

BID FOR SNOW REMOVAL SERVICES

NORTHFIELD TOWNSHIP 2018-2019

Northfield Township is now accepting bids for Snow Removal for the 2018-19 season. Included is a list of the different areas owned by the Township that would require snow removal services:

- **Parking Lots:** There are four (4) township owned buildings with parking lots. These lots would need to be plowed and/or salted as follows - plowing when snow is 1.5" or more, salting when snow is less than 1.5" and as needed throughout a storm.
 - The need for plowing is to be determined by the Northfield Township Public Safety Director or Township Manager on an as needed basis. Approval will be required from the Public Safety Director or Township Manager prior to plowing and/or salting. This is typically done through phone call or text message.
 - Emergency vehicles must be given priority.
 - Fire Station 2 has a front lot and a rear lot. The rear lot does not require plowing with every snow fall. The Public Safety Director will determine when the rear lot requires plowing.

- **Sidewalks:** There are several sidewalk areas owned by the township that require clearing and salting as follows - clearing when snow is 1.5" or more, salting when snow is less than 1.5" and as needed throughout a storm.
 - There are three (3) wooden bridge sections to the Non-Motorized Path along Barker Rd. The wooden bridges are not to be salted. These sections of the path are to be brushed or blown when snow fall is two (2) inches or greater.

We are asking for bid pricing for a 1 year contract, a 2 year contract, and a 3 year contract. The bids are to be broken down into a price per plowing/clearing, and price per salt application for each contract length.

Season Price Option: Per season pricing is optional. The Season Price Option would be pricing for the whole season, to be paid in full upfront, that wouldn't change with more or less snowfall – including salt applications. If there would be a savings to paying the whole season up front, the approximate percentage saved should be indicated.

Criteria

1. Emergency vehicles must be given priority. It is imperative that all parking lots be plowed as soon as possible. The winning bidder will meet with the Public Safety Director to determine how to best plow to accommodate the emergency vehicles.

2. Sidewalks must be cleaned thoroughly every time. Salt application must be sufficient, but not excessive.

3. There are areas to be cleared all around the Public Safety Building (8350 Main St.) – front, rear, and both sides. Please be sure to include them all in the pricing.

4. Once bids are received, there will be no adjustments allowed. Please provide best pricing at the time of submission.

Requirements

1. Must own all equipment needed to accomplish the job.
2. Must provide proof of liability insurance showing property damage and public liability coverage in an amount not less than \$1,000,000, showing Northfield Township as additional insured.
The proof of insurance must be submitted with your sealed bid.
3. No less than 3 references from people who have used your services **included with your bid.**
4. **Sealed** bids must be received by the Township Manager by 12:00 pm on **Wednesday, October 17, 2018.** Bids will be considered at the Township's Board of Trustees meeting on October 23, 2018.

The Northfield Township Board of Trustees will review the bids at an Open Meeting on Tuesday, October 23, 2018 at 7:00PM. At this meeting, the Board will determine the desired length of the contract, and if the contract pricing will be on a "per push" or "per season" basis. The bid will be awarded to that responsible, responsive bidder whose bid, conforming to this solicitation, will be most advantageous to the Township, price and other factors considered. The Township reserves the right to accept or reject any or all bids, in part or in whole and to waive informalities and minor irregularities in bids received.

Questions can be directed to the Northfield Township Manager, Steven Aynes at (734) 449-2880 ext. 12. Appointments to view the township's properties prior to bid submission can be arranged upon request.

BID FOR SNOW REMOVAL SERVICE NORTHFIELD TOWNSHIP 2018-2019

PARKING LOTS - SNOW PLOWING & SALTING*

PRICING FOR: **1 yr Contract (2018-19)** **2 yr Contract (2018-20)** **3yr Contract (2018-21)**

Public Safety Building

8350 Main St., Whitmore Lake (front and back parking lots, and fire department drive)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

Community Center & Adjacent Lot

9101 Main St., Whitmore Lake (paved parking lot & grass lot immediately North of the Com Center - used for parking)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

Old Township Hall

75 Barker Rd., Whitmore Lake (paved parking lot)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

Fire Station #2 - Front

2727 N. Territorial Rd., Whitmore Lake (Apron in front of bay doors ONLY)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

Fire Station #2 - Rear

2727 N. Territorial Rd., Whitmore Lake (the rear will only need to be cleared on occasion, not every snowfall*)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

***Plowing schedule To Be Determined by Public Safety Director/Township Manager on an as needed basis. To be billed monthly.**

SIDEWALK CLEARING & SALTING

PRICING FOR: **1 yr Contract (2018-19)** **2 yr Contract (2018-20)** **3yr Contract (2018-21)**

Public Safety Building

8350 Main St., Whitmore Lake

Shoveling/Clearing \$_____ per clearing \$_____ per clearing \$_____ per clearing
Salt – per application \$_____ per app. \$_____ per app. \$_____ per app.

Community Center & Adjacent Lot

9101 Main St., Whitmore Lake

Shoveling/Clearing \$_____ per clearing \$_____ per clearing \$_____ per clearing
Salt – per application \$_____ per app. \$_____ per app. \$_____ per app.

Community Garden

9129 Main St., Whitmore Lake

Shoveling/Clearing \$_____ per clearing \$_____ per clearing \$_____ per clearing
Salt – per application \$_____ per app. \$_____ per app. \$_____ per app.

Non-Motorized Pathway (see attached Exhibit A)

Plowing/Clearing \$_____ per clearing \$_____ per clearing \$_____ per clearing
Salt – per application \$_____ per app. \$_____ per app. \$_____ per app.

(Bridges are not to be salted – must be blown or brushed)

North Village/Park Property Sidewalks (see attached Exhibit B: 4 sections)

Shoveling/Clearing \$_____ per clearing \$_____ per clearing \$_____ per clearing
Salt – per application \$_____ per app. \$_____ per app. \$_____ per app.

Season Price Option

Pricing for the whole season, to be paid up front, that wouldn't change with more or less snowfall – including salt application. (If there is a savings to paying the whole season up front, please indicate approximate percentage saved.)

1 year contract: \$_____ per Season _____ percentage saved (if applicable)
2 year contract: \$_____ per Season _____ percentage saved (if applicable)
3 year contract: \$_____ per Season _____ percentage saved (if applicable)

To aid us in making our decision, we are requesting some additional information below. Information provided below will be for internal purposes only, and will not be distributed publicly.

Please list all equipment (type of equipment and quantity) intended to be used for Snow Removal for Northfield Township.

Number of Employees: _____

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If you have any questions, please contact Township Manager, Steven Aynes
(734) 449-2880 ext. 12
ayness@northfieldmi.gov

Send Sealed Bid, Proof of Insurance & References to:

Northfield Township Manager
8350 Main St.
PO Box 576
Whitmore Lake, MI 48189

Company Name: _____

Address: _____

Contact Person: _____

Contact Number: _____

DEADLINE: OCTOBER 17, 2018 @ 12:00PM

Exhibit A

Non-Motorized Path



8'- 10' wide paved path along Barker Rd. from 75 Barker Rd. to the Elementary School ~1 mile

Exhibit B

North Village/Park Property Sidewalks



Sidewalk Sections to be cleared

- A** – Vacant area between Railroad Tracks & parking lot at Marco's Pizza ~65 ft.
- B** – 138 Barker Rd: vacant lot between Marco's Pizza and home at 132 Barker Rd. ~52 ft.
- C** – From 9665 Main St. to 9641 Main St. (3 adjacent vacant lots) ~190 ft.
- D** – From Post Office to Rick's Bait Shop (vacant lot) ~300 ft.