

## **SPECIFICATIONS - PW13-10**

### **GENERAL**

It is the intent of these Specifications to establish minimum standards of equipment and performance for contractors supplying trucks and snow plows with operators for the purpose of assisting the Gloucester Township Public Works Department in snow removal operations when conditions are such that Township equipment can not fully handle the snow emergency.

### **EQUIPMENT**

The equipment to be furnished shall be trucks, Class I or Class II, in good working order, with all normal equipment necessary for snow plowing with plow and push frame. The Contractor will be required to furnish all fuel, oil lubricants, replacement parts, and chains for his equipment. Any hired plowing equipment which, in the opinion of the Gloucester Township Public Works Department, is not in good working order or is being operated improperly, will be removed from service and not recalled until the defects are corrected.

### **OPERATORS**

Operators of snow plowing trucks furnished shall be duly licensed to operate the truck hired and shall be fully experienced in snow removal operations. Unless otherwise designated, the Director of Public Works is the duly authorized representative of the Township and hired truck operators are to report to and receive instructions from him. Operators should demonstrate knowledge of Gloucester Township roadways.

Relief Operators, if required, shall be provided by Contractor at no additional charge. At no time will Township employees be permitted to operate Contractor's equipment. The decision as to when relief operators are needed shall be made by the Director of Public Works, Gloucester Township, and his decision shall be final.

### **RATES AND HOURS**

Compensation for use of hired equipment for snow plowing shall be made at the rate per hour specified in the Contract. Rates shall be inclusive of all incidental expenses connected with the operation and maintenance of the snow removal equipment.

Contractor shall indicate any other equipment which may be used in the snow removal operation and is relevant to the Contract. In addition, supplemental trucks or equipment shall be described as above and applicable features noted. (i.e. 1 Ton Pick-Up Truck 4x4 with Plow, Dump Truck equipped for salting and/or sanding or Bulldozer)

### **TOWNSHIP MAP**

A master Township map will be maintained at the Department of Public Works, Erial, indicating the limits of section areas. This map will be available for examination by Contractors. This map will indicate exact limits for Section Areas.

### **VEHICLE AND EQUIPMENT DEFINITION AND REQUIREMENTS**

A. Trucks for the purpose of this Specification must be of the following classifications:

1. Class I - 8 tons and over - single axle
2. Class II - 15 tons and over - tandem axle
3. Graders

4. Front End Loaders [**Must have Snow Box**]
- 5.. Supplemental Equipment (as described by prospective Contractor)
6. Pick-Up Truck (only to be used as directed by Public Works)

**B. Operating Costs, Maintenance, Repairs and Incidental Expenses.**

All operating costs including labor, fuel, lubricants, maintenance repairs, insurance, and incidental expenses will be borne by the Contractor and shall be included in the rental rates.

C. Upon the award of Contract, the vehicles and equipment as named by the Contractor for the use in this proposal shall be designated available for the primary use of the Township of Gloucester during ice and snow storm conditions.

The Township of Gloucester will pay a retainer of Four Hundred Dollars (\$400.00) per piece of equipment. No **retainer will be paid for Pick-Up Trucks**. Two hundred dollars(\$200.00) will be paid upon a fully executed Contract and Two hundred dollars (\$200.00) on/or before May 15th of the following year.

**STANDARD RENTAL PERIOD FOR SNOW AND ICE REMOVAL**

For the purposes of this proposal, rental rates shall be based on hourly rental periods, except that time lost for repairs shall be deducted. Daily time sheets shall be maintained by the Contractor, and logs maintained indicating Start & Stop times. (NOTE: All time to be approved by the Director of Public Works)

Time will be allowed in hourly increments, figured to the next one-quarter hour period.

Lost time shall be figured to the next one-quarter hour period as agreed upon between the authorized Director of Public Works and the Contractor as the time incurred. All lost time shall be indicated on the daily time sheets.

Rental time shall start when called by Gloucester Township Public Works Department to start operations. Rental time will stop when the Department of Public Works indicates that the snow removal operation shall cease and/or is acceptable for snow storm/post-storm duration. The Director of Public Works reserves the right to "START" and "STOP" the Contractor's operation for any said time period (minimum two (2) hours). If it is determined that the start up time is abnormally long, then the Director or his designee may start time when plowing actually starts. The decision in this case by the Township of Gloucester's Director will be final.

Rental will not be paid for any period of "down time" when equipment is not in operable condition.

**STANDARD RENTAL RATES**

A. Plowing rates shall include all charges including sufficient labor (manpower) to operate this equipment.

B. Rental hourly rates submitted will be standardized for all days and nights including holidays and weekends.

**SNOW AND ICE STORM STANDARD REQUIRED PROCEDURES**

A. Township Headquarters during storm periods will be the Department of Public Works, Gloucester Township, 1729 Erial Road, Erial, New Jersey.

B. The Township Headquarters will contact the Contractors by telephone when it is necessary to commence plowing. Contractors shall maintain an emergency pager number in the event that he can not be reached by phone.

C. In the event heavier equipment, such as a Bulldozer or Front End Loader is necessary, contact the Township Headquarters.

D. The Department of Public Works will be required to notify the Contractor by telephone upon starting service. The Contractor will be required to notify Township Headquarters upon ending service.

### **INSURANCE**

The Contractor shall carry insurance in the limits of not less than ~~\$300,000.00~~ \$300,000.00 for Public Liability for personal injury including death and not less than \$150,000.00 for Property Damage. He also shall carry Workman's Compensation in accordance with the insurance requirements of the State of New Jersey. Certificates of such insurance coverages must be furnished with the Contract. All signed Contracts shall include by attachment, a list of insurance; naming the Township as added insured on Automobile and General Liability insurance policies.

### **TERM AND LENGTH OF CONTRACT**

The terms and time length of the Contract for furnishing Contract items specified shall be valid from the date of signing of the Contract and remain in effect through April of the following year.

### **TERMINATION OF CONTRACT**

The Contract may be terminated by the Township of Gloucester upon ten (10) days written notice to the Contractor if the Contractor fails to carry out the provisions of the Contract and Specifications. The notice shall specify the particular breach or breaches of the Contract.

### **FAILURE TO PERFORM**

In the event the Contractor fails to perform any of the provisions of the Contract, the Township of Gloucester may at its discretion give the Contractor three (3) hours written notice that it will perform the work which the Contractor fails to perform and charge the cost to the Contractor by determining the liquidated damages and deducting this amount from the Contractor's subsequent payments.

### **GENERAL INSTRUCTIONS TO CONTRACTORS**

The Contractor further agrees to indemnify and hold harmless the Township of Gloucester as a result of the Contractor's failure to comply with the provisions of the Occupational Safety and Health Act of 1990 and the standards and regulations thereunder.

The work contemplated by these Specifications may be undertaken on any road, street or parking lot under the jurisdiction of the Governing Body.

At the time of Bid Response the Contractor must list all intended Sub-Contractors and please note the following:

**CONTRACTORS HIRING SUB-CONTRACTORS**

If the Contractor hires Sub-Contractors to work with him they must also show proof they carry insurance in the limits of not less than ~~\$300,000.00~~ \$300,000.00 for Public Liability for personal injury including death and not less than \$150,000.00 for Property Damage. He also shall carry Workman's Compensation in accordance with the insurance requirements of the State of New Jersey. Certificates of such insurance coverages must be furnished with the Contract. All signed Contracts shall include by attachment, a list of insurance; naming the Township as added insured on Automobile and General Liability insurance policies.