



REQUEST FOR TENDER
MV 2026-05
Crooked Slide Park Chute and Walkway Repair

Please submit complete tender using the attached forms, quoting the above tender number and closing date, and forward before 3:00 pm EST Monday June 29 2026 to:

The Corporation of the Township of Madawaska Valley
PO Box 1000 85 Bay Street Barry's Bay ON K0J1B0
Attn: Hannah Gutoskie, Manager of Recreation and Community Services

Submissions must be received in accordance with the attached RFT forms, Specifications, Instructions to Vendors, and Standard Terms and Conditions.

Opening of Tenders (open to the public):
Monday June 29 2026

Contact:
Hannah Gutoskie
Manager of Recreation and Community Services
Box 1000 85 Bay St Barry's Bay ON K0J1B0
613-756-2747 ext 220
recreation@madawaskavalley.ca

1. INSTRUCTIONS TO BIDDERS

1.1. GENERAL

The Township of Madawaska Valley, herein known as the Township, is inviting submissions from qualified firms to complete repairs of the chute and walkway at Crooked Slide Park in Combermere.

Key dates:

Release of Request for Tender	Tuesday May 12 2026
Deadline for Inquiries	Friday June 12 2026
Request for Tender Closes	Monday June 29 2026 @ 3:00pm
Opening of Tender	Monday June 29 2026 @ 3:01pm

1.2. SUBMISSION OF TENDERS

- 1.2.1. Bidders shall submit the following items duly completed as part of this tender request: Form of Tender (page 9)
- 1.2.2. Tenders are to be in a sealed envelope clearly marked RFT 2026-05 Crooked Slide Park Chute and Walkway Repair and addressed to:
Hannah Gutoskie
Township of Madawaska Valley
85 Bay Street, Barry's Bay ON K0J1B0
- 1.2.3. Tenders shall be received at the above address until 3:00pm local time on Monday June 29 2026.
- 1.2.4. Tenders received at 3:01pm or later will be deemed late and rejected.
- 1.2.5. The Township is not responsible for any Tenders received after the stated closing time and will not consider any such Tenders.
- 1.2.6. The Township will not be responsible for any lost Tenders or for those Tenders that are delivered to any location other than the submission address indicated above.
- 1.2.7. The onus remains solely on the Bidder to instruct couriers/delivery personnel to deliver Tender submissions to the exact location specified. Bidders assume sole responsibility for late deliveries if these instructions are not strictly adhered to.
- 1.2.8. Faxed or emailed Tenders will not be accepted.

1.3. FORM OF TENDER

- 1.3.1. All bids must be upon the blank Form of Tender attached hereto and the bidder is required to fill all blanks.
- 1.3.2. If it becomes necessary to correct an error made on a Form of Tender, such correction must be initiated by the person or persons signing the form.
- 1.3.3. The Form of Tender shall be signed in ink by a designated signing officer of the bidding firm, with the ability to bind the company.

1.4. TAXES, PERMITS, AND FEES

All prices must be stated in Canadian funds. Prices quoted shall be the net prices inclusive of all associated costs i.e. equipment, material, applicable licenses/permits/plates, including transportation and delivery charges fully prepaid by the Bidder to any specified destination within Township of Madawaska Valley. HST shall be extra to bid prices.

1.5. BID SECURITY

Not required.

1.6. ADDITIONAL ENCLOSURES WITH TENDER

Not required.

1.7. IRREVOCABILITY OF OFFER

The Bidder shall not revoke its offer until after the expiration of sixty (60) calendar days after the opening of the Tender by the Township.

1.8. COMPETITION INTENDED

It is the Township's intent that this request for tenders permit competition. It shall be the Bidder's responsibility to advise the Manager of Recreation and Community Services in writing if any language, requirement, specification, etc. or any combination thereof, inadvertently restricts or limits the requirements stated in this request for tender to a single source.

1.9. INQUIRIES

- 1.9.1. All inquiries during the tender period shall be in writing only, and directed by email to Hannah Gutoskie, Manager of Recreation and Community Services: recreation@madawaskavalley.ca.
- 1.9.2. No other staff is to be contacted for clarification of any aspect of this request for tenders.
- 1.9.3. No verbal instructions or verbal information to Bidders will be binding on the Township.
- 1.9.4. Bidders are encouraged to submit their questions as soon as possible. The deadline for submitting inquiries is Friday June 12 2026. No questions will be accepted after this date.

1.10. DISCREPANCIES AND OMISSIONS

- 1.10.1. Any Bidder finding discrepancies or omissions in this document, or in doubt as to its intent, shall at once notify the Manager of Recreation and Community Services. If necessary, a written addendum will be issued.
- 1.10.2. Misinterpretations of any requirement of the contract documents will not be considered a release of responsibility to complete the work as indicated. If in doubt about intent of documents, contact the Manager of Recreation and Community Services before closing; if necessary, an addendum will be issued to clarify ambiguities.

1.11. CLARIFICATION AND ADDENDA

- 1.11.1. All clarifications, or other instructions (ie. additions, alterations or deletions to the specifications and other parts of this request for tender) issued by the Manager of Recreation and Community Services during the tender period will be in writing in the form of an Addendum and posted on the Township of Madawaska Valley website.
- 1.11.2. All such changes shall become part of the tender request and shall be allowed for in arriving at bid pricing.
- 1.11.3. It is the responsibility of interested bidders to regularly check the Township of Madawaska Valley website for posted queries or addenda.

1.12. WITHDRAWAL OF TENDER

Bidders will be permitted, without prejudice, to withdraw their bid unopened after it has been received by the office of the Manager of Recreation and Community Services, provided such request for withdrawal is

received in writing by the Manager of Recreation and Community Services prior to the closing date and time. The withdrawal of a tender does not disqualify a Bidder from submitting another tender prior to the closing.

1.13. TENDER OPENING

Tenders will be opened at 3:01pm EST on Monday June 29 2026 at the Township of Madawaska Valley offices, 85 Bay Street, Barry's Bay ON. The opening of tenders is open to the public. Opening of tenders does not signify acceptance of any tender.

1.14. INFORMAL TENDERS

Tenders that are incomplete, illegible, unbalanced, conditional or obscure, or which contain additions not called for, reservations, erasures/overwriting/strikeouts not initialed, alterations or irregularities of any kind, or are not properly signed may be rejected as informal.

1.15. PRICING DISCREPENCIES

Whenever there is a discrepancy between the unit price and the extended price on the bid form, the unit price shall govern, and the total price bid shall be adjusted accordingly.

1.16. REFERENCES

If requested, Bidders shall provide references that are relevant to the current project in scope and value. The Township will review these references and the Bidder's prior performance on other contracts with the Township and consider the same during evaluation of bids. References may be requested during the tender call or post-bid opening.

1.17. AWARD OF CONTRACT

- 1.17.1. Award of this contract is subject to budget approval.
- 1.17.2. The Contract is only awarded on acceptance by the appropriate level of governance of the Township based on the Contract value, and following evaluation of the tenders submitted.
- 1.17.3. The Township reserves the right to request clarification on any bid or to ask Bidders to supply any additional material deemed necessary to assist in the evaluation of the bid.
- 1.17.4. The Township reserves the right to negotiate price or terms with the lowest compliant Bidder should the bid price be over the budget allotted for the project, or to cancel and recall the bid.
- 1.17.5. The lowest or any submission will not necessarily be accepted, and the Township reserves the right not to award any contract if it is deemed not to be in its best interest.

1.18. NON-RESIDENT BIDDER

If the Bidder is non-resident in Ontario, the Bidder shall not commence work or order any materials or equipment for the tender until they have furnished a certificate from the Retail Sales Tax Branch showing that they have registered with the Retail Sales Tax Branch. The Bidder shall ensure that all sub-contractors whom they propose to use for carrying out any of the work and who are non-resident in Ontario have registered with and have complied with the requirements of the Retail Sales Tax Branch before they commence any such work.

1.19. RIGHT TO REJECT

The Township reserves the right to reject tenders from any Bidder who in the Township's reasonable opinion are deemed incapable of providing the necessary labor, materials, equipment, financing, and management resources to provide the requirement in a satisfactory manner.

2. TERMS AND CONDITIONS

2.1. GENERAL

The Instructions to Bidders, Terms and Conditions, Specifications, and Form of Tender, form the entire contract between the parties, and no variations thereof irrespective of the wording of the Bidder's acceptance will be effective unless specifically agreed to in writing by Township staff.

2.2. DEFINITION

Where context is required, the word "goods" is to be read as "service".

2.3. TERMS OF PAYMENT

Unless otherwise specified, should the Corporation of the Township of Madawaska Valley enter into a contract relating to the Project, it will make payment of accounts within thirty (30) days of the date on which the invoice is received.

2.4. PAYMENT WITHHELD FOR UNSATISFACTORY PERFORMANCE

The Township shall not pay the final invoice to the successful bidder for the work, services, products, or materials stated in these documents until the Township is fully satisfied that all terms and conditions stated in these documents and all work, service performed, products or materials delivered shall be deemed to have been completed, installed, or delivered to the complete satisfaction of the Township.

2.5. QUALITY

Goods are subject to the Township's inspection and approval at a reasonable time after delivery. If specifications are not met, goods may be returned at seller's expense.

2.6. CODES AND STANDARDS

All work under this contract must be completed in accordance with all appropriate requirements in Federal, Provincial and Municipal laws, statutes, regulations, and bylaws, relevant to this tender request including but not limited to:

- The Construction Lien Act, R.S.O. 1990, c. C.30
- The Occupational Health and Safety Act, R.S.O. 1990, c. 0.1, as amended
- Workplace Safety and Insurance Act, effective January 1, 1998, as amended
- The Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended
- Technical Standards & Safety Authority
- Accessibility for Ontarians with Disabilities Act (AODA)

2.7. SIGNED BID TO BE CONSIDERED AN OFFER

The submission of a signed tender to the Township shall be deemed to constitute an "Offer" which may be accepted, at the option of the Township by a written acknowledgement of acceptance, and (a) a duly executed contract, and/or (b) the issuance of a "purchase order". Upon such acceptance, the terms, conditions, and specifications herein set forth shall be confirmed and binding upon the Township and the Bidder. Upon acceptance of the tender, both parties hereto agree to do everything necessary to ensure that the terms of this agreement take effect.

2.8. SATISFACTION OF BIDDER

The submission of a signed tender to the Township shall be deemed to constitute an "Offer" which may be accepted, at the option of the Township by a written acknowledgement of acceptance, and (a) a duly executed contract, and/or (b) the issuance of a "purchase order". Upon such acceptance, the terms, conditions, and specifications herein set forth shall be confirmed and binding upon the Township and the Bidder. Upon acceptance of the tender, both parties hereto agree to do everything necessary to ensure that the terms of this agreement take effect.

2.9. RESERVATIONS FOR REJECTION AND AWARD

The Township reserves the right to accept or reject any/or all bids, to waive irregularities and technicalities and to request rebids on the required services. The Township also reserves the right to waive minor variations to specifications.

2.10. BIDDER'S EXPENSE

Bidders are solely responsible for their own expenses in preparing a tender and for subsequent negotiations with the Township, if any. If the Township elects to reject all tenders received, the Township will not be liable to any Bidder for any claims, whether for costs or damages incurred by the Bidder in preparing the tender, loss of anticipated profit in connection with any final Contract, or any other matter whatsoever.

2.11. LITIGATION WITH THE TOWNSHIP

No tender submission will be accepted from any bidder, inclusive of its subcontractors(s), which has a claim or has instituted a legal proceeding or has threatened to claim or institute a legal proceeding against the Township or against whom the Township has a claim or has instituted a legal proceeding with respect to any previous contract, without the approval of Council in its sole and unfettered discretion. This applies whether the legal proceeding is related or unrelated to the subject matter of this tender.

2.12. DEFAULT OF BIDDER

In case of a default of performance of the Project, the Township of Madawaska Valley reserves the right to transfer the Project to another source. All additional expenses arising from such transfer will be charged to the original submitter of a tender or contractor and are due forthwith.

2.13. INDEMNIFICATION

The Bidder agrees to indemnify, defend, and save harmless the Township and all Municipal Officers, employees, volunteers, servants and agents of its Boards and Commissions from and against all losses, costs, damages, expenses, and claims made against the Township, resulting from or arising out of any act or omission or negligence of the Bidder, his employees or agents, during or connected with the performance of the work under the contract.

2.14. WARRANTY

The Bidder warrants that all goods to be supplied are free from defects in material, workmanship, and design, suitable for the purposes intended implied, in compliance with all applicable specifications and free from liens or encumbrance on title. All services are performed in accordance with current, sound and generally accepted industry practices by qualified personnel trained and experienced in the appropriate fields.

2.15. CONFLICT OF INTEREST

All Bidders are required to disclose to the Township any potential Conflict of Interest, may it be pecuniary or otherwise. If a conflict of interest does exist with the potential successful Bidder, the Township may, at its discretion, refrain from awarding the project to the Bidder. The Bidder covenants that it presently has no interests, and it shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its service hereunder. The Bidder further covenants that in the performance of this contract no person having such known interest shall be employed.

3. BACKGROUND AND OBJECTIVES

3.1. BACKGROUND

Crooked Slide Park, located at 343 Old Barry's Bay Road in Combermere, is of significant historical, recreational, and tourism value to the Township of Madawaska Valley. The log chute and adjacent boardwalk require replacement to preserve this heritage asset.

The Township has procured engineered drawings of the chute and boardwalk portions of the park to properly facilitate its repair and ensure it retains its cultural and historical value.

3.2. SCOPE OF SERVICES

The selected firm will be responsible for completing repairs of the chute and walkway at Crooked Slide Park, following the Madawaska Valley Crooked Slide Park Chute and Boardwalk Rehabilitation drawings (see file on Township website). These interventions and replacements should be completed using identical or similar materials. No structures or portions of the park outside of what is identified in the engineered drawings are to be completed as a part of this project.

A building permit is not required for this project. The Township will be completing the appropriate permitting, reporting, and review requests to the provincial Ministry of Natural Resources and Forestry and federal Department of Fisheries and Oceans as it relates to this project. Construction debris may be brought to Bark Lake Waste Site with no tipping fees charged.

If additional repairs/replacement not within the scope of work of this tender are discovered, they will be discussed and negotiated accordingly.

Construction will be overseen by a qualified engineering firm, to be hired by the Township of Madawaska Valley. Site visits will be scheduled at key points in construction, and a final inspection will take place upon completion of the works, including confirmation the project has been completed in general accordance with the design, specifications, and applicable standards.

3.3. DEADLINES

This project must be completed by November 30 2026. If the Manager of Recreation & Community Services grants the contractor an extension of time, the contractor shall complete the work by the revised deadline.

4. FORM OF TENDER

**TOWNSHIP OF MADAWASKA VALLEY
 FORM OF TENDER
 CROOKED SLIDE PARK CHUTE AND WALKWAY REPAIR**

CLOSING DATE: Monday June 29 2026

CLOSING TIME: 3:00 pm local time

BIDDER INFORMATION

Company	
Contact Name and Position	
Street Address	
Telephone	
Email	
Signature	
Date	

The bidder agrees to supply all services necessary for the completion of the work set forth in the Tender Documents in the sum noted below:

Crooked Slide Park Chute and Walkway Repair	
HST (13%)	
TOTAL TENDER AMOUNT	

References

The following is a list of three project references of a similar scope and budget as the project outlined in this request for quotation.

Job/project name/description	Year

Timeline

Project proposed to commence on	
Project proposed to be completed on	