



**VAN BUREN COUNTY
2022 – 2023 SNOW REMOVAL
REQUEST FOR BIDS**

Send Bid to Van Buren County Clerk
212 E Paw Paw Street - Suite 101, Paw Paw, MI 49079
Website: www.vanburencountymi.gov

Telephone No.
(269) 657-8253
Email: Admin@vanburencountymi.gov

The Van Buren County Board of Commissioners are requesting bids for seasonal snow removal for the above listed snow season at the designated locations per the following specifications.

At all locations, specified lots, roads, sidewalks, should be cleared of any snow accumulation over two (2) inches; this must be completed before 7:30 AM, seven (7) days a week. Snow must be pushed to outer edges of areas to be cleared and sidewalks. Snow at entrances must not exceed two and a half (2 ½) feet; this provides adequate visibility for vehicles exiting lots. Keep all dumpsters clear. Plow all lots and sidewalks when snow reaches 2" or more. **Daytime plowing** – when 2" or more snow falls during the day run through all lots, drives, roadways and sidewalks. All lots and sidewalks to be salted after each plow (snow not to exceed 2" at any time). Before snow plowing season starts, study and mark problem areas in all lots.

Plowing bids must be submitted as a total amount for the entire 2022 – 2023 snow season. **DO NOT** submit plowing bids at an hourly rate.

(NOTE: Paw Paw location bid only shall include a snow-hauling rate on a per hour basis. Snow hauling is to be done only at the direction of the Buildings and Grounds Director.

Sealed bids will be accepted, for any or all locations, at the office of the Van Buren County Clerk, Van Buren County Courthouse, 212 E. Paw Paw Street, Paw Paw, MI 49079, until 4:00 PM on Thursday, September 29, 2022. **No faxed bids will be accepted.**

All bidders are welcome to attend the bid opening which will be held on Friday, September 30, 2022, at 11:00 AM in the Board of Commissioners meeting room of the Administration Building, 219 E. Paw Paw St., Second Floor, Paw Paw, MI 49079. Final bid approval will be on Tuesday, October 11, 2022, at 4:00 PM.

Contractors are liable for any and all damages resulting from their performance of contracts as awarded. All awarded contracts cannot be sub-contracted.

Certificates of insurance for liability and for worker's compensation must be submitted with bid/bids—minimum amount of liability is \$1,000,000 per occurrence and \$1,000,000 for bodily injury.

Questions regarding bid specifications should be directed to John Small, Buildings and Grounds Director, at 269-217-7977, or email at smallj@vanburencountymi.gov.

The County reserves the right to accept or reject any/all bids, to waive irregularities in the bidding and to award the contract/contracts in the best interests of Van Buren County.

SNOW REMOVAL LOCATIONS & REQUIREMENTS

PAW PAW

Individual bids for Parking lots and sidewalks at:

- 1) Main Courthouse and Annex Building (212 E. Paw Paw St.) – Push snow to centerline of north parking spots and remove snow at Buildings & Grounds Director's discretion.
 - 2) Administration Building (219 E. Paw Paw St.) – Push snow to west ends of lot and remove at Buildings & Grounds Director's discretion.
 - 3) County jail complex and parking lot on St. Joseph Street on the south side of the jail – Push snow to south end of both lots. Remove snow at Buildings & Grounds Director's discretion.
 - 4) 213 S. Niles St. parking lot and garage drive – Push snow to east line and behind garage. Keep garage clear.
 - 5) Human Services Building at 753 & 801 Hazen Street and road leading to building and lots – Push snow to lot edges.
 - 6) Do not push snow onto sidewalks
 - 7) Minimum Equipment: Two (2) 18 yd. trucks, One (1) Front End Loader, Two (2) Operators
- Bids for this location must include both a plowing bid for the total amount for the snow season and a snow hauling bid at an hourly rate. (See bid sheet, page 3)

HARTFORD

Individual Bids for the following:

- 1) Road from CR 681 back to VBC Domestic Animal Control (58040 CR 681) garage doors. Plow drive to full width plow front lot to full width at fence. Plow inside lot to past garage door.
- 2) Parking Lots for Department of Human Services and Human Services West Building (Public Health)– Push snow to lot edges and away from building landscaping and clear drive to fairgrounds south entrance.
- 3) Hartford – (Dept. of Human Serv. & Animal Control) -Front End Loader – To be used as required and part of bid.
- 4) 58010 Building front and rear drives, north of Red Arrow
- 5) Van Buren County Museum & Historical Society (58471 Red Arrow Highway).
 - Keep DHS loading ramp clear.
 - Any snow removal to be done on site is responsibility of bidder to lose no more than 5% of parking due to snow accumulation.
 - Do not push snow onto sidewalks
 - Animal Control Road – Maintain minimum width of 18 feet.
 - Plow drive up to the gun range building garage door, but do not block door with snow.

SOUTH HAVEN

Parking lot and sidewalks at South Haven County Building West, 1007 E. Wells Street.

- Do not push snow onto sidewalks

ALL LOCATIONS

- 1) During excessive daytime snowfall of 2" or more, parking lot drives and sidewalks should be cleared, not to exceed 2" of snow.
- 2) Refuse containers to remain clear.
- 3) Plow all snow away from buildings.
- 4) Confirm snow storage area for each lot.
- 5) Install lot markers to identify curbs, edges, drives, etc.
- 6) Damage will be the responsibility of contractor.
- 7) All lots plowed 7 days a week.



**VAN BUREN COUNTY
2022 – 2023 SNOW REMOVAL BID**

Send Bid to Van Buren County Clerk
212 E Paw Paw Street - Suite 101, Paw Paw, MI 49079
Website: www.vanburencountymi.gov

Telephone No.
(269) 657-8253
Email: Admin@vanburencountymi.gov

Company Name		
Representative's Name		Title
Company Address		
City		State Zip
Telephone No.	Alternate Telephone No.	Email:

PAW PAW – (Courthouse & Annex Lot)
Bid for 22-23 Snow Season: _____
Hourly Rate for Snow Hauling: _____

PAW PAW – (Human Services East – Hazen St. & Maint. Facility)
Bid for 22-23 Snow Season: _____

PAW PAW – (Administration Building & Niles Street Lot)
Bid for 22-23 Snow Season: _____
Hourly Rate for Snow Hauling: _____

HARTFORD – (Animal Control, Gun Range Drive & Storage Building, Museum & Historical Society)
Bid for 22-23 Snow Season: _____

PAW PAW – (Sheriff's Department Lots)
Bid for 22-23 Snow Season: _____
Hourly Rate for Snow Hauling: _____

HARTFORD – (Dept. of Human Services Building and Health Dept. Building)
Bid for 22-23 Snow Season: _____

SOUTH HAVEN – (County Building West)
Bid for 22-23 Snow Season: _____

Company Representative Signature

Date

Please Include:

- ❖ Certificate of liability insurance.
- ❖ Proof of worker's compensation insurance.
- ❖ If you are chosen to do the work you must submit a W9, but it may be included with this bid if you choose.