

TERMS OF TENDER

GRASS CUTTING – PARKS & CEMETERIES 2023

The successful bidder/contractor will be required to sign a contract for the performance of the work described which shall include the following terms and conditions:

1. The successful bidder shall supply his/her own equipment, labour and supplies to carry out the work and shall be completely responsible for his/her equipment.
2. Mowing machines are to be equipped with turf type tires. The contractor shall refrain from working on grounds during excessively wet conditions; in the event rutting takes place, the contractor must repair any damage to the satisfaction of the Manager of Parks/Recreation & Facilities or his delegate.
3. The contractor must carry Workplace Safety and Insurance Board coverage, or state cause for exemption with the submission of his/her bid. The contractor will be liable for any damage caused to the property of the Township of Edwardsburgh/Cardinal during the carrying out of his/her contract.
4. **The contractor must show proof of minimum \$2,000,000 liability insurance to the municipality and sign a contractor Health & Safety responsibility agreement.**
5. Grass cutting shall be done on the basis of the below descriptions, and shall commence as soon as possible after the contract is awarded and continue until October 20th. Tenders shall be submitted in accordance with the terms stated. Separate tenders for Parts I, II, III, IV, V, VI, and VII must be submitted on forms provided. Contractors may bid on one or more Parts. Combined tenders will not be accepted.
6. A preliminary pick-up of garbage in the area to be cut will be required before each cut. Cutting is done when grass reaches 2” in height (approximately) and shall not be allowed to grow longer than 3” in height (approximately), unless directly specified as part of the contract. Cutting shall continue the entire 2023 grass growing season and shall include trimming around all obstacles natural and otherwise; i.e., buildings, under/around bleachers, cemetery markers, etc., to the satisfaction of the Manager of Parks/Recreation & Facilities or his delegate.

7. The contractor will submit detailed invoices for payment on a monthly basis as directed by the Township. The tender shall supply the full and total price for the 2023 season for the part being tendered and shall be in accordance with all the terms herein stated.
8. HST is to be stated separately on both tender documents and invoices.
9. Lowest or any tender not necessarily accepted.

For more information, please contact Mike Spencer, Manager of Parks, Recreation & Facilities, 613-349-9491 or by email at m Spencer@twpec.ca. Tender closes at 4:00pm on Tuesday, April 4th, 2023. Bids received after that time will not be opened.

**TENDER PART I
GRASS CUTTING**

NORTH PACKAGE

- Spencerville Ball Field (south diamond only) – Sloan Street, Spencerville
- Town Hall, 18 Centre Street, Spencerville
- Spencerville Mill, 2 Water Street, Spencerville
- Area west of Arena, Ryan Street, Spencerville
- Spencerville Fire Hall

To include the mowing of the south ball diamond at Spencerville, all grass areas surrounding the diamond; all grass areas surrounding the Town Hall; the river bank at the Spencerville Mill; the area to the west of the arena on the west side of Ryan Street; and the area around the Spencerville Fire Hall on a weekly basis. Includes preliminary garbage pickup, trimming, etc., as stated in the terms of the tender.

I, _____, hereby submit a tender in the amount of \$_____ per cut for Part I of the tender. The above contract bid shall be in accordance with the terms of tender as outlined herein.

Date: _____

Signature of Bidder: _____

Name: _____ (printed)

Address: _____

Telephone Number: _____

**TENDER PART II
GRASS CUTTING**

JOHNSTOWN PACKAGE

- Park at corner of Highway 416 and County Road 2, Johnstown
- Johnstown Cemetery, 20 Queen Street, Johnstown

To include the mowing of the park at the northeast corner of Highway 416 and County Road 2 and the Johnstown Cemetery on a weekly basis. Includes preliminary garbage pickup, trimming, etc., as stated in the terms of the tender.

I, _____, hereby submit a tender in the amount of \$_____ per cut for Part II of the tender. The above contract bid shall be in accordance with the terms of tender as outlined herein.

Date: _____

Signature of Bidder: _____

Name: _____ (printed)

Address: _____

Telephone Number: _____

**TENDER PART III
GRASS CUTTING**

SOUTH CENTRE PACKAGE

- Johnstown Community Centre, 24 Sutton Drive, Johnstown

To include the mowing of all grass areas of the Johnstown Community Center, including ball diamonds, and all grass areas surrounding the Community Hall and Swimming Pool on a weekly basis. Includes preliminary garbage pickup, trimming, etc., as stated in the terms of the tender.

I, _____, hereby submit a tender in the amount of \$_____ per cut for Part III of the tender. The above contract bid shall be in accordance with the terms of tender as outlined herein.

Date: _____

Signature of Bidder: _____

Name: _____ (printed)

Address: _____

Telephone Number: _____

**TENDER PART IV
GRASS CUTTING**

EAST PACKAGE

- North Channel Cemetery, 1847 County Road 2
- Galop Canal Park, Galop Canal Road off County Road 2

To include the mowing of the North Channel Cemetery and all grass areas of Galop Canal Park on a weekly basis. Includes preliminary garbage pickup, trimming, etc., as stated in the terms of the tender.

I, _____, hereby submit a tender in the amount of \$_____ per cut for Part IV of the tender. The above contract bid shall be in accordance with the terms of tender as outlined herein.

Date: _____

Signature of Bidder: _____

Name: _____ (printed)

Address: _____

Telephone Number: _____

**TENDER PART V
GRASS CUTTING**

BROUSVILLE CEMETERY PACKAGE

- Mainsville Cemetery, 1315 Brousville Road

To include the mowing of all the grass areas of the Mainsville Cemetery on a bi-weekly basis. Includes preliminary garbage pickup, trimming, etc., as stated in the terms of the tender.

I, _____, hereby submit a tender in the amount of \$_____ per cut for Part V of the tender. The above contract bid shall be in accordance with the terms of tender as outlined herein.

Date: _____

Signature of Bidder: _____

Name: _____ (printed)

Address: _____

Telephone Number: _____

**TENDER PART VI
GRASS CUTTING**

ADAMS ROAD CEMETARY PACKAGE

- Adams Road Cemetery, 7071 Adams Road

To include the mowing of all the grass areas of the Adams Road Cemetery on a bi-weekly basis. Includes preliminary garbage pickup, trimming, etc., as stated in the terms of the tender.

I, _____, hereby submit a tender in the amount of \$_____ per cut for Part VI of the tender. The above contract bid shall be in accordance with the terms of tender as outlined herein.

Date: _____

Signature of Bidder: _____

Name: _____ (printed)

Address: _____

Telephone Number: _____

**TENDER PART VII
GRASS CUTTING**

SHANLY CEMETARY PACKAGE

- Shanly Cemetery, 803 County Road 21

To include the mowing of all the grass areas of the Shanly Cemetery on a bi-weekly basis.
Includes preliminary garbage pickup, trimming, etc., as stated in the terms of the tender.

I, _____, hereby
submit a tender in the amount of \$_____ per cut for Part VII of the tender. The
above contract bid shall be in accordance with the terms of tender as outlined herein.

Date: _____

Signature of Bidder: _____

Name: _____ (printed)

Address: _____

Telephone Number: _____