



2027-28 Gravel Supply and Haul Request for Proposals

The RM of Meota No. 468 (“the Municipality”) is accepting proposals for the supply and haul of Road Gravel within the Municipality.

INSTRUCTION TO BIDDERS

1. Preparation of Proposals:

Council is interested in receiving pricing on both Type 105 and Type 106 Traffic Gravel and will select which specification to use based on best value. Each Bidder shall specify in its proposal the unit price per cubic yard of measurement for Type 105 and Type 106 Traffic Gravel and unit price per tonne for Type 33 Base Gravel. The unit price shall be based on Fuel Price of \$2.00/L and will be adjusted on invoicing in accordance with Appendix C

- Up to 30,000(*) cubic yards of traffic gravel [MHI - Type 105 or 106] with **40% fractured face**
 - Type 105 or 106 Traffic Gravel under this contract must be stockpiled separately in the pit for the exclusive use of the RM of Meota. RM of Meota reserves the right to complete a pre and post stockpile drone survey
 - RM shall retain Prairie Roads Solutions to complete full time quality assurance testing during crushing
 - RM shall confirm volume needs for 2028 pending completion of the 2027 gravelling program
- ~ 2,000 tonne of [MHI - Type 33] base gravel to the RM Shop (2027 only)

(*) The Municipality reserves the right to reduce quantities or request additional gravel at the same proposed price. Request will be presented in writing and will be seen as an extension to the agreement to provide gravel services. The additional gravel amount(s) will be subject to the same conditions as outlined in the original proposal. Requests may be made throughout the year, and at the discretion of the Municipality. The Contractor should make themselves available to the Municipality at short notice, and be prepared to deliver gravel within one (1) week after request has been made.

The Municipality reserves the right to employ a Gravel Checker to confirm loads and to take random samples (sieve tests) during the gravel hauling process. Samples may be taken by a representative of the Municipality and tested by the Municipality to ensure each Type of gravel required, is being produced. Failure to meet specification may result in the Municipality stopping the haul. Failure at any time to meet the gravel specifications as listed above, will require the successful bidder to replace substandard material with material meeting the above specifications.

Successful proponent required to accommodate Full time supervision of Crushing Operations by the RM's Engineer Prairie Roads Solutions.

2. Delivery of Proposals:

2.1 Each proposal must be submitted by the following means:

- Emailed to cao@rmmeota468.ca with the subject line stating "2027-28 Gravel Supply and Haul Proposal".
- All proposal submissions must be completed by 1:00 p.m. Local Time, Thursday, October 29, 2026.
No proposal received after this time will be considered.

3. Opening of Proposals

3.1 All proposals will be opened privately by RM Administration and reviewed for completeness. Proposals will be scored and presented to Council at the regular meeting on Wednesday, November 4th, 2026.

4. Proposal Submissions:

4.1 All proposals shall include the following:

- A. Bid Form in Appendix A
 - Price per delivered cubic yard of Type 105 and Type 106 gravel with 40% Fractured Face
 - Price per delivered tonne of Type 33 base gravel to the RM Shop
- B. Complete listing of equipment/machinery relevant to the completion of the Gravel Haul
- C. Copy of an up to date letter of Good Standing with the Saskatchewan Workers Compensation Board
- D. Copy of valid liability insurance (minimum \$2,000,000.00 per occurrence)
- E. Three business related references for similar work previously done (no personal references will be accepted)

5. Proposal Acceptance:

5.1 The Municipality reserves the right to refuse to accept any or all proposals, and the lowest priced proposal or any proposal will not necessarily be accepted.

5.2 Without limiting the generality of the foregoing, any proposal may be rejected which is incomplete, obscure or irregular.

5.3 The Municipality reserves the right to cancel the acceptance of any proposal at any time before the execution of the contract by all parties without any liability against the Municipality.

5.4 The Municipality reserves the right to split the contract up between two suppliers between the North and South or to award the contract to a single supplier for the entire RM and to award the base gravel supply to a separate contractor.

6. Late Proposals:

6.1 Proposals received after the time and date specified in Clause (2) will not be considered

7. Validity of Proposals:

7.1 Proposals received and not rejected will be valid for a period of fifteen (15) days from the date of the opening of the Proposal

8. Proposal Omission:

8.1 Council reserves the right to consider proposal with minor omissions provided that the bidder, if successful in the proposal awarding, can rectify the omission within five (5) days of the proposal being awarded.

9. Labour, Materials & Equipment:

- 9.1 The successful bidder shall supply all supervision, labour, materials, equipment, tools and all other things necessary for the complete supply and delivery as indicated or intended by the specifications which form part of this document.
- 9.2 The unit price submitted shall include the all supervision, labour, materials, equipment, tools and all other things necessary for the complete supply of the work.

10. Contract:

- 10.1 The successful bidder will be required to sign a Contract Agreement in the form of Appendix B
- 10.2 If the successful bidder refuses or neglects to sign the Contract Agreement within seven (7) days after the notice that the bidder has been successful in procuring the job, the Municipality reserves the right to cancel the proposal and award it to the next bidder considered appropriate by the Municipality.
- 10.3 The contract term will commence January 1, 2027 and continue in effect until December 31, 2028.

11. Commencement and Completion of Work:

- 11.1 Time will be of the essence with a completion date of within 7 days from gravel order.

12. Gravel Overage:

- 12.1 The successful bidder shall not haul more than 5% over the required amount of each gravel type requested by the Municipality.
- 12.2 If additional hauling is required by the Municipality as noted in Clause (1), the successful bidder shall not haul more than 5% of the required total volume for each gravel type.

13. Measurement of Gravel

- 13.1 The volume of gravel shall be measured in cubic yards for Type 105 & Type 106 Traffic Gravel
- 13.2 The volume of gravel shall be measured in tonnes for Type 33 Base Gravel
- 13.3 The Municipality reserves the right to request any records held by the Contractor showing proof of volumes and weight of gravel hauled to any site.

14. Payment:

- 14.1 Payment of supply and haul shall be based upon final gravel deliveries and at the contract unit price per cubic yard or price per tonne. The unit price will be full compensation for supplying, hauling and spreading the type 105 or type 106 gravel and hauling a piling the type 33 base gravel. The unit price will also be full compensation for any costs the successful Bidder incurs such as supervision, labour, road maintenance fees, permits, materials, equipment, tools and all other items necessary for the complete supply of the work to achieve the gravel requirements.
- 14.2 Payment shall not be made for any gravel hauled which exceeds 5% of the Municipality's required volume for type 105.
- 14.3 Final payment will be made upon receipt of invoice from the successful bidder and will be made within 45 days of receipt of invoice and upon receipt from the successful bidder of Saskatchewan Workers Compensation Board clearance.
- 14.4 Consideration will be given to fuel surcharges based on fuel adjustment factor in Appendix C.
- 14.5 Contractor agrees to offer the same pricing of material to Municipal Residents as the Municipality pays when ordered through the Municipal Office for full tandem axle trailer loads of gravel
- 14.6 Goods and Services Taxes – The proposed price shall exclude Provincial Sales Tax and shall exclude Goods and Services Tax.

15. Insurance and Safety:

15.1 The successful bidder will be required to provide a record from its insurance broker that sufficient insurance (minimum \$2 million per incident liability coverage) is carried and the bidder shall maintain current insurance and licensing for equipment and personnel for the duration of the haul. The Municipality shall have the right to cancel or suspend the contract in the event insurance coverage is cancelled.

15.2 The successful bidder will assume prime contractor obligations in the fulfillment of the contract.

16. Proposal Scoring:

Proposals will be scored by Administration with the following methodology:

Price (70 Points)

Formula = $(\text{Low Price} / \text{Proposal Price}) \times 70$

Capacity (20 Points)

Formula = Proposal demonstrating the highest equipment capacity (number of gravel trucks) will receive 20 points
= Other proposals will receive proportionately less points based on relative equipment capacity

References (10 Points)

Formula = The proposal receiving the highest quality references will be awarded 10 points,
= The second best proposal will receive 9 points
= The third best proposal will receive 8 points
= Any remaining proposals that meet requirements will receive 7 points

Council will consider a report by administration containing proposal scoring and selection recommendations and reserves the right to award the contract to the proposal that in Council's opinion best meets the needs of the municipality.

Appendix A – Bid Form

*Bid Price Based on Diesel Fuel Cost of \$2.00/L – see Appendix C for Price Adjustment Factor

Traffic Gravel (Type 105 with 40% Fracture)	Yards	Price per Yard (Excluding GST and PST)	Total
North of Twp Rd 470 Including Twp Road 470	15,000		
South of Twp Rd 470	15,000		
Entire RM	30,000		

Traffic Gravel (Type 106 with 40% Fracture)	Yards	Price per Yard (Excluding GST and PST)	Total
North of Twp Rd 470 Including Twp Road 470	15,000		
South of Twp Rd 470	15,000		
Entire RM	30,000		

Base Gravel (Type 33)	Tonnes	Price per Tonne (Excluding GST and PST)	Total
Delivered to RM Shop	2000		

Number of Belly Dump Gravel Trailers	
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For Questions Related to Gravel Specifications or on-site monitoring during crushing contact Hartley Walton with Prairie Roads Solutions @ 306-371-5964.

Attach

- **WCB**
- **Proof of Insurance**
- **3 references**

Contractor Name _____

Contractor Signature _____

Appendix B – Standard Contract Template

THIS CONTRACT MADE EFFECTIVE the 1st day of January, 2027

BETWEEN:

The Rural Municipality of Meota #468
(Hereinafter referred to as RM of Meota)

AND

(Hereinafter referred to as Contractor)

WHEREAS RM of Meota requires the services of the Contractor to provide the gravel product and services necessary to maintain roads in the Municipality; and

WHEREAS Contractor agrees to provide its own equipment, fuel, manpower, and insurance to operate own equipment to successfully deliver gravel products and services; and

WHEREAS RM of Meota and the Contractor wish to formalize their agreement pertaining to gravel products and services within the Rural Municipality;

WHEREAS RM of Meota issued a Request for Proposal attached to and forming part of this agreement.

WHEREAS _____ submitted a Proposal attached to and forming part of this agreement.

NOW THEREFORE THIS CONTRACT WITNESSES that in consideration of the covenants contained herein the parties agree as follows:

1. In the event of any discrepancies between the requirements contained within the Request for Proposal and this agreement, this agreement shall prevail.
2. Contractor agrees to supply the gravel (Type ____ Traffic Gravel with 40% fractured faces) & (Type 33 base gravel) to our specifications composed of fragments of clean, tough, durable rock, free from injurious quantities of soft or flaky particles, loam, organic or other deleterious material;
3. RM of Meota agrees to pay a sum of \$ _____ per yard of Type ____ Traffic Gravel delivered anywhere in the RM and for each yard of processed gravel loaded and hauled by the Contractor; for a two (2) year term ending December 31st, 2028;
4. RM of Meota agrees to pay a sum of \$ _____ per tonne of Type 33 Base Gravel delivered to the RM Shop Yard for in May/June 2027 with one weeks notice.
5. Contractor agrees to provide their own Quality Control tests.

6. RM of Meota reserves the right to complete third party Quality Assurance testing, in the event of discrepancies between the contractor supplied test results and the RM of Meota third party testing, the RM of Meota testing results will be used for payment.
7. Contractor agrees to provide access to pit for full time supervision of crushing operations by Prairie Roads Solutions, an engineering firm engaged by the RM.
8. Contractor agrees that all invoices will include delivery tickets with the weight of product, legal land location, and Purchase Order number;
9. The RM of Meota reserves the right to instruct a Community Safety Officer to weigh contractor vehicles with portable scales before and after the application of gravel to the road.
10. Contractor agrees to offer the same pricing of material for full tandem trailer loads of gravel to Municipal Rate Payers as the Municipality, the contractor will invoice the Rate Payer directly for such services;
11. RM of Meota and Contractor agree this agreement can be terminated by either party with 60 days written notice;
12. The contact persons for any issues/concerns arising from this Contract shall be:

For RM of Meota:

Chief Administrative Officer
RM of Meota #468
Box 80
Meota, SK S0M 1X0

For the Contractor:

13. Any disputes, which may arise between the parties under this Agreement, shall be settled according to the laws of the Province of Saskatchewan
14. This Contract contains the whole agreement between the parties hereto and each party agrees to save harmless the other party from all liability except those issues arising from this Contract.

15. This Contract is for the benefit of the parties hereto their executors, heirs and assigns.

Reeve
RM of Meota #468

Owner Name

Owner Signature

Administrator
RM of Meota #468

Appendix C - Fuel Adjustment Factor

All bids shall assume diesel fuel @ \$2.00/ Litre

The invoiced amount for gravel shall be adjusted by the following factors based on the average price of diesel fuel for the week preceding the delivery of gravel. Contractor must supply fuel invoices with pricing per litre identified to ensure the appropriate fuel adjustment factor is applied.

Average Fuel Cost (\$/L)			Fuel Adjustment Factor
1.30	-	1.35	-7.0%
1.35	-	1.40	-6.5%
1.40	-	1.45	-6.0%
1.45	-	1.50	-5.5%
1.50	-	1.55	-5.0%
1.55	-	1.60	-4.5%
1.60	-	1.65	-4.0%
1.65	-	1.70	-3.5%
1.70	-	1.75	-3.0%
1.75	-	1.80	-2.5%
1.80	-	1.85	-2.0%
1.85	-	1.90	-1.5%
1.90	-	1.95	-1.0%
1.95	-	2.00	-0.5%
2.00			0%
2.00	-	2.05	0.5%
2.05	-	2.10	1.0%
2.10	-	2.15	1.5%
2.15	-	2.20	2.0%
2.20	-	2.25	2.5%
2.25	-	2.30	3.0%
2.30	-	2.35	3.5%
2.35	-	2.40	4.0%
2.40	-	2.45	4.5%
2.45	-	2.50	5.0%
2.50	-	2.55	5.5%
2.55	-	2.60	6.0%
2.60	-	2.65	6.5%
2.65	-	2.70	7.0%

If Fuel Costs Exceed \$2.70/L the adjustment factor will increase by 0.5% for every \$0.05 L increase

If Fuel costs are lower than \$1.30/L the adjustment factor will decrease by 0.5% for every \$0.05 L decrease