



REQUEST FOR TENDER (RFT) WINTER SNOW CLEARING & ICE CONTROL SERVICES 2026-2027

Issue Date: September 30, 2026

Issuing Organization: Royal Canadian Legion Branch 475

Property Location: 320 County Road 8, Elizabethtown-Kitley, ON K0E 1Y0

Closing Date The closing date for tenders being received is October 29, 2026 at 4:00 PM EST

1. Scope of Work

The successful Contractor will provide complete snow plowing, walkway shoveling, and ice control (sanding/salting) for the property located at 320 County Road 8 as outlined below

- **Snow Plowing:** Clear main parking areas, driveway entrances, and emergency access routes whenever snow accumulation reaches 5 cm (2 inches) or more, or upon immediate call-out by the Legion representative.
- **Walkway & Step Shoveling:** Hand-shovel and clear all foot traffic areas, including main entrance steps, accessible ramps, side doors, emergency exits, and walkways leading to the parking lot, pathway to the gas meter.
- **Ice Control (Sanding/Salting):** Apply salt, sand, or an approved eco-friendly ice-melt product to all plowed driving surfaces and walkways immediately following clearing, or whenever freezing rain, black ice, or slippery conditions occur.

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- **Timing & Readiness:** Services must be completed prior to 7:00 AM on standard operating days, and prior to scheduled weekend or special events (**schedule to be provided and updated as required**).

- **Snow Piles:** Snow must be stacked in pre-designated areas that do not obstruct sightlines, emergency routes, fire hydrants, or parking spaces.

2. Contractor Responsibilities & Requirements

- **Equipment & Labor:** Supply all necessary commercial-grade equipment, fuel, products, and personnel.

- **Insurance:** Maintain a minimum of \$2,000,000 Commercial General Liability Insurance naming the Royal Canadian Legion as an additional insured.

- **WSIB:** Provide a valid WSIB Clearance Certificate (or proof of private coverage if independent operator exempt).

- **Property Care:** Mark all curbs, islands, walkways, and hazards with driveway markers prior to the first snowfall. Repair any turf, asphalt, or property damage by May 15

3. Submission Guidelines Pricing Structure

Bidders must submit their proposals in writing via email or sealed envelope. Please provide pricing using one or both of the following structures:

Option A: Per-Event Rate Rate (\$ CAD)

Plowing & Shoveling (5 cm – 10 cm) \$_____ / event

Plowing & Shoveling (10 cm – 20 cm) \$_____ / event

Plowing & Shoveling (20+ cm) \$_____ / event

Sand/Salt Application (Parking Lot) \$_____ / application

Salt/Ice-Melt Application (Walkways) \$_____ / application

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Option B: Seasonal Fixed Rate Rate (\$ CAD)

Full Season Rate (Nov 15, 2026 – Apr 15, 2027) \$_____total includes unlimited plowing, shoveling, and ice control)

4. Submission Contact

Please submit completed proposals, insurance certificates, and references either by email or by mail to:**

Snow Removal 2026-2027 Tender :

Executive Committee / Building Committee

320 County Rd 8, Elizabethtown-Kitley, ON K0E 1Y0

● Email: **toledo.legion@gmail.com**

● Phone: 613-275-2400

** Please note that if sending by mail you should mail in time to reach the deadline

Tender submitted by _____

Date _____

Tender Received Date _____

All Required Certificates and References Received YES -___ No ___

Legion Representative _____