

Town of Palmyra

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WINTER ROAD MAINTENANCE 2024-2025

SCOPE OF WORK

- 1.) The Contractor shall apply sand/salt mix and remove the ice, snow, and slush from roads in the Town of Palmyra (approximately 27 miles) of accepted Town ways.
- 2.) The Contractor agrees to commence snow removal operations when ice, snow, or slush from snowfall or drifting reaches a depth of not more than 2 inches, OR a situation develops in which the Select Board, or Law Enforcement Officials request operations be initiated in the interest of safety. The Contractor agrees to operate continuously until all roads are satisfactorily cleared of ice, snow, and slush.
- 3.) The Contractor agrees to plow snow to the outside edges of the road shoulders and to wing snow beyond the road shoulders at locations designated by Municipal Officials or the Maine Department of Transportation for the following reasons: • To allow proper drainage of the road surface • To minimize drifting of snow • To provide room for displacement of snow from future storms for public safety considerations • To keep intersections clean and clear for visibility
- 4.) Any changes to the specifications of this bid or the contract must be agreed upon by the Contractor and the Town.
- 5.) The Town of Palmyra will furnish the sand/salt mix to be spread on the Town roadways.

BID SPECIFICATIONS:

- 1.) Bids will be received in the Palmyra Town Office (4 Madawaska Road) until 6:00 p.m., Wednesday , October 9, 2024. All Bids must be submitted in a sealed envelope and be plainly marked Winter Roads Maintenance Bid.
- 2.) Bids shall be opened publicly by the Select Board at their regularly scheduled meeting on October 9, 2024 at 6:00 pm. Contractors or their representatives are invited to be present at the opening of the bids.
- 3.) This Bid is for the winter season October 2024 – April 2025.
- 4.) The Contractor shall furnish proof that they are covered by the following types of insurance coverage and in the stated amounts: General Liability - \$1,000,000 listing the Town of Palmyra as additional named insured; Commercial Auto - Combined Single Limits \$1,000,000; and Worker's Compensation on all employees. The Contractor shall assume all responsibility for damage inflicted upon structures and other property and personal injury during the performance of his work under the contract.

5.) The Contractor shall provide a list of all equipment it plans to use in the execution of the winter maintenance contract. The Contractor is required to have a reliable loader available and remaining at the sand shed location for the duration of the snowplowing season.

6.) As a minimum, the Contractor is required to have telecommunications equipment (cell phone) and an email address to allow instant communication between the Select Board, Town Administrator, and the Contractor.

7.) The Contractor may be required to have a Performance Bond, at the bidder's expense, in the amount of sixty-five percent (65%) of the annual contract price. The cost of this potential Performance Bond should be included on the Bid Sheet.

8.) The Contractor will follow accepted methods and practices of plowing. Unacceptable practices such as but, not limited to, excessive speed of plows and disregard of mailboxes, fences, and road signs must be controlled by the Contractor and monitored by the Select Board. Damage to guard rails, guard rail posts, signs, signposts, or guard posts during snow removal operations under this contract, may either be reimbursed to the Town or repaired by the Contractor, if the Town deems the damage as the Contractor's responsibility.

9.) The Contractor agrees to indemnify, assume the defense of, and save harmless the Town, its agent, and employees from liability, actions, claims, or damages for wrongful death, personal injuries, or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under the contract.