

Town of Southbridge
Department of Public Works



Advertisement

2022-2023 Winter Equipment Hire
for Snow Plowing & Snow Removal

Applications for various equipment hire for snow plowing and snow removal for the 2022-2023 winter season will be received by the Office of the Town Manager, Town Hall, 41 Elm Street, Southbridge, MA as soon as possible.

Applicants may submit availability one or more pieces of equipment listed on the application sheet.

The contract specifications and application sheet may be obtained at the office of the Town Manager.

Applications envelopes shall be clearly marked, "2022-2023 WINTER EQUIPMENT HIRE".

Applicants must submit a certificate of insurance, workers' compensation and copy of the vehicle registration with their application.

The Town reserves the right to reject any or all applicants and hire in the best interest of the Town.

Michael McCall
Town Manager

Advertise:

Specifications

2022-2023 Winter Equipment Hire for Snow Plowing & Snow Removal

Town of Southbridge – Department of Public Works

1.0 COMPENSATION FOR SNOW OPERATIONS

- 1.1 Successful applicants will be compensated for **Snow Plowing Operations** according to the following schedule:

Trucks - min. 3/4 Ton (8' plow min.)	\$80.00 per hour
Trucks - GVW > 8,600 lbs. (8' plow)	\$85.00 per hour
Trucks - GVW > 8,600 lbs. (9' plow)	\$88.00 per hour
Trucks - Ten-Wheeler (10' plow min.)	\$100.00 per hour
Front End Loader 3 CY Min.	\$150.00 per hour
Grader	\$150.00 per hour

- 1.2 Successful applicants will be compensated for **Snow Removal Operations** according to the following schedule:

Trucks 16-20 c.y. Capacity	\$75.00 per hour
Tri-Axle > 21 c.y. Capacity	\$85.00 per hour
Front End Loader 3 CY Min.	\$150.00 per hour
Skid Steer, with AWD	\$115.00 per hour
Grader	\$150.00 per hour
Bull Dozer	\$150.00 per hour

- 1.3 Hourly rates shall include the vehicle, fuel, operator's salary, insurance, and any other incidental costs of maintaining and operating the vehicle in accordance with these specifications. Hourly rates are for day or night operations. Separate rates will not be established.
- 1.4 Compensated time will begin only when the hired equipment arrives at the Department of Public Works garage and will end at the time of release in the field.
- 1.5 No compensatory time is to be allowed for the attachment or detachment of plowing equipment, for travel, stand-by, breakdowns, or meals.
- 1.6 **For Snow Plowing Operations Only:**

1.6.1 The Contactor shall receive a payment of \$1,000.00 at the end of the snow plow season for each piece of snow plowing equipment that is provided for snow plowing services for the entire season as long as the following conditions are met:

1.6.1.1 This payment will only be made if said piece of equipment was available and provided snow plowing services during the entire winter season, i.e. each storm November through April. (No storms missed).

1.6.1.2 This payment will only be made if the Contractor responds within an hour of the time called in to start.

1.6.1.3 This payment will only be made if the Contractor plows a minimum of 75% of the hours for each storm. This allows for minor breakdowns and repairs to equipment made and return to plowing within the storm event.

2.0 SKID STEER RENTAL (EQUIPMENT ONLY)

2.1 The Town is accepting applications for rental of a 4' skid steer. Under this arrangement, the applicant's skid steer would be stored at the DPW Facility for the winter season and operated by licensed DPW employees as required.

2.2 At the Town's request, the applicant is responsible for delivering the skid steer to the DPW Facility at 185 Guelphwood Road. Upon delivery, the skid steer must be fully fueled, up to date on regular maintenance, and in suitable condition for safe operation. Delivery of the skid steer will be considered the start of the rental.

2.3 For the duration of the rental, the Town of Southbridge will be responsible for refueling, maintenance, and repairs that arise as a result of the Town's operation of the equipment.

2.4 At the conclusion of the winter season (or at an earlier time as decided by the Town), the Town will notify the owner that the equipment is ready to be picked up. The time of this notification will be considered the termination of the rental. At the conclusion of the rental, the Town will be responsible for putting the equipment in a condition similar to the condition at delivery, less regular wear.

2.5 The Town is requesting multiple rental rates for each skid steer. Applicants can submit applications for one or more of the requested rates (use enclosed form titled "**Skid Steer Equipment Only Bid Sheet**"). The Town will determine which

rate will be used prior to the start of the rental. The Town is free to accept or reject any applications as determined to be in their best interest.

2.6 Compensation will be according to the rate submitted by the applicant and selected by the Town. Compensation will be calculated based on one of the following methods:

2.6.1 If the hourly rate is selected, the applicant will be compensated based on the actual number of hours that the equipment is used during the rental period, as recorded on the equipment's hour meter. The applicant may invoice Town monthly based on usage reported by Town.

2.6.2 If the weekly rate is selected, the applicant will be compensated based on the duration of the rental period in number of weeks. Applicant may invoice Town monthly.

3.0 OPERATOR REQUIREMENTS

3.1 The operator of each piece of equipment for hire shall be properly licensed by the Commonwealth of Massachusetts to operate the same.

4.0 EQUIPMENT REQUIREMENTS & TIMELY REPORTING

4.1 The Town of Southbridge reserves the right to inspect all vehicles. Any vehicle that is deemed unsafe or unsuitable for the job will not be allowed to work. Any vehicle that has a history of breakdowns may be eliminated from the list.

4.2 Equipment hired shall arrive on the job, fully fueled, ready for work, within one (1) hour after notification from the Department of Public Works.

4.3 Equipment must have the Town of Southbridge magnet (or other identifying display), provided by the Town, properly displayed. If the magnet (or other identifying display) is not returned at the end of the plowing season, a \$25.00 fee will be issued.

4.4 The Contractor is responsible to ensure that all vehicles conform to applicable OSHA regulations pertaining to reverse signal alarms. All equipment shall be equipped with safety lighting in conformance with Chapter 90, Section 7E as well as 540 CMR, Section 22.06

4.5 Trucks used in snow removal operations shall be equipped with side-boards to provide additional capacity, shall have heated bodies, and 6" Convex Mirrors, both sides.

5.0 INSURANCE REQUIREMENTS

- 5.1 Applicants for Snow Plowing/Removal Operations will be required to carry the following minimum Liability Insurance: The contractor will provide a Certificate of Liability (commercial) or a copy of the insurance policy. The terms of the insurance shall be as follows:
- Automobile Liability of \$100,000-\$300,000 minimum
 - Property Damage of \$50,000 minimum
 - Workman's Compensation (if applicable) as required by Massachusetts General Laws
 - New contractors may be subject to a driving record request at the discretion of the DPW
- 5.2 Applicants submitting multiple trucks or hiring drivers shall carry workers' compensation insurance as required by state regulations. Proof of workers' compensation insurance is required in this instance.
- 5.3 **Applicants must submit a certificate of insurance with their application.** The Contractor is responsible for ensuring that all equipment hired is legally insured as required by all Massachusetts laws and regulations. Contractors shall be responsible for damage to public and private property.
- 5.4 Applicants whose equipment is covered under a personal auto insurance policy must have their insurance classed as Business Use.
- 5.5 All policies shall name the Town of Southbridge as additional insured for the full amounts stated above. The policy shall be written that the Town of Southbridge will be notified in writing of cancellation or restrictive amendments at least 30 days prior to the effective date of such cancellation or amendment.

6.0 EQUIPMENT REGISTRATION

- 6.1 **Applicants must submit a copy of the registration for each truck listed.** The Town of Southbridge will not allow the use of equipment registered with "Repair" plates, "Dealer" plates, or "Farm" plates. "Owner Contractor" (OC) plates may only be used on rubber-tire or rubber-track loaders, graders, and skid steers.

7.0 DRUG AND ALCOHOL TESTING

- 7.1 The Federal Highway Administration has regulations that require employers with drivers of commercial vehicles to have an alcohol and drug testing program in place.

8.0 BIDDING INSTRUCTIONS

8.1 **The owner of the vehicle must submit the application.**

8.2 Applications must be submitted on the form prescribed by the Town of Southbridge, attached hereto.

8.3 Applicants may submit applications on any or all pieces of equipment listed on the rate sheet.

9.0 BASIS OF AWARDS

9.1 Plowing: Consideration will be given to timely submittal of completed applications, past performance, guaranteed availability, equipment type and condition, insurance and meeting the above specifications.

9.2 Snow Removal: Consideration will be given to timely submittal of a completed application, past performance, guaranteed availability, equipment type and conditions, insurance, calculated haul rate, and meeting the above specifications. In the event an excess number of applications are received, the Town will establish a rotation list whereas approved equipment shall be rotated throughout the season. Failure to respond will count as a call-in and the equipment will be moved to the bottom of the rotational list.

10.0 BACK-UP EQUIPMENT

10.1 The Town will award an applicant for one articulated loader (minimum capacity 2½ CY) for the purpose of clearing municipal parking lots and other duties as assigned. A loader with operator will be called whenever a second loader is placed in operation, or when the Town loader is unavailable. A loader with push blade may be called for use at the Town's snow-dump site.

10.2 The Town will award an applicant for one grader for the purpose of assisting in snow removal operations. A grader with operator will be called whenever a second grader is placed in operation, or when the Town's grader is unavailable.

10.3 The Town will award an applicant for one bull dozer for the purpose of assisting in snow dump area for piling snow. A bull dozer with operator will be called whenever snow dump activities warrant depending on the amount of snow.

11.0 PRIORITY OF CALL-UP

11.1 PLOWING

- 11.1.1 The Town will accept plowing applicants for several plows. These contractors so awarded will be called each major storm, if needed, and will plow side-by-side with town equipment. All other equipment accepted will be considered as available on a stand-by basis, if needed, as detailed below.
- 11.1.2 The Town will accept applications for skid steer loaders for the purposes of clearing Town-owned sidewalks. Skid steer loaders will be called after each appreciable snowfall. Every reasonable effort must be made by contractors with a skid steer to clear all Town-owned sidewalks within 12 hours of the cessation of snowfall, in accordance with Town By-Law 7-406.
- 11.1.3 The Town will accept an application for an articulated loader (minimum capacity 2½ CY) with push plow for clearing the 185 Guelphwood Road parking lot and other locations around Town as directed. The Loader will be called on an as needed basis as determined by the Operation Manager, normally after or during any appreciable snowfall event.
- 11.1.4 The Town will accept an application for one grader for the purpose of assisting in snow plowing operations. A grader with operator will be called whenever a second grader is placed in operation, or when the Town's grader is unavailable. Acceptance of this applicant will be combined with the grader application for snow removal (see Section 10.2), i.e., Applicants operating under a grader contract may be required to assist in plowing or snow removal operations as required.

11.2 REMOVAL

- 11.2.1 The Town will accept snow removal applications for several hauling trucks. Calls for hauling trucks will depend solely on the individual needs as determined by the Department of Public Works. If additional applications are received that meet Town requirements, the Town reserves the right to award to multiple applicants and call haulers on a rotational, as-needed basis.
- 11.2.2 Calls for a back-up Loader will also be made whenever a second snow dump is placed in operation, or when the Town loader is unavailable for snow dump work.

Contract Agreement

2022-2023 Winter Equipment Hire for Snow Plowing & Snow Removal for the Town of Southbridge

_____, Registered Owner or Lessee, hereby agrees to provide fuel and operator to operate the following equipment for snow and ice control, when and so directed by the Town of Southbridge, Department of Public Works, at the rates shown on the bid dated _____, which is hereby incorporated into and made part of this agreement.

During the term of this agreement, the Owner or Lessee shall maintain a current vehicle registration for the specified equipment. Evidence of General Liability Insurance and Automobile Liability in the amount of \$100,000-\$300,000 and property damage in the amount of \$50,000, both minimum coverages, shall be provided on all vehicles included in this agreement. Copies of both the insurance certificate and vehicle registration shall be presented at the time of bid and made a part of this agreement. The Owner or Lessee agrees to promptly forward a copy of any new registration of said equipment to the Town of Southbridge. Failure to keep to the equipment so registered will terminate this agreement relative to that unregistered equipment.

The Owner or Lessee represents and warrants that each of the operators of the hired equipment has a valid and currently issued operator's license issued by the Commonwealth of Massachusetts. Any loss, revocation or suspension of license shall be a cause for material breach of this agreement resulting in termination.

To receive payment, the registered Owner or Lessee must submit an invoice to the Southbridge Department of Public Works, 185 Guelphwood Road, Southbridge, MA 01550. The registered Owner or Lessee hereby acknowledges his/her understanding that no compensation will be due or paid for the use of unregistered and/or uninsured equipment, and may result in forfeiture of all unpaid invoices for the unregistered and/or uninsured equipment for the period it is unregistered and/or uninsured.

NOTE: The Federal Highway Administration has regulations that require employers with drivers of commercial vehicles have an alcohol and drug-testing program in place. The specific provisions of the regulations are highly detailed and legally complex. The Town of Southbridge strongly urges you to review the regulations, which are cited as 49 Code of Federal Regulations Part 382. www.fmcsa.dot.gov/rulesregs/fmcsr/regs/382.htm

This agreement shall commence on the date signed by the Town of Southbridge and terminate on or before June 30, 2022.

This Contract, including all documents incorporated herein by reference, constitutes the entire integrated agreement between the parties with respect to the matters described. This Contract supersedes all prior agreements, negotiations and representations, either written or oral, and it shall not be modified or amended except by a written document executed by the parties hereto.

CONTRACTOR: _____

(Authorized Signature)

(Title)

ADDRESS: _____

PHONE: (_____) _____

Fed ID# or SSN: _____

TOWN OF SOUTHBRIDGE:

(Signature)

Michael McCall, Town Manager

(Name and Title)

Approved as to the Availability of Funds by:

(Signature)

Karen Harnois, Town Accountant

(Name and Title)

Rate Sheet

2022-2023 Winter Equipment Hire for Snow Plowing and Snow Removal

Town of Southbridge – Department of Public Works

	<u>Hourly Rate</u>
1. Four-wheel drive pick-up truck (Min. 3/4 ton - 8' plow min.)	\$80.00 / hr.
2A. Four-wheel drive truck (GVW>8,600 lbs. - 8' plow)	\$85.00 / hr.
2B. Four-wheel drive truck (GVW>8,600 lbs. - 9' plow)	\$88.00 / hr.
3. Four-wheel drive truck (Ten Wheeler - 10' plow min.)	\$100.00 / hr.
4. Dump trucks, 16 CY to 20 CY (Manufacturer's water level capacity of body without side-boards) (Backup/Snow Hauling Equipment Only)	\$75.00 / hr.
5. Tri-axles, 21 CY and greater (Manufacturer's water level capacity of body without side-boards) (Backup/Snow Hauling Equipment Only)	\$85.00 / hr.
6. Front End Loader, Articulating Four wheel drive, 10-12 ft plow and min. 2 1/2 CY bucket (as directed)	\$150.00 / hr.
7. Skid Steer Loader (for sidewalk snow clearing)	\$115.00 / hr.
8. Grader with underbody scraper 11 foot plow – as directed	\$150.00 / hr.
9. Bull Dozer (850 John Deere or equivalent) (Backup/Snow Hauling Equipment Only)	\$150.00 / hr.

2022-2023 Winter Equipment Hire Application Sheet

According to the guidelines established by the Town of Southbridge in their request for 2022-2023 Winter Equipment Hire for Snow Plowing and Snow Removal, I submit the following:

Vehicle Category: _____

Name: _____

(Company or Individual, if Proprietorship)

Address: _____

Telephone | Day: _____ Evening: _____

*Operator's License No.: _____ Owner Operated: Yes ____ No ____

Vehicle | Make: _____ Model: _____ Year: _____

Registration | State: _____ No.: _____ GVWR: _____

Plow type and size: _____

General Liability Insurance

Certificate of Insurance | Date of Issuance: _____ Expires: _____

Insurance Co.: _____

Workers' Compensation Insurance

Certificate of Insurance | Date of Issuance: _____ Expires: _____

Insurance Co.: _____

Federal ID or Social Security No.: _____

Signature: _____ Date: _____

*Operator(s) of vehicles over 26,000 GVWR must possess a Commercial Driver's License and must provide proof of DOT Drug and Alcohol Testing Compliance Requirements.

COPIES OF THIS FORM MAY BE REPRODUCED FOR ADDITIONAL EQUIPMENT. THIS FORM NEEDS TO BE FILLED OUT FOR EACH VEHICLE AND A COPY OF THE VEHICLE REGISTRATION MUST BE ATTACHED.

Skid Steer Equipment Only Application

Use this sheet only for rental rates on skid steers (equipment only) in accordance with Section 2 of the specifications.

According to the guidelines established by the Town of Southbridge in their request for 2022-2023 Winter Equipment Hire for Snow Plowing and Snow Removal, I submit the following:

Vehicle Category: Skid Steer, 4' wide

Name: _____

(Company or Individual, if Proprietorship)

Address: _____

Telephone | Day: _____ Evening: _____

Vehicle | Make: _____ Model: _____ Year: _____

Registration | State: _____ No.: _____ GVWR: _____

Please enter a bid for one or more of the following rental rates:

1. Hourly Rental Rate (based on hours recoded on hour meter during duration of rental):

\$ 115.00 per hour

2. Weekly Rental Rate (based on duration of rental period in weeks):

\$ _____ per week

Application Checklist

2022-2023 Winter Equipment Hire for Snow Plowing & Snow Removal

Town of Southbridge – Department of Public Works

This checklist is provided for the applicant's convenience and is not required to be submitted with the application. The following items are required to be completed and submitted by the applicant:

- Contract Agreement signed by owner/applicant
- Application Sheet – One for each vehicle
- Skid Steer Equipment Only Bid Sheet (if applicable)
- Copy of motor vehicle registration for each vehicle
- Proof of Insurance – General Liability & Automobile Liability naming Town of Southbridge as additional insured
- Proof of Insurance – Workers' Compensation (if bidder is hiring one or more driver/operators)

Skid Steer Loader Snow Removal Locations

Sidewalks

Town Hall – 41 Elm St
Elm St/Eastford Rd Park
Caron/Elm corner property
Maria Av (625' beginning at Theresa Av)
Elm Park
Elm St – sidewalk between Fire Station & Strand Place
Dresser Park
AO Park: between Mechanic St & Crystal St (including park walkways)
Central St – adjacent to Town parking lot
Chapin St – along Town parking lot
Hook St - Larochelle Way to RR tracks
Hook St Monument at Hamilton St
Main St – front of Oak Ridge Cemetery
Main St & Foster St – in front of Library
Central St – sidewalk adjacent to parking area across from Southbridge Tire
Central St/Worcester St – front of Capillo Park
Worcester St/Charlton St – across from Capillo Park
former 556 Main St (demolition)
former 252 Hamilton St (demolition)
former 129 North St (demolition corner of Mechanic)
Main St Tot Lot (former #636)
Island at River St & Cross St
Hamilton St – Little Kitchen easterly to end of fence
Main Street – from #728 to end of traffic lights
Walcott St Tot Lot (former #19)
Westwood Parkway Island
Wells Junior High
Torrey Rd (driveway to corner)
West Main St from Town Line to 1st driveway
South Street – #143

Sidewalks (Cont.)

Mechanic St/North St/Crystal St – around parking lot adjacent to police station

Crosswalks

Main St - Hamilton St to Everett St
Main/Marcy/South Intersection
Mechanic/Charlton Intersection
Globe Village Signalized Intersection
Elm/Eastford Intersection
Elm/Everett Intersection
Elm ramp in front of Town Hall (Town Hall side only)
Dresser Hill Road
Worcester & Mechanic (near Extra Mart)
Elm Street
Worcester/Central/Charlton Intersection
Rotary Crosswalks
Eastford Road
Central Street
Mechanic Street
Charlton Street

Walkways/Alleyways

Main Street – next to #315
Main Street – next to #328
Main Street – next to #334

Bridges

Dresser Hill Road
Central Street
Elm Street
Eastford Road Bridge
Mechanic Street
Charlton Street
Randolph Street
Mill Street (both bridges)
River Street
West Main Street
Pleasant Street
Alpine Road