

Central Vermont Solid Waste Management District
137 Barre St.
Montpelier, VT 05602
802-229-9383 ext.100
Fax 802-229-1318

REQUEST FOR PROPOSAL

SNOW REMOVAL

DEADLINE FOR PROPOSALS OCTOBER 13, 2017

The Central Vermont Solid Waste Management District (CVSWMD, District) is accepting proposals for snow plowing and deicing services at its municipal office located at 137 Barre St. Montpelier VT on an as needed basis.

The CVSWMD reserves the right to accept and/or reject all proposals.

Scope of Work

Work will include plowing/removing snow from parking lot at 137 Barre St. in Montpelier.

Due to the slope and nature of the parking area, it must be plowed and deicing agent must be applied each time there is a snowfall exceeding three inches. Additional plowing and/or deicing may be requested by the CVSWMD if area is deemed dangerous due to ice accumulation or if continual snowfalls during any 24 hour period cause the accumulation of snow that renders the driveway impassible. If this should occur, contractor must plow or deice within two hours of notification.

Deicing agents must be environmentally friendly and applied to the parking area after each snow removal.

Term of the contract will be for two years with the option to expand for two additional years, with the written consent of both partners. The contract may be terminate by either party upon thirty days written notice.

The vendor must:

- a. Possess appropriate state business licenses.
- b. Provide all travel.
- c. Provide appropriate equipment in safe and good working condition.
- d. Meet the following insurance requirements:

The company will, prior to the effective date of this contract, file with the CVSWMD certificates of workers compensation, public liability, and automobile liability (including non- ownership and hired vehicles) and property damage insurance satisfactory to the CVSMWD and in compliance with the law, and in form and amount sufficient to protect the CVSMWD.

The minimum limits of liability coverage shall be as follows:

1. Comprehensive General Liability - \$250,000.00;
 2. Business Automobile Policy – as required by Vermont law;
 3. Worker’s Compensation and Unemployment Compensation – as required by Vermont law.
- e. Contractor will perform services described above, if it should snow during nighttime hours contractor will plow no later than 7:00 a.m. Monday through Friday. Contractor will perform services no later than 9:00 a.m. on Saturday and Sunday. Plowing and deicing must occur on weekends due to a residential apartment on the third floor of our municipal building.
 - f. Contractor must provide names of additional employees, helpers, etc.
 - g. Contractor must comply with all state and federal labor, employment and business laws.
 - h. The successful vendor must furnish proof of insurance and license before beginning work.
 - i. Contractor will invoice the CVSWMD a minimum of once per month.
 - j. CVSWMD will pay all invoices provided by the contractor within twenty-one days of receipt.

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**PROPOSAL SHEET – Submit proposals to Barb Baird, Office Manager, CVSWMD, 137 Barre St. Montpelier VT 05602
Deadline for proposals is October 13, 2017.**

SNOW REMOVAL

Name of Firm, Company or Corporation _____

Name of contact person _____

Names of additional staff

Year, Make, and Model of Equipment to be used

PARKING LOT

Rate for snow removal and deicing (CVSWMD Administrative Building) \$_____per occurrence

Note: An occurrence is defined as an occasion of snow in excess or three inches or a request from a CVSWMD staff member.

REFERENCES

Name	Company	Phone number
_____	_____	_____
_____	_____	_____
_____	_____	_____