

Town of Northport
Plowing/Sanding of Town Office, Fire Stations & Transfer Station
Bid Specifications 2023-2026

The Town of Northport has two winter plowing contracts; one for winter road maintenance, plowing and sanding Northport Roads; and another contract for plowing, sanding and shoveling, where needed, the Town Office parking lot, Beech Hill and Bluff Road Fire Station parking lots; Nebraska Road to the Transfer Station and the Transfer Station area; and plowing and sanding the Edna Drinkwater School (see below). The same contractor **WILL NOT** be awarded both contracts.

SPECIFICATIONS:

1. These specifications shall be for the winter seasons 2023-2024; 2024-2025; and 2025-2026. The season shall run from October 15th through April 30th each year. **The contractor shall provide their own sand and salt for this contract.**
2. The Contractor shall furnish proof of public liability and property damage insurance in the amount of \$1,000,000.00. The Contractor shall also show proof of worker's compensation insurance. The Contractor must show proof each year that this insurance is in force before the start of the winter plowing season.
3. Plowing and sanding shall include the Town Office parking lot; the Beech Hill Fire Station parking lot; the Bluff Road Fire Station parking lot; the Nebraska Road leading to the Transfer Station and the Transfer Station area, including the Waldo County Woodshed area and ScrapDogs compost area; and the Edna Drinkwater School parking lots, driveways and fire lanes. The Contractor shall commence plowing and sanding operations when snow at any of these locations has reached a depth of ½ inch of wet snow or 1 inch of dry snow. If ice is present, the Contractor shall put sand down as needed.
4. Shoveling will consist of the main entryway into the Town Office as well as the fire escape stairs; all bay doors, walkways and fire escapes at both fire stations; and shoveling between containers at the Transfer Station as well as the employee building.
5. The Edna Drinkwater School shall be plowed and sanded as needed before, during, and after storms in order to maintain safe conditions. Additional plowing may be needed in order to keep the area clear for buses and students. After-school and evening programs may require additional plowing and sanding. The Principal will be the primary contact person, then the Road Commissioner and Town Administrator. A separate price will be listed for plowing and sanding the school but will be part of the overall contract price.
6. Contractor shall furnish all equipment, labor, and materials necessary to complete the work detailed under this contract. The plowing equipment shall be in good working condition and of sufficient size for plowing.

7. Contractor assumes all responsibility for damage to property and personal injury resulting from work done under this contract. All safety measures, including but not limited to flashing lights on vehicles, safety vests, caution cones, etc., are the responsibility of the Contractor.
8. Snow shall be pushed back away from parking areas and buildings as much as possible and not pushed onto public property. If snow piles become so high they impede vehicles or cause a safety issue, they shall be pushed back further or removed by the Contractor.
9. The generator, located behind the Town Office, shall not have snow pushed towards it making it inaccessible.
10. The Town shall pay the annual contract price in seven (7) monthly installments as follows: ½ the monthly amount for the months of October and April and the full monthly amount for the other five (5) months: November, December, January, February and March. Payment will be made after the first Select Board meeting of each of these months.
11. If a fuel surcharge is applied, it shall be the difference of the amount over \$7.00 per gallon of fuel split between the Town and the Contractor. Fuel receipts are required for the surcharge to be split.
12. The Contractor must have the ability to communicate with all of his/her vehicles, the Road Commissioner, the Fire Chief, and the EMS Chief, either by two-way radio or cell phone.
13. The Contractor will address problems as soon as notified of them by the Road Commissioner, School Principal, or Town Office personnel.

These specifications shall become part of the plowing and sanding contract. Bidders are encouraged to meet with the Road Commissioner, Amon Morse, 322-3331.

Bids are due at the Northport Town Office, 16 Beech Hill Road, Northport, Maine, 04849, by NOON on Friday, March 24, 2023, and will be reviewed for completeness only. The bid will be awarded at the Select Board meeting on Monday, March 27, 2023, after 6:00pm.

The Select Board reserves the right to waive formalities, to negotiate a revised Scope of services and/ or fee, and to reject any and all proposals should it be deemed in the best interest of the Town.