



City of Mt. Pleasant, Michigan

SPECIFICATIONS

2008 – 2009 Airport Snow Removal

I. General Specifications

The general purpose of this contract is to provide 24-hour availability of manpower and equipment for the timely removal of snow during the 2008 – 2009 winter season at the Mt. Pleasant Municipal Airport, located at 5453 Airport Road, Mt. Pleasant, Michigan. The following “Snow Removal Policy” shall govern the typical procedures for snow removal, based on storm intensity.

II. Snow Removal Policy

GENERAL PROCEDURE

All snow and ice control services at the Mt. Pleasant Municipal Airport shall begin only upon the direction and approval of the Airport Manager, or Assistant Airport Manager, who, in turn, shall notify the Division of Public Works during normal office hours of such action. Airport management shall be responsible for monitoring all time and equipment used and shall verify, by signature, each statement for services rendered before submitting such statement to the Division of Public Works for payment.

SCOPE OF WORK

The order of priority for snow and ice control is: (1) main runway, (2) taxiways, (3) ramps, and (4) parking areas. Sidewalks are not to be plowed by the contractor. Snow along lighted runway and taxiways shall be pushed back behind the lights so as not to obstruct the view of approaching traffic. Snow in all areas shall be deposited so as not to block any paved travel way, tie-down area, hangars, or parking area.

TYPICAL PROCEDURES

1” – 2” Snowfall: Plow all areas in normal order of priority.

2” – 4” Snowfall: If snow removal begins at the end of a storm, plow in normal order of priority.

If snow removal begins during the storm, the main runway shall be initially opened for any air traffic and then other areas shall be cleared before returning to the main runway for final snow removal once the snow subsides.

4” – 6” Snowfall: Continuous snow removal will be necessary on main runway and taxiways. All other areas shall be plowed as storm intensity and time permit.

6” or More Snowfall (Blizzard Conditions): Continuous snow removal on main runway and one (1) taxiway. Keep a driveway clear for emergency vehicles from the runway to the terminal entrance at Airport Road. Clear all other areas when storm intensity subsides and as time permits. Completion of ramp areas and parking areas shall be within 48 hours of the time the storm subsides.

NOTE: Conditions may vary at any time causing a change in procedure. The Airport Manager, or Assistant Manager, may request the contractor to change his/her procedure as conditions warrant. In cases of emergency, the Division of Public Works will assist if equipment is available.

III. Restoration of Damaged Property

Any and all damage occurring to structures, fixtures, and grounds will be repaired in a timely manner at the contractor’s expense. Repairs to lawn areas due to gouging shall be repaired no later than May 1, 2009. All repairs will be done in a manner to restore damaged items to their original condition.

IV. Equipment and Operators

Based on the intensity of the snowfall, various pieces of equipment will be required for varying storm intensities. Bids for services will include hourly cost for (a) truck and operator, (b) loader and operator, and (c) grader and operator. A description of the equipment to be used shall accompany the hourly rate in the bid proposal and should include the size of the equipment and the size of the plow. If the successful contractor is subcontracting or renting any equipment for the snow removal operations, the subcontractor and the source of rental shall be included in the bid proposal. The equipment best suited for the completion of snow removal in the shortest period of time shall be utilized at all times.

V. Insurance

Upon award of the bid, the successful contractor shall provide the City of Mt. Pleasant with a Certificate of Insurance in accordance with the insurance requirements set forth in ADMINISTRATIVE MEMO NO 8-78: MINIMUM INSURANCE REQUIREMENTS FOR CONTRACTORS. A copy of this memo is included in this bid packet.

VI. Payment

Payment for services rendered will be made within thirty (30) days following receipt of an invoice, which must be verified by the Airport Manager and submitted to the Division of Public Works. Ten percent (10%) of invoiced amounts shall be retained by the City to be paid at the conclusion of a spring inspection of damages to airport property caused by snow removal operations.

Dated: October 10, 2008

[2008 AIRPORT SNOW SPECS]

