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City of Temiskaming Shores  
Request for Proposal  
PW-RFP-003-2025

Engineering Services – Intersection Improvements

City of Temiskaming Shores  
P.O. Box 2050  
325 Farr Drive  
Haileybury, Ontario  
P0J 1P0

## 1. Objective

The City of Temiskaming Shores is seeking proposals from qualified and experienced engineering consulting firms to provide detailed design and engineering services for improvements to key intersections within the municipality, as well as the addition of an active transportation corridor along Georgina Avenue. The objective is to improve traffic safety, optimize intersection functionality, and encourage multi-modal transportation by enhancing pedestrian infrastructure. This project aligns with the City's transportation objectives and Vision Zero, Complete Streets principles.

This RFP encompasses preliminary design, public and stakeholder consultation, detailed engineering, and tender document preparation.

## 2. Background

Located at the head of Lake Temiskaming, Temiskaming Shores is located in North-eastern Ontario, near the Quebec border. Temiskaming Shores has a population of approximately 9,634, according to the 2021 census. The City of Temiskaming Shores is governed by a seven-member Council comprised of 6 Councillors and 1 Mayor. The City also has various Committees of Council, with members appointed by Council.

## 3. Definitions

- 3.1 **City:** means the Corporation of the City of Temiskaming Shores.
- 3.2 **Proponent(s)/ Bidder(s):** means all persons, partnerships or corporations who respond to the RFP and includes their heirs, successors and permitted assigns.
- 3.3 **Request for Proposal;** means this Request for Proposal (RFP) document including all schedules, parts and attachments, as issued by the City, including any addenda or amendments made to it after initial issue.
- 3.4 **Successful Proponent/ Bidder:** means the Proponent/Bidder whose RFP submission is/are accepted to who has/have agreed to supply the goods and/or services, as outlined herein.

## 4. Submission

Bids must be submitted electronically, using the **Electronic Bid Submissions Portal** on the City's website:

<https://www.temiskamingshores.ca/en/city-hall/bid-opportunities.aspx>

Submissions must be in a **pdf format** and can be no larger than 50 MB.

Subject Line: PW-RFP-003-2025 "Engineering Services – Intersection Improvements"

Addressed to: Logan Belanger, Clerk

Proponents will receive an automatic email response to indicate that the submission has been received, and to contact the Municipal Clerk for submission opening details. Contact the Clerk at

705-672-3363 ext. 4136 or at [clerk@temiskamingshores.ca](mailto:clerk@temiskamingshores.ca), should the Proponent not receive a confirmation email.

The City has no liability to the Proponent/ Bidder for any problems encountered, or failure of the Bidder to successfully submit a bid prior to the bid closing time and date. As such, allow sufficient time for a Bid Submission and attachment(s) (if applicable), to resolve any issues that may arise. Bidders are cautioned that the timing of their Bid Submission is based on when the Bid is **received** by the City.

The closing date for the submission of Proposals will be at **2:00 p.m. local time on May 14th, 2025.**

late Proposals will not be accepted;

Proposals by fax will not be accepted;

Proposals by mail will not be accepted;

Partial Proposals are not accepted;

Proposals emailed directly to City staff will not be accepted.

The City reserves the right to accept or reject any or all Proposals;

The lowest priced Proposal will not necessarily be accepted;

The City reserves the right to request clarification or supplementary information concerning a Proposal from any Proponent;

The City reserves the right to enter into negotiations with a Proponent and any changes to the Proposal that are acceptable to both parties will be binding;

The City reserves the right to confirm with the Proponent, a third party or references (whether provided in the Proposal or not), confirmation of any information provided by the Proponent in their Proposal.

The Proposal shall be valid for 30 days from submission date.

The Form of Proposal must be signed in the space provided on the form, with the signature of the Bidder or responsible official of the firm bidding. If a joint Bid is submitted, it must be signed and addressed on behalf of both of the Bidders. Any alterations or cross-outs must be initialed in ink by the Bidder. Failure to do so may result in the rejection of the Bidder's Proposal by the City.

Line items and total contract price must be clearly indicated. The Bid must not be restricted by a statement added to the Proposal form or by a covering letter, or by alterations to the Proposal form, as supplied by the City of Temiskaming Shores unless otherwise provided herein.

H.S.T. Tax will be applicable to the supply of labour and equipment.

The City will not be held responsible for Proponent or third-party costs, claims, direct or indirect damages caused by the City exercising its rights reserved in this Section or otherwise expressed or implied in this RFP.

## **5. Questions**

Any questions with respect to the specifications are to be directed to:

**Mitch McCrank, CET**

Manager of Transportation Services

City of Temiskaming Shores

325 Farr Drive

Temiskaming Shores, ON P0J 1K0

Phone: (705) 672-3363 ext.4113

Email: mmccrank@temiskamingshores.ca

It will be the Proponent's responsibility to clarify any details in question not mentioned in this Proposal before presenting the submission. Questions relating to this proposal must be received by **May 2, 2025, 2:00 p.m. local time.**

To ensure fairness to all Proponents, any and all questions that require clarification or that may materially alter this RFP document will be responded to and shared with other Proponents via an addendum, as described herein. Questions received after this date and time will not receive a response. Proponents are notified that any errors or omissions in the proposal may render the proposal invalid.

## **6. Scope of Work**

The scope includes work at six (6) intersections and along a designated corridor for an active travel pathway. It is important to note that not all intersections identified in this RFP are guaranteed to advance to detailed design or construction under the current scope. Final selection of intersections to proceed will be based on firstly, budget and strategic importance, and safety priorities. As such, proponents should approach this assignment with flexibility and be prepared to scale or phase work based on direction from City staff throughout the project lifecycle.

This RFP is strictly for the design of surface-level infrastructure, including roadway geometry, sidewalks, active transportation facilities, stormwater management, curb and gutter, pavement structure, poles, signs, trees, and surface drainage. Water distribution and sanitary sewer systems shall be identified and documented as part of the background review, but no design work related to these underground utilities is required. Coordination with municipal water/wastewater staff may be necessary to ensure proposed surface works align with existing or planned underground infrastructure.

### **6.1. General Project Management and Coordination**

- Conduct a project kick-off meeting and regular check-ins with City staff.
- Maintain a detailed project schedule and critical path.
- Coordinate with utility companies, agencies, property owners, and other stakeholders as required.
- Review all applicable City Plans or Studies that may be beneficial to the final design.
- Ensure all deliverables comply with AODA, TAC, MTO, and applicable municipal standards or policies.

### **6.2. Intersection Improvements (Ariel View of Intersections in Appendix 01.)**

Intersections to be examined include:

<b>Intersection</b>	<b>Existing Conditions</b>	<b>Potential Future Conditions, but not limited to:</b>
Rorke Avenue and Main Street	3-way Stop Control with Slip Lane, Northbound on Rorke to Eastbound on Main. No Control Westbound up Main Very large area.	Eliminate Slip Lane Review 3- or 4-way control Improved Ped. Crossings Speed Calming down Main Review lane configurations
Main Street & Ferguson Avenue	3-Way Stop Control No Control Eastbound Uncontrolled Ped. Crossings Dedicated right-turning lane from Ferguson to Main. Haileybury Downtown Intersection	Review 3- or 4-way control Improved Ped Crossings with control. Speed Calming down Main
Broadway Street And Ferguson Avenue	2-way stop at Broadway Thru traffic along Ferguson	Review, PXO at northside across Ferguson
Whitewood Avenue and Paget Street (Signalized)	4-way Traffic Signals. Dedicated left turn, Whitewood westbound to Paget southbound. Dedicated right turn from Paget northbound to Whitewood eastbound.	Upgrade Traffic Signals/Lights Improve Pedestrian Facilities
Armstrong Street and Whitewood Avenue (Signalized)	4-way Traffic Signals. Dedicated left turn, Whitewood eastbound to Armstrong northbound. Dedicated right turn from Armstrong southbound to Whitewood westbound.	Upgrade Traffic Signals/Lights Improve Pedestrian Facilities
Armstrong Street and Sharpe Street (Bottom of the Armstrong Bridge)	Misaligned configuration. Sharpe Street West is a one-way (Eastbound) with Stop Control. Sharpe Street East is a two-way road with Stop Control No pedestrian facilities to connect sidewalks on either side.	Traffic Calming Pedestrian Crossing Review Lanes and Bike Facilities.  Control Speeds down the Bridge.

#### Tasks:

- Conduct detailed site investigations and topographic surveys.
- Analyse traffic volume data, collision records, and sightline assessments. Relevant traffic information will be shared with successful proponent based on Downtown Transportation Study. The approved study is on the City's Website.
- Identify operational and safety deficiencies.

- Evaluate potential improvements including signalization, channelization, symbols painting, pedestrian crossing upgrades, and geometric realignments. The assessment should also consider opportunities for streetscape enhancements such as beautification elements, tree canopy improvements, integration of transit infrastructure, and optimized signage placement.
- Prepare conceptual design options and facilitate public/stakeholder engagement where applicable. One (1) open house, PIC should be planned, as well any engagements the consultant deems necessary.
- Provide final detailed designs and tender-ready construction documents.

Deliverables:

- Preliminary Design Report including concept alternatives and recommendations.
- Detailed design drawings (plan, profile, cross-sections).
- Intersection-specific staging and traffic control plans.
- Class A cost estimate.
- Final tender package including specifications and construction drawings.

### **6.3. Active Transportation Corridor – Georgina Avenue**

Corridor Limits:

- Along East side of Georgina from Albert Street to Morrisette Drive, approximately 615 meters in length.

Tasks:

- Conduct field investigation and surveying along this section of Georgina Avenue.
- Assess existing right-of-way conditions, utility constraints, drainage, and adjacent land uses.
- Ensure integration with adjacent land uses, existing facilities such as the raised pathway extending from Albert Street, and property owners. Prepare conceptual design option and facilitate public/stakeholder engagement where applicable. Can be included with the Intersection's PIC.
- Assess lighting, signage, painting, accessibility, and safety measures along the route.

Deliverables:

- Feasibility assessment and design concept for active travel connection.
- Detailed design drawings.
- Cross-sections, grading plans, drainage considerations.
- Class A cost estimate.
- Final tender-ready construction package.

## 7. Proposal Submission

The City currently intends that all Proposals submitted to it in accordance with the RFP will be evaluated by City representatives, using quantitative and qualitative tools and assessments, as appropriate, to determine which Proposal or Proposals offer the overall best value to the City. In so doing, the City expects to examine:

1. Submitted Form of Proposal and other City Forms.
2. Proponents' capabilities to meet the City's Requirements (As defined in the Scope of Work).
3. Proponents' quality of response to meet the Evaluation Criteria.
4. Proponents' capabilities to offer overall best value in relation to Cost.
5. Proponents' skills, knowledge, reputations and previous experience(s), including experience(s) with the City (if any); quality and service factors, innovation, environmental or social sustainability impacts; safety, assurance of supply, transition costs or challenges and; certain other factors that may be mentioned elsewhere in the RFP.
6. Value Added Services.
7. Time -Task Matrix

The proposal will be evaluated by the City based on the evaluation criteria and weightings below:

## 8. Proposal Evaluation

Proposals will be evaluated on the basis of the information provided by the Proponent; additional clarification may be requested if necessary. The City is not obliged to seek clarification of any aspect of a proposal.

Representatives from the City will evaluate each of the Proposals received in accordance with the evaluation criteria as set out below. The City of Temiskaming Shores reserves the right in its evaluation of the proposal to consider all pertinent criteria whether or not such criteria are contained in the Request for Proposal. The City reserves the right to enter into further discussions in order to obtain information that will allow them to reach a decision with a Proponent, and to waive irregularities and omissions if, in doing so, the best interest of the Municipalities respectively will be served.

The evaluation criteria will be as follows:

<b>CITY PROPOSAL EVALUATION CRITERIA</b>			<b>MAXIMUM TOTAL POINTS</b>
	<b>WEIGHT</b>	<b>POINTS</b>	
<b>Qualifications, Expertise and Performance on Similar Projects</b>			
Past ability to successfully complete projects within timelines and budgets.	6	10	60
Stability and reputation of firm.	4	10	40
Qualifications of technical support staff.	5	10	50
Qualifications of senior staff/project manager.	5	10	50
<b>20%</b>			



<b>Proposed Manager and Support Team</b>			
Past experience in directing / involvement with similar projects	5	10	50
Specialized expertise	5	10	50
Understanding of proposed project	5	10	50
<b>15%</b>			
<b>Completeness and Schedule</b>			
Availability of key staff	5	10	50
Demonstrated customer service program	5	10	50
Methodology and Schedule for delivery of service	5	10	50
Quality assurance program	5	10	50
<b>20%</b>			
<b>Knowledge of City Regarding the Project</b>			
Members of the team to be familiar with the City's infrastructure, and have a working knowledge of the area environment	10	10	100
<b>10%</b>			
<b>Estimated Fees and Disbursements</b>			
Cost estimates are evaluated for completeness and lowest is scored 10 points, next 8 points, etc. If more than 5 proposals, then only 5 lowest Bids are to receive points, and the remaining higher prices will be given 0.25 points. Prices within a small differential will be scored as equal.	35	10	350
<b>35%</b>			
<b>Total:</b>			1000

## 9. Amendments

The City at its discretion reserves the right to revise this RFP up to the final date for the deadline for receipt of proposals. The City will issue changes to the RFP Documents by addendum only. No other statement, whether oral or written, made by the City will amend the RFP Documents. The City will make every effort to issue all addenda no later than the seventh (7<sup>th</sup>) day prior to the closing date. If an addendum is issued within seven days of the closing date, the bid submission date will be moved accordingly.

The Proponent shall not rely on any information or instructions from the City or a City representative except the RFP Documents, and any addenda issued pursuant to this Section.

The Proponent is solely responsible to ensure that it has received all addenda issued by the City. The Proponent shall acknowledge receipt of all addenda on the Form of Proposal. Failure to complete the acknowledgement may result in rejection of the proposal.

The City makes no promise or guarantee that addenda will be delivered by any means to any Proponent. By submitting a proposal submission in response to this RFP, the Proponent acknowledges and agrees that the addenda shall be posted on [www.temiskamingshores.ca](http://www.temiskamingshores.ca) and it



is the sole responsibility of the proponent to check this web site for said addenda. The City reserves the right to withdraw or cancel this Request for Proposal without notice.

## **10. Proposal Withdrawal or Amendment**

Proponents may amend or withdraw their proposal, provided such withdrawal or amendment is received prior to the closing deadline. A Bidder who has already submitted a Proposal may submit a further Proposal at any time up to the official closing time; the last Proposal received shall supersede and invalidate all Proposals previously submitted by the Bidder for this RFP. A bid may be withdrawn at any time up to the official closing time by letter on original letterhead bearing the same signature as in the bid submission.

## **11. Right to Accept or Reject Submissions**

The City does not bind itself to accept any proposal and may proceed as it, in its sole discretion, determines, following receipt of the proposals. The City reserves the right to accept any proposal in whole or in part or to discuss with any respondent different or additional terms to those envisaged in this RFP or in such respondent's proposal.

The City reserves the right to:

1. accept or reject any or all of the proposals;
2. if only one proposal is received, elect to reject it;
3. reject as informal any proposal that is received late or is incomplete or otherwise fails to comply with the requirements of the RFP;
4. elect not to proceed with the projects as it so determines in its sole and absolute discretion; and/ or
5. to waive irregularities and formalities at its sole and absolute discretion.

## **12. Solicitation**

If any director, officer, employee, agent or other representative of a Proponent makes any representation or solicitation to any Mayor, Councillor, officer or employee of the City with respect to the RFP, whether before or after submission of the proposal, the City shall be entitled to reject or not accept the RFP submission.

## **13. Subcontracting**

The Proponent acknowledges that in any potential agreement with the City, no subcontracting or assignment of rights and obligations of the Proponent will be permitted without the written consent of the City, which consent shall not be unreasonably withheld. At all times throughout the term of a potential agreement, including any renewals, the City shall communicate and respond directly with the Proponent.

## **14. Independent Contractor Status of Proponent; Declaration of Conflicts**

The Proponent fully acknowledges that in providing a Proposal, it provides such as an independent contractor and for the sole purpose of potentially providing services and/or goods to the City. The Proponent's attention is drawn to the provisions of the Occupational Health & Safety Act 2010.

Neither the Proponent nor any of its personnel are engaged as an employee, servant or agent of the City. Any potential conflicts of interest in which a Proponent may have with the City or any employee of the City will be identified and described in detail in the proposal of each proponent (Conflict of Interest Declaration).

## **15. Insurance (from the Successful Proponent only)**

The successful Proponent shall, at their own expense within 10 days of notification of acceptance and prior to the commencement of work, obtain, maintain and provide evidence of until the termination of the Agreement or otherwise stated, the following:

### Commercial General Liability

The Successful Proponent shall maintain and pay for Comprehensive General Liability Insurance with coverage limits of no less than Two Million Dollars (\$2,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use.

## **16. Workplace Safety and Insurance Board (WSIB) (from the successful Proponent only)**

The Successful Proponent shall, at their own expense within 10 days of notification of acceptance and prior to the commencement of work, obtain, maintain and provide evidence of until the termination of the Agreement or otherwise stated, a Certificate of good standing from the Workplace Safety & Insurance Board.

The onus is on the Successful Proponent to comply with all applicable local and territorial standards and regulations, in effect and applicable by law in Ontario, Canada.

## **17. AODA Compliance**

The Bidder shall comply with the provisions of the Accessibility for Ontarians with Disabilities Act, 2005, and the Regulations thereunder with regard to the provision of its goods or services contemplated herein to persons with disabilities. Without limitation, if applicable, pursuant to section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service, made under the Accessibility for Ontarians with Disabilities Act, 2005, the Bidder shall ensure that all of its employees, agents, volunteers, or others for whom it is at law responsible, receive training about the provision of its goods and services to persons with disabilities. The Bidder acknowledges that pursuant to the Accessibility for Ontarians with Disabilities Act, 2005, the City of Temiskaming Shores must, in deciding to purchase goods or services through its procurement process, consider the accessibility for persons with disabilities to such goods or services.

## **18. Freedom of Information**

Upon submission, all proposals become the property of the City and will not be returned to the proponents. Proponents must be aware that the City is a public body subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act. The City may, at any time, make public the names and bid prices of all respondents. Proposals will be held in confidence by the City, subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act, or unless otherwise required by law.

Any proprietary or confidential information contained in the proposal should be clearly identified.

## **19. Nature of Request for Proposal**

This RFP does not constitute an offer of any nature or kind whatsoever by the City to the Proponent.

## **20. Preparation of Proposals**

All costs and expenses incurred by the Proponent relating to its Proposal will be borne by the Proponent. The City is not liable to pay for such costs and expenses, or to reimburse or to compensate the Proponent in any manner whatsoever for such costs and expenses under any circumstances, including the rejection of any or all proposals or the cancellation of this RFP.

## **21. Finalizing Terms**

This RFP will not constitute a binding agreement, but will only form the basis for the finalization of the terms upon which the City and the Successful Proponent will enter into the contract documentation, and does not mean that the Successful Proponent's proposal is necessarily totally acceptable in the form submitted. After the selection of the Successful Proponent's proposal, the City has the right to negotiate with the Successful Proponent and, as part of that process, to negotiate changes, amendments or modifications to the Successful Proponent's proposal without offering the other proponents, the right to amend their proposals.

## **22. Commitment to Negotiate**

The Successful Proponent shall execute any documentation, drafted in accordance with the terms of the Successful Proponent's proposal and any subsequent negotiations, within thirty (30) days of the date of notification of the Successful Proponent's selection.

Proponents not initially selected as the Successful Proponent hereby commit themselves, subject to notification by the City to execute documentation as aforesaid up to sixty (60) days following the date of submission of their proposals.

## **23. Agreement**

A written agreement, prepared by the City shall be executed by the City and the Successful Proponent if the terms are mutually agreeable to all Parties. There is no guarantee that City Council will enter into any Agreement.

Any agreement resulting from this Request for Proposal shall be governed by and interpreted in accordance with the laws of the Province of Ontario.

## **24. Performance**

Any undue delays in the execution of the work and/or costs incurred by the City due to inefficiencies in performance on behalf of the Successful Proponent shall be deemed to be the responsibility of that Proponent and as such, any and all costs, as deemed appropriate and reasonable compensation for the City, will be assessed to the Successful Proponent.

## **25. Conflict Resolution**

This Agreement is based upon mutual obligation of good faith and fair dealing between the parties in its performance and enforcement. Accordingly, both parties, with a commitment to honesty and integrity, agree to the following:

- 1) That each will function within the laws and statutes that apply to its duties and responsibilities; that each will assist in the other's performance; that each will avoid hindering the other's performance; that each will work diligently to fulfil its obligations; and that each will cooperate in the common endeavour of the contract;
- 2) Both parties to this Agreement shall attempt to resolve all claims, disputes and other matters in question arising out of or relating to this Agreement or breach thereof first through negotiations between the Successful Proponent's representative and the City or representative by means of discussions built around mutual understanding and respect;
- 3) Failing resolution by negotiations, all claims, disputes and other matters in question shall attempt to be resolved through mediation, under the guidance of a qualified mediator;
- 4) Failing resolution by mediation, all claims, disputes and other matters in question shall be referred to arbitration;
- 5) No person shall be appointed to act as mediator or arbitrator who is in any way interested, financially or otherwise, in the conduct of the work on the Project or in the business or other affairs of either the City or the Successful Proponent;
- 6) The award of the arbitrator shall be final and binding upon the parties;
- 7) The provisions of the Arbitration Act, 1991 S.O. 1991, Chapter 17 shall apply.

## **26. Cancellation**

Nothing herein shall be construed as giving the Proponent the right to carry out the terms and requirements of the tasks contemplated under this RFP or the Agreement beyond the time when such services become unsatisfactory to the City. In the event that the Proponent shall be discharged before all the services contemplated hereunder have been completed, or the services are for any reason terminated, stopped or discontinued because of the inability of the Proponent to serve under this Agreement, the Proponent shall be paid only goods and/or services which shall have been satisfactorily completed at the time of termination.

Should the City or the Successful Proponent wish to terminate the Agreement, he/she shall provide written notice of the termination not less than 90 days from the date of termination. Failure to maintain the required documentation during the term of the Agreement may result in suspension of the work activities and/or cancellation of the contract.

## **27. Indemnification**

The Successful Proponent shall indemnify and hold harmless the City, its elected and other officials, officers, employees, agents, servants, representatives, and volunteers from and against any and all liability, loss, claims, demands, legal proceedings, expenses, including but not limited to legal expenses (hereinafter collectively referred to as the “Claims”), when the Claims arise wholly or in part, directly or indirectly, as a result of any wrongful, blameworthy, or negligent acts or omissions, or breach of any terms of this Agreement by the Successful Proponent, or its officers, directors, employees, sub-contractors, agents, representatives or volunteers in the course of providing services pursuant to this Agreement.

This indemnity shall survive the termination, completion, or expiry of this Agreement, and in particular any risk that further Claims against the City are made after the termination, completion, or expiry of this Agreement, such risk is assumed entirely by the Successful Proponent.

## **28. Unenforceable Provisions**

Should any provision of this document be deemed unenforceable by a court of law, all other provisions shall remain in effect.

## **29. Force Majeure**

It is understood and agreed that the Successful Proponent shall not be held liable for any losses resulting if the fulfillment of the terms of the Agreement shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any other cause not within the control of the Successful Proponent and which by the exercise of reasonable diligence, the Successful Proponent is unable to prevent. Should the performance of any contract be delayed or prevented herein set forth, the Successful Proponent agrees to give immediate written notice and explanation of the cause and probable duration of any such delay and to provide written notice as to when Contract obligations resume. In any case, such delay shall not exceed the length of time of the interruption/disruption.

## **30. Errors & Omissions**

It is understood, acknowledged and agreed that while this Proposal includes specific requirements and specifications, and while the City has used considerable efforts to ensure an accurate representation of information in this proposal, the information is not guaranteed by the City to be comprehensive or exhaustive. Nothing in the proposal is intended to relieve the Proponents from forming their own opinions and conclusions with respect to the matters addressed in the proposal. There will be no consideration of any claim, after submission of proposals, that there is a misunderstanding with respect to the conditions imposed by the Proposal and/or Agreement.

**City of Temiskaming Shores**  
**PW-RFP-003-2025**  
**Engineering Services – Intersection Improvements**  
**Form of Proposal**

Proponent's submission of bid to:

The Corporation of the City of Temiskaming Shores

We/I,

\_\_\_\_\_  
 (Registered Company Name/Individuals Name)

Of,

\_\_\_\_\_  
 (Registered Address and Postal Code)

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

We/I hereby offer to enter into an agreement for the services, as required in accordance to the Proposal for a price of (must be CDN funds and without HST):

<b>Item No.</b>	<b>Location / Description</b>	<b>Lump Sum Price (excluding HST)</b>
1	Rorke Avenue and Main Street	\$
2	Main Street and Ferguson Avenue	\$
3	Broadway Street and Ferguson Avenue	\$
4	Whitewood Avenue and Paget Street	\$
5	Armstrong Street and Whitewood Avenue	\$
6	Armstrong Street and Sharpe Street (Bottom of the Bridge)	\$
7	Active Transportation Corridor (Georgina Avenue – Albert to Morrisette)	\$
	<b>Subtotal</b>	<b>\$</b>
	HST (13%)	\$
	<b>Total Tender Amount (Including HST)</b>	<b>\$</b>

**Additional Notes for Proponents:**

- The City reserves the right to proceed with any, all, or none of the above items.
- All work shall be invoiced based on actual progress and completion of deliverables.
- Optional services (e.g., contract administration, construction inspection) may be requested and priced separately, if applicable with the successful proponent.

**Acknowledgement of Addenda**

I/We have received and allowed for ADDENDA NUMBER \_\_\_\_\_ in preparing my/our proposal.

Bidder's Authorized Official: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Form 1 to be submitted.**



**City of Temiskaming Shores**  
**PW-RFP-003-2025**  
**Engineering Services – Intersection Improvements**  
**Non-Collusion Affidavit**

I/ We \_\_\_\_\_ the undersigned am fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such bid.

Such bid is genuine and is not a collusive or sham bid.

Neither the bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham bid in connection with the work for which the attached bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the price of any bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed bid.

The price or prices proposed in the attached bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The bid, quotation or proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at: \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Bidder's Authorized Official: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Form 2 to be submitted.**

**City of Temiskaming Shores**  
**PW-RFP-003-2025**  
**Engineering Services – Intersection Improvements**  
**Conflict of Interest Declaration**

Please check appropriate response:

☐ I/We hereby confirm that there is not nor was there any actual perceived conflict of interest in our Proposal submission or performing/providing the Goods/Services required by the Agreement.

☐ The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's Proposal submission or the contractual obligations under the Agreement.

List Situations:


In making this Proposal submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the RFP process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at: \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Signature: \_\_\_\_\_

Bidder's Authorized Official: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

**Form 3 to be submitted.**

**City of Temiskaming Shores**  
**PW-RFP-003-2025**  
**Engineering Services – Intersection Improvements**

**Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement**

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

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

I, \_\_\_\_\_, declare that I, or my company, are in **full compliance** with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005.

**OR**

I, \_\_\_\_\_, declare that I, or my company, are **NOT** in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, please visit: <https://www.ontario.ca/page/how-train-your-staff-accessibility>.

**Form 4 to be submitted.**

**City of Temiskaming Shores  
PW-RFP-003-2025  
Engineering Services – Intersection Improvements**

**Appendix 01: Proposed Project Areas**

Rorke Avenue and Main Street





# Main Street and Ferguson Avenue

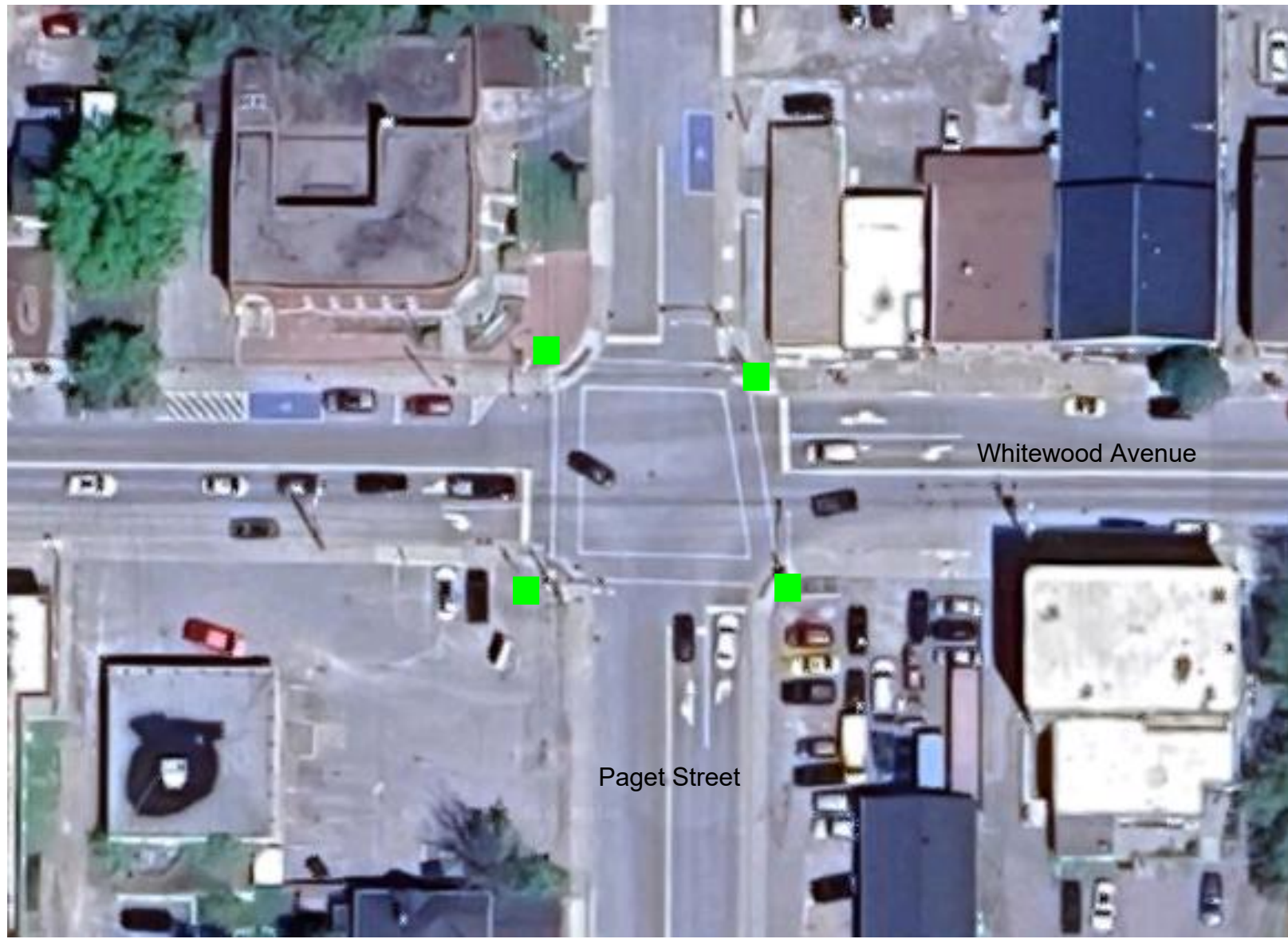


Ferguson Avenue and Broadway Street





Paget Street and Whitewood Avenue

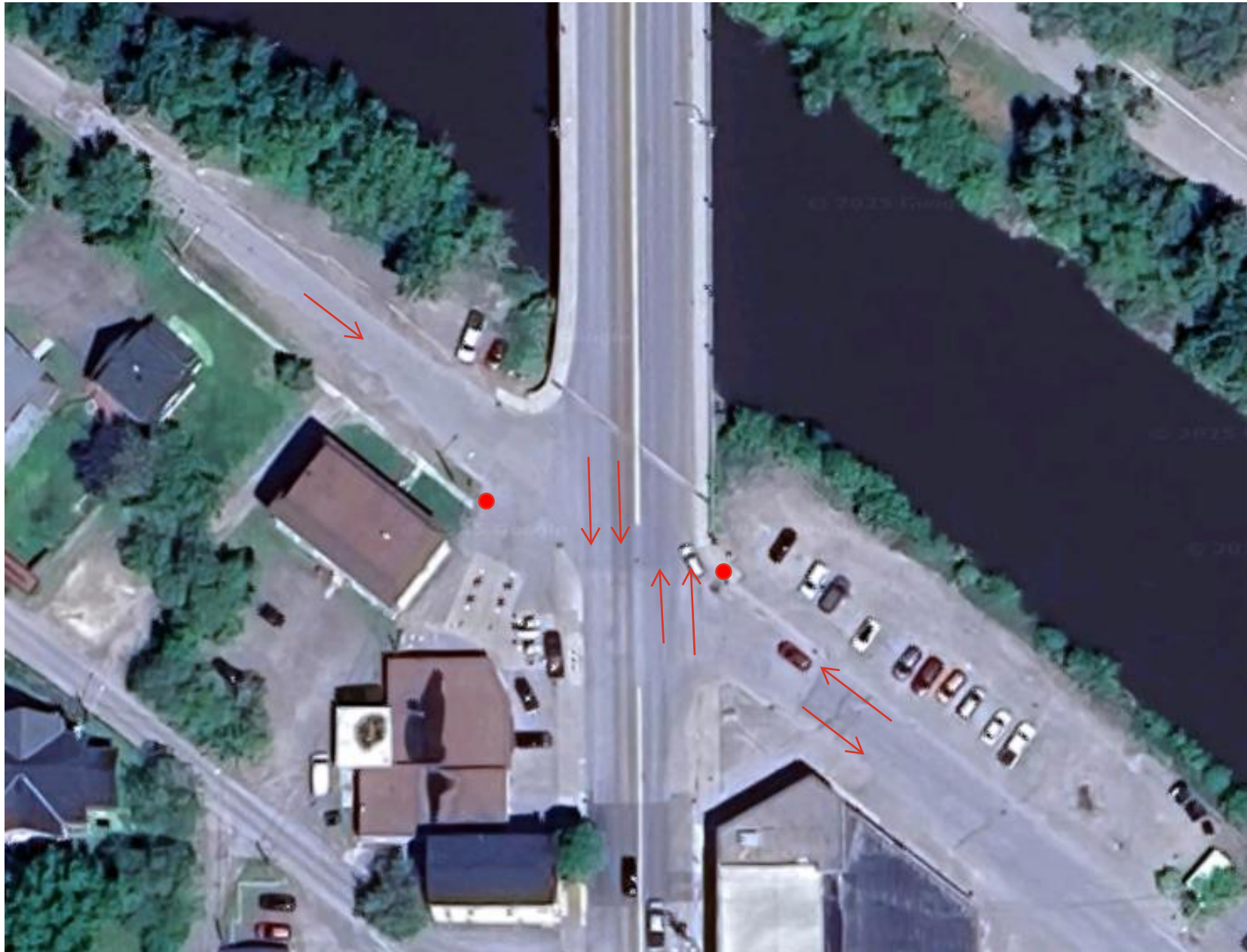


Whitewood Avenue and Armstrong Street





Armstrong Street and Sharpe Street





Georgina Corridor from Albert to Morissette

