



Town of Charlotte

ESTABLISHED 1762

REQUEST FOR SNOW PLOWING BIDS OCTOBER 7th, 2024

The Town of Charlotte is seeking bids for snow plowing and associated services for the Charlotte Park and Wildlife Refuge, Charlotte Town Hall, and Charlotte Public Library.

Scope of Work:

1. Charlotte Town Hall & Library:

- Snow plowing, and salting, the parking area when depth of snow is 3”- 4”
- Shoveling, and salting, the sidewalks for Town Hall and Library when depth of snow is 3”- 4”
- Salting the parking area and sidewalk upon request.

2. Charlotte Park and Wildlife Refuge:

- Snow plowing, and salting, the parking area when depth is 5”- 6”, or at the end of a storm.
- Salting the parking area upon request.

Additional Notes:

1. Bidders should provide separate quotes for the Charlotte Town Hall & Library, and the Charlotte Park & Wildlife Refuge using the provided form.
 - Bids for only the Charlotte Town Hall & Library, or the Charlotte Park & Wildlife Refuge will be accepted.
2. Any bid, and awarded contract, will cover the entirety of the 2024 – 2025 winter season.
3. The selected contractor will submit invoices on a monthly basis for all work performed during the prior month.
4. The selected contractor shall notify the Town Administrator if portions of any town property cannot be plowed or maintained for any reason.
5. The selected contractor shall provide, prior to starting work, a certificate of insurance (naming the Town of Charlotte as an additional insured for commercial general liability and automobile liability) with liability coverage of no less than \$1,000,000. The Certificate must also include Workers Compensation Insurance.

Deadline to Submit Bids:

1. The deadline to submit a bid is 4:00 PM Monday, November 4th, 2024.
2. Bids must be either mailed or hand delivered to Nathaniel Bareham, Town Administrator, at the Charlotte Town Office, 159 Ferry Road, Charlotte, VT 05445.

The Selectboard intends to open bids on November 4th at 6:45 pm. A contract may be awarded at that meeting or at the following meeting. The Selectboard reserves the right to accept any bid, or deny any or all bids for any reason.