



— TOWNSHIP OF —
ASHFIELD-COLBORNE-WAWANOSH

Title: **Request for Quotations:
Municipal Garage Electrical Work**

Reference: **PW 2024-03**

Closing Date : **July 25, 2024**

Closing Time : **1:00 p.m.**

Location: Township of Ashfield-Colborne-Wawanosh
Municipal Office
82133 Council Line
Goderich, ON, N7A 3Y2
Attention: **Thomas McCarthy, Public Works Superintendent**
Email: pws@acwtownship.ca
Phone: 519-524-4669 ext. 209

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1. Summary

This is an invitation to submit a quotation issued by the Township of Ashfield-Colborne-Wawanosh (the “The Township”), for the purpose of completing the Municipal Garage Electrical Work (the “Work”) project. Successful proponents will be awarded the Work based on experience, pricing, references, and ability to complete all or some of the Work as negotiated. This document is meant to seek quotes on the Work identified herein and in no way will act or be considered a contract agreement between the proponents and the Township.

2. Scope

The Work, covered by the following specifications, shall include the supplying of all labour, equipment, and materials to complete the following requirements for the Work to be performed at the Municipal Garages. The successful bidder will detail the model and specifications of all proposed materials. The Work required is as follows:

2.1 Apply for all necessary permits.

2.2 Ashfield Garage:

- Supply & install new 60amp sub service on dividing wall.
- Supply & install 2 new 50amp 220v receptacles.
- Supply & install 2 new 20amp circuits for receptacles.
- Replace existing T8 fluorescent lights with 14 T8 high bay lights.
- Replace Main Exhaust fan and install timers so that the fan runs for a set period of time after the bay doors open.
- Electrical inspection

2.3 Colborne Garage:

- Replace Main Exhaust fan and install timers so that the fan runs for a set period of time after the bay doors open.

2.4 Wawanosh Garage:

- Replace Main Exhaust fan and install timers so that the fan runs for a set period of time after the bay doors open.

2.5 Supply and erect safety measures around active construction zone.

2.6 Work to be completed by November 1st 2024.

3. Mandatory Submission Requirements

- a. The name of the Proponent and contact who will be servicing the Township;
- b. Project references with contact information;
- c. A fully completed Schedule of Unit Rates for the Work required, found in Appendix A;

4. Quotation

Submissions must be received via email to pws@acwtownship.ca no later than 1:00 p.m. on July 25, 2024 and should include completed copies of Appendix A found in this document. Quotations

received after this time will be rejected. The subject of the email should read "Municipal Garage Electrical Work".

All contents of the submitted quotes shall remain confidential in accordance with the Freedom of Information and Protection of Privacy Act.

5. Inquiries

Any inquiries respecting this RFQ should be directed to:

Thomas McCarthy, Public Works Superintendent
519-524-4669 ext. 209
pws@acwtownship.ca

6. Cost and Expenses

All cost and expenses occurred in the preparation of submitted quotes are the responsibility of the proponent. All expenses accrued from the gathering of additional information necessary in preparation of this quote are also the proponent's.

7. Changes to RFQ

The Township reserves the right to make changes to this RFQ by issuing an addendum or supplementary instructions at any time. No liability shall be incurred by the Township in such a case.

8. Schedule and Delivery

Proponent must be able to fulfill the requirements of the project within the timeline stated within the RFQ.

9. Terms and Conditions

The Township reserves the right to disqualify "conditional quotes".

10. Comparison of Quotes

The Township does not bind themselves to accept the lowest quotation.

Appendix A - Form of Quotation

Location	Description of Work	Bid price not including HST
Ashfield Garage	Supply & install new 60amp sub service on dividing wall.	
	Supply & install 2 new 50amp 220v receptacles.	
	Supply & install 2 new 20amp circuits for receptacles.	
	Replace existing T8 fluorescent lights with 14 T8 high bay lights.	
	Replace Main Exhaust fan and install timers so that the fan runs for a set period of time after the bay doors open.	
Colborne Garage	Replace Main Exhaust fan and install timers so that the fan runs for a set period of time after the bay doors open.	
Wawanosh Garage	Replace Main Exhaust fan and install timers so that the fan runs for a set period of time after the bay doors open.	
Total HST only		
Total Bid Price Including HST		

- Please include specific materials (light model, fan size and make etc.) on a sheet attached with your bid.
- *(Lowest or any tender may not necessarily be accepted.)*

Appendix B – Form of Bid

Legal Name of the Proponent or Individual

Mailing & Courier Delivery Address with Postal Code

Telephone Number

Fax Number

H.S.T. Number

For Any Questions Regarding the Bid, Name the Contact Person and Their Title

Contact's email address

	+	=
Bid Price Before tax	HST	Total Bid Price Including HST

Authorized Signature

Name (Please print)