

Town of Dresden
P.O. Box 30
Dresden, ME 04342

TOWN OF DRESDEN, MAINE
REQUEST FOR BIDS

TOWN OF DRESDEN PARKING LOT PLOWING
BIDS DUE: November 9, 2018, Friday at 1:00 pm

1. Introduction

The Town of Dresden requests bids to plow town owned parking lots from December 1, 2018 to May 30, 2019.

Locations:

- | | |
|--|--------------------|
| • Dresden Fire Station #1 | 8 Middle Road |
| • Dresden Fire Station #2 / Pownalborough Hall | 314 Patterson Road |
| • Dresden Town Hall | 391 Middle Road |
| • Dresden Town Office | 534 Gardiner Road |
| • Dresden Transfer Station/ Recycling Center | 375 Middle Road |

Expectations:

- A. Clear snow at the **Town Office, Recycling Center, Fire Station #1** and **Fire Station #2** any time there is any accumulation. Clear snow at the **Town Office** prior to any open hours. The Town reserves the right to call on the Contractor or their backup to clear a property if the Select Board deems it necessary.
- B. Clear snow at the **Dresden Town Hall** at the end of each storm.
- C. Cooperate with all Town officials and employees. Plow as close as possible to the bins or buildings to save hand shoveling.
- D. Push snow back as far as possible to allow for future snow plowing. When necessary, use loaders, or other equipment, to push back snow without damage to Town Property.
- E. Back-drag all doors at **Fire Station #1** and **Fire Station #2** to save as much hand shoveling as possible. Hand shovel all personnel exit/entrance doors at the **Town Office, Fire Station #1** and **Fire Station #2/Pownalborough Hall**.
- F. Apply sand and salt when any ice builds up at the **Town Office, Fire Station #1, or Fire Station #2** to keep the pavement clear of ice.
- G. Apply sand and salt at the **Transfer Station/ Recycling Center** on Thursday, Saturday, and Sunday mornings prior to opening any time when there is any ice buildup.
- H. Apply sand and salt at any location on an as needed basis:
 - a. From an ice storm; or
 - b. When the snow packs and becomes too hard to walk on at all.

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- I. It is understood that the Contractor is providing a service to the Town as an independent contractor, and will provide their own equipment and supplies, including sand and salt. Dependable backup is required in case of breakdowns.

- J. The following will be required on approval of this Contract:
 - a. Copy of the Contractor's valid Driver's License
 - b. Certificate of the Contractor's Commercial Liability Insurance Policy (\$500,000 minimum limits)
 - c. Copy of the Backup Contractor's valid Driver's License
 - d. Certificate of the Backup Contractor's Commercial Liability Insurance Policy (\$500,000 minimum limits)

2. Submission

To be considered, submit a bid an envelope clearly marked "Town of Dresden Parking Lot Plowing Bid" by 1:00 pm, Friday, November 9, 2018 to the Dresden Town Office, P.O. Box 30, Dresden, ME 04342.

The bid must include:

- Business name
- Total price
- Mailing address
- Telephone number
- Contact name
- Email address
- List of available plow trucks (including make, model, and year)
- List of references

Bids may also be submitted via email to Michael.henderson@townofdresden.com. If emailing bid please reference "Town of Dresden Parking Lot Plowing Bid" in the subject line. Bids will be presented to the Select Board on Monday, November 13th at 6:00 pm, at Pownalborough Hall.

The right is hereby reserved to the Town of Dresden Select Board to reject any or all bids. The Town also reserves the right to negotiate with the lowest responsive bidder.

3. Questions

All inquiries concerning this request for proposal shall be directed to:

Michael Henderson, Administrative Assistant to the Select Board, P.O. Box 30 Dresden, ME 04342; telephone (207) 737 – 4335; Fax (207) 737 2191; e-mail Michael.henderson@townofdresden.com; or

Allan Moeller Sr., Third Selectman, P.O. Box 30 Dresden, ME 04342; telephone (207) 380 - 7886; Fax (207) 737 2191

4. Award

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The bid award will be based on the following:

- a. Price of bid
- b. Prior history or experience with the bidder (if no history or experience, references will be requested).

5. Rejection

The Town of Dresden reserves the right to reject any and all bids, to waive any information of defects in bids or to accept a higher cost bid if it is deemed to be in the best interest of the Town of Dresden. The Town also reserves the right to negotiate with the lowest responsive bidder.