



## NOTICE TO CONTRACTORS

### REQUEST FOR PROPOSAL

#### BEAVER DAM UNIFIED SCHOOL DISTRICT

Beaver Dam, Wisconsin

### **SNOW PLOWING, SNOW REMOVAL AND ICE CONTROL**

The Beaver Dam Unified School District, Beaver Dam, Wisconsin, will receive proposals for snow plowing, snow removal and ice control for defined school locations for the 2023-2024 school year.

Information and details may be secured from the District Facility and Safety Officer, 402 E. Burnett Street, Beaver Dam, Wisconsin 53916, phone (920) 885-7300 extension 1144, or email, [woreckp@bdusd.org](mailto:woreckp@bdusd.org)

All proposals shall be addressed to Pete Woreck, District Facility and Safety Officer, Beaver Dam Unified School District, Educational Service Center, 400 E. Burnett Street, Beaver Dam, Wisconsin 53916, mailed or delivered to be received at the above address no later than **September 5, 2023**.

Contractors' proposals shall be submitted in writing, on forms that are available on the district website at [www.bdusd.org](http://www.bdusd.org) or at the Maintenance Services building, 402 East Burnett Street Beaver Dam, WI and based upon the specifications provided.

The successful contractor(s) shall provide proof of liability insurance and workers compensation insurance. The successful contractor(s) are responsible for any damage caused to Beaver Dam Unified School District property or damage to contractor's vehicles or equipment and shall hold the Beaver Dam Unified School District harmless for any accidents.

The Beaver Dam Unified School District reserves the right to reject any or all proposals and / or to accept the proposal(s) deemed most advantageous to the District.



**SNOW PLOWING AND/OR SNOW REMOVAL AND/OR ICE CONTROL DISTRICT WIDE:**

- **Educational Service Center/Maintenance Parking Lot ONLY**
- **High School Parking Lots ONLY**
- **Middle School Parking Lot, Playground & Sidewalks**
- **Jefferson Elementary Parking Lot, Playground & Sidewalks**
- **Lincoln Elementary Parking Lot, Playground & Sidewalks**
- **Prairie View Elementary Parking Lot & Playground**
- **Washington Elementary Parking Lot, Playground & Sidewalks**
- **Wilson Elementary Parking Lot, Playground & Sidewalks**

**General:**

Contractors shall carefully examine all sites and specifications of the work involved and shall make all necessary investigations to inform themselves thoroughly as to the facilities. Also, to inform themselves thoroughly as to all the difficulties that may be encountered to effectively complete all the work required under the specifications.

Ordinary care shall be taken to avoid any damage to Beaver Dam Unified School District grounds or property. In the event of damage, the contractor, first party, shall repair all damage to district property, to include, but not limited to, grass areas, dumpster enclosures, broken curbs, etc., caused by said contractor in a timely manner, or the Board shall have said damage repaired and will forward the costs to the contractor, first party responsible.

No pleas of ignorance of conditions that exist, or of conditions of difficulties that may be encountered in the execution of the work, as a result of failure to make the necessary investigation, will be accepted as an excuse of any failure or omission on the part of the said contractor to fulfill in every detail all the requirements set forth, or will be accepted as a basis for any claims, whatsoever, for extra compensation. General information will be made available, but the correctness of any such information is not guaranteed.

It is the intention of the Board of Education to award the contract for this work to a contractor who has available all the necessary operating equipment, skill, and personnel to meet all time schedules regardless of the severity of weather.

In the determination of the successful bidder, the Board reserves the right to take into account and give reasonable weight to: extent of Contractors experience on work of the nature involved, and the probability of the work being carried to the successful completion within the time specified by the methods and with the equipment the contractor proposes to use.

The Board of Education shall not be held liable for any action or cause of an action nor responsible for any damages or claims whatsoever which may rise out of and from the performance of the proposed contract.

The contractor shall maintain such insurance as will protect him under Workers' Compensation Acts and from claims for damages because of bodily injury, including death, whether such operations by himself or by a sub-contractor or anyone directly or indirectly employed by either of them.

The contractor shall take out and maintain during the life of this contract such bodily injury and property damage liability insurance as shall be necessary to protect him, sub-contractors, and the Board of Education from all claims for damages for personal injury, including death, as well as claims for property damage which may arise from operations under this contract, including motor vehicle liability insurance.

**Specific:**

Provide snow plowing and/or snow removal service to specified public schools as follows:

- 1) When weather dictates, parking areas or lots, and drives shall be done on a regular basis. Approximate guidelines of snow depth caused by snowfall or drifting conditions to be used at the discretion of the first part.

Parking Areas/Lots, Drives, Playgrounds, Walks: 1 inch or greater.

The removal of snow from site locations will be upon request of the second party following the recommendations of the first parts. Proper disposal shall be the responsibility of the first parts.

- 2) Plowing shall be done on weekdays and Sundays prior to the times specified for clearance. In unusual heavy snow falls or untimely storms, the clearance schedule will be flexible, however, plowing shall be completed as soon as possible thereafter.
- 3) Clearance time schedules may be slightly altered during school vacation periods, holidays, and most Saturdays since school will not be in session. Occasionally, the schools may have a non-school day or evening activity which may necessitate clearance of snow. Removal will be requested by the party of the second part.
- 4) Sidewalks, parking lots and school entry ways are priority. Playgrounds can be done last. All playgrounds must be cleared prior to 9:00 a.m.
- 5) Invoices for service should be submitted on or near the first of each month. Payments will be made on the third Friday of each month. All outstanding invoices will be submitted on or before **May 1, 2024** for final payment.

*Invoices should detail:*

*Site Service Performed*

*Date of Service*

*Equipment, Hours and Rates*

*Total Invoice*

6) School Sites

**Jefferson School (by 8:00 a.m.)**

301 Brook St.  
Beaver Dam, WI 53916

**Exterior Sidewalks:**

Brook St.  
Stone St.  
Jefferson St.  
Roedl Ct.

**Lincoln (by 8:00 a.m.)**

210 Gould St.  
Beaver Dam, WI 53916

**Exterior Sidewalks:**

Gould St.  
Wayland St.  
Bogert St.

**Prairie View School (by 8:00 a.m.)**

510 N. Crystal Lake Rd.  
Beaver Dam, WI 53916

**Washington School (by 8:00 a.m.)**

600 Grove St.  
Beaver Dam, WI 53916

**Exterior Sidewalks:**

Grove St.  
N. Center St.  
Gilmore St.  
**ALL Interior Sidewalks**

**Wilson School (by 8:00 a.m.)**

310 West St.  
Beaver Dam, WI 53916

**Exterior Sidewalks:**

Third St.  
West St.

**Middle School (by 6:30 a.m.)**

108 Fourth St.  
Beaver Dam, WI 53916

**Exterior Sidewalks:**

Fourth St.  
N. Spring St.  
Mackie St.

**High School (by 6:30 a.m.)**

500 Gould St.  
Beaver Dam, WI 53916

**ESC/Maintenance (by 8:00 a.m.)**

400 E. Burnett St.  
Beaver Dam, WI 53916

7) Equipment Rates (including labor)

Rates per Hour

¾ Ton Pickup or 4 x 4 with plow	\$ _____ per hour or per trip/site
Other Units _____	\$ _____ per hour or per trip/site
Other Units _____	\$ _____ per hour or per trip/site
Salt Application/Ice Control	\$ _____ per Ton

*\*Note: If proposing per trip at each site, the proposal must include an estimated amount of hours at each site for each occurrence.*

8) Describe in detail the average hours to prepare each site, specific equipment used and number of personnel involved for each site. (Snowfall of 3-6 inches)

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9) Contact persons with authority to request alterations of schedules or snow removal are the Superintendent of Schools, Director of Business Services, and the District Facility and Safety Officer.

THIS AGREEMENT SHALL be for the **School Year 2023/2024**

**FIRST PARTY**

**SECOND PARTY**

\_\_\_\_\_  
Contractor Firm

Beaver Dam Unified School District

\_\_\_\_\_  
Address

\_\_\_\_\_  
(For the Board of Education)

\_\_\_\_\_  
City & State

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Please return the completed bid request form to the Beaver Dam School District, 400 E. Burnett St. (or they can be dropped off at the Maintenance Office, 402 E. Burnett St.) Attn: Pete Woreck, no later than September 5, 2023.