

INDEPENDENT SCHOOL DISTRICT 2149
Minnewaska Area Public Schools
Engage every student, every day!

Title Call for Bids, Instruction to Bidders, and Official Bid Form

1. Call For Bids

- 1.1 Sealed bids will be received for the bids for snow removal for fall 2022 through spring of 2023

SNOW REMOVAL.

(product or service)

- 1.2 Bid forms and specifications may be obtained at the District Office of Independent School District 2149, 25122 State HWY 28, Glenwood, MN 56334
- 1.3 Bids will be opened on August 2, 2022, at 2:00 P.M. at the District Office of Independent School District 2149, 25122 State HWY 28, Glenwood, MN 56334
- 1.4 The School Board reserves the right to reject any bids and waive any informality in the bidding.

Angie Reichmann, Board Clerk Independent
School District 2149, 25122 State HWY 28,
Glenwood, MN 56334

Instructions to Bidders

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- 1.5 Notice for Bids – Sealed bids will be received for the quote of
Snow Removal.
(product or service).
- 1.6 The Bidder's obligation to Examine Instructions and Specifications – Before submitting a bid, each bidder must examine all bidding requirements and specifications. Submission of a bid shall be proof that such examinations have been made and that the bidder has recorded his or her own investigation and has become thoroughly familiar with all requirements.
- 1.7 Interpretations – Interpretations, classifications, modifications, and supplemental instructions in the form of written addenda will be provided to all bidders on record in the District Office. District 2149 will not be responsible for nor honor any claims resulting from or alleged to be the result of a misunderstanding by the bidder.
- 1.8 Inquiries Regarding Bid – All inquiries concerning the bid shall be directed to Independent School District 2149, 25122 State HWY 28, Glenwood, MN 56334, telephone (320) 239-4800. It is the bidder's responsibility to bring all discrepancies, ambiguities, omissions, or matters in need of clarification to the attention of ISD 2149 Superintendent of Schools.
- 1.9 Specifications – Specifications and bid forms are attached.
- 1.10 Preparation of Bid – Submit bids to District 2149 in accordance with the following requirements:
- 1.10.1 Bidders must bid all quantities per item;
- 1.10.2 The bid must be submitted on the prescribed form which is furnished with the specifications, with the full name and address of the bidder;
- 1.10.3 All blank spaces on the bid form must be completely filled in with ink or typewriter, without interlineations, alteration, or erasure, and

1.10.4 The bid must be signed in longhand and executed by a principal duly authorized to enter into an agreement.

1.11 Receiving and Opening Bids

1.11.1 Bids must be sealed in an envelope with the name and address of the bidder and the words "**BID FOR SNOW REMOVAL**.(product or service)" on the outside of the envelope. (Faxed bids will not be accepted.)

1.11.2 Bids will be received as stated in the Call for Bids and will be opened immediately after the bid closing hour of **AUGUST 2, 2022, AT 2:00 P.M.**

1.11.3 Submit bids to Independent School District 2149, District Office, Attention: Superintendent, 25122 State HWY 28, Glenwood, MN 56334, on or before the time and date specified. Bids received after this time will not be opened or considered.

1.11.4 Bids will be tabulated and then awarded at a regular School Board meeting.

1.12 Withdrawal of Bids – A bidder may withdraw his or her bid at any time prior to the date set for receiving bids or authorized postponement thereof. Thereafter, bids may be withdrawn only after 30 days have elapsed after the bid date, provided District 2149 has not acted thereon. Bids may be withdrawn only by written request.

1.13 Qualification of Bidders – District 2149 may make such investigations as deemed necessary to determine the bidder's ability and responsibility. Any bidder shall furnish to District 2149 all such information and data for this purpose, as the district may request. District 2149 reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the district that such bidder is properly qualified to perform under the terms of the specifications. The competence and responsibility of the bidder will be considered in making an award.

1.14 District Rights – District 2149 reserves the right to 1) delete from or add to quantities listed; 2) purchase by specific item, 3) reject all bids, and 4) waive minor irregularities or discrepancies as defined by the district in the bidding procedure.

Specifications: SNOW REMOVAL

Duration: Fall 2022 through Spring or 2023

Facilities: Minnewaska Area Elementary School, Minnewaska Area High School, Minnewaska Area W.I.N. Academy

Equipment: The district may allow usage of district equipment when needed on a case-by-case basis.

Minnewaska Area Elementary School:

Location: 409 4th Street SE, Glenwood, MN 56334

Service Description for 2" snowfall or greater: Remove all snow, ice, and hard pack from sidewalks ensuring that removed snow is not blown or brushed in the direction of entryways, remove all snow from parking lots and driveways, and spread sand through the main driveway. Snow must be removed in a timely manner conducive to the start of class Monday through Friday and by noon Saturday through Sunday.

Cost per snowfall _____

Minnewaska Area High School: Location: 25122 State Highway 28, Glenwood, MN 56334

Service Description for 2" snowfall or greater: Remove all snow, ice, and hard pack from sidewalks ensuring that removed snow is not blown or brushed in the direction of entryways, remove all snow from parking lots, and spread sand through main driveways. Remove snow from the northwest playground and spread sand/salt. Leave a 4' gap along the East side fence in the area behind the shops, so the snow is not pushed against the fencing—ensure adequate clearance is left around all-district fencing. Snow must be removed in a timely manner conducive to the start of class Monday through Friday and by 9 am Saturday through Sunday.

Cost per snowfall _____

Minnewaska Area W.I.N. Academy:

Location: 500 John Street, Starbuck, MN 56381

Service Description for 2" snowfall or greater: Remove all snow, ice, and hard pack from sidewalks ensuring that removed snow is not blown or brushed in the direction of entryways, and stairways, and remove snow from parking lots, driveways, alleyways, spread sand through asphalt driveways. Leave adequate spacing and access to the fire hydrants on the West end of the building. Remove snow and hard packs from courtyard playground sidewalks. Snow must be removed in a timely manner conducive to the start of class Monday through Friday and by noon Saturday through Sunday.

Cost per snowfall _____

For more information or to schedule a tour, please contact Ethen Schoen at 320.239.1306