

**HAMLIN TOWNSHIP
SNOW PLOWING BID SPECIFICATIONS**

AREAS TO BE PLOWED

- A. **Hamlin Township Hall**, 3775 N. Jebavy Drive, Ludington: Entire lot. Snow MUST be pushed back of hall and to the South. The hall is open Monday – Friday from 8:00 AM – 4:30 PM with weekend rentals. Plowing to be done before 8:00 AM Monday thru Friday after 3” of snow. Township will advise on weekend rentals and plowing would need to be done on Saturday’s and Sunday’s. Steps along with concrete handicap ramp need to be cleared of snow.
- B. **Hamlin Township Transfer Site**, W. Dewey Road. Transfer Site is OPEN 9:00 AM – 5:00 PM on Monday, Wednesday and Saturday. Plowing should be done before 9:00 AM on the days the Transfer Site is open after 3 inches of snow. (Ramp, drive, and parking/recycling areas to be plowed). Key will be provided as the gate is locked. Front door entrance of attendant building needs to be cleared of snow.
- C. **Hamlin Township Wilson Hill Park**, Barnhart Road. Both parking lots (upper and lower) after 3” of snow. Can be plowed anytime of the day.
- D. **Hamlin Township South Bayou Park**, N. Lakeshore Drive. After 3” of snow. Can be plowed anytime of the day.
- E. **Hamlin Township Duneview Drive Parking Lot**. Parking lot is located at the end of Duneview Drive. Lot size is approximately 100 X 94. After 3” of snow. Can be plowed anytime of the day.
- F. **Hamlin Township Fire Station, 3773 N. Jebavy Drive**. Front and back parking areas. Snow MUST be pushed to back of station. Station to be plowed after 3” of snow; 7-days a week.

Please list snowplowing equipment available below or on attached separate sheet. I (we) certify that the equipment listed or submitted is owned by the company or individual

bidding: _____

Do you have access to a front end loader? YES or NO

Do you carry Worker’s Compensation Insurance? YES or NO

If no, please complete the attached Affidavit stating that you have no employees.

Provide a copy of your Comprehensive General Insurance Policy. (Certificate of Liability Insurance).

In case of mechanical breakdown or illness, can you provide backup snow removal?
Please describe:

The bid will be awarded for all snowplowing services to one person or company.
Payments will be made on a per plowing/per site basis and should be bid accordingly.

Hamlin Township Snowplowing Bid:

Name _____

Address _____

City/State/Zip _____

Phone Number _____ Email _____

Snowplowing: Bid as follows:

	2023- 2024	2024 - 2025
SNOWPLOWING (Per Time/Per Site)		
Township Hall	_____	_____
Steps along with concrete handicap ramp need to be cleared of snow.		
Township Transfer Site	_____	_____
Front door entrance of attendant building needs to be cleared of snow.		
Wilson Hill Park	_____	_____
(both upper and lower parking lots)		
South Bayou Park	_____	_____
Duneview Drive Parking Area	_____	_____
Fire Station	_____	_____

	2023 - 2024	2024 - 2025
MOVE BANKS BACK (Per Time/Per Site)		
Township Hall	_____	_____
Township Transfer Site	_____	_____
Wilson Hill Park	_____	_____
(both upper and lower parking lots)		
South Bayou Park	_____	_____
Fire Station	_____	_____
Dunview Drive Parking Area	_____	_____

	<u>Salt Parking Lot Areas</u>	
	2023 - 2024	2024 - 2025
Township Hall	_____	_____
Bid per 50 lb. bag spread. (per bag)		
Township Transfer Site	_____	_____
Bid per 50 lb. bag spread. (per bag)		
Fire Station	_____	_____
Bid per 50 lb. bag spread. (per bag)		

Signature: _____

Hamlin Township reserves the right to accept or reject any or all bids. For further information, please contact Nancy Vandervest, Twp. Supervisor at 231-845-7801.

Bid is due on or before 4:30 PM on October 11, 2023. Bids should be in a SEALED envelope clearly marked “Snowplowing Bid” with Insurance Certificate. Bids will be opened at the Hamlin Township Board of Trustees Meeting on October 12, 2023 beginning at 6:00 PM.

Payment will be made on a monthly basis. Contractor to submit a monthly invoice to the Township to be paid the next month following the Township Board Meeting. The Township will submit payment after the monthly Township Board Meeting.

PLEASE NOTE: After all snow removal is completed in the spring, contractor shall place the concrete parking bumpers at the Fire Station and Township Hall in their correct locations, if moved during plowing. All large chunks of grass along with gravel and/or stone shall be repaired/graded at all locations. The Township shall hold the last payment until the above items are completed to the satisfaction of the Township Board.

Township Supervisor will advise and authorize contractor when banks should be moved back from the various locations. Salt parking lot(s) upon request by Township Supervisor.

HAMLIN TOWNSHIP
3775 N. Jebavy Drive
Ludington, MI 49431

I, _____, a Sole Proprietor without any employees will provide Snow Plowing Services to Hamlin Township. I do understand that I am not entitled to Worker's Compensation benefits under Michigan Law; therefore, I am personally responsible for any injuries/illnesses I may sustain while performing my services to said company.

Date: _____, 2019

Sole Proprietor: _____

**STATE OF MICHIGAN
COUNTY OF MASON**

On this _____ day of _____ 2023, before me personally appeared _____, who being duly sworn did state that he/she is not entitled to Worker's Compensation benefits as indicated under Michigan Law, and will not hold responsible the above named Company he/she may provide services to for any injury/illness he/she may sustain while performing such indicated services.

Notary Public: _____

_____ County

My Commission expires: _____