



EDWARDSBURGH CARDINAL

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Township of Edwardsburgh/Cardinal

Public Works Department



Request for Quotations (RFQ)

2026 Bridge and Structural Culvert Assessments

RFQ # EC-PW-26-05

ISSUE Date: March 3, 2026

CLOSING DATE: March 25, 2026, at 4:00 p.m.

Introduction

The Township of Edwardsburgh-Cardinal is requesting quotations from qualified and experienced engineering consultants to complete bridge and structural culvert condition assessments in accordance with Ontario Regulation 104/97 (Standards for Bridges) and the Ontario Structure Inspection Manual (OSIM).

The Township owns and maintains eight bridges and six structural culverts that require bi-annual inspection services.

Inventory

Below is a table summarizing the bridges and culverts requiring an inspection under Ontario Regulation 104/97.

<u>Site ID</u>	<u>Location</u>	<u>Structure Type</u>	<u>Year Built</u>	<u>Length (m)</u>	<u>Width (m)</u>	<u>Crossing</u>
EC1	Weir Road Bridge	Slab on Prestress Girder	1983 Rehab 2024	27.4	9.8	South Nation River
EC2	Frederick Street Bridge	Solid Slab Rehab 2012	1950	6.1	5.9	Johnstown Creek
EC3	Galop Canal South Bridge	Pedestrian Truss	1990	24.4	2.8	Galop Canal
EC4	Galop Canal North Bridge	Solid Slab	1940	32.6	4.7	Galop Canal
EC5	Legion Way Culvert	Soil-Steel Structure	1990	12.4	6	Galop Canal
EC6	Glen Smail Road Bridge	Concrete Rigid Frame CIP	1960	8.3	9.02	South Branch River

<u>Site ID</u>	<u>Location</u>	<u>Structure Type</u>	<u>Year Built</u>	<u>Length (m)</u>	<u>Width (m)</u>	<u>Crossing</u>
EC7	Millar Road Bridge	Slab on Prestress Girder	1994	41.1	9.7	South Nation River
EC8	Ventnor Road Bridge	Prestressed Box	1979 Rehab 2013	24.25	11	South Nation River
EC9	Ventnor Road Culvert	Concrete Culvert	1955	17.1	4.9	Through water
EC10	Pittston Road Culvert	Soil-Steel Structure	2014	23	8.8	South Branch River
EC11	Trail Bridge	Solid Slab	1949	3.7	6	South Branch Tributary
EC12	Goodin Road Twin Culvert	Soil-Steel Structure	2010	19.6	2	Keelers Creek
EC13	Campbell Road Culvert	Soil-Steel structure	1980	17.5	3.7	South Nation River Tributary
EC14	Tuttle Point Culvert	Soil-Steel Structure	1990	17.1	1.5	St Lawrence River- Side channel.

Scope of Work

Task 1: Project Initiation

- Review of previous inspection reports and recommendations.
- Confirm and provide inspection work plan and schedule.

Task 2: Bridge and Culvert Inspections

- Perform detailed inspections on all identified structures in accordance with Ontario Regulation 104/97 and the Ontario Structure Inspection Manual (OSIM).
- Inspections shall be completed under the supervision of a Professional Engineer licensed in Ontario and by a qualified inspector in accordance with OSIM.
- Assess structural elements including, but not limited to the deck, soffit(s), asphalt, expansion joints, timber posts, guide rails, girders, concrete posts, walls (abutment, Ballast, and Wing), pipework and footings.
- Assess watercourse conditions and scouring around each structure.
- The consultant shall provide all necessary equipment required to complete the inspections safely.
- The consultant shall assess and provide traffic control as per the Ontario Traffic Manual (OTM- Book 7) if required and include in quoted price.

Task 3 – Condition Rating and Load Evaluation

- Assign OSIM condition ratings for all inspection elements.
- Identify any structures requiring immediate action, load postings, or restrictions.
- Provide commentary for each structure including estimated replacement value, remaining service life, bridge condition MTO calculations, parabolic and straight-line depreciation evaluation.
- Capital cost breakdown for those structures identified in need of rehabilitation or replacement by 2036.
- All assessments, values, calculations and projections are intended to be screening-level and suitable for inspection and asset planning purposes only.

Task 4 – Reporting and Recommendations

For each inspected structure, the report shall include:

- Completed OSIM inspection forms for each structure.
- Photographs of significant deficiencies.
- Summary of deficiencies and condition ratings.
- Clear recommendations for maintenance, repair, rehabilitation, or replacement.
- Cost estimates for each recommendation.

Task 5- Deliverables

The consultant shall provide:

- Individual inspection reports for each structure.
- Completed OSIM forms (PDF format).
- Summary table of structure condition ratings in PDF and Excel format.
- Digital photo log for each structure.
- One electronic copy of all deliverables in PDF format.

Project Schedule

- Inspections shall be completed by **June 30, 2026**.
- Final report to be completed and received by **July 30, 2026**.

Consultant Qualifications

Consultants must demonstrate the following:

- Experience completing OSIM bridge inspections in Ontario.
- Professional Engineer (P.Eng.) licensed in Ontario.
- Recent experience with municipal bridge assets.

Quotation Submission Requirements

Quotations shall include:

- Brief description of the firm and relevant experience.
- Proposed inspection methodology.
- Identification of project team.
- Confirmation of OSIM qualifications.
- Lump-sum fee and unit rates per structure excluding HST.
- Schedule availability to complete tasks and submission of final report.

Payment

The total price and payment shall be shown in Canadian Funds

Township will make payment of accounts within (30) thirty days of the date in which the invoice is received subject to final deliverables and Township acceptance.

Evaluation Criteria

Quotations will be evaluated based on the following:

- Relevant experience and qualifications (30%)
- Proposed methodology and schedule (20%)
- Fee (50%)

Submission Instructions

Quotations shall be labelled “Township of Edwardsburgh-Cardinal 2026 Bridge and Culvert Inspections, RFQ # EC-PW-26-05” and submitted electronically in PDF format via email to the Director of Operations, Eric Wemerman at ewemerman@twpec.ca.

Late submissions will not be accepted.

Appendix A: Available Mapping

Weir Road Bridge



Frederick Street Bridge



Galop Canal North and South Bridges



Legion Way Culvert, Cardinal



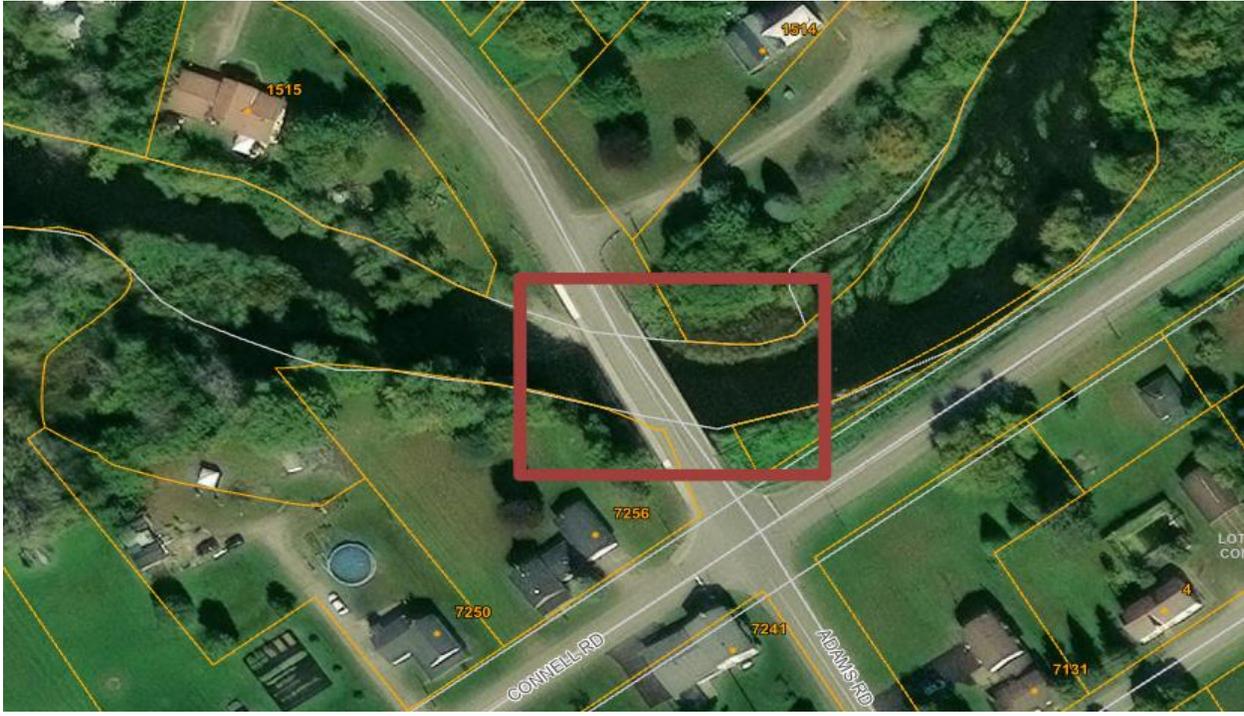
Glen Smail Road Bridge



Millar Road Bridge



Ventnor Road Bridge



Ventnor Road Culvert



Pittston Road Culvert



Goodin Road Twin Culverts



Campbell Road Culvert



GENERAL CONDITIONS

1. Quotations shall remain valid and open for acceptance by the Township for a period of sixty (60) calendar days following the due date for receipt of submissions.
2. The Township will not be responsible for any costs incurred in the preparation and submission of quotation.
3. Neither the lowest cost nor any quotation shall necessarily be accepted, and the decision of the Township is final. The Township also reserves the right to cancel this Request for Quotation at any time, without penalty or cost to the Township. This Request for Quotation and the resulting quotation received should not be considered a commitment by the Township to enter into any contract.
4. The proponent agrees to protect, defend, indemnify, and hold harmless the Township, its elected officials, agents and employees from and against any liability, damages, claims, suits, liens and judgments, of whatever nature, including claims for contribution and/or indemnification, for injuries to any person or persons, or damage to the property or other rights of any person or persons, caused by the respondent's submittals. Proponent's obligation to protect, defend, indemnify and hold harmless, as set forth above, shall include any matter arising out of the actual or alleged unfair competition, disparagement of service, or other business tort of any type whatsoever, or any actual or alleged violation of professional regulations.
5. All documents and material prepared pursuant to this RFQ are the property of the Township. The Township shall have the unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data, or other materials prepared under this process.
6. The Township is subject to the Municipal Freedom of Information and Protection of Privacy Act, RSO 1990, c.M.56, as amended (MFIPPA) with respect to, and protection of, information under its custody and control. Accordingly, all documents provided to the Township in response to this Request for Quotation may be available to the public.
7. All required insurance coverage shall be the responsibility of the bidder and include at a minimum, errors and omissions, general liability (5 million) and vehicle liability (2 million).