

Snow and Ice Removal Contract
Bid Documents
West Pikeland Township
2016-2017

The bid documents shall consist of the following:

1. Bid Cover Sheet
2. MS-970: Equipment Rental Proposal and Contract
3. The Schedule of Equipment
4. Snow and Ice Removal Contract Specifications

Bid Cover Sheet

Bid Submitted For: 2016-2017 Snow and Ice Removal

Period Covered: October 15, 2016 to May 1, 2017

Name of Bidder: _____

Address of Bidder: _____

Submitted By: _____

Title: _____

Signature: _____

Telephone: _____

Email: _____

Fax: _____

Date: _____



EQUIPMENT RENTAL PROPOSAL AND CONTRACT (WHEN EXECUTED) (INSTRUCTIONS ON PAGE 5)

(THIS PROPOSAL INCLUDES INSTRUCTIONS TO BIDDERS)

A. DEPOSIT OF PROPOSALS.

All envelopes containing Bid proposals shall be clearly marked "Bid Proposal for Equipment

WEST PIKELAND TOWNSHIP MUNICIPALITY (NAME & TYPE)

Leasing Opening of SNOW + ICE REMOVAL 09/19/2016 (DATE)

1645 ART SCHOOL ROAD

Sealed Proposals will be received on or before 4:00 PM on the above Date. 09/16/2016 TIME

CHESTER SPRINGS, PA 19425

ADDRESS

Proposals will be opened and read at approximately 7:30 AM, on the above Date. TIME

PROPOSALS MUST BE MAILED OR OTHERWISE DELIVERED TO THE ABOVE ADDRESS.

B. NAME OF CONTRACTOR (To be completed by the bidder.)

Proposal of (NAME OF CONTRACTOR)

(ADDRESS)

C. SPECIFICATIONS. (To be completed by the MUNICIPALITY before proposals are distributed.)

The contractor hereby proposes and agrees.

- 1. To provide on a rental basis equipment described in the attached Schedule of Equipment on an as needed basis, where directed, within the geographic area described in the Schedule of Equipment for a period beginning , and ending on .
2. To maintain this equipment in good mechanical and operating condition and to make all repairs and / or replacements at the CONTRACTORS expense.
3. The equipment described in the Schedule of Equipment shall be provided to the MUNICIPALITY upon three (3) days oral notice for all its operations, except snow removal operations, for which purpose the equipment will be provided with two (2) hours notice of oral notification.
4. To furnish all fuel, anti-freeze, operator(s) and necessary operating attachments.
5. The CONTRACTOR shall permit the MUNICIPALITY to review all records relating to labor and equipment utilized under the terms of this agreement.
6. The CONTRACTOR shall provide adequate insurance coverage in the form of Property Damage and Bodily Injury Insurance. If required by the MUNICIPALITY, evidence of such coverage, in the form of a certificate of a qualified insurance company, must be provided when the CONTRACTOR is notified by MUNICIPALITY that his bid has been accepted.
7. The CONTRACTOR is responsible for all costs incurred in the delivery and return of the equipment.
8. When accepted by the MUNICIPALITY, this proposal will constitute a contract binding on the CONTRACTOR, their executors, administrators, successors or assignees.
9. Accompanying this proposal is a certified check or bid bond payable to the MUNICIPALITY in the amount of , as a proposal guarantee which, it is understood, will be forfeited in the event the CONTRACTOR is awarded the contract and fails to provide the necessary performance bond, as required in Paragraph 10.

- 10. The successful bidder shall, within _____ days of the award of the contract, submit a guarantee of performance of the terms of the contract in the form of a bond or certified check payable to the MUNICIPALITY in the amount of _____. A Performance Bond shall be on the attached form (MS-970) or its equivalent. If a certified check is submitted, it will be forfeited to the MUNICIPALITY to cover any added costs to the MUNICIPALITY in the event it determines by written notice to the CONTRACTOR that any equipment was not available when needed or that its performance was unsatisfactory.

D. CERTIFICATION. (To be completed by the bidder.)

- 1. The only person(s) having an interest in this proposal, including owners of equipment leased by the CONTRACTOR is (are).

 (NAME) (ADDRESS)

 (NAME) (ADDRESS)

 (NAME) (ADDRESS)

- 2. None of the above persons are employees of the MUNICIPALITY.
- 3. The CONTRACTOR has provided Workmen's Compensation Insurance for the operators of this equipment to be provided under the terms of this contract. (Where required by Law.)
- 4. The CONTRACTOR will comply with all the requirements of the laws and implementing regulations of the Commonwealth of Pennsylvania and of the United States relating to human relations, equal opportunity and non-discrimination in employment, and will pay to workmen employed in the performance of the contract the wages to which they may be entitled.
- 5. All equipment bid on is of a size and/or capacity at least as great as indicated in Col. C of the Schedule of Equipment.

WITNESSED OR ATTESTED BY:

 TITLE:

(SEAL)

 OWNER
 BY: _____
 TITLE:

(SEAL)

E. ACCEPTANCE. (To be completed by appropriate Municipal Officers only in the event the above proposal is accepted.)

ACCEPTED ON _____
 (DATE)

ATTESTED BY:

 TITLE: Secretary

(SEAL)

 BY: _____
 TITLE: Chair

 TITLE: Vice Chair

SCHEDULE OF EQUIPMENT

A. TO BE FILLED IN BY THE MUNICIPALITY BEFORE PROPOSALS ARE DISTRIBUTED	B. TO BE FILLED IN BY BIDDER					
BID ITEM	C. DESCRIPTION OF EQUIPMENT INCLUDING SIZE AND/OR CAPACITY	D. ESTIMATED HOURS OF USE	E. MODEL OR SERIES ID	F. YEAR MFG.	G. HOURLY RATE BID	H. ESTIMATED TOTAL
1.	Single axle dump truck, 26000 GVW or above with 10' plow and salt spreader	100				
2.	4x4 Pickup truck ¾ ton or larger with 9' plow and Spreader or flat body with box spreader	100				
3.	4x4 Pickup truck ¾ ton or larger with 9' plow and Spreader or flat body with box spreader	100				
4.	4x4 Backhoe or wheeled loader with 1 cu yd bucket minimum	25				
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						

I certify that the equipment described above will be made available to the MUNICIPALITY and meet all terms described in the agreement to which this schedule is attached.

(SIGN) _____ CONTRACTOR

Snow and Ice Removal
Contract Specifications
West Pikeland Township
2016-2017

The following conditions apply to any bids submitted for 2016-2017 Snow and Ice Removal:

1. The quantities indicated on the Schedule of Equipment are estimated hours. The Township will call out the winning bidder (the "Contractor") on an as needed basis depending upon weather conditions. Since usage is dependent upon weather conditions, the actual usage may be more or less than the estimated hours. In either case, the Contractor shall be paid for the actual hours times the rate for the equipment used. The Contractor shall not seek additional compensation beyond the cost for the actual hours used.
2. The operator of each piece of equipment which has been called out and is being used in the Township shall have a working cell phone for contact by Township personnel. The Township shall be provided the cell phone numbers for all operators who are performing work in the Township.
3. All available equipment shall be delivered to any site in West Pikeland Township as designated by the Foreman of the West Pikeland Township Public Works Department or other designated representative of the Township.
4. All equipment bid must be available for call-out exclusively for West Pikeland Township during snow and ice removal operations.
5. All equipment operators must be able to have direct communications with the Contractor's place of business when conducting snow and ice removal operations for the Township.
6. Contractor must respond to a request by the Township for snow and ice removal services and be on-site within the Township within two (2) hours of being notified by the Township.
7. The Township reserves the right to inspect equipment to ensure that it meets the Schedule of Equipment specifications, is available, is in good working order, and is properly maintained. If the Contractor is unable to supply equipment on a timely basis, the Township reserves the right to find replacement equipment.
8. To the extent that a Contractor damages mailboxes or mailbox posts by hitting them with parts of the equipment, the Contractor shall promptly repair or replace the damaged items at its own expense.
9. Any repairs needed to correct damage done by the Contractor's equipment is the responsibility of the Contractor.
10. All plows on pickup trucks must be power angle plows. This is optional for the larger dump truck.
11. The spreaders for the pickup trucks shall not be small poly/plastic tailgate spreaders.
12. All vehicles must have chains for traction.
13. All equipment must meet all applicable Pennsylvania requirements for, among other things, state safety inspections.
14. Bidders must bid on all items.

15. The Township reserves the right to reject any or all bids. It also reserves the right to award the bids for portions of the Township to more than one Contractor if it is deemed to be in the best interest of the Township.
16. Bids must be received by 4:00 P.M. on Friday, September 16, 2016 at the Township offices at 1645 Art School Road, Chester Springs, PA 19425. They will be opened on Monday September 19, 2016 at the Board of Supervisors meeting which is scheduled for 7:30 P.M. The award is scheduled for that same meeting, but may be delayed to subsequent meetings at the discretion of the Board of Supervisors.
17. Bids shall be on forms supplied by the Township.