



## **SPECIFICATIONS FOR SNOW PLOWING, SNOW REMOVAL & SANDING SERVICES**

1. The District is requesting separate quotes for the 3 areas of service listed below. Service will be provided during the 2025-2026, 2026-2027 and 2027-2028 winter seasons.
  - Snow Plowing
  - Snow Removal
  - Sanding of Parking Lots and Driveways

Contractors are invited to submit a quote for any individual area of service or for all areas of service. The District reserves the right to enter into contracts that best meet the needs of the District.

2. The Contractor shall provide the District with a phone number that will be monitored twenty-four (24) hours per day, seven (7) days per week. Response time to phone calls for verification of service shall be within one (1) hour of the original call from the District.
3. The Contractor shall agree to provide the District with adequate and suitable equipment or services in the areas designated by the District and at the request of the District. The District's request shall be timely. The Contractor shall supply, with each piece of equipment used in providing these services; operators, assistants and other necessary personnel for the adequate and proper operation of such equipment. The quoted price per hour per unit of equipment shall be for actual time on the job only – transportation costs shall not be included, and will not be paid by the District.
4. The Contractor shall assume the responsibility for any damage to the District's property (e.g. curbs, gutters, sidewalks, light posts, trees, etc.) incurred during the performing of services. At the time that a contract is awarded, the Contractor will be responsible to survey the property of the District and to notify the District of any property damage that has occurred prior to the commencement of services under the Contract. Repairs of damaged property must be completed by June 30<sup>th</sup> of each year following services.
5. The District reserves the right to cancel any Contract with a seven (7) day written notice, if in the opinion of the District, the Contractor is spending an unnecessary amount of time on the job; the Contractor's operation is not as efficient as it could be; or if services provided by the Contractor are deemed to be unacceptable.
6. The District contact person for coordination of all services provided under these Contracts is Glen Salber, Head of Buildings and Grounds, or his designee.
7. Snow Plowing Contract – All work to be performed under this Contract shall be at the direction of the District. The District shall identify equipment to be used at each site. The Contractor, in submitting a quote for Snow Plowing services, agrees that, unless otherwise directed by the District, snow plowing shall be completed as follows:
  - Following a nighttime snowfall of 2" or more, and on days when school is in session, all areas shall be cleared by 6:00 a.m.;
  - Following a daytime snowfall of 2" or more, and on days in which school is in session, all areas shall be cleared as soon after 4:00 p.m. as possible; (Continued)

- Following a weekend snowfall of 2" or more, all areas designated by the District shall be cleared before 6:00 a.m. on Monday;
- For snowfalls that are less than 2" services shall only be provided at the direction of Glen Salber, Head of Buildings and Grounds, or his designee; and
- On days when evening events are scheduled, snow plowing must be completed before 7:00 p.m. in areas designated by the District.

Areas to be included in the Snow Plowing Contract include, but not limited to:

- High School Student Parking Lot and Staff Parking Lot, including entrances and exits;
- Entrance drive on the south side of the High School;
- Middle School - Lindbergh parking lot;
- Entrance drives on the front and rear of the Middle School;
- Lincoln Elementary/Early Childhood Center/Little Flyers front and north entrance drives, gravel parking lot, and playground areas as designated by the District;
- District Office/Community Services Buildings on Riverwood Drive; and
- Other such areas as the District shall designate from time to time

8. Snow Removal Contract – All work to be performed under this Contract shall be at the direction of the District. The Contractor, in submitting a quote for snow removal services, agrees that, unless otherwise directed by the District, snow removal shall be completed as follows:

- Work shall begin immediately after snow plowing of an area has been completed, and snow must be removed within twenty-four (24) hours after completion of the snow plowing services; and
- High School Staff Parking Lot – removal of snow for operation of the Exchange Arena as directed by the District.

Areas to be included in the Snow Removal Contract include, but not limited to:

- High School Staff parking lot;
- Middle School – Lindbergh parking lot;
- Entrance drives on the front and rear of the Middle School;
- Lincoln Elementary School playground area; and
- Other such areas as the District shall designate from time to time.

9. Sanding Contract – All work to be performed under this Contract shall be at the direction of the District. The Contractor, in submitting a quote for sanding services, agrees that sanding will be done in such a manner as to provide for safe use of the driveways and parking lots owned by the District. All products applied as part of the Sanding Services Contract shall be environmentally friendly and shall not be applied excessively. The Contractor, when submitting a quote, shall indicate the products to be used under the Contract.

Greg Johnson  
Superintendent  
14750 Riverwood Drive  
Little Falls, MN 56345

Dated: October 10, 2025

**INDEPENDENT SCHOOL DISTRICT 482  
LITTLE FALLS, MINNESOTA**

**QUOTE FOR SNOW PLOWING & SNOW REMOVAL SERVICES  
2025-2028 WINTER SEASON**

To: Business Manager  
Independent School District 482  
14750 Riverwood Drive  
Little Falls, MN 56345

From: Contractor Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

I hereby submit the following proposal for snow plowing and snow removal services in accordance with the specifications and general information requested.

Description of Equipment to be Used:	Rate per Hour of Service
_____	\$____.____ per hour
_____	\$____.____ per hour
_____	\$____.____ per hour
_____	\$____.____ per hour
_____	\$____.____ per hour
_____	\$____.____ per hour
_____	\$____.____ per hour
_____	\$____.____ per hour
_____	\$____.____ per hour
_____	\$____.____ per hour

Proposal submitted by: Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date Submitted: \_\_\_\_\_