

**WRENSHALL PUBLIC SCHOOL
WRENSHALL, MINNESOTA**

**REQUEST FOR PROPOSALS FOR SNOW REMOVAL
2024-2025 SCHOOL YEAR**

**Independent School District 100, Wrenshall
is requesting proposals for snow removal services for the 2024-2025 school year as follows:**

Proposals will be evaluated on the following criteria:

- Previous history of serving the district in a similar capacity and proximity to the school campus
- Capability of equipment to be used in snow removal
- Access to on demand sand and salt service
- Ability to assist with clearing walk ways and other accessible areas
- Level of service included in hourly rate

The contractor will clear snow with downward pressure on the following surfaces at the following times:

Bus Garages, CTE Building and circular parking lot by 6:15 a.m.

Pioneer Drive adjacent to the school campus by 6:30 a.m.

Main parking lot East of school building by 6:45 a.m.

Student parking lot North of school building by 7:00 a.m.

- A snow event will be identified by a local amount of two inches or more in a calendar day.
- Additional snow events may be identified by request of the Facilities Manager or Superintendent, to include multiple clearings on the same calendar day.
- Salt (to include chloride free product near identified landscaping) and sand will be sub-contracted when requested by the Facilities Manager or Superintendent.
- The contractor may also assist district staff with snow removal on priority pathways upon request from the Facilities Manager or Superintendent.
- The contractor will maintain sufficient insurance throughout the season.
- The contractor will follow the snow removal and storage pattern established during a walk-through led by the Facilities Manager. Any damage created by unauthorized variation of that pattern will require the contractor to repair or restore any damaged property to original condition by December 1, 2025.

Please contact Josiah Davey at jdavey@isd100.org with bid questions.

BIDDER SIGNATURE: _____

BIDDER PRINTED NAME: _____

BIDDER COMPANY: _____

COMPANY ADDRESS: _____

COMPANY/PREFERRED PHONE: _____

Return completed bid sheet in a **Sealed Envelope, marked "Snow Removal Services" to the District Office, Wrenshall Public School, 207 Pioneer Drive, Minnesota or deliver in person to the District Office located in the Wrenshall School Building on *or before Friday, November 15, 2024, at 12:00 PM.*

All proposals must be received by 12:00 p.m. on Friday, November 15, 2024 to be considered a responsive proposal. Proposals submitted by fax or email or submitted past the November 15, 2024, 12:00 PM deadline, will be considered non-responsive and will not be accepted.

Bid opening will be held at 12:00 PM., Monday November 18, 2024 in the High School Office Conference Room, 207 Pioneer Drive, Wrenshall, MN.

The school board of Independent School District #100 – Wrenshall reserves the right to accept or reject any or all proposals.

TERM

The term of the awarded contract will be for the duration of one year, effective December 1, 2024 through November 30, 2025 with the option to renew annually for up to three additional years at the same terms and conditions upon mutual agreement of the contracting parties. The decision to renew must be made by June 1 of each year and must be in the form of an executed renewal.