

INFORMATION FOR BIDDERS

Quotations must be received at:

1 Beechwood Drive, Parry Sound, ON P2A 1J2

or

16 Toronto Avenue, South River, ON P0A 1X0

No later than:

4:30p.m. on Wednesday, April 16th, 2025

Please complete a bid sheet for EACH property you are interested in. If you have any questions, please reach out by Friday, April 11th, 2025

The successful bidder will be required to complete a Qualified Contractor application including liability insurance and WSIB confirmation prior to commencement of work.
Lowest or any quote not necessarily accepted.

Please note that your contact associates for the duration of contracts are:

Stephanie Silvestri – Community Relations Worker - Maintenance West

ssilvestri@psdssab.org

705-774-9600 ext. 5271

Jennifer Bennett – Community Relations Worker - Maintenance East

jbennett@psdssab.org

705-774-9600 ext. 5429



Request for Quotations

Contractors are invited to submit quotations
for Summer Grounds Maintenance for the following locations:

69 Queen St., Magnetawan
118 Church St., Parry Sound
66 Church St., Parry Sound
1 Beechwood Drive, Parry Sound
22A Belvedere Ave., Parry Sound
64 & 66 Waubeek St., Parry Sound

Sealed Quotes must be delivered no later than
Wednesday, April 16th, 2025 @ 4:30pm

Tender Specifications can be picked up at:

1 Beechwood Drive, Parry Sound, ON P2A 1J2

OR

16 Toronto Avenue, South River, ON P0A 1X0

OR

Visit our website at www.psdssab.org - Tenders/RFP's/Quotes
For further information call,
705-774-9600 or 1-877-767-6060

Summer Grounds Maintenance Contract

Supply all labour, materials, equipment & transportation necessary to carry out the following work from May 1st to October 31st yearly.

Please submit contract bids for a 3 year term (2025-2028)

Weekly Clean Up:

Work to be carried out starting May 1st

- Rake all lawn areas removing all leaves and debris
- Pick up and remove any litter or debris on grounds
- Clear all sidewalks and parking lots of clippings, debris and sand (remove when necessary)

Weekly Maintenance:

- Cut all grass on the property, including edge trimming
- Fence Line trimming (2 feet on either side of all interior and exterior fence lines)
- Weed all flower beds around the building(s) that belong to the Housing Department
- Prune trees/bushes as required (removal of debris to be included)
- Keep all sidewalks, walkways, and parking lots clean (removing debris as necessary)

All work is to be carried out between the hours of 8:30am and 4:30pm on weekdays. A schedule adjustment may be necessary to accommodate daycare settings/nap times.

Daycare Property Special Considerations:

- All weekly clean up and maintenance specifications above must be followed
- Upon acceptance of a daycare property summer grounds contract, a walkabout with the designated supervisor for the property is required prior to work commencing
- A schedule adjustment during noisy and invasive clean up must be made with the onsite supervisor to ensure no safety issues arise and that there is no disruption to program(s)

PLEASE NOTE:

There is no storage space available for your equipment on site.

A completed Qualified Contractor Application including liability insurance and WSIB confirmation is required and must be submitted prior to commencement of work.

Lowest or any tender not necessarily accepted.

Summer Grounds Maintenance Contract Bid Sheet

Please return your quotation by Wednesday, April 16th, 2025, in a sealed envelope.

Please complete a bid sheet for EACH property that you are interested in.

Please submit contract bids for a 3-year term (2025-2028)

Contractor Name, Mailing Address & Contact Information			
Address of Property of Interest			
	Cost Per Month	HST	Total
	\$	\$	\$
Extra Work Per Hours as Requested	\$	Any extra work authorized by the Parry Sound Housing Office will be at the same rate per hour listed for the duration of the contract.	

The successful bidder will be required to complete a Qualified Contractor application including liability insurance and WSIB confirmation prior to commencement of work. Lowest or any quote not necessarily accepted.

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