

**To: INTERESTED SNOWPLOW CONTRACTORS**

From: Mark Green, Interim Town Manager, Carrabassett Valley

**Re: Two-Year Bids for Town of Carrabassett Valley Snow Plowing and Sanding**

Bid Due Date: **Tuesday, June 21, 2022 at 4 PM**

The Town of Carrabassett Valley is seeking bids for two-year contracts for snowplowing and sanding at the following locations:

- 1) Town of Carrabassett Valley Roads and Parking Lots
- 2) Airport
- 3) Anti-Gravity Complex and Library Parking Lots/Walkways
- 4) The Information Center
- 5) The Airport Trail head (so-called “Black Fly Parking Lot”) for multi-use trail activities
- 6) Huse Mill Road
- 7) Transfer Station
- 8) Mountain Fire Station

Bid specifications and Bid Forms are enclosed (they can also be obtained at the Carrabassett Valley Town Office or on the Town’s website at [www.carrabassettvalley.org](http://www.carrabassettvalley.org)). **All bids must be received no later than Tuesday, June 21, 2022 at 4 PM.** (Please mark bids as “Plowing Bid”—either drop off or send to: Town Office, 1001 Carriage Road, Carrabassett Valley, Maine 04947). Contractors may bid any or all of the eight plowing locations listed above.

Questions may be directed to the Town Manager at the Town Office at 235-2645 or [towncvtm@roadrunner.com](mailto:towncvtm@roadrunner.com). The Board of Selectmen reserve the right to accept or reject any or all bids, to waive any bid irregularities and to accept the bids deemed to be in the best interest of the Town. The Board will award bids based on price, references, experience including previous experience with the Town and equipment available to complete the work. **Bidders must fill out and submit the attached Bid Sheets for each of the locations they wish to bid on.**

# 1. BID FORM AND SPECIFICATIONS FOR PLOWING AND SANDING THE TOWN ROADS AND PARKING LOTS

The Bid must include the cost for plowing and sanding the following Town Roads and Parking Lots:

**Carriage Road**—approximately 2000’ of roadway from Rt. 27 to the end of the pavement.

**Campbell Field Road**---approximately 1500’ of roadway (from Rt. 27 thru back to Rt. 27---Main loop only).

**“Campbell Field Parking Lot”** Located off the Campbell Field Road (full width and length).

**“Oh My Gosh Corner Parking Lot”** (full length and width)

**Municipal Building Road and Parking Lot:** Including Fire and Ambulance Stations (full width and length of parking lots).

## **SPECIFICATIONS:**

All roads and parking lots must be plowed and sanded to provide “reasonable passage for the prudent driver” and emergency vehicle travel at all times. Snow banks on these roads and parking lots must be pushed back to provide adequate visibility for motorists and sufficient storage of snow for additional storms. The Contractor will work with the Town and the Snowmobile Club to provide a snowmobile travel lane on the side of the Carriage Road.

The Municipal Parking Lot must be plowed and sanded prior to 8:00 a.m. on weekdays and 9:00 on weekends. However, this parking lot must be sufficiently plowed and sanded to allow fire trucks and ambulances to operate at all times.

The contractor must have adequate equipment to complete this work and the bid price must reflect a lump sum price (paid ½ December 30<sup>th</sup> and ½ March 30<sup>th</sup>) to complete all work as herein stated (the bid price must be all-inclusive (plowing, sanding and snow bank removal, etc.).

Upon award of the contract, the contractor must show proof of insurance (Contractor’s Liability and Vehicle Insurance listing the Town as an additional insured and Workman’s Compensation if employees are involved) satisfactorily to the town.

**BID FORM (TOWN ROADS AND PARKING LOT):** Please fill out the following and submit as your bid:

Contractor Name, Address, Phone # and email address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID PRICE:**

State a total bid price for 2022-23 Winter season: \$ \_\_\_\_\_.

State a total bid price for 2023-24 Winter season: \$ \_\_\_\_\_.

Total bid price for both (two) years: \$ \_\_\_\_\_.

**LIST EQUIPMENT:** to be used including Back-up Equipment:

**LIST REFERENCES:**

**Bids will be received at the Carrabasset Valley Town Office until Tuesday, June 21, 2022 at 4 PM.** (Please mark bid as “Plowing Bid”—either drop off or send to: Town Office, 1001 Carriage Road, Carrabasset Valley, Maine 04947).

I hereby acknowledge that I have read and understand the specifications regarding this bid and, if awarded the contract, I will complete the contract as outlined:

Signature: \_\_\_\_\_

Please Print: \_\_\_\_\_

Date: \_\_\_\_\_

## **2. BID FORM AND SPECIFICATIONS FOR PLOWING AND SANDING THE AIRPORT**

### **SPECIFICATIONS:**

The Contractor will be responsible for plowing the entrance road from RT. 27, the 2800 x 75ft runway including the approach on each end, the parking apron as well as removal of snow in front of all hangars.

Snow banks cannot exceed 24" in height within 30' of the pavement's edge on the runway and taxiways. Snow banks in the aircraft parking area must be maintained to provide maximum parking at all times. Snow must be removed from the Fuel Farm area to provide access for fueling.

It is expected that the runway will be available for use within three hours of completion of any storm during daylight hours.

The bid price must include the cost of pushing snow banks back when necessary to provide visibility and storage for additional snowstorms.

The airport, the parking apron and the hangar area generally will not require sanding. However, in the event of very icy conditions, the parking apron and hangar area may require sanding. It is expected that the entrance road will be sanded when icy conditions prevail.

Snow banks left by State of Maine trucks plowing Rt. 27 must also be plowed on a regular basis.

The contractor must have adequate equipment to complete this work and the bid price must reflect a lump sum price (paid ½ December 30<sup>th</sup> and ½ March 30<sup>th</sup> of each year) to complete all work as herein stated (the bid price must be all-inclusive (plowing, sanding and snow bank removal, etc.)

Upon award of the contract, the contractor must show proof of insurance (Contractor's Liability and Vehicle Insurance listing the Town as an additional insured and Workman's Compensation if employees are involved) satisfactorily to the town.

**BID FORM (AIRPORT):** Please fill out the following and submit as your bid:

Contractor Name, Address and Phone # and email address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID PRICE:**

State a total bid price for 2022-23 Winter season: \$ \_\_\_\_\_.

State a total bid price for 2023-24 Winter season: \$ \_\_\_\_\_.

Total bid price for both (two) years: \$ \_\_\_\_\_.

**LIST EQUIPMENT:** to be used including Back-up Equipment:

**LIST REFERENCES:**

**Bids will be received at the Carrabassett Valley Town Office until Tuesday, June 21, 2022 at 4 PM.** (Please mark bid as "Plowing Bid"—either drop off or send to: Town Office, 1001 Carriage Road, Carrabassett Valley, Maine 04947).

I hereby acknowledge that I have read and understand the specifications regarding this bid and, if awarded the contract, I will complete the contract as outlined: \_\_\_\_\_

Signature: \_\_\_\_\_

Please Print: \_\_\_\_\_

Date: \_\_\_\_\_

### **3. BID FORM AND SPECIFICATIONS FOR PLOWING AND SANDING THE ANTI-GRAVITY COMPLEX (AGC) AND THE LIBRARY**

#### **SPECIFICATIONS:**

To provide access to the AGC and Library, it may be necessary for the contractor to plow "Anti-Gravity Way" from Rt. 27 to the AGC parking lot. The bid must include the cost of plowing and sanding this access road when needed.

The Center is generally open from 6:00 a.m. to 9:00 p.m. It is expected that the lot will be plowed to the extent that the lot will be accessible by two-wheel drive vehicles at all times during those hours. This lot is also a School Bus Stop. It is expected that the lot may need to be plowed several times during large storms. At the conclusion of a storm, the entire lot must be plowed free of snow. Partial plowing of the lot will be acceptable during storms to keep the lot accessible for sufficient parking and school bus pick up and drop off. This must be coordinated with the Staff at the AGC and Library.

The area approximately 20' out from the AGC building on both the east and west sides (the long sides of the building) must occasionally be plowed to alleviate snow and ice falling from the roof from falling against the building. This must be accomplished carefully so as to avoid damaging the siding on the building. Also, the area approximately 20' on the North side of the Library must be plowed out. In addition, the drive/walkway at the AGC must be plowed. The walkway to the Library must be "back dragged" to prevent snow bank accumulation and easy passage to the Library.

Snow banks must be pushed back to (to the tree line) to provide adequate storage for additional snow storms and for visibility for motorists.

The lot must be sanded on an as needed basis, particularly the area in front of the main access to provide safe passage of vehicles and people walking.

The contractor must have adequate equipment to complete this work and the bid price must reflect a lump sum price (paid ½ December 30<sup>th</sup> and ½ March 30<sup>th</sup> of each year) to complete all work as herein stated (the bid price must be all-inclusive (plowing, sanding and snow bank removal, etc.).

Upon award of the contract, the contractor must show proof of insurance (Contractor's Liability and Vehicle Insurance listing the Town and CVA as additional insured and Workman's Compensation if employees are involved) satisfactorily to the town.

**BID FORM (Anti-Gravity Complex and Library):** Please fill out the following and submit as your bid:

Contractor Name, Address, Phone # and email address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID PRICE:**

State a total bid price for 2022-23 Winter season: \$ \_\_\_\_\_.

State a total bid price for 2023-24 Winter season: \$ \_\_\_\_\_.

Total bid price for both (two) years: \$ \_\_\_\_\_.

**LIST EQUIPMENT:** to be used including Back-up Equipment:

**LIST REFERENCES:**

**Bids will be received at the Carrabassett Valley Town Office until Tuesday, June 21, 2022 at 4 PM.** (Please mark bid as “Plowing Bid”—either drop off or send to: Town Office, 1001 Carriage Road, Carrabassett Valley, Maine 04947).

I hereby acknowledge that I have read and understand the specifications regarding this bid and, if awarded the contract, I will complete the contract as outlined:

Signature: \_\_\_\_\_

Please Print: \_\_\_\_\_

Date: \_\_\_\_\_

## **4. BID FORM AND SPECIFICATIONS FOR PLOWING AND SANDING THE INFORMATION CENTER PARKING LOT**

### **SPECIFICATIONS:**

The Town of Carrabassett Valley Information Center must be plowed and sanded to provide access by two-wheel drive vehicles. It is expected that the lot and two entrances will be plowed prior to 10:00 a.m.

Snow banks left by State of Maine trucks plowing Rt. 27 must also be plowed on a regular basis.

Snow banks must be pushed back to provide adequate visibility for motorists and sufficient storage of snow for additional storms. Contractor should also shovel out to building entrance.

The contractor must have adequate equipment to complete this work and the bid price must reflect a lump sum price (paid ½ December 30<sup>th</sup> and ½ March 30<sup>th</sup>) to complete all work as herein stated (the bid price must be all-inclusive (plowing, sanding and snow bank removal, etc.)).

Upon award of the contract, the contractor must show proof of insurance (Contractor's Liability and Vehicle Insurance listing the Town as an additional insured and Workman's Compensation if employees are involved) satisfactorily to the town.



**BID FORM (Information Center):** Please fill out the following and submit as your bid:

Contractor Name, Address, Phone # and email address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID PRICE:**

State a total bid price for 2022-23 Winter season: \$ \_\_\_\_\_.

State a total bid price for 2023-24 Winter season: \$ \_\_\_\_\_.

Total bid price for both (two) years: \$ \_\_\_\_\_.

**LIST EQUIPMENT:** to be used including Back-up Equipment:

**LIST REFERENCES:**

**Bids will be received at the Carrabassett Valley Town Office Tuesday, June 21, 2022 at 4 PM.** (Please mark bid as "Plowing Bid"—either drop off or send to: Town Office, 1001 Carriage Road, Carrabassett Valley, Maine 04947).

I hereby acknowledge that I have read and understand the specifications regarding this bid and, if awarded the contract, I will complete the contract as outlined:

Signature: \_\_\_\_\_

Please Print: \_\_\_\_\_

Date: \_\_\_\_\_

## **5. BID FORM AND SPECIFICATIONS FOR PLOWING AND SANDING THE AIRPORT TRAIL HEAD**

### **SPECIFICATIONS:**

The Contractor will be responsible for plowing the entrance road off Rt. 27 into the Airport Trailhead Lot. Plowing will consist of plowing the entire parking area and driveway and must be plowed back to allow for additional storage of snow. Contractors must use good judgment when field conditions are “soft” to avoid damage to the trailhead. It is especially important to have this area plowed prior to weekends and must be plowed after each storm.

The bid price must include the cost of pushing snow banks back when necessary to provide visibility and storage for additional snowstorms.

In the event of icy conditions, the driveway and parking area will require sanding.

The contractor must have adequate equipment to complete this work and the bid price must reflect a lump sum price (paid ½ December 30<sup>th</sup> and ½ March 30<sup>th</sup> of each year) to complete all work as herein stated--the bid price must be all-inclusive (plowing, sanding and snow bank removal, etc.)

Upon award of the contract, the contractor must show proof of insurance (Contractor's Liability and Vehicle Insurance Listing the Town as an additional insured and Workman's Compensation if employees are involved) satisfactorily to the town.

**BID FORM (Airport Trail head Parking Lot):** Please fill out the following and submit as your bid:

Contractor Name, Address, Phone # and email address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID PRICE:**

State a total bid price for 2022-23 Winter season: \$ \_\_\_\_\_.

State a total bid price for 2023-24 Winter season: \$ \_\_\_\_\_.

Total bid price for both (two) years: \$ \_\_\_\_\_.

**LIST EQUIPMENT:** to be used including Back-up Equipment:

**LIST REFERENCES:**

**Bids will be received at the Carrabassett Valley Town Office until Tuesday, June 21, 2022 at 4 PM.** (Please mark bid as "Plowing Bid"—either drop off or send to: Town Office, 1001 Carriage Road, Carrabassett Valley, Maine 04947).

I hereby acknowledge that I have read and understand the specifications regarding this bid and, if awarded the contract, I will complete the contract as outlined:

Signature: \_\_\_\_\_

Please Print: \_\_\_\_\_

Date: \_\_\_\_\_

**6. Bid Form for Plowing and Sanding the Huse Mill  
Road** (located adjacent to the Sugar Bowl)  
(Approximate length 1/3 mile)

**SPECIFICATIONS:**

This Road must be plowed and sanded to provide adequate travel particularly early in the morning and afternoon when the School Bus located on this road must travel out to Rt. 27 for its bus route. Plowing and sanding should also allow for emergency vehicle travel at all times. Snow banks be pushed back to provide adequate visibility for motorists and sufficient storage of snow for additional storms. When conditions warrant (not during mud seasons) contractor should plow out the parking lot at the end of the road.

The contractor must have adequate equipment to complete this work and the bid price must reflect a lump sum price (paid ½ December 30<sup>th</sup> and ½ March 30<sup>th</sup>) to complete all work as herein stated (the bid price must be all-inclusive (plowing, sanding and snow bank removal, etc.).

Upon award of the contract, the contractor must show proof of insurance (Contractor's Liability and Vehicle Insurance listing the Town as an additional insured and Workman's Compensation if employees are involved) satisfactorily to the town.

**BID FORM (Huse Mill Road):** Please fill out the following and submit as your bid:

Contractor Name, Address, Phone # and email address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID PRICE:**

State a total bid price for 2022-23 Winter season: \$ \_\_\_\_\_.

State a total bid price for 2023-24 Winter season: \$ \_\_\_\_\_.

Total bid price for both (two) years: \$ \_\_\_\_\_.

**LIST EQUIPMENT:** to be used including Back-up Equipment:

**LIST REFERENCES:**

**Bids will be received at the Carrabasset Valley Town Office until Tuesday, June 21, 2022 at 4 PM .** (Please mark bid as “Plowing Bid”—either drop off or send to: Town Office, 1001 Carriage Road, Carrabasset Valley, Maine 04947).

I hereby acknowledge that I have read and understand the specifications regarding this bid and, if awarded the contract, I will complete the contract as outlined:

Signature: \_\_\_\_\_

Please Print: \_\_\_\_\_

Date: \_\_\_\_\_

## **7. BID FORM AND SPECIFICATIONS FOR PLOWING AND SANDING THE CARRABASSETT VALLEY TRANSFER STATION**

### **SPECIFICATIONS:**

To provide access to the Transfer Station it will be necessary for the contractor to plow the Transfer Station Road and all operating areas around the transfer station (including burn piles and metal and tire disposal areas) to provide customer access by 7:45 a.m. on all days that the transfer station is open for business (every day except Tuesdays and Wednesdays).

The Center is generally open from 7:45 a.m. to 3:45 p.m. It is expected that the road and lot will be plowed and sanded to the extent that the road and lot will be accessible by two wheel drive vehicles at all times during those hours. To accomplish this, it is expected that the lot may have to be plowed several times during large storms. At the conclusion of a storm the entire lot must be plowed free of snow. Partial plowing of the lot will be acceptable during heavy storms to keep the transfer station accessible. However, partial lot plowing must be coordinated with the staff at the transfer station. The entire lot must be plowed and sanded immediately following a storm.

Snow banks must be pushed back to provide adequate visibility for motorists and sufficient storage of snow for additional storms.

The road and lot must be sanded on an as needed basis to provide safe passage of vehicles and staff and citizens on foot using the facility.

The contractor must have adequate equipment to complete this work and the bid price must reflect a lump sum price to complete all work as herein stated (the bid price must be all-inclusive (plowing, sanding and snow bank removal, etc.).

Upon award of the contract, the contractor must show proof of insurance (Contractor's Liability and Vehicle Insurance listing the Town as additional insured and Workman's Compensation if employees are involved) satisfactorily to the town.

**BID FORM (TRANSFER STATION):** Please fill out the following and submit as your bid:

Contractor Name, Address, Phone # and email address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID PRICE:**

State a total bid price for 2022-23 Winter season: \$ \_\_\_\_\_.

State a total bid price for 2023-24 Winter season: \$ \_\_\_\_\_.

Total bid price for both (two) years: \$ \_\_\_\_\_.

**LIST EQUIPMENT:** to be used including Back-up Equipment:

**LIST REFERENCES:**

**Bids will be received at the Carrabassett Valley Town Office until Tuesday, June 21, 2022 at 4 PM.** (Please mark bid as “Plowing Bid”—either drop off or send to: Town Office, 1001 Carriage Road, Carrabassett Valley, Maine 04947).

I hereby acknowledge that I have read and understand the specifications regarding this bid and, if awarded the contract, I will complete the contract as outlined:

Signature: \_\_\_\_\_

Please Print: \_\_\_\_\_

Date: \_\_\_\_\_

## **8. BID FORM AND SPECIFICATIONS FOR PLOWING AND SANDING THE “MOUNTAIN FIRE STATION”**

### **SPECIFICATIONS:**

The Mountain Fire Station Lot must be sufficiently plowed and sanded to allow access by two-wheel drive vehicles and fire trucks and ambulances to operate at all times.

To accomplish this, it is expected that the lot may need to be plowed several times during large storms. At the conclusion of a storm the entire lot must be plowed free of snow. Partial plowing of the lot will be acceptable during heavy storms to keep the station accessible. However, partial lot plowing must be coordinated with the Fire Chief at times of scheduled events at the station. The entire lot must be plowed and sanded immediately following a storm.

Snow banks must be pushed back to provide adequate visibility for motorists and sufficient storage of snow for additional storms. Also, as part of this contract, snow must occasionally be removed from the sides of the building to prevent snow build up from the roof that may damage windows and siding of the building.

The road and lot must be sanded on an as needed basis to provide safe passage of vehicles and staff and citizens on foot using the facility.

The contractor must have adequate equipment to complete this work and the bid price must reflect a lump sum price to complete all work as herein stated (the bid price must be all-inclusive (plowing, sanding and snow bank removal, etc.).

Upon award of the contract, the contractor must show proof of insurance (Contractor's Liability and Vehicle Insurance listing the Town as additional insured and Workman's Compensation if employees are involved) satisfactorily to the town.



**BID FORM (MOUNTAIN FIRE STATION):** Please fill out the following and submit as your bid:

Contractor Name, Address, Phone # and email address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID PRICE:**

State a total bid price for 2022-23 Winter season: \$ \_\_\_\_\_.

State a total bid price for 2023-24 Winter season: \$ \_\_\_\_\_.

Total bid price for both (two) years: \$ \_\_\_\_\_.

**LIST EQUIPMENT:** to be used including Back-up Equipment:

**LIST REFERENCES:**

**Bids will be received at the Carrabassett Valley Town Office until Tuesday, June 21, 2022 at 4 PM.** (Please mark bid as “Plowing Bid”—either drop off or send to: Town Office, 1001 Carriage Road, Carrabassett Valley, Maine 04947).

I hereby acknowledge that I have read and understand the specifications regarding this bid and, if awarded the contract, I will complete the contract as outlined:

Signature: \_\_\_\_\_

Please Print: \_\_\_\_\_

Date: \_\_\_\_\_