



INVITATION FOR BID

CACHE COUNTY SCHOOL DISTRICT SNOW REMOVAL SERVICES 2026-2027

IFB #CCSD-SNOW102226

Cache County School District (CCSD) is requesting competitive sealed bids from qualified, licensed contractors to provide comprehensive snow plowing, hauling, and de-icing services across various district facilities and school locations for the upcoming winter season(s).

Multiple Award Notice:

Due to the large geographical area and the number of facilities within Cache County School District, CCSD intends to issue multiple awards to the most responsive and responsible bidder(s) who meet the minimum qualifications. Awards will be evaluated and allocated by geographic zones or facility groups to ensure timely completion.

1. SCOPE OF WORK

The awarded Contractor(s) shall provide all labor, supervision, materials, equipment, fuel, and transportation necessary to maintain safe vehicle and pedestrian access.

Trigger Depth:

An automated response is required when snow accumulation reaches 2.0 inches or when the school custodian calls out.

Completion Deadline:

All parking lots, bus zones, fire lanes, and main building entrance walkways must be fully cleared and treated prior to 6:30 AM on operating school days.

Weekends are dependent on the events in the building.

- High schools will always be necessary
 - Sky View needs to be cleared off for the recreation center before 5 AM

Property Areas:

Parking lots, bus Lanes, driver's ed range, and playgrounds

Clear snow pushing to designated storage areas without blocking drainage, sightlines, or parking stalls.

Walkways & Entrances:

Clear all main entrances, emergency exits, and perimeters, as outlined in the provided maps.

Should a school need help with sidewalk clearing, CCSD will discuss details with the awarded vendor at that location.

Ice Control / Salt Application:

Apply non-corrosive, concrete-safe ice melt on pedestrian walkways and salt/sand mixtures on vehicle driving lanes as conditions require.

2. **MINIMUM BIDDER QUALIFICATIONS**

To be considered responsive and eligible for an award, contractors shall provide proof of the following minimum credentials:

- Experience: Minimum of two (2) consecutive years of commercial snow removal experience for large-scale institutional or public properties.
- Equipment Fleet: A dedicated fleet inventory (trucks with plows, skid steers, wheel loaders, salt spreaders, snowblowers) capable of fulfilling the designated zones.
- Response Capacity: Ability to dispatch crews within two (2) hours of a major weather event or call-out from school custodian.
- License to do business in the State of Utah
- Certificate of Liability Insurance
- Automobile insurance coverage

3. **SUBMISSION REQUIREMENTS**

Responses must be legible and on the attached Cache County School District Attachment forms A-D.

Responsiveness to the bid will be established if the bid meets the following requirements:

- Each bid is completed using Attachments A-D provided in this document. Failure to completely fill out this form may result in disqualification
- Hourly rates by equipment type & flat-rate per push per site
- Cost per pound of salt application
- Prices shall NOT include any tax. All prices should be rounded to the nearest dollar
- Dedicated Equipment Inventory List
- Three (3) Commercial/Institutional References
- Certificate of Insurance (COI) or Letter of Insurability
- Declaration Page of Auto Insurance

Before submitting a bid, the vendor shall carefully examine all contract documents, paying special attention to the locations and traveling distances to each School in the District.

- Bidder is responsible for verifying the square footage of each site as outlined on the attached maps
- You are invited to bid on all or part of the schools listed. If no bid is warranted, please indicate NO BID on the bidding sheet. The contract pricing from this IFB must be the same throughout the contract period
- Bidders must respond in each and every area as specified in the bid documents, and the bid must be returned in its entirety

All information requested must be completed and submitted by:
Thursday, October 22, 2026, at 1:00 PM MDT.

If the required information is not submitted by the deadline, the bid will be deemed late and will not be accepted

All bids must be in hardcopy format and signed on the form (Attachment D) provided in this document.

The sealed envelope shall be marked as follows:

Cache County School District Snow Removal Services

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and delivered to:

Cache County School District

Purchasing Department-Karma Leatham

84 E 2400 North

North Logan, Utah 84341

4. EVALUATION & AWARD METHODOLOGY

CCSD custodial and purchasing personnel will review all submitted bids.

To be considered for an award, bidders must fully comply with bid and submission requirements. Awards will be determined based on:

1. Compliance with bid and submission requirements
2. Capability: Acceptable past performance, reputation, financial capability, and adequate equipment.
3. Cost Advantage: The most advantageous pricing or cost-benefit to CCSD, based on the criteria stipulated in the bid documents.

Primary and Secondary Contractors: CCSD reserves the right to select both primary and secondary (backup) contractors for each zone. If a primary contractor is unable to fulfill service obligations or provide necessary equipment, backup contractors may be dispatched.

The CCSD Purchasing Department will notify all bidders of the results. CCSD may award contracts to the lowest responsive and responsible bidder(s) per facility group or zone.

5. CONTRACT

CCSD Purchasing Department will issue a contract(s) to the successful vendor(s) to be signed by both parties

The winning bidder will begin services starting November 1, 2026, and continue service until April 30, 2027. This contract and pricing will be for 6 months. Bid(s) may be canceled by either party upon 30 days' written notice.

6. PAYMENTS

- Upon acceptance of contract(s), CCSD will issue a "Standing Purchase Order" to each vendor(s) for the contract period.
- Invoicing from the vendor shall include: name, address, contact name, and phone # of the company, invoice #, PO #, date(s) of service, location of service, and number of pushes.
- CCSD payment terms are Net 30 days.

Custodial Manager, Casey Hillyard, will contact winning bidders to provide the correct contact names for each location. He can be reached at the Cache County School District Office-Legacy Campus, 2063 North 1200 East, North Logan, Utah 84341. 435-994-6015 or casey.hillyard@ccsdut.org.

The Board of Education reserves the right to reject any or all bids and to waive any informality or technicality in any proposal in the best interest of the School District.

Should a bidder find any ambiguity, inconsistency, or error in the contract documents, or be in doubt as to their meaning, the bidder shall at once notify the owner. Clarifications will be issued to all bidders of record. The owner will not be responsible for any oral instructions or clarifications. Should a conflict occur with the specifications and no

interpretation is requested, prior to the proposal due date, the bidder will be deemed to have estimated and included in its proposal the more expensive method of doing the work.

All inquiries related to this bid must be directed to Karma Leatham, Purchasing Manager, 435-792-7622, karma.leatham@ccsdut.org.

No other CCSD employee or CCSD board member should be contacted concerning this bid during the selection process. Failure to comply may result in disqualification.

SOUTH LOCATIONS	ADDRESS	PUSH COST PER HOUR	COST SALT/LB
CANYON ELEMENTARY	270 S 1300 E, Hyrum		
HERITAGE ELEMENTARY	925 W 3200 S, Nibley		
LINCOLN ELEMENTARY	90 S Center, Hyrum		
MILLVILLE ELEMENTARY	67 S Main, Millville		
MOUNTAINSIDE ELEMENTARY	235 E 125 N, Mendon		
NIBLEY ELEMENTARY	2545 S 660 W, Nibley		
PROVIDENCE ELEMENTARY	91 E Center, Providence		
RIVER HEIGHTS ELEMENTARY	780 E 600 S, River Heights		
SPRING CREEK ELEMENTARY	350 W 100 N, Providence		
WELLSVILLE ELEMENTARY	525 N 200 W, Wellsville		

NORTH LOCATIONS	ADDRESS	PUSH COST PER HOUR	COST SALT/LB
BIRCH CREEK ELEMENTARY	675 W 220 N, Smithfield		
CEDAR RIDGE ELEMENTARY	65 N 200 W, Hyde Park		
GREENVILLE ELEMENTARY	2450 N 400 E, North Logan		

ATTACHMENT A - ELEMENTARY SCHOOLS-CONTINUED

NORTH LOCATIONS	ADDRESS	PUSH COST PER HOUR	COST SALT/LB
LEWISTON ELEMENTARY	181 S 200 E, Lewiston		
NORTH PARK ELEMENTARY	2800 N 800 E, North Logan		
OLD EPHRAIM ELEMENTARY	333 E300 N, Hyde Park		
SUMMIT ELEMENTARY	80 W Center, Smithfield		
SUNRISE ELEMENTARY	225 S 455 E, Smithfield		
WHITE PINE ELEMENTARY	184 W 100 N, Richmond		

ATTACHMENT B - MIDDLE SCHOOLS
SNOW REMOVAL SERVICES
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SOUTH LOCATIONS	ADDRESS	PUSH COST PER HOUR	COST SALT/LB
MAPLE VIEW MIDDLE SCHOOL	3050 S 920 W, Nibley		
SOUTH CACHE MIDDLE SCHOOL	10 S 480 West, Hyrum		

NORTH LOCATIONS	ADDRESS	PUSH COST PER HOUR	COST SALT/LB
JUNIPER RIDGE MIDDLE SCHOOL	250 W 200 S, Hyde Park		
NORTH CACHE MIDDLE SCHOOL	157 W 600 S, Richmond		

ATTACHMENT C - HIGH SCHOOLS - DISTRICT OFFICES
SNOW REMOVAL SERVICES
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SOUTH LOCATIONS	ADDRESS	PUSH COST PER HOUR	COST SALT/LB
MT. CREST HIGH SCHOOL	255 S 800 E, Hyrum		
RIDGELINE HIGH SCHOOL	180 N 300 W, Millville		

NORTH LOCATIONS	ADDRESS	PUSH COST PER HOUR	COST SALT/LB
CACHE HIGH SCHOOL	620 W 1200 N, Logan		
GREEN CANYON HIGH SCHOOL	2960 N Wolfpack Way, North Logan		
SKY VIEW HIGH SCHOOL	520 S 250 E, Smithfield		

	ADDRESS	PUSH COST PER HOUR	COST SALT/LB
DISTRICT OFFICE	84 E 2400 N, NORTH LOGAN		
LEGACY CAMPUS	2063 N 1200 E, NORTH LOGAN		

ATTACHMENT D - VENDOR INFORMATION

**SNOW REMOVAL SERVICES
IFB #CCSD-SNOW102226**

Date: _____

Legal Company Name _____

Address: _____

Representative Contact Name: _____

Telephone# _____

Email: _____

Authorized Signature _____ Title: _____



























































