

REQUEST FOR PROPOSALS

Jefferson County Soil and Water Conservation District is accepting proposals for snow removal services.

Background: The District moved into the building in July 2019. The building was formerly occupied by Doors Plus and Widrick Electrical. The office is located at: 25151 State Route 12, Watertown (Burrville: Between Farm Credit and Steiner's General Store). The District office is open from 8 am until 4:30 pm, Monday – Friday, excluding federal holidays.

Requirements:

1. Contractor is responsible for any required permits, fees, notices, for any agency having jurisdiction.
2. Contractor must utilize only licensed operators in their employment, if anyone other than the contractor will operate snow removal equipment.
3. Contractor is responsible for snow removal services include plowing, salting, and sanding all surfaces after ice and/or snow storms.
 - A. **Evening snowstorms:** Snow removal services must be completely performed by contractor approximately one (1) hour before the building opens.
 - B. **Daytime snowstorms:** Snow removal services must be completely performed by the contractor promptly after accumulation reaches two (2) inches and removal shall continue after each additional two (2) inches of accumulation.
4. Contractor must maintain a bare pavement policy on all areas, particularly the front building entrance.
5. Contractor may place salt and/or sand containers at the entrance to each door. (There are two doors.) These containers must be removed by May 1 of each year of the contract.
6. Contractor will conduct an inspection of the premises before and after each contract. Contractor agrees to repair any damages by May 15 of each year of the contract.
7. The District reserves the right to discontinue this contract if the services are not performed as defined within the agreement.
8. Contract will commence on December 1, 2019, and expire on May 30, 2020.
9. ***The limits outlined below are the minimum limits required for this contract and in no way limits the liability of the contractor or subcontractor.*** Contractor and any subcontractor must maintain the following types and limits of insurance:

Commercial General Liability

- Commercial General Liability with Limits of Insurance not less than \$1,000,000 each Occurrence and \$2,000,000 Aggregate with a \$2,000,000 Products & Completed Operations Aggregate.
- The Aggregate must apply on a Per Project basis.

- Liability Coverage shall apply to Premises, Operations, Independent Contractors, Products & Completed Operations, and Personal & Advertising Injury.
- The Owner and all other parties required by contract are to be listed as Additional Insureds on a Primary and Non-Contributory Basis. A copy of the Endorsement must be provided upon contract approval.
- Contractor and all subcontractors shall maintain coverage for itself and all Additional Insureds for the duration of the contract
- *No Endorsements excluding or limiting coverage for Labor Law Liability or any limitations on Employees or Subcontractors will be allowed*

Automobile Liability

- Business Auto Liability with limits or at least \$1,000,000 Combined Single Limit
- Business Auto Liability must coverage all owned, non-owned and hired/borrowed automobiles
- The Owner and all other parties required by contract are to be listed as Additional Insureds on a Primary & Non-Contributory Basis

Workers Compensation/Employers Liability

- Workers Compensation and Employers Liability should be maintained for the State of New York for employees of the General Contractor and any Subcontractors with the Statutory Limits of Insurance.

New York State Disability and Paid Family Leave

- Statutory coverage for all eligible employees

Commercial Umbrella Policy

- Umbrella Limits \$3,000,000 each Occurrence and \$3,000,000 Aggregate
- Umbrella policy must follow form on the General Liability, Auto Liability and Employers Liability
- The Owner and all other parties required by contract are to be listed as Additional Insureds on a Primary and Non-Contributory Basis on the Umbrella. A copy of the Endorsement must be provided upon contract approval.

Certificate of Insurance

- A Certificate of Insurance must be issued to the Owner and must include the owner as Additional Insureds on a Primary and Non-Contributory Basis.
- Additional Insured Endorsements for the Commercial General Liability Commercial Auto and Umbrella policy must be attached to the certificate of insurance.

Waiver of Subrogation

- A Waiver of Subrogation applies in favor of the Owner for recovery of damages to the extent these damages are covered by General Liability, Commercial Auto Liability, Workers Compensation or Employers Liability.

INDEMNIFICATION:

To the fullest extent permitted by law, Contractor agrees to indemnify, defend and hold harmless the Owner, the Owners officers, agents and employees from and against any and all claims, suits, actions, liabilities, damages, including professional fees, attorneys' fees, costs, court costs, expenses,

disbursements or claims of any kind or nature for injury to or death of any person or damage to any property (including loss of use thereof) arising out of or resulting from the performance of the Work of the Contractor, its agents, servants, subcontractors or employees, caused in whole or in part by any negligent act, or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them are liable for regardless of whether or not it is caused in part by the Owner, its officers, agents, or employees.

The District reserves the right to reject any or all proposals and to request additional information.

Proposals must be submitted in writing on or before November 12 at 3:00 pm:

Jefferson County Soil and Water Conservation District
25451 State Route 12
Watertown, NY 13601
Fax: (315) 782-3054
E-mail: Admin@JeffersonCountySWCD.org

All questions concerning this proposal should be addressed to Christine Watkins, Executive Director, at (315) 782-2749.

Request for proposals were sent to the following:

A Cut Above Landscape & Lawn Care

P.O. Box 87
17151 US Route 11
Watertown NY 13601

The Cutting Edge

1036 Huntington Street
Watertown, NY 13601

Jake's Lawn Care

261 Mullin Street
Watertown, NY 13601

Sharper Image Lawn Care

4 Church Street W
Adams NY 13605

Shawn Granger

23788 Patterson Road
Watertown, NY 13601

Jerry Vecchio

Blue Mountain Spring Water
1011 Waterman Drive
Watertown, NY 13601