

Request for Bids
Town of Raymond, New Hampshire
Department of Public Works

3 Year - Contract Snow Plowing Services

The Town of Raymond, New Hampshire is soliciting proposals from qualified New Hampshire snow plow contractors interested in providing services to the Town for the fall 2020 to spring 2021 season.

Interested firms shall provide the Town with written proposals outlining the firms experience, references and equipment to be used and hourly rates for various tasks.

Deadline for receipt of proposals is **3:00 p.m. Wednesday, September 23, 2020**

All proposals must be submitted in hard copy enclosed within a sealed envelope and clearly labeled “ **3 Year - Contract Snow Plowing Bid** ” to:

Town of Raymond
Department of Public Works
4 Epping Street
Raymond, NH 03077

Please contact Denise OGrady at 603.895.7036 or email: dogrady@raymondnh.gov with any questions.

The Town of Raymond reserves the right to award this contract with the Bidder or Bidders that has been determined to be in the best interest of the Town after full consideration of cost, qualifications, knowledge of the Town road system, equipment and overall value.

The Town also reserves the right to adjust the schedule as may be required due to weather conditions.

Read All Bidder Information – Bids must be submitted on the required Bid Form



3 Year - Contract Snow Plowing Services

The Town of Raymond is seeking proposals to provide seasonal contracted snow plowing services in accordance with the following scope of services and contract conditions.

Scope of Work

1. The Contract shall be “on-call” 7 days a week, 24 hours a day during the term of this Contract.
2. The Contractor shall furnish the truck(s) with front plow, wing plow, sander, lights, tools, labor, fuel, operating supplies and all other materials except as noted in paragraph 3, below.
3. The Town shall furnish sand, salt, and cutting blades, shoes and fasteners. When in the opinion of the Town, it is necessary to replace an existing plow blade, Town forces will assist the Contractor in the installation of replacement of existing plow blades.
4. The Contractor shall commence providing the specified services beginning 24 hours prior to the first forecasted of sleet and/or snow event for the Raymond area in the fall of the winter season 2020, 2021 and 2022. The Contract shall remain in effect until May 1st of the following year, 2021, 2022 and 2023.
5. The selected Contractor(s) will be contacted by the Town of Raymond Highway Foreman or his designee notifying the Contractor that winter maintenance operations are about to commence. Notification will occur in advance of the Town forces being released for active snow and ice removal. The Contractor shall report to the DPW Highway Shed within twenty (20) minutes of said notification and be prepared to conduct operations on the assigned route(s). Actual routes may be modified as necessary due to equipment and/or staffing issues.
6. The Contractor’s equipment shall be operated by a qualified, licensed, insured Operator. The Operator shall be fully cognizant of road safety procedures and familiar with the operation of the proposed equipment. All contracted equipment operators shall possess a current operator’s license from the State of New Hampshire for each class of equipment to be operated in the State. The Town may require driving records of anyone listed as an operator. Failure to comply with the require may result in termination of the contract.

Should the status of any License for any operator change, the Contractor shall immediately notify the Director of Public Works.

In the event that the Contractor or his representative are unable to operate due to illness or other disability, the Contractor shall provide an alternate operator that is properly licensed to perform services on a temporary. Any alternate operator shall be fully cognizant of road safety procedures

and familiar with the operation of the proposed equipment and familiar with the plow route assigned to this contract.

7. All equipment (truck, plows and spreader) under contract shall be properly maintained safe, currently inspected, properly registered in the State of New Hampshire, with active insurance coverage for the duration of this contract and legally operated on the road.
8. The Contractor shall be solely responsible for all operating costs, such as but not limited to, fuel, maintenance, repairs, and incidental operational costs. All equipment shall be maintained in full operating condition throughout the stated winter maintenance season.
9. The contract shall encompass and include plowing, the application of sand, salt or combination thereof to town roads, Town property and School property, as directed by the Town's of Raymond's Highway Foreman or his representative.
10. Should the Contractor fail to maintain the equipment such that it results an inability to plow or spread material, the hourly rate will be adjusted downward at the discretion of the Director of Public Works.

Contract Conditions

1. The Contractor shall provide the Town with twenty-four hour contact numbers for all proposed operators.
2. The Contractor shall provide the Town with a copy of an active License for any driver that operates the Contractor's equipment.
3. Invoicing for service shall occur on the first business day of the month during plowing season. Each invoice shall clearly identify dates of service and hours of operation that service was rendered. Payment for said services is payable thirty (30) days after submittal.
4. Any damage to Contractor's equipment caused by normal wear and tear or operator error shall be assumed by the Contractor. Any damage to private property stemming from the operation of the equipment or condition of the equipment shall be repaired by the Contractor to the satisfaction of the property owner. The Town's Insurance carrier, Primex, does not extend to any independent contractors.
5. The Contractor shall defend, indemnify and hold harmless the Lessee, its officers and employees, from and against any and all losses suffered by the Lessee, its officers and employees and any and all claims, liabilities or penalties asserted against the Lessee, its officers, and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor.
6. The Contractor shall obtain and maintain in force during the term of the contract, Commercial General Liability and Comprehensive Liability; Excess Liability and Property Liability insurance including contractual coverage, in amounts noted below:

Minimum Limits of Liability:

\$1,000,000 each occurrence
\$1,000,000 personal & adv. injury
\$2,000,000 general aggregate
\$2,000,000 products / completed operations aggregate
\$5,000 medical expenses (any one person)

Prior to the beginning of the contract the Contractor shall provide a Certificate of Insurance demonstrating the required insurance coverage. The policy shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the Town of Raymond and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the Town of Raymond.

All liability policies shall include the Town of Raymond, New Hampshire as named as additional insured.

- a. The Contractor's insurance shall be primary in the event of loss.
- b. The additional insured endorsement must include language specifically stating that the entity is to be covered for all activities performed by, or on behalf of, the Contractor, including the Town of Raymond's general supervision of the Contractor.
- c. The Town of Raymond, New Hampshire shall be listed as a Certificate holder and additional insured.
- d. Insurance Certificates must be provided prior to commencement of work.

To the extent that this is applicable, the Contractor hereby agrees to purchase and maintain as required by the law the appropriate workmen's compensation insurance to cover all claims of employees of said Contractor; should the Contractor fail to purchase and maintain such insurance, and should the Town of Raymond be found liable to employees of the Contractor, the Town of Raymond may recover the amount of any compensation paid to employees of the Contractor and any expenses relating thereto.

Workers' Compensation coverage limit shall be provided when required by statute:

Limits of Liability: Coverage A - Statutory
Coverage B: Each accident \$2,000,000
Disease: Each employee \$2,000,000
Disease: Policy Limit \$2,000,000

7. The Town reserves the right to, from time to time, notify the Contractor that bid services are not required for a storm event or portion thereof.

8. The Town reserves the right to terminate this Contract at any time and for any reason that the Public Works Director feels is in the best interest of the Town.

9. All activities under this Contract shall be executed in accordance with all applicable Federal, State and Local safety regulations. All workers of the selected Contractor shall be properly trained in safe operation of tools and equipment assigned to them for their use and shall be provided with proper safety and protective gear.

11. The Contract shall be binding upon all parties hereto and their respective heirs, executors, administrators, successor, and assigns.

End of Contract Conditions

All Bidders must use the attached Bid Form.

Please submit your bid in a Sealed Envelope labeled “ **3 year - Contract Snow Plowing Bid**”.

The Town of Raymond reserves the right to award this contract with the Bidder or Bidders that are determined to be in the best interest of the Town after full consideration of cost, qualifications, knowledge of the Town road system, condition of equipment and overall value.

3 Year - Contract Snow Plowing Services

Town of Raymond, New Hampshire

Bid Form

Issued September 1, 2020

2020 – 2021 Season

Hourly Rate for **6 Wheel Dump Truck with sander, front plow and wing plow** \$ _____

Truck: Year / Make and Model: _____

Sander: Year / Make and Model: _____ Capacity _____ CYDS

Hourly Rate for **10 Wheel Dump Truck with sander, front plow and wing plow** \$ _____

Truck: Year / Make and Model: _____

Sander: Year / Make and Model: _____ Capacity _____ CYDS

2021 – 2022 Season

Hourly Rate for **6 Wheel Dump Truck with sander, front plow and wing plow** \$ _____

Truck: Year / Make and Model: _____

Sander: Year / Make and Model: _____ Capacity _____ CYDS

Hourly Rate for **10 Wheel Dump Truck with sander, front plow and wing plow** \$ _____

Truck: Year / Make and Model: _____

Sander: Year / Make and Model: _____ Capacity _____ CYDS

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Town of Raymond, New Hampshire

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2022 – 2023 Season

Hourly Rate for **6 Wheel Dump Truck with sander, front plow and wing plow** \$ _____

Truck: Year / Make and Model: _____

Sander: Year / Make and Model: _____ Capacity _____ CYDS

Hourly Rate for **10 Wheel Dump Truck with sander, front plow and wing plow** \$ _____

Truck: Year / Make and Model: _____

Sander: Year / Make and Model: _____ Capacity _____ CYDS

Bidder Name: _____

Bidder Address: _____

Phone [Office]: _____ Phone [Cellular]: _____

email address: _____

I hereby certify that I have reviewed the bidding documents, scope of work and proposed contract conditions and that if selected as an operating contractor I can meet all of the requirements of this bid package as stated.

Authorized representative: _____

Signature

Date

3 Year - Contract Snow Plowing Services

Town of Raymond, New Hampshire

Bid Form – continued Page 3

Names of Operators (s) including any alternates :

Name	License Number	Expiration Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

If you have not performed plowing services for the Town within the last 5 years, please provide a narrative indicating your level of the knowing of the Raymond road network:

Please provide the names and contact information of **two references** that can provide feedback regarding your state or municipal plowing experience.

1. _____

2. _____
