

**TOWN OF ENFIELD, CONNECTICUT
DEPARTMENT OF PUBLIC WORKS**

**REQUEST FOR PROPOSALS
WINTER SEASON 2022-2023 TRUCKS & EQUIPMENT FOR SNOWPLOWING AND SNOWBLOWING**

September 29, 2022

Sealed responses for the services named above will be received at the office of the Director of Finance until 11:00 a.m., Thursday, October 13, 2022. Thereafter, proposals will be opened in public and read aloud or opened and read aloud pursuant to the applicable provisions of the Governor's Executive Orders. Responses received after this date and time will not be accepted.

Specifications and response documents may be obtained from the Highway Division at the Stanley E. Jablonski Public Works Complex, 40 Moody Road, Enfield, CT 06082, at telephone number (860) 763-7561 or the Town's website, www.enfield-ct.gov.

The Town is an affirmative action/equal opportunity employer. Disadvantaged, minority, small and women-owned business enterprises are encouraged to respond.

The Town of Enfield reserves the right to accept or reject any, all, or any part of responses, to waive formalities or informalities, and to make an award that is deemed to be in the best interests of the Town.

John A. Wilcox, Director of Finance
EOE/AA

**TOWN OF ENFIELD, CONNECTICUT
DEPARTMENT OF PUBLIC WORKS**

STANDARD INSTRUCTIONS

**REQUEST FOR PROPOSALS FOR WINTER SEASON 2022-2023 TRUCKS & EQUIPMENT FOR
SNOWPLOWING & SNOW BLOWING**

1. INTRODUCTION

The Town of Enfield is soliciting responses for the above-named services. If there are any conflicts between the instructions in these Standard Instructions and any other document(s), these Standard Instructions shall prevail.

2. KEY EVENT DATES

Advertisement of RFP	September 29, 2022
Public Response Opening	11:00 a.m., Thursday, October 13, 2022
Contracts Awarded	Week of October 17, 2022
Post-Response Mandatory Meeting w/ Vendors	6:00 P.M. Tuesday, October 25, 2022
Commencement of Work	See Scope of Work and Specific Instructions
Completion Date	See Scope of Work and Specific Instructions

3. OBTAINING RFP DOCUMENTS

Specifications and RFP documents may be obtained from the Highway Division, Stanley E. Jablonski Public Works Complex, 40 Moody Road, Enfield, CT 06082 at telephone number (860) 763-7561 or from the Town's website: www.enfield-ct.gov.

4. RESPONSE SUBMISSION INSTRUCTIONS

- A. One (1) original and two (2) copies of all responses must be submitted in a sealed envelope clearly marked "Winter Season 2022-2023 Trucks & Equipment for Snowplowing & Snow Blowing." If forwarded by mail or courier, the sealed envelope must be addressed to "Director of Finance, Town of Enfield, 820 Enfield Street, Enfield, Connecticut 06082". Responses must be at the office of the Director of Finance by the time of the Public Response Opening date noticed in Section 2 titled Key Event Dates. Postmarks are NOT an acceptable waiver of this policy. Corrections and/or modifications received after the first response is publicly opened will NOT be accepted.
- B. Ditto marks or words such as "SAME" on the Response Form are NOT considered writing and must not be used.
- C. All information must be submitted in ink or typewritten. Mistakes may be crossed out and corrections inserted. Corrections must be initialed by the person signing the proposal.
- D. Responses are considered valid for ninety (90) days after responses(s) are opened. Vendors may not withdraw, cancel or modify their response for a period of ninety (90) days after responses(s) are opened.

STANDARD INSTRUCTIONS TO PROPOSERS (continued)

- E. Responses must be signed by an authorized person representing the legal entity of the firm submitting the response.
- F. The inability to meet any specified requirements(s) must be stated in writing and attached to the response form or written on the response form.

5. PRESUMPTION OF VENDOR BEING FULLY INFORMED

At the time the first response is opened, each vendor is presumed to have read and be thoroughly familiar with all RFP documents and contract documents for this project. Failure or omission of the vendor to receive or examine any information shall in no way relieve any vendor from obligations with respect to this RFP and their responses.

6. POST-RESPONSE MEETING WITH VENDORS

Attendance is MANDATORY at the vendor meeting as is indicated in section 2 titled Key Event Dates. Failure to attend this mandatory meeting will be considered a default. The meeting will be held 6:00 P.M. Tuesday, October 25, 2022, at the Stanley E. Jablonski Public Works Complex, 40 Moody Road, Enfield, CT.

7. INTERPRETATION OF ACCEPTABLE WORK

The Scope of Work, specifications, responses and contract documents are to be interpreted as meaning those acceptable to the Town of Enfield. Any substantive changes or interpretations will be issued by the Town in writing as an addendum.

8. TAX EXEMPTIONS

The Town of Enfield is exempt from Federal Excise taxes and Connecticut Sales and Use taxes. Firms shall avail themselves of these exemptions. The Town will provide approved vendors with Tax Exemption Certificates upon request.

9. INSURANCE

Provider shall agree to maintain in force at all times during the contract the following minimum coverage. Insurance shall be written with Carriers approved in the State of Connecticut and with a minimum AM Best's Rating of "A" VIII. In addition, all Carriers are subject to approval by the Town of Enfield. Minimum Limits:

- A. Commercial General Liability Each Occurrence \$1,000,000, \$2,000,000 Aggregate. Town of Enfield shall be named as an Additional Insured on a primary non-contributory basis for ongoing and completed operations. Waiver of Subrogation to be provided.
- B. Auto Liability Combined Single Limit \$1,000,000 for all owned, hired and non-owned vehicles for property damage and liability. Town of Enfield shall be named as an Additional Insured. The policy must include an endorsement for coverage for snow plowing of public streets and roads.
- C. Umbrella/Excess Liability \$1,000,000 and \$1,000,000 Aggregate. General Liability, Auto Liability and Workers' Compensation to be listed as underlying coverages. Umbrella/Excess Liability to follow form with respect to Additional Insured and Waiver of Subrogation.
- D. Workers' Compensation - For all the employees employed on said Work shall be maintained in accordance with Connecticut's Workers' Compensation Act. In case any class of employees engaged in hazardous Work under the contract at the site of the Work is not protected under the Workers' Compensation Act, the contractor shall provide Workers' Compensation Insurance for the protection of its employees not otherwise protected. Waiver of Subrogation to be provided.

STANDARD INSTRUCTIONS TO PROPOSERS (continued)

E. Snow Plow Liability Policy Each Occurrence \$1,000,000, \$2,000,000 aggregate. The Town of Enfield shall be named an Additional Insured on a primary non-contributory basis.

F. A thirty (30) day Notice of Cancellation applies for the Town of Enfield.

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of five (5) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for five (5) years from the completion. Exceptions to the Town's Insurance requirements are subject to the sole discretion of the Town of Enfield.

10. PERMITS

The vendor is solely responsible for all required permits and/or licenses for vehicles and drivers, and for obtaining all necessary inspections and approvals, and satisfying any and all fees.

11. FAIR EMPLOYMENT PRACTICES

The vendor shall not discriminate against any employee or applicant for employment in the performance of this proposal's work with respect to hire, tenure, terms, conditions, or privileges of employment due to race, sex, age, religion, national origin, or other condition proscribed by State or Federal law.

12. STANDARD FORM OF CONTRACTUAL AGREEMENT

The Town of Enfield intends to enter into a contract with each approved vendor. The contract will include and incorporate the provisions of this Request for Proposals, including the Scope of Work and Specific Requirements, and the Response Form submitted by the approved vendor. In the event of any conflict between the RFP documents and the successful vendor's Response Form, the RFP documents shall prevail.

13. MODIFICATIONS AND ADDENDA

The Town may, before or after proposal opening and in its sole discretion, clarify, modify, amend or terminate this RFP if the Town determines it is in the Town's best interest. Any such action shall be effected by a posting on the Town's website, www.enfield-ct.gov. Each respondent is responsible for checking the Town's website to determine if the Town has issued any addenda and, if so, to complete its proposal in accordance with the RFP as modified by the addenda.

14. AWARDING THE CONTRACTS

The Town of Enfield reserves the right to accept or reject, any, all, or any part of responses, to waive formalities or informalities, and to make an award that is deemed to be in the best interests of the Town.

It is the Town's policy to not award to those who owe Town of Enfield prior year(s) property taxes.

The "Contract Awarded" date in section 2. titled Key Event Dates is the date the contracts are anticipated to be awarded. It is not a date certain.

The Town intends to award contracts to more than one vendor. Assignments for snowplowing, sanding and/or snow blowing services will be issued on an as-needed basis.

15. TERM OF CONTRACT

The contract period shall be from November 1, 2022 through April 30, 2023.

STANDARD INSTRUCTIONS TO PROPOSERS (continued)

16. HOLD HARMLESS AGREEMENT

The Contractor shall indemnify and hold harmless the Town of Enfield and all of its officers, employees, and agents from all suits, actions, or claims of any character, name, or description brought for or on account of any injury or damage caused to any person or property as a result of, in connection with, or pursuant to the performance of the Contractor, including all costs incurred by the Town of Enfield in defending itself against such claims or actions, in proportion to the extent that the Contractor is held liable for same by an arbiter of competent jurisdiction. As much of any money that may be due to the Contractor under the Contract as the Town of Enfield considers necessary for the purpose of such indemnification or holding the Town of Enfield harmless may be retained for such use by the Town of Enfield. Such indemnity shall not be limited by reason of any insurance coverage required under the Contract.

END OF STANDARD INSTRUCTIONS

TOWN OF ENFIELD, CONNECTICUT

DEPARTMENT OF PUBLIC WORKS

**REQUEST FOR PROPOSALS FOR WINTER SEASON 2022-2023 TRUCKS & EQUIPMENT FOR
SNOWPLOWING & SNOW BLOWING**

SCOPE OF WORK AND SPECIFIC REQUIREMENTS

1. SCOPE AND RATES

a. The Town of Enfield is seeking qualified vendors that will provide (1) operators and trucks with plows and optional sanding equipment and/or (2) operators and vehicles with snow blowing equipment. The vendors furnishing these services shall be responsible for equipment and operators provided pursuant to this RFP. Vendors shall provide all fuel, maintenance, repairs and insurance for trucks, vehicles and equipment. The Assistant Director of Public Works, or his designee, will notify vendors with assignments for snow plowing, snow blowing and/or sanding services on an as-needed basis. Trucks and vehicles must be fully equipped and must be ready and available for use from November 1, 2022 through April 30, 2023. The Public Works Director may, in his sole discretion, release any specific truck or vehicle prior to April 30, 2023.

b. THE TOWN WILL PAY THE FOLLOWING RATES:

OPERATOR, TRUCK, PLOW, CONVENTIONAL MATERIAL SPREADER

4-Wheel Drive Pickup	\$105.00 per hour
6-Wheel under 24,000 GVW	\$105.00 per hour
6-Wheel over 24,000 GVW	\$160.00 per hour
10-Wheel Dump or Tri-Axle Dump	\$200.00 per hour
Rubber Tired Front-End Loader w/ 2-1/2 cubic yard bucket minimum	\$125.00 per hour
Additional fee for Conventional Material Spreader	\$40.00 per hour

c. THE TOWN IS ALSO SEEKING HOURLY RATE QUOTES FOR OPERATORS, VEHICLES AND SNOW BLOWING EQUIPMENT.

d. A minimum payment of \$2,000 per plow truck will be paid per season, provided the truck is available within one (1) hour of all notifications of assignments and complies with the terms and conditions listed herein.

2. HOURS USED

The number of hours of use of the trucks/vehicles during the contract period will vary with the number of storms in each winter season. Trucks/vehicles will be used whenever required: weekdays, nights, Saturdays, Sundays, holidays and will be called out when prevailing conditions warrant at the discretion of the Town.

SCOPE OF WORK AND SPECIFIC REQUIREMENTS (continued)

3. **GUARANTEED MINIMUM**

- a. Due to the uncertainty of conditions requiring the use of vendors' trucks and associated equipment, vendors will be guaranteed a minimum payment per truck (not to exceed two) for the season, provided that all conditions of the specifications are met throughout the contract period and services are satisfactory to the Town.
- b. Any vendor that is issued an assignment and fails to provide the required truck(s) shall not be eligible to receive the guaranteed minimum payment for such vehicle(s).
- c. The Town reserves the right to rescind its approval for the use any truck that is not fully equipped or is not operationally ready for use on or after November 1, 2022. Any such truck will not be eligible for the minimum season earnings guarantee.

4. **ADDITIONAL REQUIREMENTS FOR PAYMENT OF MINIMUM GUARANTEES**

- a. All required paperwork for each truck must be submitted to the Department of Public Works no later than October 31, 2022.
- b. Failure to meet insurance requirements will result in denial of minimum guarantee. Receipt of Insurance Certificate will be closely monitored. Vendors are cautioned to note insurance requirements listed in the Standard Instructions. It is suggested that vendors discuss these requirements with their insurance agent(s) prior to responding to this RFP.

5. **EQUIPMENT**

- a. Trucks must be equipped with hoist, snowplow and all equipment satisfactory to the Department of Public Works. All equipment must be mechanically sound and in compliance with all applicable Federal, State, and Municipal regulations in force throughout the contract period, and must not have been cited for safety violations within the thirty (30) days prior to the submittal date.
- b. Moldboards to be minimum length of eleven feet (11' 0"), minimum height of thirty inches (30").
- c. **Trucks must also be equipped with auxiliary lights, adjusted headlights, and flashing amber lights in conformity with Connecticut General Statutes.**
- d. Trucks without a material spreader shall report in with ballast.
- e. Trucks/vehicles must be equipped with adequate defrosting devices to ensure safe and continuous operation of the truck/vehicle throughout the rental period regardless of conditions that may exist.
- f. The spreader shall be a hopper type unit or a unit of new design acceptable by the Town: 3 cubic yards minimum capacity capable of spreading sand, salt, or both at various widths and

SCOPE OF WORK AND SPECIFIC REQUIREMENTS (continued)

at application rates required by the Town. Vendors shall specify the type of spreader they intend to use. **THE TOWN RESERVES THE RIGHT TO GIVE PREFERENCE TO HYDRAULICALLY OPERATED MATERIAL SPREADERS AND MECHANICALLY OPERATED MATERIAL SPREADERS WHEN SELECTING TRUCKS FOR USE.**

- g. The type of equipment listed by the vendors shall meet Town specifications and approval upon inspection.
- h. Each truck/vehicle will be required to have a 2-way radio and magnet ID, which will be provided by the Town.
- i. Each truck/vehicle will be required to have a portable GPS tracking unit installed and working during all periods for which the vendor invoices. Portable GPS tracking devices will be provided by the Town. Each truck/vehicle shall have a working cigarette style power outlet to provide power to the unit.

6. MOTOR VEHICLE REGISTRATION REQUIREMENTS

C.G.S. §14-12a, Registration of certain motor vehicles garaged or operated in Connecticut, defines the commercial registration requirements applicable under the terms of this contract. This provision may apply to certain vehicles and pieces of equipment provided pursuant to this RFP.

7. LIGHTING SPECIFICATIONS

Trucks/vehicles are required to be equipped with warning devices of the type described or an approved equal.

- a. Two light system: The lights are to be mounted on the right and left side of the truck/vehicle at a height to be sufficient to warn approaching traffic. Rotary or flashing type lights will be visible 360 degrees.
- b. Three light system (Dual dump system): One light mounted on top of cab of truck/vehicle at a height to be sufficient to warn approaching traffic. Two lights mounted on rear of dump body on the right and left side to warn approaching traffic from rear.

8. PAYMENT PERIOD

- a. The payment period shall commence from the time the truck/vehicle reports for its assignment (includes one hour hookup time) and shall terminate at the time that the Department's representative releases the truck/vehicle from its assignment.
- b. The basis of payment will be at the set hourly rate multiplied by the actual hours worked.
- c. There will be a guaranteed minimum payment of four (4) hours for each truck/vehicle receiving an assignment and reporting for work, provided such truck's/vehicle's performance is in compliance with the terms and conditions outlined in herein. If the truck/vehicle is not utilized for the full four (4) hours, the travel time will be included in the minimum four (4) hour guarantee.

SCOPE OF WORK AND SPECIFIC REQUIREMENTS (continued)

- d. The payment period will be computed to the nearest one-quarter hour after the minimum four (4) hour guarantee.
- e. In the event of any breakdown within the first four (4) hours, the minimum payment provision WILL NOT be made.

9. **OVERTIME**

No overtime rates will be awarded or paid.

10. **TRAVEL ALLOWANCE**

- a. The travel time/hookup allowance will be one (1) hour. The travel time/hookup allowance shall be the time from the Vendor's garage to the work assignment. Travel time will not be paid for return trip to the Vendor's garage after release by the Town.
- b. The travel time allowance will be paid at the set hourly rate designated. Failure to report within the agreed upon travel time allowance will void the minimum guarantee payment for four (4) hours.

11. **UNAVOIDABLE AND VERIFIED CIRCUMSTANCES**

In the event of unavoidable and verifiable extenuating circumstances, the Public Works Director may, on the recommendation of the Assistant Public Works Director, determine and grant a reasonable time extension to the one (1) hour grace period with no penalty incurred. Failure to report within the allowable time will void the provision guaranteeing minimum payment of four (4) hours.

12. **ITEMS WHICH AFFECT PAYMENTS**

- a. **PENALTIES:** Since trucks, vehicles and equipment are to be available for the entire winter season and are assigned to definite locations, there will be a penalty against the vendor for delays in reporting to the work assignment and/or for not reporting to work.
 - i. **RATE OF:** The rate of the penalty is equal to the per hour charge for the truck, spreader, and/or snow blower.
 - ii. **ACCRUAL OF:** The penalty will be up to the maximum number of hours such service is required during the storm. The penalty will accrue throughout the entire period of the storm until trucks would normally be released.
 - iii. **DEDUCTION OF:** Penalties will be deducted from outstanding payments due to the vendor or will be billed to the vendor if payments have been made in full.
 - iv. **COLLECTION OF:** The Town reserves the right to collect such monies due through either court judgment or through deductions from other payments due to the vendor from other services performed pursuant to this RFP or other contracts.

SCOPE OF WORK AND SPECIFIC REQUIREMENTS (continued)

- v. **RAMIFICATIONS:** Vendors who fail to pay penalties by April 30th or within thirty (30) days of request **MAY NOT** be considered for selection in the following year's contract.
 - b. **BREAKDOWNS:** There will be no payment for a truck or vehicle while laid up during periods of storm activities due to breakdown. In the event that a vendor's spreader breaks down and the truck is able to plow, the Town may elect to utilize the truck for plowing only.
13. **MEALS:** There will be no payment for the cost of meals. The vendor or its employees or agents shall take a meal break of one-half hour when directed by the Town representative. The arrangement as to when meals will be taken shall be controlled by and authorized by the Town representative.

14. **INSPECTION**

- a. The Town will notify vendors to schedule a time and place to inspect the vendor's trucks, vehicles and equipment. Vendors failing to respond to the Town's inspection requests will not be utilized. Inspections shall only be to insure the trucks, vehicles and equipment being provided will meet the needs of the Town of Enfield for snow and ice control purposes.
- b. Inspections shall take place between the hours of 8:00 a.m. and 3:30 p.m., Monday through Friday.
- c. Condition of vendor's trucks, vehicles and equipment and past performance and work record will be factors considered in selection and issuance of a route.
- d. The Town reserves the right to request that each vendor have the trucks, vehicles and equipment fully rigged as offered on the response pages. This request shall be made when establishing the date of inspection.
- e. Vendors must have their trucks, vehicles and equipment at the designated location at the appointed time whereby a documented inspection can be made by Department of Public Works personnel for use in determining selection for use.
- f. Trucks, vehicles and equipment unavailable for inspection will be deemed by the Town as unable to perform the specified work and will not be approved for use pursuant to this RFP.
- g. Each vehicle that is listed to be contracted by the Town of Enfield must demonstrate, at the inspection, that the equipment operates as expected. (The plow must be able to move up, down, left and right and the sanders and spreaders must operate properly) (Snow blower motors are operable, and augers rotate.)

15. **DRIVERS**

Vendors shall submit evidence for each driver employed to operate trucks or vehicles that will perform services specified herein, of enrollment in a valid Drug & Alcohol Testing Program per federal guidelines for commercial drivers and a copy of each driver's valid commercial driver's license. Submittal of this documentation is mandatory. Failure to do so will preclude utilization of the driver(s) and/or trucks(s) and/or vehicle. By acceptance of this contractual obligation, the vendor guarantees that all drivers in his/her/its employ will retain appropriate valid driver's licenses during the contract period. Violation of this

SCOPE OF WORK AND SPECIFIC REQUIREMENTS (continued)

provision will enable the Town of Enfield to take any action deemed appropriate against the operator and/or the vendor.

16. **SELECTION**

- a. The number of trucks and snow blowing vehicles selected by the Town shall be on an as-required basis. Vendors and the number of their trucks/vehicles will be considered for selection after the Town's representative determines that the inspected truck or vehicle has passed the Town's inspection. The vendor will be obligated to provide information to the Town's representative to complete the inspection and selection process for each truck or vehicle listed.
- b. The vendor shall be responsible for the availability of the truck for plowing and sanding operations and/or vehicles for snow blowing operations and for the return of all necessary paperwork (including insurance certificates). When the truck/vehicle is selected after inspection, the vendor must submit his insurance prior to the issuance of a purchase order.

17. **PERMANENT BREAKDOWN**

Vendors are responsible for notifying the Assistant Director of Public Works or a subordinate designated by him AND the Department of Public Works immediately following permanent breakdown of equipment.

18. **CALIBRATION**

All trucks that are required to have material spreaders will be required to have their truck's material spreader calibrated to standards specified by the Town. It will be the vendor's responsibility to have each spreader calibrated at no expense to the Town. The Town reserves the right to inspect the spreader at any time and adjust or calibrate the spreader to specify the rate at which materials are dispersed.

19. **STANDARDS**

Vendors supplying equipment are required to comply with the current Connecticut Occupational Safety and Health Standards, Volume I; General Industry Standards, Volume II; Construction Safety and Health Regulations and with current Department of Environmental Protection rules and regulations where applicable.

20. **PURCHASE ORDER PAYMENTS**

Vendors shall coordinate their hours and appropriate payment requests with the Office of the Assistant Director of Public Works or his/her representative who will authorize the payment and forward it for processing to the Finance Department.

21. **CANCELLATION CLAUSE**

The Town reserves the right to terminate any contract where, in its opinion, the vendor is not satisfactorily providing the service required or meeting reasonable production standards, or is failing to comply with any terms and conditions of this RFP and the contract.

SCOPE OF WORK AND SPECIFIC REQUIREMENTS (continued)

22. **TRUCK, VEHICLE AND EQUIPMENT INFORMATION**

All information requested on the proposal shall be provided, such as: **gross vehicle weight, make and model, number of axles, vehicle identification number, and material spreader description and snow blower description**. Failure to provide all information correctly may result in the Town not considering such proposal. All vendors should include all trucks available for the services listed herein. ***Please be accurate in listing vehicle identification numbers.***

23. **REPLACEMENT EQUIPMENT**

No replacement equipment will be allowed unless prior approval is authorized by the Assistant Director of Public Works or a subordinate designated by him/her. Provide all information for potential replacement truck, vehicle and equipment on Response Form such as: **gross vehicle weight, make and model, number of axles, vehicle identification number, and material spreader description and snow blower description**.

24. **QUESTIONS**

Questions regarding these specifications should be directed to the Assistant Director of Public Works, Ken Boulette, at (860) 763-7524.

**MANDATORY meeting with vendors:
6:00 P.M.
Tuesday, October 25, 2022
Stanley E. Jablonski Public Works Complex
40 Moody Rd.
Enfield, CT 06082**

TOWN OF ENFIELD
DEPARTMENT OF PUBLIC WORKS
RFP FOR WINTER SEASON 2022-2023 TRUCKS & EQUIPMENT FOR
SNOWPLOWING & SNOW BLOWING
RESPONSE FORM

The undersigned agrees to furnish and deliver said services according to the specifications, at the price advertised or as listed below for snow blowers.

TRUCK DESCRIPTION (INCLUDE REPLACEMENT VEHICLES)

YEAR	MAKE	MODEL	REG. #	VIN#	GVW	#AXLES FOR EACH TRUCK

For each vehicle listed, indicate whether it has a material spreader, its make, type and capacity.

SNOWBLOWER DESCRIPTION

- Snow Blower Range 1,000 to 1,200 tons per hour \$ _____
- Snow Blower Range 1,500 to 1,800 tons per hour \$ _____
- Snow Blower Range 2,000 to 2,800 tons per hour \$ _____
- Snow Blower Range 3,000 to 3,600 tons per hour \$ _____
- Snow Blower Range 4,000+ tons per hour \$ _____

**TOWN OF ENFIELD
DEPARTMENT OF PUBLIC WORKS
WINTER SEASON 2022-2023
TRUCKS & EQUIPMENT FOR SNOWPLOWING & SNOW BLOWING**

RESPONSE FORM (Cont.)

NAMES AND TELEPHONE NUMBERS OF CONTACT PEOPLE:

NAME OF INSURANCE COMPANY AND POLICY NUMBER:

NAME OF DRUG AND ALCOHOL TESTING PROGRAM:

CERTIFICATION OF DRIVER ENROLLMENTS:

I, _____, hereby certify the drivers indicated to man trucks for the Town of Enfield snowplowing or snow blowing are enrolled in a Drug and Alcohol Testing Program in compliance with appropriate Federal regulations.

COPY OF CDL FOR EACH DRIVER MUST BE ATTACHED

Name of Contractor _____

Authorized Signature _____

Position or Title _____

Address of Contractor _____

City or Town _____

**TOWN OF ENFIELD
DEPARTMENT OF PUBLIC WORKS
WINTER SEASON 2022-2023
TRUCKS & EQUIPMENT FOR SNOWPLOWING & SNOW BLOWING**

RESPONSE FORM (Cont.)

Under penalty of perjury and other remedies available to the Town of Enfield, the undersigned certifies this response is submitted without collusion and all responses are true and accurate. Selected vendors shall execute a contract that incorporates the provisions of the RFP and the vendor's response hereto.

Signature of Authorized Person	Date
Printed Name of Authorized Person	
Company Title of Authorized Person	
Name of Company	
Address of Company	
Address of Company	
City, State, and Zip Code	
Telephone Number	Facsimile Number
E-mail Address	

AGREEMENT BY AND BETWEEN
THE TOWN OF ENFIELD AND _____
WINTER SEASON 2022-2023
TRUCKS AND EQUIPMENT FOR SNOWPLOWING AND SNOW BLOWING

This Agreement is made this _____ day of _____, 2022 by and between the Town of Enfield, a municipal corporation organized and existing under the laws of the State of Connecticut, with a principal office at 820 Enfield Street, Enfield, Connecticut 06082 (hereinafter referred to as the “Town”) and _____, a Connecticut (corporation/limited liability company/partnership) located at _____, _____, Connecticut 06___ (hereinafter referred to as “Vendor”).

The Town and Vendor enter into this Agreement whereby the Vendor shall provide to the Town with trucks and equipment for snowplowing and/or vehicles for snow blowing for the 2022-2023 winter season.

The term of this Agreement shall commence on the date set forth above and shall continue for the period set forth in the Request for Qualifications and Request for Proposals referenced below.

The terms and conditions of this Agreement are set forth in the following documents that are attached and made a part hereto and are incorporated by reference:

1. Request for Proposals entitled “Winter Season 2022-2023 Trucks and Equipment for Snowplowing & Snow Blowing”;
2. Standard Instructions entitled “Winter Season 2022-2023 Trucks and Equipment for Snowplowing & Snow Blowing”;
3. Scope of Work and Specific Requirements entitled “Winter Season 2022-2023 Trucks and Equipment for Snowplowing & Snow Blowing”;
4. Response entitled “Winter Season 2022-2023 Trucks and Equipment for Snowplowing & Snow Blowing”;

Services provided shall be on an as-needed basis. The Town reserves the right to assign work to other Town-approved vendors.

This Agreement cannot be altered, modified, amended or revised except by an instrument in writing signed by the Town and Vendor.

The Town may terminate this Agreement for convenience.

This Agreement shall be governed by the law of the State of Connecticut.

Vendor Name

Town of Enfield

By:_____

By:_____

Ellen Zoppo-Sassu
Town Manager