

**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**  
**Cheyenne Depot II**

**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. Cheyenne Depot II, HWY 212, Ashland, MT 59003.

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.