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**SNOW PLOWING SPECIFICATION
GREAT CRANBERRY ISLAND
TERMS & CONDITIONS CONTRACT
MULTI-YEAR CONTRACT
1 NOVEMBER 2026 – 15 APRIL 2029**

The Town of Cranberry Isles seeks bids for the plowing of snow and sanding of roads for Great Cranberry Island for the period of 1 November 2026 through 15 April 2029 pursuant to the following specification, terms, and conditions. Contractors desiring to offer a proposal for this multi-year contract shall submit their bids to the Board of Selectmen, Attn: Town Clerk, P.O. Box 56, Town of Cranberry Isles, Maine 04646, no later than **November 5, 2025** by filling in the required bid data found on pages 3 and 4 of this document. Bids will be opened by the Selectboard at **November 6, 2025, Board Meeting**; further it is the policy of the Board that it can accept or reject any proposal received; however, proposals will be rejected if not in compliance with this specification package. The successful contractor to this open bid process shall be awarded on a preliminary basis a multi-year 3-season contract based on this specification package. **Final approval of the multi-year contract shall be contingent on approval of said contract at the March 2026 annual Town meeting.**

1. Scope of Work

The Contractor shall plow, remove snow, and apply sand/salt to 5.74 miles (more or less) of public ways on Great Cranberry Island, Town of Cranberry Isles, Hancock County, Maine, in accordance with State of Maine snow removal laws. The specific routes and areas are

- a. Route 3550: Main Road, Spurling Cove to end of asphalt at Murch Property – 2.24 mi
- b. Route 3551, 3554, 3555: Harding Point Road, including Johnson's Cove grave road Heliker Lane – 1.37 mi
- c. Route 3352: The Lane – 0.20 mi
- d. Route 3553: The Pool Road (Dog Point Road) – 0.21 mi

- e. Route 0110: Town Gravel Pit, turning circle at gas pump, Road to Salt/Sand Shed, and access to solid waste collection – 0.45 mi
- f. Route 0111: Longfellow School and Public Library – 0.07 mi
- g. Route 0112: Town Parking Lot at Spurling Cove, including Town Wharf and U.S. Post Office access. Wharf steps shall be salted as required – 1.20 mi equivalent
- h. Fire Station: Parking lot shall be kept clear at all times.

Total Mileage: 5.74 (approx.)

2. Contractor Status & Supervision

As an independent contractor you have the right and duty to supervise and manage your own employees, agents, and equipment, however, snow removal and sanding operations shall be performed to the satisfaction of the Municipal Officers of the Town of Cranberry Isles pursuant to State of Maine snow removal laws.

Contractors, and your agents and employees, during the performance of this contract, shall act in an independent capacity and not as officers or employees or agents of the Town of Cranberry Isles. Any workforce needed to fulfill the obligations of this contract shall be employed by the Contractor, and Contractor shall be solely responsible for complying with applicable state and federal laws including but not limited to, Worker's Compensation law, employment security law, and minimum wage law. As an independent contractor, you are also responsible for maintaining your equipment in safe, operable, and legal condition.

3. Equipment Requirements

The Contractor shall have at minimum:

- a. One plow truck (1-ton 4x4 dual wheel or larger) with hydraulic plow and wing, equipped with hopper spreaders (≥ 4 cubic yard capacity). The sand vehicle may be a separate vehicle of equivalent size as long as the hooper capacity is of ≥ 4 cubic yard capacity.
- b. One backup vehicle (jeep or pickup).
- c. One front-end loader with adequate capacity bucket for snow removal and sand loading.
- d. All primary equipment must be located on Great Cranberry Island no later than October 25 each year and remain until April 15. Equipment must comply with OSHA and Maine DOT safety standards (lights, alarms, registration, insurance).

4. Labor

The Contractor shall hire, pay, and provide all personnel necessary for operations and may not assign, transfer, or subcontract without written consent of the Select Board of the Town of Cranberry Isles.

5. Equipment Maintenance

The Contractor shall maintain all equipment in safe, operable, and reliable condition.

Equipment Inspection: The Contractor shall permit the Selectmen of the Town of Cranberry Isles to inspect all equipment used for the plowing and removal of snow and sand applications whenever they deem it necessary or prudent for safety purposes.

6. Sand/Salt Supply

- a. The Town shall stockpile at least 30 cubic yards of screened sand (mixed at 115 lbs. salt per cubic yard) in the Town Salt/Sand Shed by November 1 each year.
- b. The Contractor shall move all delivered sand/salt into the shed.
- c. The Contractor shall notify the Town when stockpile levels are low.

7. Timing of Snow Removal

- a. Plowing shall begin whenever snow/slush reaches 4 inches, or sooner as conditions warrant, and roads shall be cleared within 12 hours of the storm ending.
- b. Sanding shall occur immediately after plowing or as needed for safety.
- c. In April or later storms, plowing shall commence only after consultation with Selectperson.
- d. Off-island contractors must use the first available ferry to mobilize a crew.

8. Snow & Sanding Practices

- a. Snow shall be pushed to the road shoulders and winged back to minimize drifting.
- b. Sand and salt applications shall be performed promptly when roads become icy.

9. Insurance Requirements

The Contractor shall provide proof of insurance by November 1 of each contract year:

- a. Liability Insurance: Minimum \$2,000,000 per occurrence, \$4,000,000 aggregate, naming the Town as additional insured.
- b. Property Damage: Minimum \$1,000,000.
- c. workers' Compensation: Coverage in compliance with Maine Workers'

- Compensation Board requirements (or certification of exemption).
- d. Failure to provide insurance certificates is grounds for termination.

10. Contract Price

The Contractor shall propose a lump sum price for each season, covering all plowing, sanding, labor, and equipment.

2026–2027 Plowing Season: \$ _____

2027–2028 Plowing Season: \$ _____

2028–2029 Plowing Season: \$ _____

Fuel Adjustment: If fuel prices rise more than 15% per gallon between November 1–April 15, the Town shall reimburse the Contractor for documented increases. Adjustments shall be capped at \$2,500 per season, paid with the May installment.

11. Payment Schedule

- a. The contract price shall be paid in 7 equal installments (Nov–May).
- b. Payments are subject to Selectboard approval at regular monthly meetings.

12. Town Remedies & Breach of Contract

If the Contractor fails to perform:

- a. The Town may issue written notice and require correction within a reasonable time. If failure continues, the Town may:
- Terminate the contract and pay for completed satisfactory work.
 - Hire substitute services and charge excess costs to the Contractor.
 - The Town may also seek other legal remedies available to enforce this contract.
 - The Town shall not operate Contractor's equipment.

13. Legal Provisions

- a. Indemnification: The Contractor agrees to hold the Town of Cranberry Isles harmless from any claim for death, injury, property damage, or other loss which may result from your performance, or performance of your employees, for road maintenance under this contract. In the event that such a claim is made against the Town, Contractor will defend the Town, and Contractor will pay any amount (indemnify) for which the Town may be held liable in legal action for such claims.
- b. Amendments: Only by written agreement of both parties.
- c.** Termination for Convenience: The Town may terminate this contract with 30 days' written notice.
- c.** Force Majeure: Neither party shall be liable for failure to perform due to events beyond reasonable control (ferry disruption, natural disaster, etc.).

- d. Severability: If any clause is found invalid, the remainder remains enforceable.
Jurisdiction: Governed by the laws of the State of Maine.
- e. Non-Discrimination: Contractor shall comply with state and federal
nondiscrimination and equal opportunity requirements.

14. Contract Integration

This contract, including specifications, bid documents, and accepted proposal, represents the full agreement between the parties. Selection of a winning bidder shall be based on contract price and the ability of the Contractor to provide the necessary equipment necessary to provide the plowing service.

Contractor Identification

Name: _____ Date: _____

Signature: _____

Contractors shall submit this proposal to: (Marked: **GCI Snow Removal Bid**)
Town Clerk: Benjamin Sumner
Town of Cranberry Isles
P.O. Box 56, Main Road
Islesford, Maine 04646

Bids must be received by no later than: November 5, 2025

Acceptance

The Board of Selectmen for the Town of Cranberry Isles hereby accepts this proposal and makes this document binding on both parties.

Town of Cranberry Isles Select Board

Date: _____

CRANBERRY ISLES SELECT BOARD

TOWN SEAL



Katelyn Damon

Ingrid Gaither

January Bennett