The Corporation of the Township of Jocelyn
3670 Fifth Side Road
Hilton Beach, ON, P0R 1G0
admin@jocelyn.ca
705-246-2025 www.jocelyn.ca

Request for Proposal (RFP) 2026-04
For Preliminary Engineering with a Class "D" Estimate to Replace A-Line Bridge
Closing: December 18, 2026 @ 3:00 pm

Proposals may be submitted by mail, e-mail, courier or in-person to the following address:

Township of Jocelyn
3670 Fifth Side Road
Hilton Beach, ON
P0R 1G0
Attn: Lars Moffatt
financials@jocelyn.ca

All submittals must be received no later than**: Friday, December 18, 2026, at 3:00 p.m.** ("Closing date and time").

It is the sole responsibility of each Vendor to ensure that its Proposal is received on or before the closing date and time as stated in the Request for Proposals document. The closing time shall be determined by the National Research Council Canada Web Clock showing the official time for the Eastern Time Zone.

Proposals will be opened in accordance with the Township's Procurement By-Law.

Questions regarding this proposal must be directed, in writing, to Lars Moffatt (financials@jocelyn.ca). Please include "Municipal Engineering Services" in the subject line of the email.

The lowest or any proposal will not necessarily be accepted. The Township reserves the right to reject any or all proposals, to waive irregularities and informalities therein, and to award the Contract in the best interest of the Township in its sole and unfettered discretion. Proposals may be forwarded to Council for review and consideration subject to the Township's Procurement Practices/policies.

Description of Undertaking:
The Township of Jocelyn wishes to engage the services of an engineering firm(s) to carry out the **preliminary engineering with a Class "D" estimate to replace A-Line Bridge, located on A-Line Road in the Township of Jocelyn**
Vendors may submit proposals for the project noted below. Further information on the proposal is included in Appendix "A" of this document, much of which was taken from the Township's 2025 OSIM Bridge Inspection report that was completed by Tulloch Engineering.

RFP Document Requirements (for either or both sections):
Any proposals should be submitted with at minimum the following information:

- Title Page: Include title of RFP, Bidder's name, contact person, address, telephone number and Email address. The title of the RFP is: *"RFP 2026-04: Engineering Services"*.
- Two references, including names and contact information, for similar projects previously completed.
- A list of the individuals and their respective credentials that will be responsible for overseeing and managing the project (as outlined in the RFP) is preferred but not required.
- Proponents may provide links or a list of similar projects they have completed.
- Project Management Description: Describe the work plan and timelines (maximum 2 pages).
- Budget/Pricing: Provide a breakdown of the proposed cost to undertake the proposal (maximum 1 page for each proposal).
- If the RFP is submitted via e-mail, file size must not exceed 10 MB and files are to be submitted in Microsoft Word (where applicable) and/or PDF.

The Township of Jocelyn's Rights in Respect of the RFP

The Township reserves the right to:

- Disqualify proposals not submitted in strict accordance with the terms and conditions contained herein;
- To cancel the RFP in its entirety or a section of the RFP, at any time, without liability whatsoever to any Vendor;
- To reject any or all of the proposals;
- To accept any or all of the proposals;
- If only one proposal is received, elect to accept or reject it;
- Not to accept the lowest fixed fee amount;
- To alter the schedule; RFP process, procedures or objective of the project or any other aspect of the RFP, as it may determine, in its sole and absolute discretion;
- To negotiate with one or more Vendors to reach a final agreement for the services; and
- To not entertain any proposals from Vendors involved in litigation.

DISCLAIMER

This RFP does not constitute an offer of any nature or kind whatsoever by the Township to the Vendor. The Township does not bind itself to accept any proposals and may proceed as it determines, in its sole discretion, following receipt of the proposals. The Township reserves the right to accept any proposal and section, in whole or in part, or to discuss with any Vendor different or additional terms to those envisaged in this RFP or in such Vendor's proposal. This RFP and/or the proposal in response to the RFP will not constitute a binding Contract but will only form the basis for the finalization of the terms upon which the Township and the chosen Vendor will enter a Contract and does not mean that the proposal is necessarily totally acceptable in the form submitted.

NEGOTIATIONS

The Township may award the Contract based on initial offers received, without discussion. Therefore, each initial offer shall contain the Vendor's best terms/information, including all required documentation as listed. The Township reserves the right to enter negotiations with the selected Vendor. If the Township and the selected Vendor cannot negotiate a successful Contract, the Township

may terminate the negotiations and begin negotiations with the next selected Vendor. This process will continue until a Contract has been executed or all Vendors have been rejected. No Vendor shall have any rights against the Township arising from negotiations.

VENDOR'S COST

All costs and expenses incurred by a Vendor related to the preparation or presentation of its proposals shall be borne by the Vendor. The Township is not liable to pay such costs and expenses or to reimburse or to compensate a Vendor under any circumstances.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Materials supplied in response to the RFP become a record of the Township and are subject to the Municipal Freedom of Information and Protection of Privacy Act. The Township takes the position that such materials are not supplied in confidence and form part of the records made generally available upon request to the public. If you have any questions about this policy, please contact Lars Moffatt at financials@jocelyn.ca.

APPENDIX "A" OF RFP 2026-04

Request for Proposal (RFP) 2026-04

For Preliminary Engineering with a Class "D" Estimate to Replace A-Line Bridge

Background

The Township is considering the most economical option for replacing the A-Line bridge (which may be replaced with a culvert if feasible from a structural and cost perspective) and requires the chosen firm to make recommendations based on the Township's current and future needs.

The bridge is located 1.4km south of the K-Line Road with an estimated lat. of 46.1995 and long. of -84.0198.

The Township's 2025 OSIM Bridge Inspection report has identified the need for infrastructure improvements over the next three years. A-Line Bridge is identified as a high priority for replacement. It is intended to initiate the design in 2027 and construction in 2030. Photos compiled by Tulloch Engineering during the 2025 OSIM Inspection are attached as Appendix "A" for reference.

The current structure is a 1.5 lane, wooden bridge with a laminated timber deck. As the bridge was installed approximately 50 years ago, it is nearing the end of its service life. The weight load limit was reduced to 5 tonne axle loading as the road is not capable of handling weight consistently more than 5 tonne axle loading. The Township intends to undertake significant road work after the construction of the A-Line bridge is complete and therefore a bridge capable of handling more than 20 tonne axle loading is preferred. It is a single span bridge that measures 4.35m in length and 6.7m in width.

The bridge is often utilized by residential traffic with one or two small commercial vehicles crossing the bridge daily. There is no need for a pedestrian crossing. An estimate for geotechnical services is recommended to be included in a vendor's proposal as the Township would like to compile geotechnical data when it plans to complete major roadwork on A-Line Road after the new bridge/culvert is constructed.

While not mandatory, it is the preference of the Township to split the total cost of the project into both the 2027 and 2028 fiscal years for the purpose of consistent budgeting. We would request that the vendors identify if this would be feasible or if they have specific billing arrangements that they would like to request from the Township.

Intent of Scope of Work

The specifications/scope of work below are preferred but not necessarily required and alternate specifications may be considered and accepted.

It is the intent of the Scope of Work to describe specific details of the engineering services required. It is the responsibility of the successful Vendor to supply any service not described in the scope of work, but which may be reasonably implied to be required to discharge the scope of work covered in this Request for Proposal. Requirements for this preliminary engineering proposal include:

- Assessing site location for suitability of bridge/culvert style and size recommendations, with the understanding that the Township wants to **replace the bridge with another bridge/culvert that is the most economical option reasonably available**.
- Completing any required geotechnical analysis.
- Providing "artist concept" style illustrations that will be provided to the Township at the end of the project.
- Proving basic technical drawings including any required changes to the existing approaches along A-Line Road (from both ends).
- Evaluating appropriate weight limit for the structure.
- Esti mating life expectancy of the new bridge/culvert.
- Providing a class "D" estimate of the anticipated construction costs based on the proposed replacement design.
- Including detailed descriptions of any other requirements, recommendations, considerations, or processes involved to provide a complete and concise understanding of the scope of the project to be undertaken in the future.



Photo 1: Looking north across the structure



Photo 3: East elevation



Photo 2: Looking south across the structure



Photo 4: West elevation



Photo 5: South abutment general arrangement; partial blockage



Photo 6: Typical soffit condition with water staining at deck laminations



Photo 7: Severe decay of lower lagging at/below the waterline



Photo 9: Typical wooden barrier across the structure. Gravel build up at curb/scupper drains.



Photo 8: Wide split in top of pile at south abutment



Photo 10: Severe decay and weathering of exterior fascia, poor anchorage of railing posts.



Photo 11: Typical curb scupper drain blocked with gravel/vegetation



Photo 12: Looking east under the structure.



Photo 13: Typical deck wearing surface, moderate wear and ravelling under wheel paths



Photo 16: Northeast embankment



Photo 14: Settlement and patching along the south edge of bridge deck.



Photo 17: Southeast embankment with moderate erosion/material sloughing.



Photo 15: Localized erosion at the northwest corner of bridge, edge breakout of surface treatment.



Photo 18: Southwest embankment



Photo 20: Looking upstream (southeast direction).



Photo 19: Looking downstream, partial blockage with wood debris.

