



Township of North Huron Request for Quotation (RFQ)

RFQ No.: PW-14-2026

Project: Grinding of Wood Materials – North Huron Landfill

Issue Date: October 2, 2026

Closing Date and Time: October 16, 2026, 2:00 PM Local Time

*** Both Electronic And Hard Copy Bid Submissions Will Be Accepted For This Project ***

The Township of North Huron invites quotations from qualified contractors for the grinding of approximately **3,000 cubic meters of wood materials** at the North Huron Landfill.

1. Scope of Work

The successful Contractor will provide all labor, equipment, supervision, fuel, tools, permits, insurance, and other resources required to complete the grinding of stockpiled wood materials at the North Huron Landfill.

The work includes, but is not limited to:

- Mobilization and demobilization of all required equipment.
- Grinding of approximately **3,000 cubic meters** of wood materials located at the landfill site.
- Processing material into a consistent wood-chip product suitable for Township-directed on-site use, stockpiling, or disposal.
- Providing and operating all required grinding, loading, screening, and support equipment.
- Maintaining safe access and work areas during operations.
- Removing metal, oversized material, and other unsuitable contaminants encountered during processing, where practical.
- Stockpiling processed material at a location designated by Township staff.
- Leaving the work area clean, safe, and in a condition acceptable to the Township.

The Township reserves the right to adjust the estimated quantity based on actual site conditions and operational requirements. Payment will be based on the unit rate submitted and the quantity confirmed by the Township.

2. Site Location

North Huron Landfill
86165 Currie Line, Wingham
Township of North Huron, Ontario

A site visit is recommended before submitting a quotation. Proponents are responsible for satisfying themselves regarding site access, material condition, working conditions, and all other factors that may affect the work.

3. Material Description

The wood material is expected to consist primarily of clean brush, logs, branches, stumps, wood waste, and similar organic wood materials received at the landfill.

Proponents shall clearly identify:

- Equipment proposed for the work;
- Expected production capacity;

- Final particle size or product specification proposed;
- Method for handling oversized or contaminated materials; and
- Any assumptions or limitations related to the material composition.

4. Schedule

The Township intends to complete the work during the fall of 2026, subject to weather, site conditions, and operational requirements.

The successful Contractor shall coordinate the proposed work schedule with the Director of Public Works & Facilities or designate before mobilizing to the site.

The Contractor shall provide:

- Proposed start date;
- Estimated duration of the work;
- Daily working hours; and
- Any site access, staging, or operational requirements.

5. Contractor Requirements

The successful Contractor must:

- Hold and maintain all licenses, approvals, and certifications necessary to perform the work in Ontario.
- Comply with all applicable federal, provincial, and municipal legislation, regulations, standards, and landfill operating requirements.
- Be responsible for occupational health and safety of its employees, subcontractors, and visitors under its control.
- Provide proof of Workplace Safety and Insurance Board (WSIB) clearance prior to commencement of work.
- Provide a Certificate of Insurance showing Commercial General Liability insurance of not less than **\$5,000,000 per occurrence**, naming the Township of North Huron as an additional insured.
- Ensure all equipment is in safe operating condition and suitable for landfill operations.
- Maintain traffic control, public safety, dust control, and fire prevention measures appropriate to the work.
- Immediately report any spill, fire, equipment incident, property damage, or safety concern to Township staff.

6. Pricing

Proponents shall provide pricing in Canadian funds, excluding HST, using the following schedule:

Item	Estimated Quantity	Unit	Unit Price	Total Price
Grinding of wood materials, including all labor, equipment, fuel, mobilization, processing and stockpiling	3,000	Cubic meters	\$_____ / m ³	\$_____
Mobilization and demobilization, if not included in unit price	1	Lump Sum	\$_____	\$_____
Additional hourly rate for requested work outside the base scope, if applicable	As required	Hour	\$_____ / hour	N/A
Subtotal				\$_____
HST				\$_____
Total Quotation Price				\$_____

Proponents should clearly identify any exclusions, optional pricing, minimum charges, or other conditions affecting the quotation.

7. Quotation Submission Requirements

Quotations shall include:

1. Completed pricing schedule;
2. Contractor's legal name, address, primary contact, telephone number, and email address;
3. Description of proposed equipment and grinding method;
4. Proposed work schedule and estimated duration;
5. Relevant experience completing comparable wood grinding or landfill material-processing work;
6. Proof of insurance or confirmation that required coverage will be provided upon award;
7. WSIB account information and confirmation of good standing; and
8. Any exceptions, qualifications, or proposed alternatives to this RFQ.

8. Evaluation and Award

The Township intends to award the work to the qualified proponent offering the best value to the Township, considering:

- Total quoted cost;
- Ability to meet the Township's schedule;

- Proposed equipment and production capacity;
- Relevant experience and demonstrated capability;
- Compliance with the RFQ requirements; and
- Any qualifications, exclusions, or conditions included in the quotation.

The Township is not obligated to accept the lowest-priced quotation and reserves the right to accept, reject, or negotiate with any or all proponents, subject to applicable Township purchasing requirements.

9. Submission Instructions

Submit quotations by email or sealed submission no later than:

Closing Date and Time: Friday, October 16, 2026 at 2:00 p.m. local time
Submit To:

**Kevin Watson, Director of Public Works & Facilities
Township of North Huron
274 Josephine Street
PO Box 90
Wingham, ON
N0G 2W0
Email: kwatson@northhuron.ca**

Subject Line:

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Late submissions may not be accepted.

10. Inquiries

All inquiries regarding this RFQ shall be directed to:

**Kevin Watson
Director of Public Works & Facilities
Township of North Huron
Telephone: (519)357-3550 ext. 129
Email: kwatson@northhuron.ca**

Contractor Declaration

The undersigned confirms that they have reviewed the RFQ requirements, understand the scope of work, and agree to complete the work in accordance with the quoted pricing and conditions.

Contractor Name	
Authorized Representative	
Title	
Signature	
Date	
Telephone	
Email	