

MUNICIPALITY OF  
**EASTERN  
CHARLOTTE**

**REQUEST FOR QUOTES 2023-009  
SNOW REMOVAL AT RURAL FIRE HALLS**

**Date:** November 13, 2023  
**Project:** Snow Removal at Rural Fire Halls  
**Overview:** The municipality of Eastern Charlotte is seeking quotes for snow removal at three (3) rural fire halls.

**1.0 - Locations:**

- a) Back Bay Fire Hall - 857 Route 172, Back Bay
- b) Pennfield Fire Hall - 364 Route 175, Pennfield
- c) Second Fall Fire Hall - 1282 Route 770, Second Falls

**2.0 - Scope of Work:**

- a) Contractor's hours of work for this Agreement are seven (7) days per week, twenty-four (24) hours per day, including statutory holidays.
- b) Contractor(s) is expected to be constantly aware of weather forecasts in order to be proactive and be prepared to respond to snow removal and ice removal and disposal activities.
- c) The Local Government representatives shall not be required to contact the supplier to attend to any services covered within this Contract. It shall be Contractor's responsibility to keep a vigil of expected weather conditions to be ready to respond and perform the services.
- d) The Contractor(s) shall perform the work in a manner which ensures that normal day-to-day operations at such locations are maintained with minimal disruption.
- e) The term of this agreement is January 2024 to December 2024. The successful bidder/contractor will be given first option on the proceeding agreement.

**3.0 - Snow Plowing:**

- a) Snow removal is called for when there is a storm with accumulations of 2" (5 cm) or more.
- b) No snow is to be pushed or piled into parking spaces, or in front of entrances (unless otherwise specified).
- c) Plowing should be completed overnight due to public parking throughout the day.
- d) If it storms all night, a return visit right before 7:00 am is required to ensure that there is safe access to the building without being hampered by drifting or piled snow.
- e) If successful Contractors have other snow removal contracts on neighbouring properties, the Local Government will not allow that snow to be pushed or stored on the Local Government's property.
- f) It is the successful Contractor's responsibility to use appropriate equipment (taking into account but not limited to the weight of equipment and the type of blade used) for specific areas under this document.

- g) Special care must be given to Barrier-Free parking spaces. These spaces must be considered a high priority during snow removal as well as the area granting access to the building or location that they serve.
- h) All parking spaces must remain accessible all winter.
- i) All drains must be kept clear of snow and ice.
- j) The successful Contractor shall be responsible for any damage caused by the snowplowing or snow removal operation.

### 3.0 - Sanding and Salting:

- a) Sanding and salting shall be carried out on an “as required” basis to ensure normal traction (vehicle and pedestrian) is maintained.
- b) Sand to be used shall be screened 5 mil and under. No big rocks or clumps of hardened sand.
- c) Salt (or ice-melt) shall be used if/when it is necessary to prevent the build-up of ice on the parking area surfaces.
- d) If ice ridges, ruts, bumps, or dangerous slopes to parking lots occur, a scarifier (scraper) or approved equivalent may be required to level the surface.
- e) The use of an “ice cutter” or approved equivalent is acceptable around entrances to all buildings, but not salt.
- f) At times, temperatures change quickly, and surfaces become very slippery - especially overnight and early mornings. The successful Supplier(s) is expected to verify daily before 7:00 am Monday to Friday for slippery/icy conditions and remedies such before 7:00 am. The successful Supplier(s) are expected to be pro-active and should not wait to be called.

### 4.0 - Special Provisions

Contractor must have insurance coverage and a properly registered vehicle in accordance with the Motor Vehicle Act.

### 5.0 - Payment

The municipality will pay the contractor as per invoice from the Contractor. Invoices shall be submitted weekly or monthly.

### 6.0 - Submissions

**Closing Date:** Quotation will be received by Wednesday, December 13, 2023, at 2:00 pm.

**Quotes shall be delivered/emailed to:**

Eastern Charlotte

1 School Street

St. George, NB E5C 3N2

[info@easterncharlotte.ca](mailto:info@easterncharlotte.ca)

Marked/Subject: Snow Removal at Rural Fire Halls (2023-009)