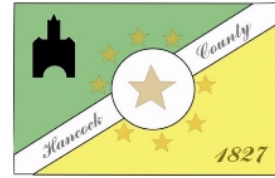


Specifications for Snow Removal By Contractors

1. Quotes shall be submitted to the Hancock County Auditor's Office prior to 8:00 A.M. on November 5, 2021, using this form.
2. The quote shall be for the 2021-2022 Winter season. Price per Mobilization, per Contract Area shall be firm for the season.
3. For the County Owned Parking Lots Snow Removal. The parking lot removal will include the salt and distribution of salt as required to remove ice on the parking lot surfaces. Contractor shall provide their own salt.
4. Indicate the number and size of trucks available. The Contract List will specify the number of trucks required per contract. Snow removal shall be in parking lots and short sections of roads. The trucks needed in parking lots shall be one ton or less. Large trucks (> 1 ton) shall not be used in parking lots, unless an emergency exists.
5. Minimum insurance requirements shall be:
 - If a loader or backhoe is used, the general liability coverage needs to specifically state that coverage is for snow removal.
 - If a personal vehicle is used, the auto liability coverage needs to specifically state that coverage is included for snow removal.
6. Any and all injury and/or damage caused by said Contractor shall be the responsibility of the Contractor. (Mailboxes, driveways, lawns, etc.)
7. Indemnification: The Contractor shall indemnify, defend and hold harmless the Owner and his agents and employees from and against all claims, damages, losses and expenses including costs and attorney fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss, or expense (a) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work on the project) including the loss of use resulting therefrom, and (b) is caused in whole or in part by any negligent act or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. In any and all claims against the Owner or any of his agents or employees, by any employees employed by any employee of the Contractor, any Subcontractor, anyone directed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable to or for the Contractor or any Subcontractor under workmen's compensation acts, disability benefit acts or other employee benefits acts.
8. Suits and Damages: The Contractor covenants and agrees to pay all damages for injury to real or personal property, or for any injury or death sustained by any person growing out of any act or deed of the Contractor, any Subcontractor or of their agents or employees. The Contractor hereby agrees to indemnify, defend and save harmless the Owner, against all suits and actions of every name and description brought against the Owner for injuries received or death sustained, by any person or persons, caused by said Contractor, any Subcontractor, or their servants, agents, or employees in the execution of said work; or by or in consequence of any negligence in guarding the same; or by or on account of any omission or act of the Contractor, Subcontractor or their agents or employees; and the said Contractor further agrees that so much of the money due him under and by virtue of this contract as shall be considered necessary by the Owner, may be retained by the Owner to protect itself against loss until such suit or claims for damages shall



Hancock County Highway
 921 Osage Ave
 Greenfield, IN 46140
 317-477-7241



have been settled, and evidence to that effect shall have been furnished to the satisfaction of the said owner.

9. While working for the County, no private work shall be done. Any private work will need to be done prior to commencing work for the County or after work is completed for the County. This is to remove any questions of impropriety.
10. The snow removal will commence when the Hancock County Maintenance officer notifies. Plowing shall be completed within 8 hours. The Contractor shall be paid per mobilization. Entrances shall be cleared of snow. If 8 inches or more of accumulated snow, a second call will come for the county Maintenance Dept, and the Contractor shall be paid an additional call out. One before and after electronic photo of each lot shall be taken by the driver. In the event of a dispute as to if the neighborhood was plowed and when, the photos shall be provided to the maintenance officer.
11. Method of payment shall be: monthly invoice in by the 2nd or 16th of the month, check will be cut within 4 weeks.
12. The Contractor's personnel shall treat the public with respect and courtesy at all times.
13. The quotes shall be awarded based upon lowest price per mobilization, per contract area and meeting the number of available trucks in each area of the county and lowest price mobilization for the parking lots. Quotes will be awarded until the number of trucks needed in each area is met.
14. Bid Form 96 is required. Part II Sections I, II, & III are not required. Be sure to fill out Part I and sign and notarize in Part II Section V. Bid Form 96 is attached to these specifications.

Subdivision and County Road Snow Removal Bid

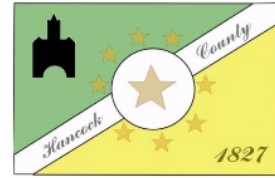
Contractor: _____

Signature: _____

Title: _____



Hancock County Highway
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Area	Trucks Available	Cost Per Call out
County Parking lots, etc.	(2 minimum)	

County Owned Parking Lot Snow Removal Bid

Contractor: _____

Signature: _____
 Title: _____

No. of Trucks Available: _____ No. of Trucks w/ Spreaders Available: _____
 Cost Per Call Out _____

Contractor shall apply salt on parking lots as needed. Contractor is providing salt.

- Parking lots for the snow removal are:
- Parking lot west of jail.
 - Parking area at jail.
 - Road at new jail north of US40.
 - Parking lot at Prosecutor's office.
 - Parking lot east of Annex.
 - Parking lot south of Annex.
 - Parking area at Ag. Extension office. (Apple and Park Ave.)
 - Parking lot at the E911 Center.

- Parking lot not included in the snow removal areas:
- Parking lot at Community Corrections.



CONTRACTOR'S BID FOR PUBLIC WORK - FORM 96

State Form 52414 (R2 / 2-13) / Form 96 (Revised 2013)

Prescribed by State Board of Accounts

27

PART I

(To be completed for all bids. Please type or print)

Date (month, day, year): _____

1. Governmental Unit (Owner): _____

2. County : _____

3. Bidder (Firm): _____

Address: _____

City/State/ZIPcode: _____

4. Telephone Number: _____

5. Agent of Bidder (if applicable): _____

Pursuant to notices given, the undersigned offers to furnish labor and/or material necessary to complete the public works project of _____

(Governmental Unit) in accordance with plans and specifications prepared by _____

_____ and dated _____ for the sum of

_____ \$ _____

The undersigned further agrees to furnish a bond or certified check with this bid for an amount specified in the notice of the letting. If alternative bids apply, the undersigned submits a proposal for each in accordance with the notice. Any addendums attached will be specifically referenced at the applicable page.

If additional units of material included in the contract are needed, the cost of units must be the same as that shown in the original contract if accepted by the governmental unit. If the bid is to be awarded on a unit basis, the itemization of the units shall be shown on a separate attachment.

The contractor and his subcontractors, if any, shall not discriminate against or intimidate any employee, or applicant for employment, to be employed in the performance of this contract, with respect to any matter directly or indirectly related to employment because of race, religion, color, sex, national origin or ancestry. Breach of this covenant may be regarded as a material breach of the contract.

CERTIFICATION OF USE OF UNITED STATES STEEL PRODUCTS *(If applicable)*

I, the undersigned bidder or agent as a contractor on a public works project, understand my statutory obligation to use steel products made in the United States (I.C. 5-16-8-2). I hereby certify that I and all subcontractors employed by me for this project will use U.S. steel products on this project if awarded. I understand that violations hereunder may result in forfeiture of contractual payments.

ACCEPTANCE

The above bid is accepted this _____ day of _____, _____, subject to the following conditions: _____

Contracting Authority Members:

_____	_____
_____	_____
_____	_____

PART II

(For projects of \$150,000 or more – IC 36-1-12-4)

Governmental Unit: _____

Bidder (Firm) _____

Date (month, day, year): _____

These statements to be submitted under oath by each bidder with and as a part of his bid. Attach additional pages for each section as needed.

SECTION I EXPERIENCE QUESTIONNAIRE

1. What public works projects has your organization completed for the period of one (1) year prior to the date of the current bid?

Contract Amount	Class of Work	Completion Date	Name and Address of Owner
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. What public works projects are now in process of construction by your organization?

Contract Amount	Class of Work	Expected Completion Date	Name and Address of Owner
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ACCEPTANCE

The above bid is accepted this _____ day of _____, _____, subject to the following conditions: _____

Contracting Authority Members:

_____	_____
_____	_____
_____	_____

PART II (For projects of \$150,000 or more – IC 36-1-12-4)

Governmental Unit: _____

Bidder (Firm) _____

Date (month, day, year): _____

These statements to be submitted under oath by each bidder with and as a part of his bid. Attach additional pages for each section as needed.

SECTION I EXPERIENCE QUESTIONNAIRE

1. What public works projects has your organization completed for the period of one (1) year prior to the date of the current bid?

Contract Amount	Class of Work	Completion Date	Name and Address of Owner

2. What public works projects are now in process of construction by your organization?

Contract Amount	Class of Work	Expected Completion Date	Name and Address of Owner

3. Have you ever failed to complete any work awarded to you? _____ If so, where and why?

4. List references from private firms for which you have performed work.

SECTION II PLAN AND EQUIPMENT QUESTIONNAIRE

1. Explain your plan or layout for performing proposed work. *(Examples could include a narrative of when you could begin work, complete the project, number of workers, etc. and any other information which you believe would enable the governmental unit to consider your bid.)*

2. Please list the names and addresses of all subcontractors *(i.e. persons or firms outside your own firm who have performed part of the work)* that you have used on public works projects during the past five (5) years along with a brief description of the work done by each subcontractor.



3. If you intend to sublet any portion of the work, state the name and address of each subcontractor, equipment to be used by the subcontractor, and whether you will require a bond. However, if you are unable to currently provide a listing, please understand a listing must be provided prior to contract approval. Until the completion of the proposed project, you are under a continuing obligation to immediately notify the governmental unit in the event that you subsequently determine that you will use a subcontractor on the proposed project.

Five horizontal blue lines for providing subcontractor information.

4. What equipment do you have available to use for the proposed project? Any equipment to be used by subcontractors may also be required to be listed by the governmental unit.

Five horizontal blue lines for listing available equipment.

5. Have you entered into contracts or received offers for all materials which substantiate the prices used in preparing your proposal? If not, please explain the rationale used which would corroborate the prices listed.

Five horizontal blue lines for explaining material prices.

SECTION III CONTRACTOR'S FINANCIAL STATEMENT

Attachment of bidder's financial statement is mandatory. Any bid submitted without said financial statement as required by statute shall thereby be rendered invalid. The financial statement provided hereunder to the governing body awarding the contract must be specific enough in detail so that said governing body can make a proper determination of the bidder's capability for completing the project if awarded.

SECTION IV CONTRACTOR'S NON – COLLUSION AFFIDAVIT

The undersigned bidder or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

SECTION V OATH AND AFFIRMATION

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated at _____ this _____ day of _____, _____

(Name of Organization)

By _____

(Title of Person Signing)

ACKNOWLEDGEMENT

STATE OF _____)
COUNTY OF _____) ss

Before me, a Notary Public, personally appeared the above-named _____ and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public

My Commission Expires: _____

County of Residence: _____