

NOTICE

CHARTER TOWNSHIP OF OAKLAND  
INVITATION TO BID  
SNOW PLOWING 2019-20 SEASON

Notice is hereby given that sealed bids will be received by the Charter Township of Oakland at the office of the Township Clerk, 4393 Collins Road, Rochester, Michigan 48306. Closing of bid acceptance is 3:00pm on September 18, 2019.

Specifications for snow plowing of the lots and sidewalks at the Township Municipal Complex and Paint Creek Cider Mill (available at the Township Offices or on our website at [www.oaklandtownship.org](http://www.oaklandtownship.org)).

All proposals shall be submitted in sealed envelopes marked "SNOW PLOWING BID". Bids will be reviewed by Township Administration, tallied and then presented to the Board of Trustees for a final decision. All bids shall specify terms.

The Township of Oakland reserves the right to reject any or all bid proposals received and accept any bid proposal, which the Township shall deem to be most favorable to the interests of the Township. The Charter Township of Oakland is not liable for any cost incurred in the preparation or submission of bids by individual bidders.

Roxanne Thatcher  
Deputy Clerk  
Charter Township of Oakland

# SNOW PLOWING OF TOWNSHIP PARKING LOTS AND SIDEWALKS

## CHARTER TOWNSHIP OF OAKLAND

### 1. INTENT OF CONTRACT

The Township desires thorough and careful removal of snow from parking lots and sidewalks. Plowing, shoveling and the application of calcium chloride is expected. The areas of attention are located at the Township Municipal Complex at 4393 Collins Road and the Paint Creek Cider Mill at 4480 Orion Road. Snow plowing shall be performed when snowfall is at least 1.5 inches or more.

### 2. AREAS TO BE TREATED

All paved parking lots, paved sidewalks, porches and ramps at the Municipal Complex located at 4393 Collins Road and the Paint Creek Cider Mill at 4480 Orion Road shall be attended to before 8:00 a.m. This includes all concrete at egress doors. In the case of a heavy snow Fire Station #1, in the municipal complex area, shall be kept clear at all times.

### 3. TERM OF CONTRACT

The contractor shall commence performance of the contract at the first snowfall and continue until the last snowfall of the 2019-20 winter season. The Township reserves the right to extend the contract for up to two additional winter seasons if mutually agreed upon between the parties.

### 4. EQUIPMENT

Contractor shall provide all equipment necessary to carry out the operations herein described and the performance of all work contemplated hereunder.

### 5. INSURANCE

Contractor shall procure and maintain Worker's Compensation Insurance, including Employers' Liability Coverage, pursuant to Michigan statutory coverage, for all its employees to be engaged in work under this contract. Contractor shall procure and maintain general liability insurance and vehicle liability insurance, including Michigan No-Fault Coverages, in an amount not less than \$1,000,000 per occurrence and aggregate combined single limit for Bodily Injury and Property Damage for all owned, non-owned, and all hired vehicles.

General liability and motor vehicle liability shall include an endorsement stating the following shall be ***Additional Insureds***: The Charter Township of Oakland, all elected and appointed officials, all employees and volunteers, agents, all boards, commissions, and/or authorities and board members, including employees and

volunteers thereof. It is understood and agreed by naming the Charter Township of Oakland as additional insured, coverage afforded is considered to be primary and any other insurance the Charter Township of Oakland may have in effect shall be considered secondary and/or excess.

Policies described above, shall be endorsed to state the following: "It is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: (Contact, Charter Township of Oakland, 4393 Collins Road, Rochester, MI 48306).

Insurance companies will be licensed and admitted in the state of Michigan and carriers must be acceptable to the Township. Certificates of Insurance must be provided prior to entering into any agreement.

If any of the above coverages expire during the term of this contract, the Contractor shall deliver renewal certificates, endorsements, and/or policies to Charter Township of Oakland at least ten (10) days prior to the expiration date.

6. ACCIDENT LIABILITY

Contractor shall be responsible for all damage both to property and to persons and shall save harmless, indemnify, defend and represent the Township of Oakland against any and all claims for bodily injury or property damage or any other claim arising out of or related to the proposed operation.

7. PAYMENTS OF WAGES AND EMPLOYMENT PRACTICES

It shall be expressly understood that it shall be the exclusive responsibility of the Contractor to effect its employment practices pursuant to the principles and practices of an Equal Opportunity Employer, and to make payment of wages and incidents of taxes and/or wage withholdings as prescribed by law with the further understanding that it shall honor and discharge any and all obligations of employment and/or providing of necessary labor, materials and equipment necessary to discharge its obligations hereto without further changes, or lien to the Township of Oakland.