

REQUEST FOR PROPOSALS
WINTER HIGHWAY MAINTENANCE SERVICES
TOWN OF STOCKBRIDGE, VERMONT

The Town of Stockbridge, Vermont (“Town”) is soliciting sealed proposals from qualified contractors to provide winter highway maintenance services for the Town’s highways for the 2026–2027 winter season. The Town maintains approximately 33.35 miles of Class 3 town highways and approximately 5.10 miles of Class 2 town highways.

The selected contractor shall provide all labor, equipment, supervision, fuel, materials, and incidental items necessary to perform winter maintenance services, including snow plowing and sanding, in accordance with the terms of this Request for Proposals (“RFP”) and the resulting contract. The Town will supply sand.

1. CONTRACT TERM

The contract shall be for a one-year term commencing on or about November 1, 2026, and ending on or about April 15, 2027, unless extended by mutual written agreement of the parties.

2. SCOPE OF SERVICES

The contractor shall provide complete winter maintenance services for all Town highways designated by the Town. Such services shall include snow plowing, sanding, ice control, snow removal from intersections and other areas as necessary, and such additional winter maintenance services as may reasonably be required to maintain safe travel conditions.

The contractor shall monitor weather conditions on a continuous basis and shall respond promptly to storm events and changing roadway conditions. Snow plowing operations shall commence when snowfall accumulation and roadway conditions warrant, as determined by the Town or the contractor in consultation with the Town’s Road Commissioner or Selectboard.

The contractor shall maintain all traveled ways in a reasonably safe and passable condition during and after winter storm events. Sanding and application of traction materials shall be performed whenever icy or hazardous conditions exist.

The contractor shall be available on a twenty-four-hour basis during the winter maintenance season and shall provide adequate staffing and equipment to respond to winter weather events in a timely manner.

The Town may establish reasonable priorities for snow plowing and sanding operations, including priority treatment of emergency routes, steep grades, school bus routes, and heavily traveled roads. The Contractor shall comply with such priorities as directed by the Town.

3. EQUIPMENT

The contractor shall furnish sufficient properly maintained equipment to adequately perform the work required under this RFP. Equipment shall be suitable for municipal winter highway maintenance operations and shall be maintained in safe operating condition at all times.

The Town reserves the right to inspect all equipment prior to contract award and at any time during the contract period.

The contractor shall maintain adequate backup equipment to ensure continuity of services in the event of equipment failure.

4. PERSONNEL

All operators employed by the contractor shall possess all licenses and qualifications required by law and shall have adequate experience in winter highway maintenance operations.

The contractor shall provide competent supervision of all work performed under the contract. The Town may require the removal of any employee or operator who, in the judgment of the Town, performs work in an unsafe or unsatisfactory manner.

5. DAMAGE TO PROPERTY

The contractor shall be responsible for any damage to Town or private property resulting from the contractor's operations. The contractor shall promptly repair or reimburse the Town or affected property owner for such damage.

6. INSURANCE

Prior to commencement of work, the contractor shall furnish certificates of insurance demonstrating the following minimum coverage:

- a) Commercial General Liability insurance in the amount of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate;
- b) Automobile Liability insurance in the amount of not less than \$1,000,000 combined single limit; and
- c) Workers' Compensation insurance as required by Vermont law.

The Town of Stockbridge shall be named as an additional insured on all liability policies.

7. INDEMNIFICATION

The contractor shall indemnify, defend, and hold harmless the Town, its officers, employees, agents, and representatives from and against any and all claims, damages, losses, liabilities, and expenses arising out of or resulting from the contractor's performance of the work.

8. PROPOSAL CONTENTS

Proposals shall be submitted on a bid form provided by the Town. Each proposal shall include the name and address of the contractor, the name and contact information of the person authorized to bind the contractor, a description of the contractor's experience in providing winter maintenance services or municipal highway construction services, and at least three (3) references.

The proposal shall include a description of the equipment available for the work, including the type, age, and condition of all major equipment proposed to be used.

The proposal shall also include three (3) references

Pricing shall be submitted in a clear and complete manner. The Town will accept either a lump sum seasonal proposal or a proposal based upon hourly or unit rates, provided that the pricing structure is clearly explained. Any separate charges for materials, hauling, emergency services, or additional work shall be identified.

9. SUBMISSION OF PROPOSALS

Sealed proposals shall be clearly marked "Winter Highway Maintenance Proposal" and shall be hand delivered to:

Town of Stockbridge
Attn: Selectboard
1722 VT Route 100 Stockbridge
Stockbridge, Vermont 05772

Proposals must be received no later than July 2, 2026, at 4:00 p.m. Late proposals may be rejected.

10. SELECTION PROCESS

The Town reserves the right to reject any or all proposals, to waive informalities, to request additional information from any proposer, and to negotiate contract terms with the selected contractor.

Selection shall be based upon the Town's evaluation of the contractor's qualifications, experience, equipment, references, responsiveness, pricing, and ability to provide reliable winter maintenance services.

11. COMPLIANCE WITH LAW

The contractor shall comply with all applicable federal, state, and local laws, regulations, ordinances, and safety requirements in the performance of the work.

12. AGREEMENT

A proposed form of Agreement for Winter Highway Maintenance Services is included with this RFP. By submitting a proposal, the contractor acknowledges that it has reviewed the proposed Agreement and agrees to execute the Agreement in substantially the form provided by the Town, subject to any modifications approved by the Town.

Any exceptions to the proposed Agreement shall be clearly identified in the proposal. The Town reserves the right to reject any proposal conditioned upon substantial changes to the Agreement.

13. QUESTIONS

Questions regarding this RFP shall be directed to the Stockbridge selectboard at:
Jill.Gifford@stockbridgevt.gov

Questions must be submitted no later than June 18, 2026 at 4:00PM

14. RESERVATION OF RIGHTS

The Town reserves the right to amend or cancel this RFP at any time and to accept any proposal deemed to be in the best interests of the Town.