



**Nottawasaga Valley Conservation Authority**

**REQUESTS FOR QUOTE (RFQ) 04/2017 FOR TREE PLANTING AND  
SPRAYING SERVICES - SPRING 2018**

Sealed quotes will be received by the undersigned on behalf of the Nottawasaga Valley Conservation Authority (NVCA) as follows:

One (1) hard copy is to be submitted, in a sealed envelope clearly marked "Confidential - RFQ 04/2017, Tree Planting & Spraying Services, Spring 2018".

**The completed quotations will be received until 2:00 p.m. local eastern standard time on Friday, January 19, 2018, by:**

Rick Grillmayer  
Manager, Forestry  
Nottawasaga Valley Conservation Authority  
John Hix Conservation Administration Centre  
8195 8th Line, Utopia, Ontario  
L0M 1T0

Quotes via fax or email cannot be accepted.

This time and date will be deemed to be the closing of the quote. Late quotes will not be considered.

Please note that the lowest quote will not necessarily be successful or accepted. The NVCA reserves the right to accept any quote or to reject any or all quotes.

The selection will take place in the 4<sup>th</sup> week of January with the successful bidder being notified after.

For more information or for a copy of this document in an alternative format, please contact NVCA at 705-424-1479 or [admin@nvca.on.ca](mailto:admin@nvca.on.ca)

**GENERAL INDEX**

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## **Section A - Instructions**

### **1. FORM OF THE QUOTE**

All quotes must be upon the Quote Form contained herein and be signed by the bidder with their business address.

Bidders will also submit the following forms complete in all respects:

- Valid pesticide applicator license – Pesticide Operator and Forestry Exterminator.
- Proof of Liability Insurance.
- Proof of WSIB coverage.
- Quote Form.
- References.
- Proof of Ability.

### **2. PRICING**

All prices submitted shall remain firm until the completion of the contract.

### **3. QUOTE ADJUSTMENT**

- 3.1 Adjustment by fax, e-mail or letter to a quote already submitted will not be considered. A bidder desiring to make adjustment to a quote submitted must withdraw the quote and submit another quote before the closing date and time, clearly noting that the quote is 'an amended quote', and showing an amended submission date. A quote may be withdrawn at any time prior to the time of closing.
- 3.2 Should there be any error in extensions, additions or computations, the unit price shown will govern.
- 3.3 The quote form must be signed in the spaces provided on the form, with the signature of the bidder or an authorized signing authority for the organization bidding.
- 3.4 The quotes must be clearly legible and all blanks filled in.

### **4. INSURANCE**

The contractor shall maintain liability insurance in the amount of not less than five million dollars (\$5,000,000.00) per occurrence. The NVCA shall be named as an additional insured. Prior to signing of the contract the contractor shall submit proof of insurance to the NVCA. The contractor will also be required to sign a Hold Harmless agreement and provide a Certificate of Insurance to include Pesticides Act coverage.

## 5. LIABILITY

The Contractor shall be responsible for all injuries to persons and for damage to property caused by their operations and their employees engaged in connection with the work. The Contractor shall indemnify and save harmless the NVCA from all suits and actions for damages and costs to which the NVCA may be put by reason of injury or death to persons and damage to property of the NVCA and others resulting in the performance of the services required.

## 6. WORKPLACE SAFETY & INSURANCE BOARD

The successful bidder will be required to supply before commencement of the contract a certificate from the Workplace Safety and Insurance Board indicating that the bidder is in good standing with the Board before commencement of Contract and upon request will make available proof that all premiums payable are up to date.

## 7. LICENSING

The successful bidder will be required to supply proof of a valid Pesticide Applicator (Forestry Exterminator) and Operators License under the Pesticides Act of Ontario.

## 8. PROOF OF ABILITY

The bidders will be competent and capable of performing the scope of work specified and will provide with the quote the following information:

- Number of persons to be employed with this tender.
- A brief description of how the contract would be carried out.
- Three references. The NVCA reserves the right to fully investigate the qualifications of any bidder.
- Any additional pertinent information may be supplied at the bidder's option.

It is not the intent of the NVCA to award this contract to anyone who does not furnish satisfactory evidence of sufficient experience in this class of work.

## 9. RIGHT TO ACCEPT OR REJECT

9.1 No claims will be allowed after the submission of a quote or award of a contract on the basis that there was a misunderstanding of the terms and conditions or specifications or for any other reason.

9.2 The NVCA reserves the right to accept or reject any or all quotes and the lowest or any quote will not necessarily be accepted.

## 10. QUERIES REGARDING RFO

Any queries regarding the work and services required under this project should be directed to the Manager, Forestry at 705-424-1479 ext. 230. E-mail enquiries will be accepted at [rgrillmayer@nvca.on.ca](mailto:rgrillmayer@nvca.on.ca); however, the NVCA will not be responsible for any e-mail enquiries not responded to.

## **Section B - General Conditions**

1. Machine planting is to commence during the week of April 23 (weather and seedling availability permitting), **OR** 1 week after seedlings are available from the nursery. Machine planting **must** be completed within 4 weeks of commencement.
2. Hand planting is to commence during the week of May 7 (weather and seedling availability permitting), **OR** 1 week after seedlings are available from the nursery. Hand planting **must** be completed within 3 weeks of commencement.
3. All trees are to be planted by May 25.
4. All landowners must be contacted a minimum of three days prior to the completion of works so that access to the planting site can be arranged. Several landowners wish to be onsite at the time of planting; several sites have locked gates or very large dogs that are not tied up.
5. Site preparation via backpack shielded applications of "simazine+glyphosate" can only commence after clearance is given by the NVCA and is to be completed by June 15.
6. The equipment used for the band application of simazine must allow for sufficient shielding so that glyphos can be applied to the simazine in such a way that the trees are not damaged. Air-induction or equivalent nozzles must be used.
7. For hand planting the contractor will pick up the trees at our cold storage facility at 8195, 8<sup>th</sup> Line, Utopia, Township of Essa, at the beginning of each day.
8. For machine planting the NVCA will attempt to meet the contractor onsite and deliver the trees. If this cannot be coordinated, the contractor will pick up the trees at our cold storage facility at 8195, 8<sup>th</sup> Line, Utopia, Township of Essa, at the beginning of each day.
9. Stock types are bare root, with ages being 1+0, 3+0, 1.5+1.5, G+1, J+1, J+2, 2+2, J+1.5, and 1+2.
10. The contractor must provide written daily reports on planting and spraying to the NVCA.
11. All herbicides required for spot spraying, shielded spraying and band spraying of simazine must be provided by the contractor. If glyphos is to be added to the band spraying operation it would be provided by the NVCA. The contractor should also ensure that they can transport all water required for spraying as it is not readily available on all of the spraying sites.
12. All equipment must be provided by the contractor. Hand planting will not be accepted as a substitute for machine planting unless specifically cleared by the NVCA due to site conditions.
13. The number of trees to be planted and sprayed in all categories may change between the acceptance of the quote and the signing of the contract. Any additional work would be awarded at the accepted bid.

**Section C - Scope of Contract**

The Quote is for the machine and hand planting of tree seedlings, band and spot applications of Simazine and shielded applications of simazine+glyphosate as listed in the attached specifications.

All quotes must be submitted in the form of \$/tree planted (including HST), and \$/tree sprayed (including HST), on the form provided.

Planting and Spraying Locations

NVCA - Machine Planting - 2018									
						Wet	Dry		
Site #	Landowner	Lot	Conc	911 #	Twp	Total Planted	Total Band Sprayed	Application Rate Simazine	Soils/Site Prep./Access/Site Veg.
1	OnRoute - MTO	6	4	6400 Highway 400	Innisfil	6,000	6,000	7.2	Access via 5th line, not 400. Drainage varies from well to poor. Very fine sand to clay loam. Was in Ag. In 2015.
2	Matthew Whittley	6	13	4920 Conc 12 Sunni.	Clearview	2,500	0	0.0	Windbreak at farm. Drainage variable. Planting area mowing in 2016. landowner to mow in bewteen rows. Do Not Spray.
3	Kimberley Taylor	1	1	828869 Mulmur-Nott TL	Clearview	8,750	8,750	5.5	Sand to fine sand, mostly well drained active hayfields with some alfalfa.
4	Michael and Sally McLachlan	9	2	716543 1ST LINE E	Mulmur	4,000	4,000	5.5	Medium to fine sand. Well drained. Hand planters onsite.
5	Devils Glen	15	9	N/A	Clearview	4,450	4,450	5.5	Flat field, bean stubble. Fine sandy loam.
6	Eric Te Boekhorst and Lisa Rutland	4	10	3476 Garden of Eden Rd	Clearview	3,600	0	0.0	Fine sandy loam, well drained. Landowner will mow. Do Not Spray.
7	Sandra Gryziak and Rick Blank	22, 23	3	3183 Flos Rd 4 West	Springwater	8,250	8,250	4.5	Corn stubble, medium to fine sand. Drainage varies from well to moderate with some poor sections.
8	Joe Little	12	3	757111, 2nd line E	Mulmur	4,100	4,100	5.5	One section in wheat stubble, the other fallow. Rolling terrain. Fine sand. Mostly well drained.
9	Elizabeth and Bob Madrick	29	4	838568, 4th Line	Mulmur	2,000	2,000	7.2	Rolling site, well drained, Scattered trees to go around.
10	Marianne Nguyen and Michael Adams	17	3	754387 Mono Centre Rd	Mono	4,050	4,050	5.5	One section wheat stubble, the other fallow. Rolling terrain, mostly well drained but access route to fallow section is wet. Hand planters onsite.
11	Robert Dojcsak	9,10	3	585246 COUNTY RD 17	Melancthon	2,600	2,600	5.5	Rolling with steep sections, fallow, sandy low. Mostly well drained. Hand planters onsite.
12	James Beresford	7	6	7676, 6/7 SR Nottawasaga	Clearview	3,000	3,000	5.5	Mix of new hayfield and corn stubble. Clay loam, well drained.
13	Karla VanKooten	15	14	4886, 15th SR	New Tecumseth	7,250	7,250	7.2	Rolling with steep sections. Sandy loam, well drained. Hand planters onsite.
14	Doug and Connie Walterhouse	10	3	585204 Cty Rd 17	Melancthon	2,150	2,150	4.5	Flat hayfield, sand, well drained. Robert Dojcsak's neighbour to the west.







Tending via Backpack Shielded Spraying of Simazine+Glyfos NVCA 2018								
Site #	Name	Lot	Conc.	911 #	Township	Sprayed	Application rate Simazine + Glyphos	Site Preparation Method / Soils / Access / Site Conditions.
1	Peter Chiodo	8	2	3328, 2nd line	Innisfil	2,300	7.2kg+2l/ha	Site hand and machine planted in 2017 - spray hand planted trees only. Good access.
2	Peter Yaniszewski				Mulmur	2,700	7.2kg+2l/ha	Site hand and machine planted in 2017 - spray hand planted trees only. Access down road allowance - locked gate.
						5,000		



Section D - References

Provide three references to be verified for this contract.

**Reference One**

Individual/Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Reference Two**

Individual/Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Reference Three**

Individual/Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Section E – Quote Form**

**Nottawasaga Valley Conservation Authority**

**QUOTE FORM  
 TREE PLANTING AND SPRAYING 2018 - RFQ 03/2017**

I/We \_\_\_\_\_

having carefully examined the attached quote information in detail including familiarizing myself/ourselves with the scope of work were the proposed work will be performed and all quote documents relating thereto, do hereby quote to supply all necessary labour, material and equipment to fulfil the Contract Obligations at the prices specified below.

**NVCA TREE PLANTING AND SPRAYING 2018  
 Deadline 2:00 p.m., Friday, January 19, 2018.**

<b>Item</b>	<b>Note</b>	<b>Quoted Price</b>
<b>Hand Planting of 23,550 trees.</b>	All sites and species to be planted shown in Section C, Hand Planting.	\$ _____ per tree incl. HST
<b>Shielded Application of Simazine + Glyphosate on 24,500 trees.</b>	All sites and application rates shown in Section C, Hand Planting and Tending via Backpack.	\$ _____ per tree incl. HST
<b>Machine Planting of 83,250 trees.</b>	All sites and numbers to be planted shown in Section C, Machine Planting.	\$ _____ per tree incl. HST
<b>Band application of Simazine on 77,150 trees.</b>	All sites, number of trees and application rates shown in Section C, Machine Planting.	\$ _____ per tree incl. HST

Signatures

For the Company

Company Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

For the NVCA

Authorized by: \_\_\_\_\_  
 Authorizing Signature: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Schedule 1 – Quote Form Submission Check-List**

The bidder is to submit the following:

- Valid Pesticide Applicators Licence – Operator and Forestry Exterminator  
- Section A
- Proof of Insurance  
- Section A
- Proof of WSIB Coverage  
- Section A
- Brief description of how the contract is to be carried out  
- Section A
- References  
- Section D
- Quote Form  
- Section E