for the remainder of the contract period.

5) Remove the defaulting Contractor from the Town of Cobourg’s bidders list and prohibit the Contractor from bidding upon any future work or service for the Town of Cobourg for an undetermined period of time.

6) Seek any other compensation or other result from the defaulting Contractor that the Town of Cobourg solely determines is necessary.

**INCOMPLETE QUOTATIONS:**

 Quotations which are incomplete, conditional or obscure, or which contain additions not called for, erasures, alterations or irregularities of any kind, may be rejected by the Town of Cobourg.

I/We agree to provide winter control consisting of snow plowing, sanding and/or salting, and snow removal all as set out in the specifications attached hereto, during the 2021/2022, 2022/2023, and 2023/2024 winter seasons at the following rates:

**A. (DO NOT INCLUDE HST)**

|  **LOCATION** |  **Snowplowing** **per Visit** **LUMP SUM** |  **Sand &/or Salt per Visit** **LUMP SUM** |
| --- | --- | --- |
| 1) | Police compound rear of Police Station 107 King Street West |  |  |
| 2) | Parking Lot at the northeast corner of Hibernia Street and Albert Street |  |  |
| 3) | Covert Street parking lot including the perimeter road as defined and within the solid white line, but excluding the private property outside the white line to the rear of the various buildings |  |  |
| 4) | Parking lot at the northwest intersection of Queen and McGill Streets |  |  |
| 5) | Parking lot on the east side of Third Street immediately south of the L.C.B.O. store |  |  |
| 6) | Parking lot at the north side of Albert Street from Second Street to First Street |  |  |
| 7) | Albert Street, south side, gravel lot east of outdoor rink |  |  |
| 8) | Parking lot behind Victoria Hall, municipal parking lot |  |  |
| 9) | Arena parking lot Furnace Street |  |  |
| 10) | Cobourg Community Centre parking areas, D’arcy Street, Alexandria Drive, Legion Fields parking lot – all area as directed by Facilities Manager  |  |  |
| 11) | Trinity Church parking lot  |  |  |
| 12) | North side of Market Building off of Third Street |  |  |
| 13) | 420 King Street West, Water Pollution Control Plant #1 |  |  |
| 14) | 95 Normar Road, Water Pollution Control Plant #2 |  |  |
| 15) | 505 William Street pumping station |  |  |
| 16) | 387 King Street West pumping station (Forth Street) |  |  |
| 17) | 144 Division Street pumping station (Trailer Park) |  |  |
| 18) | 519 Division Street pumping station |  |  |
| 19) | Brook Road South - pumping station |  |  |
| 20) | McGill Street pumping station |  |  |
| 21) | Monk’s Cove pumping station |  |  |
| 22) | 212 King Street West – Dressler House parking lot |  |  |
| 23) | 200 Ontario Street - Cobourg Public Library |  |  |
| 24) | Henley Arcade – King Street to Covert Street lot |  |  |
| 25) | 111 Elgin Street East – Fire Department |  |  |

**Thaw and Refreeze Cycle:**

In the event of weather conditions such as quick thaws and refreezing of certain areas with depressions, low lying areas etc, the successful contractor must continue to salt and/or salt/sand to ensure safe site conditions.

State Hourly Rate, including material, for spot salting and/or salt/sand thaws and refreeze areas: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B.** **SNOW REMOVAL** **DO NOT INCLUDE HST**

Trucks:

Single Axle $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_per hour

Tandem Axle $ per hour

Tri-Axle $ per hour

Loader(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_c.y. $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_per hour

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_c.y. $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_per hour

|  |  |  |
| --- | --- | --- |
|  |  |  |
| NAME of PERSON and/or COMPANY |  | Signed |
|  |  |  |
| Address (Street) |  | Date |
|  |  |  |
| (City, Postal Code) |  | Phone No. |
|  |  |  |
| E-Mail Address |  | Mobile No. |

**THE CORPORATION OF THE TOWN OF COBOURG**

**MUNICIPAL PARKING LOTS AND DRIVEWAYS**

**SNOW CLEARING, SNOW REMOVAL, SALTING AND/OR SANDING**

**QUOTATION NO. CO-21-27-PWD**

 **2021 - 2022 WINTER SEASON**

 **2022 - 2023 WINTER SEASON**

 **2023 - 2024 WINTER SEASON**

To: Town of Cobourg:

**RE: WORKPLACE SAFETY & INSURANCE BOARD - LIABILITY INSURANCE**

1. WSIB

Firm Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Liability Insurance: Name of Firm:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 ($5,000,000 Min.)

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This is to certify that the above-named firm has complied with all the requirements of the Workplace Safety and Insurance Board and all workers are covered by same, and that all equipment furnished to the Municipality carries liability insurance.

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position Held of Signing Official