

## Description of Services

The following is a list of snow and ice removal guidelines for the work to be performed during the current contract year. October 2020 - June 2021

The Vendor shall perform all services diligently and in a good and professional manner, using quality materials, equipment and workmanship and sufficiently trained personnel to complete the services in a safe and timely manner which does not interfere with the operation of the School.

A mandatory pre-bid conference must be arranged with Scott Carter, Director of Building and Grounds; [scarter@isd700.org](mailto:scarter@isd700.org) or 218-626-6003.

Sealed proposals, Marked "Snow Plow Bid", will be received no later than Friday, October 9th, 2020 at which time the proposals will be opened and recorded as received. Bids may be awarded at the regular board of education meeting on October 12th at 6:00 pm. The board will take into consideration; price, references, experience and other factors. The board reserves the right to reject any or all bids.

**This list is by no means meant to be all inclusive.**

1. The Vendor shall provide its own employees, equipment, and supplies necessary to render services under this Agreement.
2. The Vendor shall obtain and maintain, at its own expense and at all times during the term of this Agreement, liability insurance, workers' compensation insurance, all licenses, permits, training or other authorizations which may be necessary to perform the services under this Agreement.
3. The contractor, prior to the first snowfall shall check all areas to note borders, edges, etc.. and mark accordingly.
4. Required Service Time – Overnight Weather Events: When required by overnight weather events, snow and ice shall be removed from pedestrian areas (sidewalks, entrances/exits), prior to the time Hermantown staff arrive to open the school facilities.
  - **Hermantown School District- by 6:30 a.m. Monday through Friday and Saturday by 8:00.**
    - All roads on campus
    - Parking lots: HCLC, Middle/High School, Elementary School, Admin Building, Bus Yard, Hockey Arena.
5. For significant overnight weather events, the Hermantown administrative staff will make the determination on opening or delaying opening of the school. The Vendor will be in

communication with the school to provide updates on the progress of the services, overall conditions of the streets, and a projection for when the services will be completed. The expectation is for the services to be performed during the overnight event for completion of the services by the required deadlines.

6. Weekend Weather Events (Saturday and Sunday Services): The Vendor shall notify the school for approval prior to performing same services over one (1) weekend period. The vendor and the school shall mutually agree upon the appropriate level of service required over the weekend for school opening on an as-needed basis. The rate for same services over one (1) weekend period shall be determined and mutually agreed upon on an as- needed basis by both parties. **\*The Hermantown Admin Building lot and Hockey lot will need to be opened by 7:30am throughout the winter, and the school district will provide a calendar.**

6. Entrances and Sidewalks: For snowfalls of 1.5” depth, the Vendor shall provide service with a tracked skid steer with power broom and blower attachment for higher amounts.

7. Drives, Parking Lot Drive Lanes and Parking Spaces: for snowfalls of 1.5” depth, the Vendor shall begin plowing snow in vehicle areas (roadways, entrances/exits, parking lots, dumpster pads, and loading docks) at the school. The vendor will continue plowing services in the vehicle areas to permit safe vehicle travel. For snowfalls of this nature (between 1.5” – 6”), all snow shall be plowed away from the buildings and pushed to an area designated by the school.

8. For snowfalls of more than 6” depth, all snow shall be plowed away from the buildings. The Vendor shall relocate snow that has accumulated during the period, if such accumulation begins to impair access to School entrance, fire lanes, interior roadways or designated parking stalls.

9. All fire hydrants must be kept free from snow and easily accessible in case of emergencies.

10. All work must be performed by the contractor; sub-contracting must be approved by the Director of Building and Grounds.

The Vendor shall be responsible for damage to the School’s property caused by snow removal operations including, but not limited to, buildings, curbs, parking blocks, islands, sidewalks, light poles, signs.

Required **minimums** as to equipment used to provide service:

- 2- Front Loaders equipped with snow tires, hydraulic power angle blade/box plow that is expandable from 12'-20' wide and snow bucket.
- Tracked Skid steer with a power broom and 8' wide blower.
- 5yd Sand Truck

Service	Flat Rate
<b>1.5-4"</b> Plowing of all roads on campus, parking lots at the following locations, Middel/HS School, Elementary School, HCLC, Admin, Bus Garage and Hockey Arena	Per Push \$
<b>4-8"</b>	Per push \$
<b>8-12"</b>	Per Push \$
<b>12" +</b>	Per Push \$
Salting of all plowed areas, treated salt	\$
Sand/Salt mix for extreme cold temps, using 80% sand and 20% salt	\$
<b>1.5-4"</b> All Sidewalks, clearing within 2' of doors at all buildings	\$
<b>4-8"</b>	\$
<b>8-12"</b>	\$
<b>12"+</b>	\$

Company Name \_\_\_\_\_

Contact Information \_\_\_\_\_

## Contract Conditions

This contract is for snow removal for the following time period from October 15 through April 15.

It is agreed by the parties that in the event of an alleged breach of any provisions of this agreement the offended party shall, by written notice, give to the offending 3rd party thirty (30) days, commencing with the receipt of said notice to correct the alleged breach. In the event that the breach is not so remedied within the 30 day period, the offended party may in its discretion give written notice to the offending party at the end of an additional ten (10) day period the offending party shall consider this agreement cancelled hereunder. In the event of termination, all amounts due and owing shall be adjusted to the effective date of the termination.

In the event the contractor shall fail, neglect, or refuse to perform any and all services under this contract, Hermantown Community School may perform such duties under the contract and charge the contractor, or deduct the amount from the subsequent payments. In addition, Hermantown Community School reserves the right to "contract out" for failed services and charge the contractor for services rendered.

The contractor shall indemnify and hold harmless the Hermantown Community School, its administrators and employees, or agents of the district, from and against all liability, claims, suits, damages, and/or damages to property, and from penalty, fine or charge incurred for any violation or breach of any law, rule or regulation when any of the aforesaid injuries or damages are caused or occasioned by the acts, errors, omissions, or negligent acts of the contractor, its employees or agents.

Payment will be processed within 30 days of the receipt of the invoice, assuming no discrepancies exist, after approval of request for payment.

All invoices will show details dates for when plowing, salting and other work was completed.