

**BID PROPOSAL  
PLOWING AND SANDING**

The undersigned hereby offers to supply Plowing and Sanding Services during the 2022-2023 and 2023-2024 winter seasons. It is understood that the low bidder will be determined by the most advantageous differential.

The undersigned further certifies that he/she is aware that: the Board of Selectmen may reject any or all bids; awards may be made on an item-by-item basis. Bidder has not included any state or federal taxes for which the Town is not liable and is making this bid without collusion with any other person, individual, or corporation.

**COMPANY**\_\_\_\_\_

**REPRESENTATIVE**\_\_\_\_\_

**POSITION**\_\_\_\_\_

**ADDRESS**\_\_\_\_\_

\_\_\_\_\_

**TELEPHONE #**\_\_\_\_\_

**FAX #**\_\_\_\_\_

**EMAIL**\_\_\_\_\_

**SIGNATURE**\_\_\_\_\_

**DATE**\_\_\_\_\_

**AMOUNT (PER HOUR)**\_\_\_\_\_

## CONTRACT TERMS

The Town of Sterling is inviting sealed bids for plowing and sanding services. The Board of Selectmen on behalf of the Town of Sterling reserves the right to waive information on any and all bids when such action is deemed to be in the best interest of the Town.

**A mandatory pre-bid meeting at 1:00 p.m. on Tuesday, September 20, 2022 at the Sterling Town Hall.** Sealed bids will be received until 12:00 p.m., E.D.T., Wednesday, October 5, 2022 at the First Selectman's Office. Bids will be publicly opened and read at an open public meeting on Wednesday, October 5, 2022 at 6:00 p.m. in Room #15 at the Sterling Town Hall, by the Board of Selectmen.

### INSURANCE REQUIREMENTS/HOLD HARMLESS AGREEMENT

Certificates of insurance showing the coverage shall be filed with the First Selectman on behalf of the Town by the successful bidder. During the term of this Snow Removal Contract, the Contractor shall comply with the following insurance provisions:

1. Automobile Liability not less than one million dollars (\$1,000,000.00), Combined Single Limit.
2. Town of Sterling added as additional insured.
3. Certificate of Insurance confirming 1 and 2 above.

### QUESTIONS

General inquiries should be directed to Lincoln A. Cooper, First Selectman at the following address:

Town of Sterling  
1183 Plainfield Pike  
PO Box 157  
Oneco, CT 06373  
Telephone: 860 564-2904, Ext. 102  
Fax: 860 564-1660  
Email: lcooper@sterlingct.us

However, no oral interpretations shall be made to any respondent as to the meaning of any of the bid documents. Every request for an interpretation shall be made in writing, addressed and forwarded either to the address above, faxed to the number above or emailed to [lcooper@sterlingct.us](mailto:lcooper@sterlingct.us). To receive consideration, such questions must be received at least five (5) calendar days before the established date for receipt of proposals.

### SITE CONDITIONS

Bidders should familiarize themselves with the locations. Locations are: Northeast, Northwest, Southeast and Southwest. Maps are attached.

**REJECTION/CANCELLATION OF BIDS**

The First Selectman reserves the right to cancel the bidding process prior to the established opening date and time, if such action is deemed to be in its best interest to do so. Moreover, the First Selectman reserves the right to reject any or all bids or any part of any or all bids, if it is in its best interest to do so.

The bidder agrees to all the terms and conditions of this invitation to bid. The successful bidder will submit a contract that does not supersede or change the terms of this invitation to bid. **Please return this signed bid invitation with your bid.**

I agree to the terms listed on the previous page:

\_\_\_\_\_  
Company/Individual

\_\_\_\_\_  
Authorized Person – Title

\_\_\_\_\_  
Date

## STANDARD INSTRUCTIONS TO BIDDERS

Plowing and Sanding Services will require the Contractor to provide their own vehicles equipped for snow plowing, snow removal, and spreading a mixture of sand and salt.

The Contractor is responsible for providing sufficient drivers/operators to work within the rules, regulations and requirements of the CDL license. Sufficient drivers/operators must be available to operate the vehicles twenty-four (24) hours per day, seven (7) days per week if needed.

**The response time shall be not greater than forty (40) minutes from the time of the initial call.**

All equipment used by the successful Contractor shall be in good operating condition and shall comply with all laws and regulations of the State of Connecticut. The Town will provide ten foot (10') plow and six yard (6 yd.) sander.

The Town may make such investigation of the Contractor's equipment as they deem necessary to determine and confirm the eligibility of the Contractor submitting bids, and to confirm the winning Contractor's ability to perform the work specified herein.

The Town **will not** provide, or sell fuel for the Contractor's equipment involved in the services.

Travel time before reporting for use and after conclusion of operation shall not be paid.

Contractor will begin plowing and/or treating with de-icing materials at the locations designated as soon as the snow depth becomes plowable (normally this is at ½" of accumulation) or ice conditions occur, regardless of the time of day or night or the day of the week. **The First Selectman will make this call.**

All contractors shall be under the supervision of the First Selectman or its head/delegate in regard to operational procedures.

Cellular telephones are required for all pieces of snow removal equipment providing the services at the expenses of the successful bidding Contractor. The Contractor shall provide a list of telephone numbers to the Public Works Department in order to provide for communications if necessary.

The invitation for bid is not a contract offer, and **no contract will exist unless and until a written contract ("Snow Removal Services Contract") is signed by the Town and the successful bidder.**

The Town may, before or after bid opening and in its sole discretion, clarify, modify, amend or terminate this invitation to bid if the Town determines it is in the Town's best interest. Any such action shall be effected by a posting on the Town's website, [www.sterlingct.us](http://www.sterlingct.us) – Home Page – Public Legal Notices and Bids. **Each bidder is responsible for checking the Town's website to determine if the Town has issued any addends and, if so, to complete its bid in accordance with the invitation to bid as modified by the addends.**

This contract is valid for the winter months of 2022-2023 and 2023-2024. The winter season is defined as that time commencing with the first snow fall and ending with the last snow fall.

The Town of Sterling guarantees payment for a minimum of eighty (80) hours for the winter seasons of 2022-2023 and 2023-2024. The Contractor must have adequate equipment to complete this work and the bid price must reflect an hourly rate (paid within two (2) weeks) to complete all work as herein stated and the bid price must be all-inclusive (plowing and distribution of treated road sand).

**NO PAYMENT FOR SERVICES SHALL BE ISSUED UNTIL THE TOWN HAS RECEIVED THE FOLLOWING FOR ALL DRIVERS:**

- 1. Snow Removal Services Contract**
- 2. Copy of all drivers' CDL licenses**
- 3. Certificate of Insurance showing liability coverage not less than one million dollars (\$1,000,000.00) with the Town of Sterling added as additional insured**

All vehicles used by the successful Contractor to provide the services shall meet State of Connecticut DOT guidelines. All vehicles used by the successful Contractor to provide the services shall have warning lights or flashing lights that can be seen from any angle.

Any Contractor hired to provide such services shall be responsible for any damage caused by said Contractor while performing the services including but not limited to damage to driveways, driveway aprons, curbing, sidewalks, trees, telephone poles, telephone pole guide wires, telephone wires, cable television wires, other existing improvements, or damage to legally parked vehicles, and such damage shall be repaired or replaced by the Contractor at no cost to the Town within a reasonable period of time, but not to exceed sixty (60) days after the end of the snow fall season.