

Winter Snow Plowing

The Town of Ridgefield will pay \$90 per hour straight time for snow plowing. Your status will be an independent contractor. You will be responsible for your own equipment, supplies and taxes.

DEADLINE TO SUBMIT APPLICATIONS: Friday, November 15th, at 3:00 p.m. (no exceptions)

Readiness Fee – you will receive \$400 per truck for each month between December and March in which you have responded to every call for plowing. If there are snow events in April, and you respond to every call, you will receive a \$400 per truck readiness fee for April.

Contractors approved for two vehicles must complete two vehicle registration forms; one per vehicle. These are included in the package.

Work to be done will include but not be limited to snow plowing and snow removal. All snow plowing contractors will be required to sign in at the office located at 60 South Street in Garage I **before** beginning their assignment and sign out when they are finished.

Each contractor shall strictly adhere to all applicable provisions of the Williams-Steiger Act (OSHA) as amended in regards to their equipment and employees.

Each contractor must adhere to all applicable safety and health regulations in the operation of equipment.

IMPORTANT: INSURANCE IS REQUIRED BEFORE CONSIDERATION TO PLOW

Each Contractor shall carry and maintain the following insurance coverage during the period of the contract. The Certificate of Insurance for the Limits of Liability stated below is to be submitted with your contract to the Department of Public Services (Highway). **Contractors may not perform any work until all insurance requirements are met.**

Each contractor **MUST** submit proof of insurance of General Liability, Auto Liability and Workman's Compensation (two additional forms are included in this package for self-employed persons regarding Workman's Compensation). Please have your insurance carrier submit a certificate of insurance for the limits shown on the insurance form.

1. **Comprehensive General Liability Insurance** as will protect him, the Town, and any subcontractor performing work covered by this Contract, from claims for damages for personal injury, including accidental or wrongful death, as well as claims for property damages, which may arise from operations under this Contract whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them. Liability insurance shall include premises and operations, products, contractual, owners, and contractors protective. The minimum amounts of such insurance shall be as follows:
 - Bodily Injury Liability and Property Damage Liability: **\$1,000,000 each occurrence.**
 - **The Town shall be named as an Additional Insured.** This **MUST** be stated explicitly on the Certificate or it will be rejected

2. **Worker's Compensation Insurance and Employer's Liability** for all of his employees, employed at the site and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workmen's Compensation Insurance for all employees of the later unless such employees are covered by the protection afforded by the Contractor.
 - Worker's Compensation and Employer Liability: Statutory Limits
 - Please note ; Separate agreement for Sole Proprietors

3. **Comprehensive Auto Liability Insurance:**
 - **Bodily Injury Insurance and Property Damage Insurance** covering the operation of all Motor Vehicles owned, hired and/or non-owned by the Contractor, or used by the Contractor in the Prosecution of the work under the Contract, shall be in the minimum of **\$1,000,000 each occurrence.**
 - **Note:** an auto insurance card is not sufficient proof of the proper auto liability and will not be accepted as such.

All policies relating to this Contract shall be so written so that the Town shall be notified of cancellation or change at least thirty (30) days prior to the effective date for each policy and type of coverage except for nonpayment which shall be ten (10) days prior to the cancellation.

The limits are not negotiable and must be met in full. Renewal certificate covering the renewal of all policies expiring during the life of the Contract shall be filed with the Town not less than ten (10) days before the expiration of such policies. Failure to do so will result in work stoppage and possible contract cancellation.

NOTE: The Town of Ridgefield must be named as additional insured on the policy and indicated as such on the Certificate of Insurance.

The Town will not consider you for snow plowing if you have not submitted the complete insurance package. Additionally, no one from this office will call to remind you to complete this package.

NO INSURANCE, NO WORK!

You must submit a notarized Hold Harmless agreement before being considered to plow.

MINMUM REQUIRED EQUIPMENT

You are required to have the following items to be considered for snow plowing with the Town of Ridgefield:

- Truck
- Plow
- Orange warning beacon
- Snow plow foil
- Working cell phone

Please return the completed (and where indicated notarized) package to the Highway Department at 60 South Street. By submitting your name, you are agreeing to be used for the aforementioned work on an as needed basis (snow plowing/snow removal) when called by the Highway Department. Your area of work will be communicated to you by the Director of Public Services and/or his agents. We will expect you to perform in a reasonable, competent, and professional manner when performing the work. Non-performance and/or poor performance will constitute removal from the approved snow contractor list for future work.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT OUR OFFICE IMMEDIATELY.