



MUSKEGON HEIGHTS PUBLIC SCHOOL ACADEMY SYSTEM
 2441 Sanford Street, Muskegon Heights, MI 49444

INVITATION TO BID FOR SNOW REMOVAL SERVICES

Scope of Services

The District is soliciting bids for the removal of snow and ice at all building locations during the district's 2023-2024 fiscal year. Building locations include the following:

Muskegon Heights Academy 2441 Sanford Street Muskegon Heights, MI 49444	Dr. Martin Luther King Academy 55 E. Sherman Blvd Muskegon Heights, MI 49444
Edgewood Elementary Academy 3028 Howden Street Muskegon, MI 49444	

General Conditions

1. The District reserves the right to accept or reject any proposal, in whole or in part, at the sole discretion of the district, based on the best interest of the district. The district shall not be obligated to award a contract solely on the basis of any response made to this request to proposal. The district retains the right to qualify or disqualify vendors on suitability of the goods or services proposed.
2. Vendor will submit three complete copies of their proposal. The proposal will be submitted in a sealed envelope. Proposals should be submitted to:

 Muskegon Heights Public School Academy System
 Attn: Superintendent Reedell Holmes
 2441 Sanford Street
 Muskegon Heights, MI 49444
3. Bids will be due on or before Monday, November 20th at 5:00 p.m. There will be a public bid opening.
4. Proposed prices and terms shall be good for 210 days from the bid opening.
5. Bidders will provide the District with a list of current customers under contract for snow and ice removal.
6. The vendor is responsible for any costs associated with preparation and submission of this bid.

7. The district reserves the right to request additional information deemed necessary to completely evaluate the vendor's proposal.
8. The district may elect to enter into negotiations with a vendor prior to agreeing to a proposal. The negotiations shall be conducted to structure a proposal to best meet the needs of the district. The district reserves the right to determine what is within its best interest regarding price, equipment, or any other aspects of this request for proposal.
9. The bidder will submit a pricing worksheet that details the cost of snow removal on an individual building basis, district-wide basis, and hourly basis. The vendor will submit the cost per ton of ice melt to be used. The vendor will give the amount of ice melt required for each building's parking lot.
10. The bidder will also provide a detailed costing of on-call plowing for each location.
11. The bidder will provide the hourly cost for front-end loaders and dump trucks for the site removal of snow, if necessary, when piling areas are full.
12. The vendor will provide a copy of their certificate of insurance with the bid. The bidders insurance will be at levels acceptable to the district. General liability of \$1,000,000; Automobile liability \$1,000,000; Workers compensation \$500,000.
13. The bid packet will include maps indicating the areas to be cleared of snow and the areas where snow should be plowed to.
14. The bid packet will include specified times by which each area must be cleared. All areas must be cleared by 7:00 a.m.
15. For inquires regarding this bid please contact:

Superintendent Reedell Holmes
231-830-3732
rholmes2@mhtigers.org