

Northern Cheyenne Development Corporation

42074 US HWY 212, Suite 3
PO Box 966
Lame Deer, MT 59043
406-477-8585

October 20, 2020



REQUEST FOR PROPOSALS
2020-2019 Winter Snow Removal Services
Northern Cheyenne Mini Mall and Cheyenne Depot I

Proposals

The Northern Cheyenne Development Corporation (NCDC), Lame Deer, MT, is requesting proposals from qualified contractors for snow removal services for the 2020-2021 snow seasons. The contract will be November 1, 2020 and end March 31, 2021.

NCDC reserves the right to waive any informality in the request for proposals, to reject any or all proposals; and to award the contract in a manner which it considers to be in the best interest of the NCDC. NCDC reserves the right to use whatever reasonable and sensible evaluation techniques it deems appropriate.

Scope of Services

The contractor shall provide snow removal services as outlined below:

- A. Northern Cheyenne Mini Mall, 42074 HWY 212, Lame Deer, MT 59043.
 - 1. Plow the main parking lot and rear alley when there is 2 inches or more of snow accumulation, seven days a week. The main parking lot is to be cleared by 7:00 am. The snow is to be pushed to the retention area beside the parking lot.
 - 2. Clear/shovel snow off sidewalks around the mall.

- B. Cheyenne Depot I, 221 South Cheyenne Avenue, Lame Deer, MT 59043.
 - 1. Plow the main parking lot when there is 2 inches or more of snow accumulation, seven days a week. The main parking lot is to be cleared by 7:00 am. The snow is to be pushed to the retention area beside the parking lot.
 - 2. Clear/shovel snow off sidewalks around store.

Frequency

The bid submitted on the proposal should be calculated and based on frequency as it reflects 2 inches or more of snow accumulation. The Contractor and NCDC may also jointly define and determine any additional service arrangements that may become necessary.

Liability Insurance

The Contractor at minimum shall carry liability vehicle insurance and provide evidence of said coverage to NCDC.

Payment

The Contractor shall submit invoices for work performed under the Contract once per month. Payments for said invoices shall be paid within five business days of submission.

Attachments

1. Provide the name and credentials of all personnel employed by the Contractor (including subcontractors if they are to be utilized for this contract).
2. Provide at least two (2) client references for similar work.
3. Provide proof of vehicle liability insurance.

Deadline for Submission

To be considered, sealed proposals must be submitted to, and be on file with NCDC on or before October 28, 2020 at 5:00 pm. The envelope should be marked with the name of the submitting contractor and "Sealed Bids for Snowplowing Services". We do not accept faxed or emailed proposals.

Proposals are to be addressed to:

If Delivered: NCDC Mini Mall, 42074 HWY 212, Suite 8, Lame Deer, MT 59043

If Mailed: NCDC, PO Box 966, Lame Deer, MT 59043

If Emailed: serena@ncdevcorp.com

Bids will be opened, reviewed, and awarded by October 30, 2020.