



# **Platte County R-3 School District**

Snow Removal Services

Request for Proposal (RFP)

August 29th, 2022

Platte County R3 School District  
998 Platte Falls Road  
Platte City, MO 64079  
816-858-5420

## NOTICE TO BIDDERS

**The Platte County R-3 School District wishes to obtain bids for qualified contractors for snow removal services at all district facilities.**

The Platte County R-3 School District will receive **sealed proposals** from Bidders **until Monday, September 12th, 2022 at 12:00 pm**, at the location given below, at which time, the bids received will be opened and read aloud. The Platte County R-3 School District reserves the right to reject any or all bids and to waive informalities or irregularities in bids if deemed to be in the best interest of the District.

Each sealed bid shall contain completed Proposal Form (Exhibit A.1 and A.2), Federal Work Authorization Program Affidavit (Exhibit B), and Statement of Bidder Qualifications (Exhibit C); forms for each are included in this RFP.

Bidders are invited to schedule a pre-bid meeting before September 7th at 3:00 pm. To schedule a pre-bid meeting please contact Jeff Smith at 816-858-5420 extension 2210.

Bids shall be in sealed envelopes labeled:

**Platte County R-3 School District  
Snow Removal Services  
Attention: Dr. Devin Doll, Executive Director of Operations  
998 Platte Falls Road  
Platte City, MO 64079**

Bids received after the time and date above specified shall be returned, unopened, to the Bidder.

Any questions related to this RFP or bid requirements please email: Dr. Devin Doll, Executive Director of Operations, Platte County School District [dolld@platteco.k12.mo.us](mailto:dolld@platteco.k12.mo.us). All questions regarding the RFP or bid documents must be submitted by **Wednesday, September 7th, 2022 at 3:00 pm**. No other questions will be answered after this date and time.

Timeline:

Bid Issued: August 29, 2022

Pre-Bid Meeting: Schedule before September 7th, 2022 at 3:00 pm

Request for written communication: Submitted by September 7th, 2022 at 3:00 pm

Bid Due Date: September 12th, 2022 at 12:00 pm

Openings of Bids: September 12th, 2022 at 12:00 pm (District Education Center)

Commencement of Work: November 1, 2022

Regulatory Requirements: All Contractors and Subcontractors shall conform to the State of Missouri, Division of Labor Standards, Annual Wage Order No. 28, Section 083 Platte County, in accordance with Section 290.262 CUM. Supp. RSMo (1994). All Contractors and Subcontractors shall conform to the Missouri Prevailing Wage Law Sections 290.550 to 290.580 Public Works during Excessive Unemployment. Prevailing Wage Required Only if Total Bid is Over \$75,000.

Late Proposals: All responses must be printed and signed. The bidder assumes the risk of any delay in the mail. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having the bid deposited on time at the place specified.

Returned Proposals: All proposals received after the due date will be unopened and made available to the respective contractor for pick-up, at its sole cost and expense.

Signed Proposal: Each Proposal must be an original and hard copy, and signed by an authorized member of the Contractor's firm. This member should be the highest-ranking officer at the local level. NO ORAL, FAX or E-MAILED Proposals will be accepted. Each Proposal must be submitted on the Proposal Forms attached to this RFP.

Copies of Proposal: The contractor shall submit the original proposal and two (2) completed copies of the signed original proposal.

Opening of proposals: At a specified location and due date as stated above all submitted proposals will be publicly opened and read aloud at 12:00 pm. All interested parties may attend the proposal opening. No final decisions will be rendered at the proposal opening.

Email Clarifications: The district intends to communicate with contractors via email (example: clarifications and addendums). Except for the delivery of the proposal itself.

Additional Clarification Request: Prospective contractors may request that the district clarify information contained in this RFP. All such requests must be made in writing via email. The district will attempt to provide a written response to all written Requests For Clarification within five (5) business days after the receipt of such request. The district will not respond to any Request for Clarification received after 3 pm on September 7th, 2022. Requests for Clarification and inquiries must be made via e-mail.

All Requests for clarification must be directed to Devin Doll, Executive Director of Operations, Platte County School District [dolld@platteco.k12.mo.us](mailto:dolld@platteco.k12.mo.us). With a Subject line: **Snow Removal Services RFP Clarifications** No response will be made to any oral questions. All questions and answers will be posted on the School District's website. It is each Contractor's responsibility to check the School District's website prior to the RFP Due Date to ensure that it has received all of the information, including, but not limited to, all additions to this RFP.

Restrictions On Communication: From the issue date of this RFP until a Contractor is selected and the selection announced, a prospective Contractor shall not communicate about the subject

of this RFP or any Contractor's Proposal with the District, its Board of Education, or any individual member, administrators, faculty, staff, students, employees, or its Construction Manager, if any, except for additional Requests for Clarification in accordance with the paragraph above, or as otherwise required by applicable law.

RFP/Proposal Information Controlling: The District intends that all Contractors shall have equal access to information relative to this RFP, and that this RFP contains adequate information. No information communicated, either verbally or in writing, to or from a Contractor shall be effective unless confirmed by written communication contained in an addendum to this RFP, a Request for Clarification or other written response thereto, or in the Proposal.

Reservation of Award: The contract will be awarded to the responsible bidder whose proposal is within the competitive range and determined to be the most advantageous to the Platte County R3 School District. Price, experience, references and other factors are considered. Platte County R3 School District reserves the right to make awards within thirty (30) days after the date of the bid opening during which period bids may not be withdrawn. The Board of Education or its designee reserves the right to reject any or all bids, in part or in total, for any reason whatsoever. Late bids will not be opened.

Collusive Bidding: The Contractor certifies that its Proposal is made without any previous understanding, agreement or connection with any person, firm or corporation making a Proposal for the same Work and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

## **Contractual Information**

See “Attachment A” for specifications for clearing of snow and ice of all parking lots, loading docks and related sidewalks and drives on school district facilities. Note: Equivalents may be considered; however, proposals for equivalent materials must be disclosed as an exception to the terms and conditions of this RFP.

Contractor shall be responsible for all services outlined in the specification in attachment A. The Contractor shall provide an adequate number of qualified, experienced personnel capable of performing the required work within the time frames set forth in the Owner's schedule. All employees of the contractor performing work shall be skilled in their respective trades.

Bidders shall be a reputable, recognized organization with at least five years' successful experience on work of this type. References of three (3) accounts now being serviced, for which comparable work has been performed, must be furnished. Failure to include references may be ample cause for rejection.

The bidder is required to attend the pre commencement of work meeting. At this time the bidder and District shall compare the premises with the specifications and be satisfied as to the conditions affecting the services to be provided.

Installer shall identify one person, acceptable to the Owner, who shall act as liaison with the Owner. This individual should have the authority to make decisions on behalf of the installer.

Satisfactory Workers Compensation insurance and liabilities and property damage insurance must be maintained and paid for the Contractor at all times work is performed.

Commercial General Liability Insurance is required as follows: on an “Occurrence Basis” with limits of liability not less than \$1,000,000 each occurrence, \$2,000,000 aggregate, and \$5,000 of Medical Payments.

Commercial Auto Liability: with limit of liability no less than \$1,000,000 per accident for Bodily Injury and Property Damage combined.

Workers Compensation including Employer's Liability Coverage: with a limit of liability no less than \$100,000/\$500,000/\$100,000 in accordance with all applicable Missouri laws.

Additional Insured Status on a Primary & Non-Contributory Basis. A Waiver of Subrogation where allowed by law.

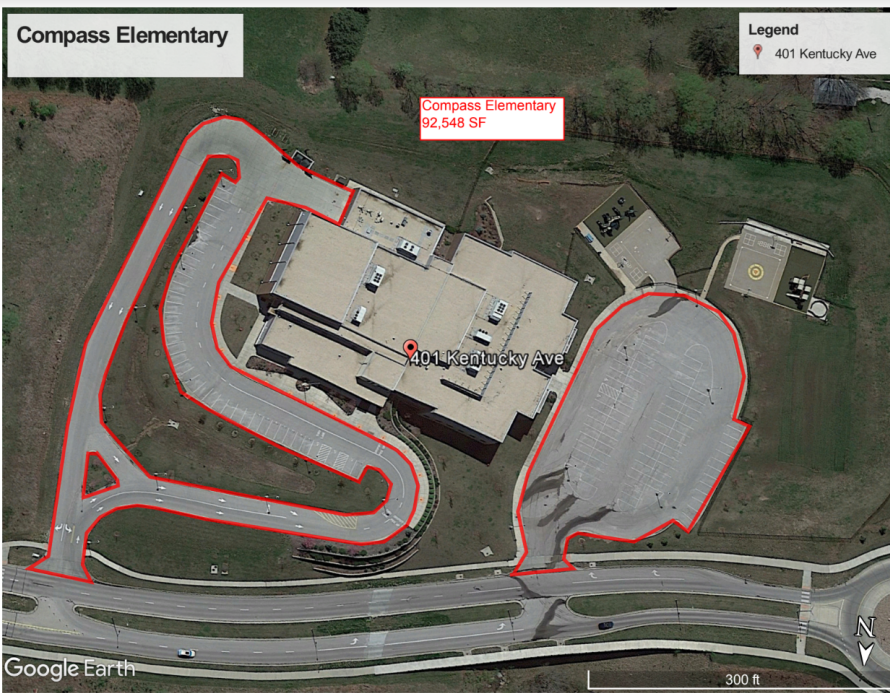
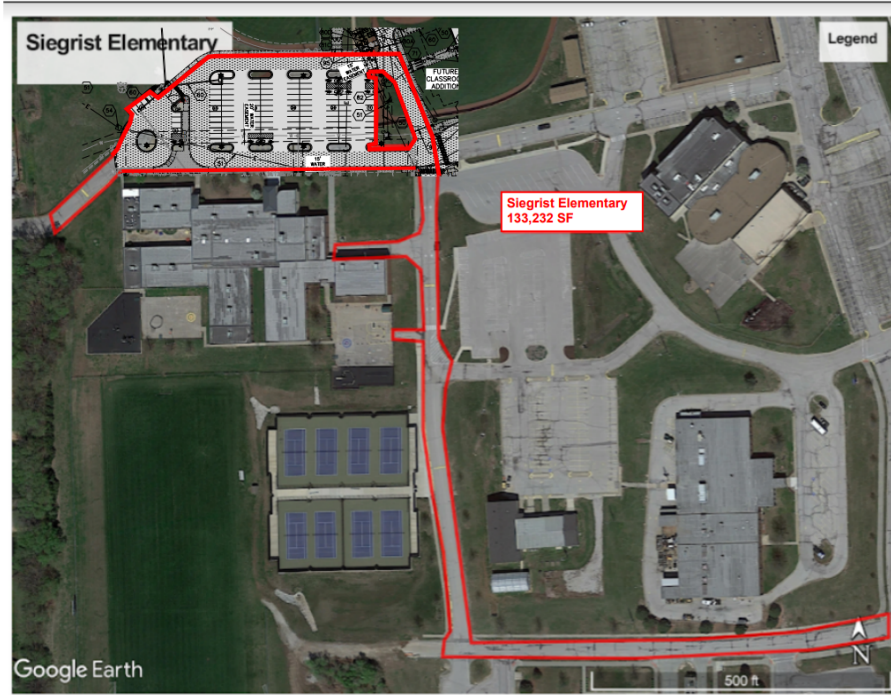
**ATTACHMENT A**

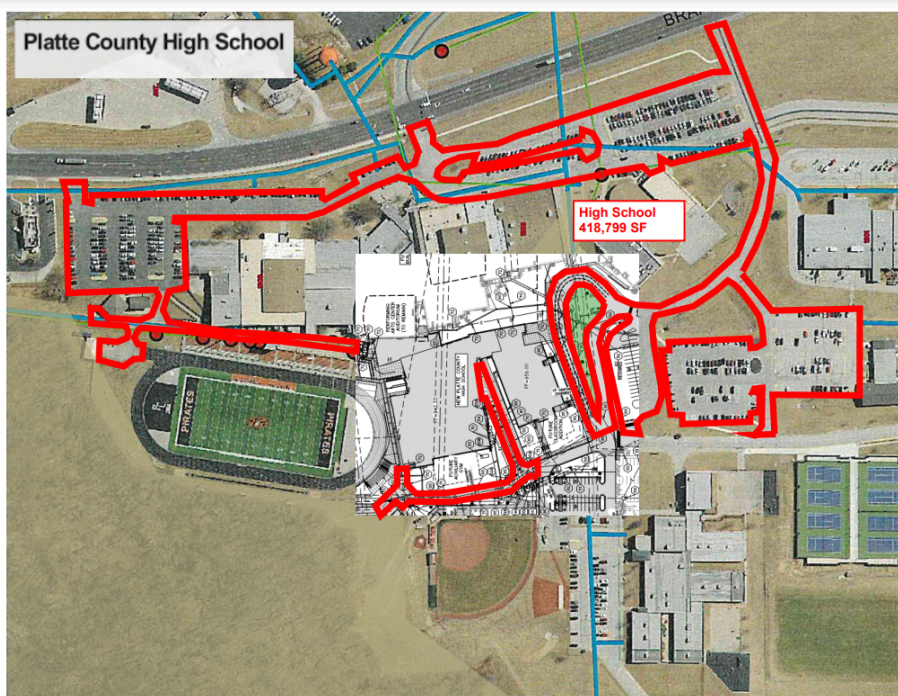
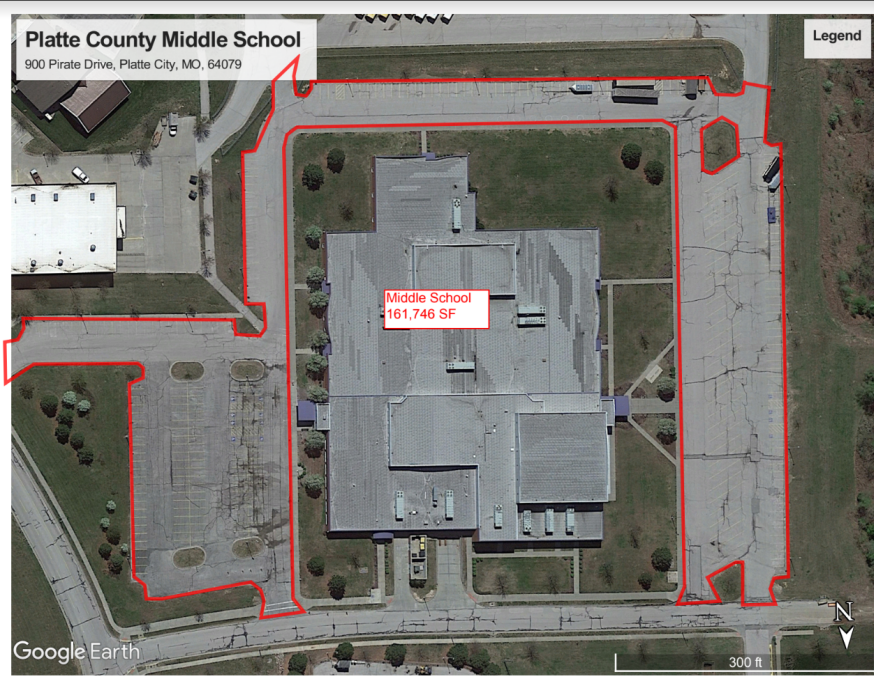
The Contractor will be responsible for clearing snow and ice, and for distributing salt/ice- melt in all parking lots, loading docks and related drives on all School District Facilities. The Contractor shall be responsible for ALL parking lot loading docks and driveway areas as shown on the building maps (red sections). In addition all exterior sidewalks that are not leading up to the building at Barry School and Pathfinder. Below is a list of all district **buildings requiring snow removal and treatment. Parking lot sizes are approximate and the contractor** is responsible for exact measurements.

- |   |   |
|---|---|
| <b>1. Siegrist Elementary</b>                         | <b>1701 Branch Street, Platte City, MO</b>    |
| <b>2. Compass Elementary</b>                          | <b>401 Kentucky Avenue, Platte City, MO</b>   |
| <b>3. Platte City Middle School</b>                   | <b>900 Pirate Drive, Platte City, MO</b>      |
| <b>4. Platte City High School</b>                     | <b>1501 Branch Street, Platte City, MO</b>    |
| <b>5. District Education Center (District Office)</b> | <b>998 Platte Falls Road, Platte City, MO</b> |
| <b>6. Northland Career Center</b>                     | <b>1801 Branch Street, Platte City, MO</b>    |
| <b>7. Platte County Bus Lot</b>                       | <b>Located Behind District Office</b>         |

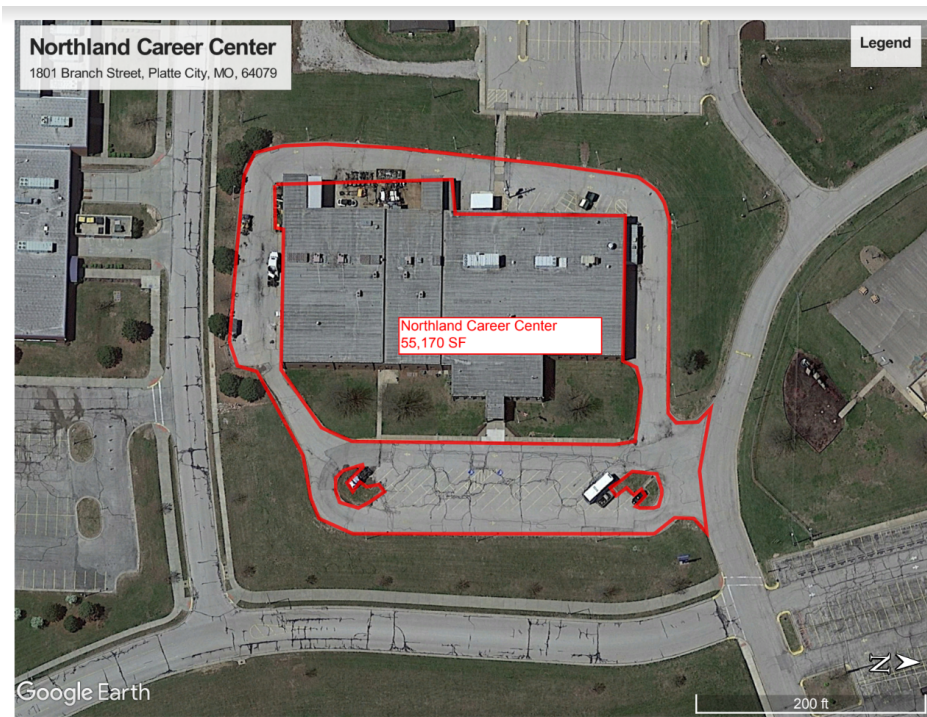
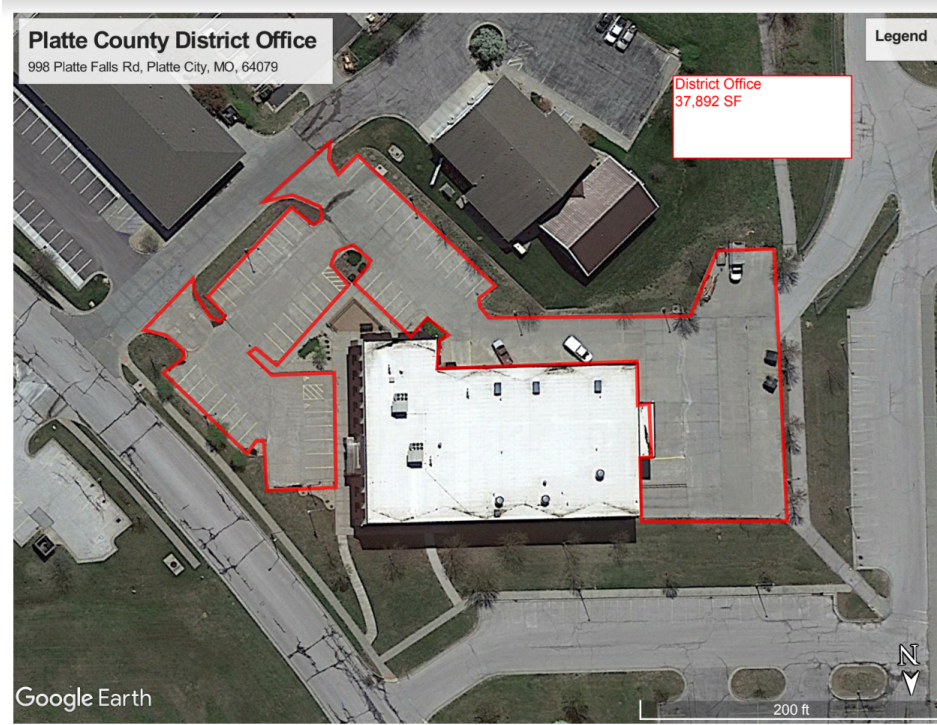
**South Campus**

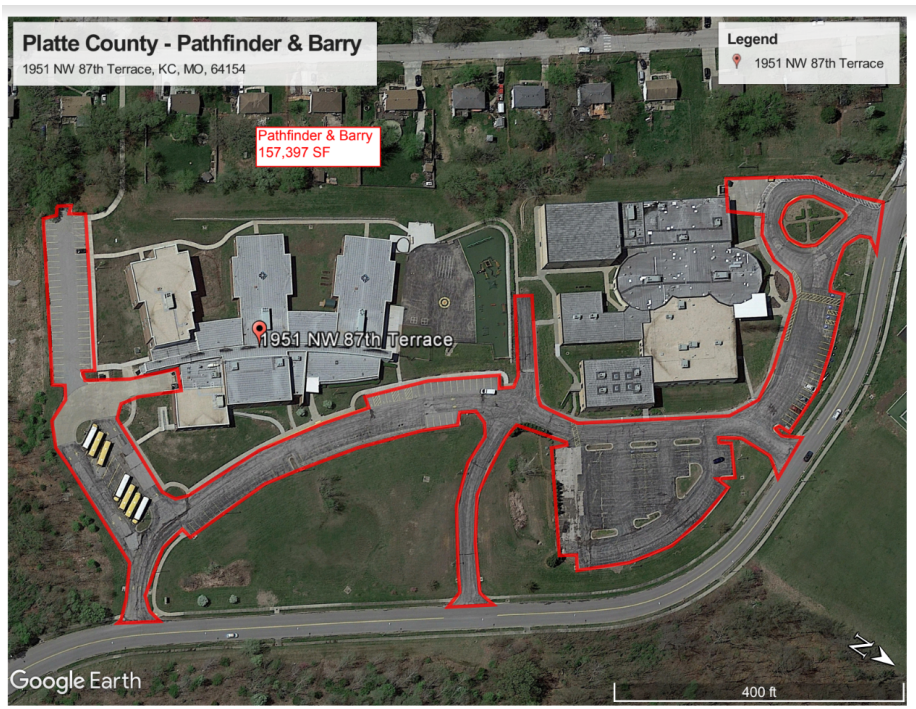
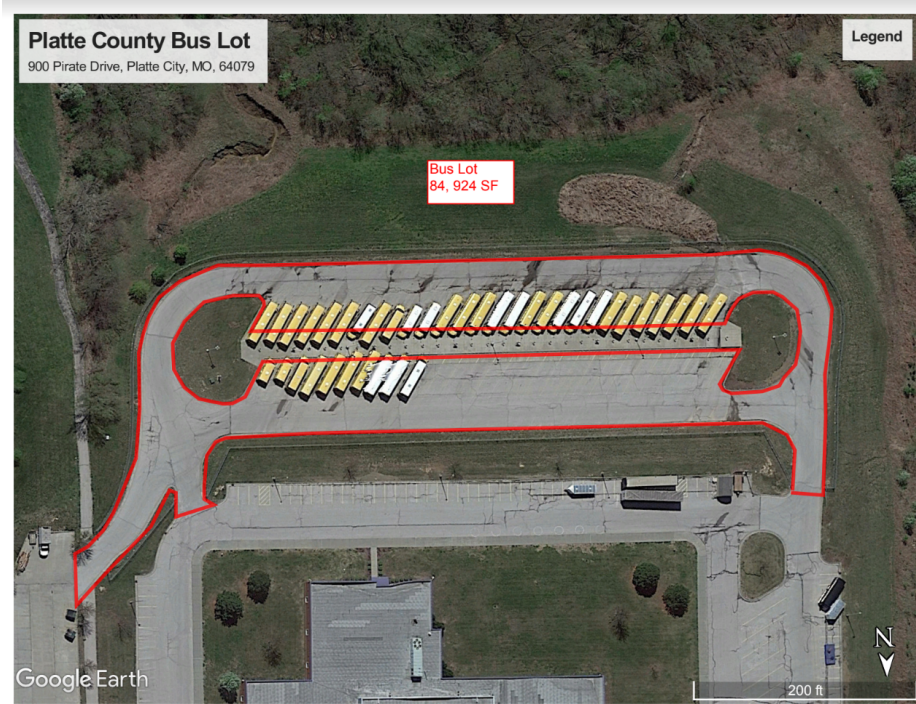
- |   |  |
|---|--|
| <b>8. Barry / Pathfinder Campus</b>     | <b>1951 NW 87th Terrace<br/>KC, MO 64154</b>         |
| <b>9. Platte Purchase Middle School</b> | <b>9400 N Platte Purchase Drive<br/>KC, MO 64155</b> |

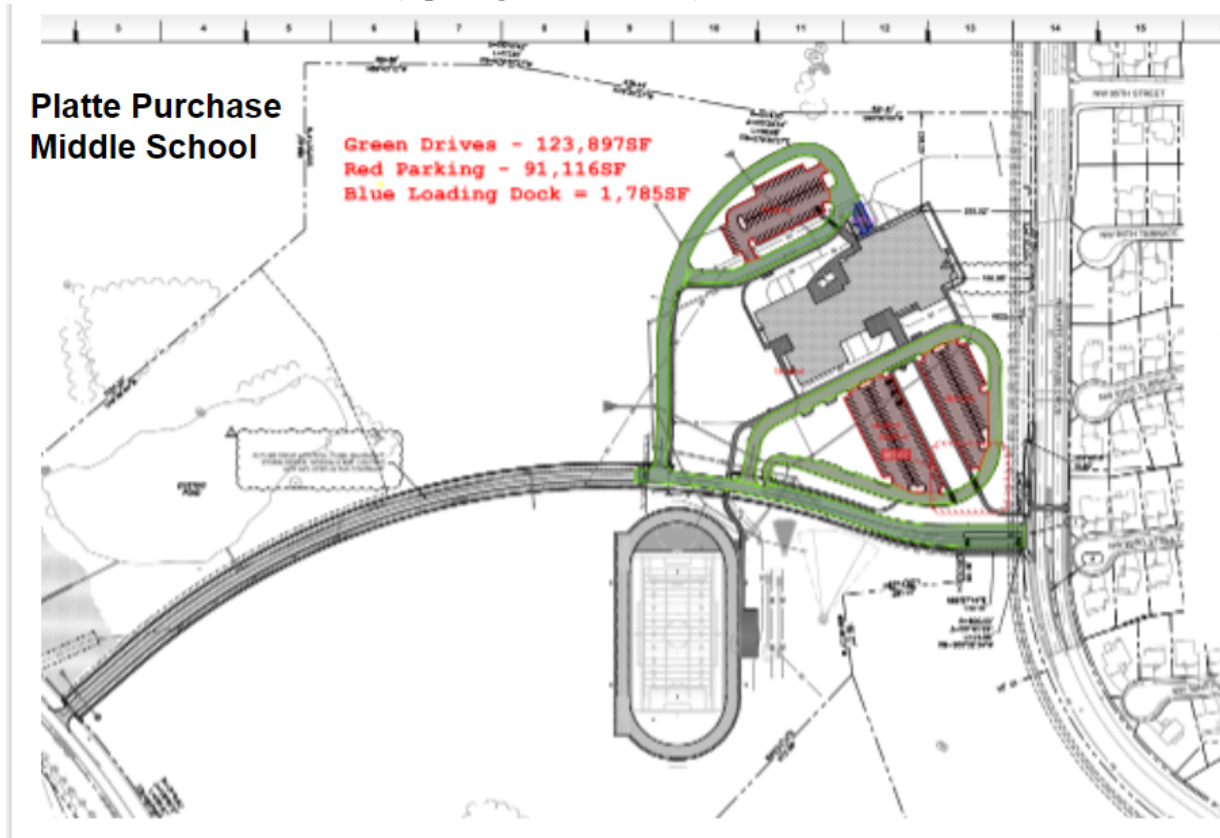










**Platte Purchase Middle School (Opening in Fall of 2023)**

\* This square footage will need to be figured into Year 2 and Year 3 pricing

**Scheduling**

The Contractor shall ensure that all designated areas shall be completely plowed and cleared of snow/ice. All surfaces, including parking lots, driveways, etc. must be cleared of snow and have treatment applied at least two (2) hours prior to the start time for each facility.

Snow clearing and salt application must be completed by the times listed below.

Bus Parking Lot - 5:00 am

Platte County High School, Platte City Middle School, and DEC – 6:00 am (*Platte Purchase Middle School Year Two*)

Compass Elementary, Siegrist Elementary, and Pathfinder Elementary Schools – 7:00 am

On non-school days the schedule for plowing and treatment is to be coordinated with the Executive Director of Operations so that snow removal and treatment is completed 2 hours before any scheduled events. Should Platte County R-3 School District cancel school the contractor shall still be responsible for clearing snow. Contractor shall work with the Executive Director of Operations to prioritize needs to allow access to the facilities. In most cases ALL snow should be cleared by approximately 10:00 am.

Snow removal must be available at the Contractor's pricing 24 hours a day, 7 days a week, including holidays.

The Contractor will have salt vehicles and services available for "on call" services, the Executive Director of Operations may call for services. Response time to any facility is expected to be within thirty (30) minutes.

The Contractor shall be responsible for plowing snow from and applying salt/ice melt to the School District's facilities on all days, including weekends and days school is not in session, to accommodate use of those parking areas by the community.

### **Specifications / Requirements**

The Contractor, prior to the first snowfall shall check all areas to note borders, hedges, and pipes. The Contractor shall mark all permanent hazards including fire hydrants with a flag, if needed, to prevent hitting them after heavy snow. Hydrants shall not be covered over during the removal process and must be cleared of snow so hydrants are accessible. When snow is drifting and snow continues to fall after the snow has been initially plowed/removed, the contractor may be required to clear the designated areas as needed to assure maximum safety for facility users.

Snow removal shall occur when one (1") inch or more of snow/sleet etc. accumulates on the ground surfaces, including parking lots, loading docks, driveways, etc. Snow removal shall occur to maintain all surfaces, including parking lots, driveways, etc., in a "slip free" condition, to be cleared of snow and ice at all times. Owners reserve the right to request additional snow removal as needed.

Salting shall occur when 1/4" of snow/sleet or freezing rain accumulates on the ground surfaces, including parking lots, loading docks, driveways, etc. Salting shall occur to maintain all surfaces, including parking lots, loading docks, driveways, etc., in a "slip free" condition. Owner reserves the right to have the contractor salt at other times, including weekends or evenings. Owner reserves the right to postpone snow removal operations when weather, financial or other conditions necessitate a reduction of snow removal services.

Snow/sleet must be removed from the ground surfaces (i.e., parking lots, loading docks, driveways, etc.) and placed in collection areas in a manner which does not create snow piles/mounds which may cause dangerous conditions at any facility. The Contractor shall provide loaders, dump trucks etc. to remove any excess snow accumulation. The Contractor shall not push snow into unauthorized areas, and if done, the Contractor, at its sole cost and expense, shall be required to remove snow from unauthorized areas. If Contractor damages School District property (e.g., grass, parking blocks, sprinkler systems, signs, etc.) it shall be repaired at Contractor's sole cost and expense to a condition as good as prior to such damage. Repairs shall be completed ASAP but no later than May 1<sup>st</sup> of that snow season if damage does not have negative impact on district operations.

The Contractor is required to check parking lots and driveways and salt as needed maintaining “slip free” pavement. Contractor shall remove any ice covered areas. The Contractor may be called back if the district Executive Director of Operations feels that areas are not “slip free” or areas were not cleared or maintained properly.

The Contractor shall spread salt/ice melt only at spread rates approved by the School District.

All Snow Removal Services must be available at the Contractor's pricing between November 1 and April 30 of each respective school year.

Under no circumstances shall the Contractor dump or store snow from other locations on School District property.

Non-approved Snow Removal Services will not be paid for.

The use of tobacco products is prohibited on school property at all times.

All work must be performed by the Contractor; Sub-contracting must be approved by the Executive Director of Operations.

Clearing of snow and ice from sidewalks is not included in this contract, with the exception of Barry School and Pathfinder where exterior sidewalks that are not leading up to the building will be cleared.

The contractor shall monitor the district's building activities schedules, athletic schedule, Community Education events to ensure safe conditions during ALL events. A weekly events schedule will be provided. Questions regarding events shall be directed to the Operations Department (816) 858-5420 extension 2130.

Contractor will push all snow to areas designated by the owner. If snow is pushed or plowed into inappropriate areas, the contractor will remove the snow at the contractor's expense. At the High School site all parking spaces should be free of snow or snow piles at all times.

Services/Equipment/Supplies Provided by Contractor

100% of all labor, equipment, supplies and materials to provide the services described in this section are the responsibility of the Contractor.

Provide a list of ALL service vehicles that will be used to perform the snow removal and salting services for Platte County R-3 School District. List them on the form labeled “Exhibit A.2” and return with the sealed bid.

Services/Equipment/Supplies provided by Platte County R-3 School District

Platte County R-3 School District will NOT provide any labor, equipment, supplies or materials for the use of this Contractor. Platte County R-3 School District will also not provide storage for supplies or equipment.

Anticipated Workload

As needed from November 1 through April 30 of each year.

Basis of Pricing

The District is seeking price quotes for all Snow Removal Services, broken down into management and labor. This pricing will take into account escalating costs that will need to be communicated in bid pricing. shall be fixed for all three (3) years of the Term. The Contractor shall provide snow removal as outlined in this bid packet of all drives, loading docks and parking lots after one inch (1") of snow accumulation or more.

The Contractor shall provide salting/de-icing of drives, loading docks and parking lots as outlined in this bid packet.

**Base Bid Year One-** The Contractor shall provide "lump sum" pricing for all services all season.

**Alternate 2 -** The Contractor shall provide a "per push, per site" for snow removal

**Alternate 3 -** The Contractor shall provide a "per salt, per site" charge.

**Base Bid Year Two and Three-** The Contractor shall provide "lump sum" pricing for all services all season.

**Alternate 2 Year Two and Three -** The Contractor shall provide a "per push, per site" for snow removal.

**Alternate 3 Year Two and Three-** The Contractor shall provide a "per salt, per site" charge.

**EXHIBIT A.1**  
**Proposal Form**

Bid to:

Platte County R-3 School District  
District Education Center  
Attn: Dr. Devin Doll  
998 Platte Falls Road  
Platte City, MO 64079

Place of Bid Opening:

Platte County R-3 School District  
District Board of Education Room  
998 Platte Falls Road  
Platte City, MO 64079

Bid for:

Snow Removal Services

Date and Time for Receipt of Bids:

September 9, 2022 @ 12 pm

We, the undersigned Bidder, hereby submit our proposal for snow removal services for the Platte County R-3 School District

Name of Bidder: \_\_\_\_\_

Address of Bidder: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

**EXHIBIT A.2**  
**Proposal Form**

<p>Base Bid Year One:  <i>The contractor shall provide “lump sum” pricing for all services all season.</i></p>	<p>Total Amount:</p>
<p>Per Push Year One:  <i>The contractor shall provide a total “per push” for snow removal for all sites.</i></p>	<p>Per Push Amount</p>
<p>Per Site Push Year One:  <i>The contractor shall provide a “per push, per site” for snow removal.</i></p>	<p>Per Push Amount Per Building:  Siegrist:  Compass:  PCHS:  PCMS  DEC:  Transportation Lot:  NCC:  Barry School:  Pathfinder:</p>
<p>Per Salt Year One:  <i>The contractor shall provide a total “per salt” for snow removal for all sites.</i></p>	<p>Per Salt Amount:</p>
<p>Per Site Salt Year One:  <i>The contractor shall provide a “per salt, per site” for snow removal.</i></p>	<p>Per Salt Amount Per Building:  Siegrist:  Compass:  PCHS:  PCMS  DEC:  Transportation Lot:  NCC:  Barry School:  Pathfinder:</p>



<p>Base Bid Year Two and Three:        (Addition of Platte Purchase Middle School)  <i>The contractor shall provide “lump sum” pricing for all services all season.</i></p>	<p>Total Amount:</p>
<p>Per Push Year Two and Three:        (Addition of Platte Purchase Middle School)  <i>The contractor shall provide a “per push, per site” for snow removal.</i></p>	<p>Per Push Amount</p>
<p>Per Site Push Year Two and Three:  <i>The contractor shall provide a “per push, per site” for snow removal.</i></p>	<p>Per Push Amount Per Building:        Siegrist:        Compass:        PCHS:        PCMS        DEC:        Transportation Lot:        NCC:        Barry School:        Pathfinder:</p>
<p>Per Salt Year Two and Three:        (Addition of Platte Purchase Middle School)  <i>The contractor shall provide a “per salt, per site” charge.</i></p>	<p>Per Salt Amount:</p>
<p>Per Site Salt Year Two and Three:  <i>The contractor shall provide a “per salt, per site” for snow removal.</i></p>	<p>Per Salt Amount Per Building:        Siegrist:        Compass:        PCHS:        PCMS        DEC:        Transportation Lot:        NCC:        Barry School:        Pathfinder:</p>

## Calculation For Escalating Costs From Y1 to Y2 to Y3

Determining Factors:
Calculation:

## Proposed Equipment For Service

List Equipment Used For Contracted Services	
Description of equipment	Quantity

**EXHIBIT B**

**Federal Work Authorization Program Affidavit**

I \_\_\_\_\_, being of legal age and having been duly sworn upon my oath, state the following facts are true.

1. I am more than twenty-one years of age; and have firsthand knowledge of the matters set forth herein.
2. I am employed by \_\_\_\_\_ (hereinafter "Company" and have authority to issue this affidavit on its behalf.
3. Company is enrolled in and participating in the United States E-Verify (formally known as "Basic Pilot") federal work authorization program with respect to Company's employees working in connection with the services the Company is providing to, or will provide to, the District, to the extent of allowed by E-Verify.
4. Company does not knowingly employ any person who is an unauthorized alien in connection with the services the Company is providing to, or will provide to, the District.

FURTHER AFFIANT SAYETH NOT.

By: \_\_\_\_\_ (signature)

For: \_\_\_\_\_ (company name)

Title: \_\_\_\_\_

Subscribed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires:

**EXHIBIT C**  
**Statement Of Bidder Qualifications**

Each bidder, for the work included in the specifications and bid documents, shall submit the information requested in the following questionnaire. This information must be included in, and made a part of, the bid proposal and be contained in the sealed envelope. Failure to comply with these instructions may be regarded as justification for rejecting the contractor's bid.

Name of Bidder: \_\_\_\_\_

Business Address: \_\_\_\_\_

When Organized: \_\_\_\_\_

Date Incorporated: \_\_\_\_\_

Number of years engaged in conducting business under present firm name: \_\_\_\_\_

If you have operated business under a different name, please give name and location.

\_\_\_\_\_

Have you ever failed to complete any work awarded to your company? If so, where and why?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever defaulted on a contract? If so, where and why?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any school district, government entity or tax-based organization you work for currently, or have worked for in the past three (3) years. Please include the name of the organization, point of contact and contact information.

\_\_\_\_\_  
\_\_\_\_\_

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Please provide the name, address, and telephone number of at least three references who are familiar with the job performance of your company on similar jobs:

*Reference 1:*

Name:	Address:	Telephone Number:
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*Reference 2:*

Name:	Address:	Telephone Number:
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*Reference 3:*

Name:	Address:	Telephone Number:
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