US Department of Agriculture (USDA)

Statement of Work

Snow and Ice Removal Services

Ansonia & Hamden, CT

11/6/2025

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Project

Snow Plowing and Ice Removing Services for Ansonia and Hamden, CT locations.

General Information

1.0 Scope of Work

Furnish all labor, supervision, equipment, supplies, and transportation necessary to provide snowplowing at the following locations:

U.S. Forest Service
119 ½ Ford Street
Ansonia, CT 06401

U.S. Forest Service
51 Mill Pond Road
Hamden, CT 06514

2.0 Background

The U.S. Forest Service requires services as follows:

Ansonia

- Contractor must remove the snow from the access road off Ford Street to the facility, off the parking lot and driveways (including a path to the Regional Water Authority water tank), and from the entry walkways for the three buildings. Snow shall be plowed to the designated markers located on the property and not obstruct any walkways.

Hamden

- Contractor must remove the snow from the facility driveway, off the upper and lower parking lots and from the entry walkways (including the loading dock). Snow shall be plowed to the designated markers located on the property and not obstruct any walkways.

Contractor Requirements

3.0 Technical Requirements / Tasks

- Furnish all labor, supervision, equipment, supplies, and transportation necessary to provide snowplowing and ice melt service at the U.S. Forest Service locations of Ansonia & Hamden, CT.
- **All vendors are highly encouraged to coordinate and schedule a pre-bid meeting/Site Visit inspection prior to submitting their offer.**
    - Ansonia Location POC:
      [redacted]
    - Hamden Location POC:
      [redacted]
- **Awardee will have a MANDATORY Post Award Meeting prior to the start of the performance period.**
- The exact service dates shall be coordinated with the location (Ansonia and Hamden) Forest Service staff.
- Work shall not exceed the amount of the award without written approval from a Warranted Contracting Officer.
- Invoices must be detailed, itemized and uploaded into IPP.gov in a timely manner based on services rendered.
- Offerors **MUST** have an active entity registration in the System for Award Management in order to submit an offer. https://www.sam.gov/SAM/
- One award will be made from this solicitation, contractors must submit pricing for **all items**.

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Ansonia Snow/Ice Removal Services

Driveways and Parking Lots:

- Snow shall be removed from the access road off Ford Street to the facility, off the parking lot and driveways (including a path to the Regional Water Authority 90 ft water tank), and from the entry walkways for the three buildings.
- Service shall be provided before 7:00 AM, Monday through Saturday, and by 10:00 AM time frame for Sunday for ≥ 2.5" cumulative snow.
- Snow falls of ≥ 3 inches will be plowed as needed when snow continues to fall throughout the day. When additional service is required because of continuing snowfall, the POC will contact the contractor, and this will be treated as a separate job.
- Care shall be taken so that no damage occurs to parked vehicles and existing structures or other features.
- Clearing the gate of snow is the sole responsibility of the contractor. Gate must be able to move freely at all times.

Walkways, sidewalks, building entrances:

- Shovel/blow snow away from sidewalk and building entrances.
- Service shall be provided as indicated for plowing.

Road and Parking Lot Sanding/Salting:

- The access road, walkways and parking area should be salted when surface conditions warrant this, such as following an ice storm or 4 in or more of snow when freezing temperatures exist.
- Parking areas should be salted/sanded when icing exists following ice storm or >4 inches of snow removal and freezing weather following.
- **Sand/salt shall be applied only by the request of the Contracting Officer Representative (COR) or the Government Technical Monitor (GTM).**

Hamden Snow/Ice Removal Services

Driveways and Parking Lots

- Snow shall be removed from the facility driveway, off the upper and lower parking lots and from the entry walkways (including the loading dock) for the two buildings.
- Service shall be provided before 7:00 AM, Monday through Saturday, and by 10:00 AM time frame for Sunday for ≥ 2.5" cumulative snow.
- Snowfall of ≥ 3 inches will be plowed as needed when snow continues to fall throughout the day. When additional service is required because of continuing snowfall, the POC will contact the contractor, and this will be treated as a separate job.
- Care shall be taken so that no damage occurs to parked vehicles and existing structures or other features.

Walkways, sidewalks, building entrances:

- Shovel/blow snow away from sidewalk and building entrances.
- Service shall be provided as indicated for plowing.

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Road and Parking Lot Sanding/Salting:

- The access road, walkways and parking area should be salted when surface conditions warrant this, such as following an ice storm or 4 in or more of snow when freezing temperatures exist after the storm.
- Parking areas should be salted/sanded when icing exists following an ice storm or >4 inches of snow removal and freezing temperatures exist after the storm.
- **Sand/salt shall be applied only by the request of the Contracting Officer Representative (COR) or the Government Technical Monitor (GTM).**

<u>Ansonia & Hamden</u>

Other Contractor Duties:

- The Contractor MUST check with the local GTM for instructions, requests, or special situations before leaving the area when plowing, if done during normal business hours.
- The Contractor will ask the local GTM for assistance with any issues related to moving vehicles in the parking lot.
- Report to the Contracting Officer or his/her designated representative, any problems that may arise beyond the scope of this contract.
- Provide by 6:30 am adequate advance notice to the GTM should the contractor be unable to clear the driveways and parking lots in the prescribed time frame such as significant snowfall occurring in the early morning hours.

Damage to Contractor's Property:

- The Government will not be responsible in any way for damage to the Contractor's equipment or the Contractor's employees' personal belongings brought onto the Government premises during the performance of work and this contract.

Any damage to Government or Personal Property,

- Any damage to government property, with the exception of the staked grassy areas, incurred during the implementation of this contract, must be repaired or replaced by the contractor to the satisfaction of the Contracting Officer or his/her representative.
- In the event that the contractor damages personal property (automobiles) or government property (including facilities), the contractor will immediately inform the Facility GTM. Cell phone number and email address for POC are listed above.

Qualifications of Contractor and Personnel

- The contractor and personnel employed by the contractor shall be capable, qualified in plowing, with prior experience of snow plowing.
- The Contractor and employees shall be licensed as required by law.

Breakdown of Services

- Snowplowing & Entryway snow clearing (all entrances). This includes all work (including but not limited to labor, equipment, and materials) associated with plowing, blowing, or shoveling. This will be tracked on a per event basis (each). This typically will be only once per day but could be multiple. This is outlined in detail above.
- Ice Removal. This includes all work (including but not limited to labor, equipment, and materials) associated with salting. This will be tracked on a per event basis (each). This typically will be only once per day, but could be multiple. This is outlined in detail above.

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Contractor Invoices

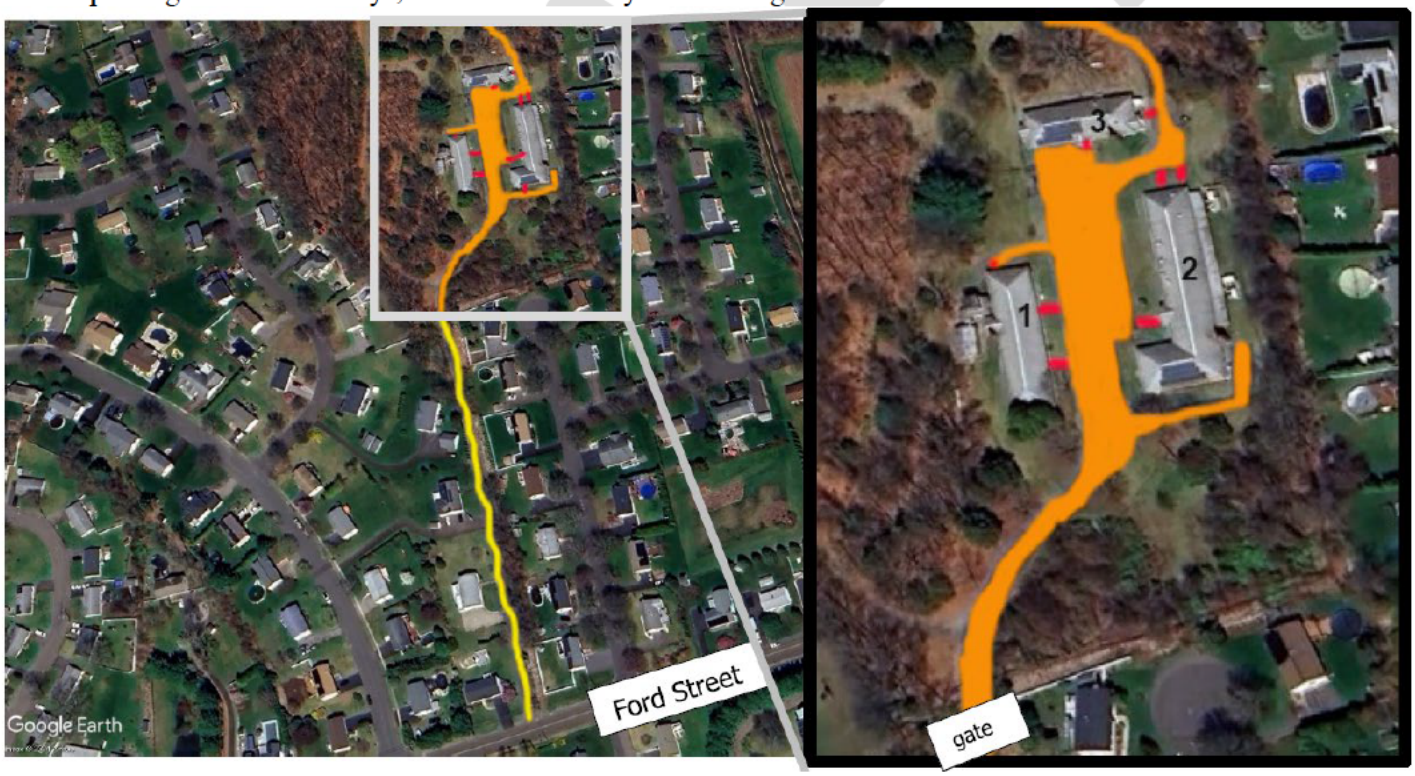
- Must list the date of plowing, salting, and sanding and be submitted in a timely fashion (not to exceed four weeks after date of service).
- Must break down individual charges (itemize - plowing, shoveling, salting/sanding areas, plowing for heavy storms).

Safety:

- Contractor shall adhere to all applicable safety standards and should exercise caution in the performance of their duties.
- Plowing often involves long hours of driving in poor weather, and a lack of sleep can lead to unsafe operating conditions.
- Contractor should ensure that personnel working on Government property are aware of job hazards and take measures to mitigate them.
- The Forest Service may close the site if conditions warrant. Plowing should still be done as outlined above.

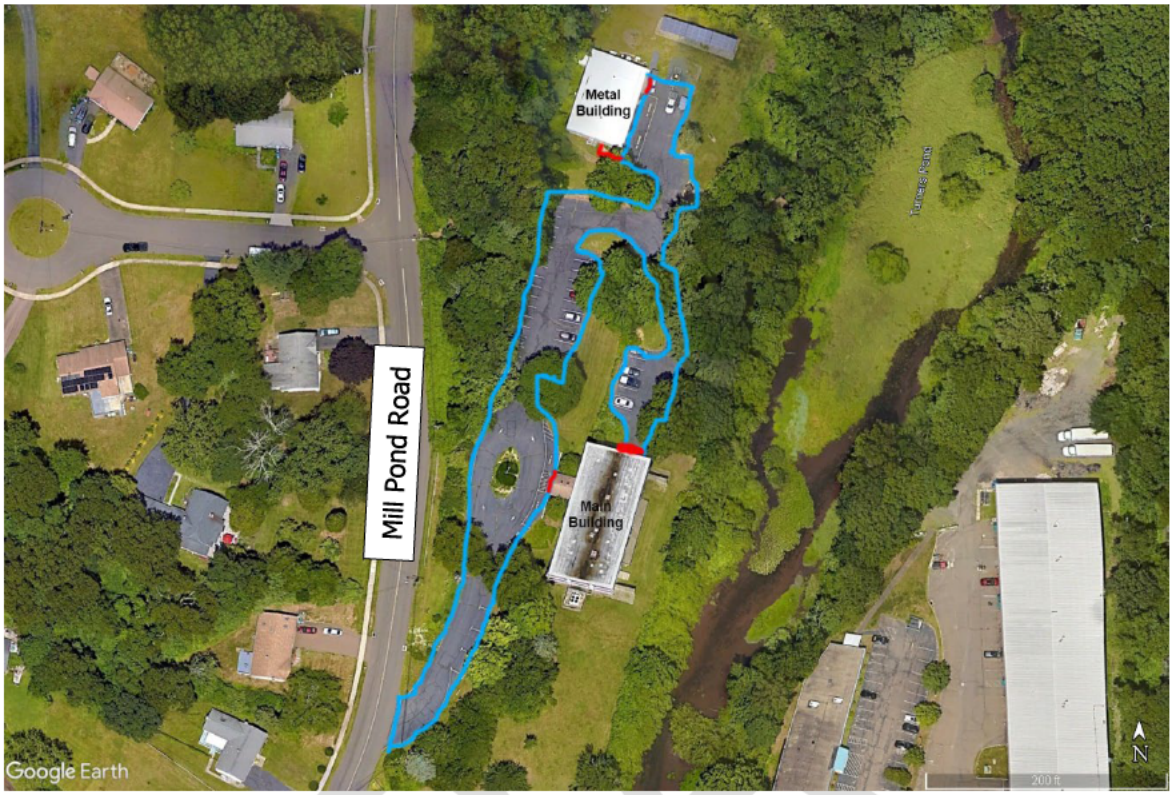
Ansonia, CT Designated plowing areas on this map (approximately 48,924 sq. ft.):

Map from the road of whole area and enlargement of the compound with buildings. Yellow is access road, orange is parking lot and driveways, and red is walkways to buildings.



Hamden, CT Designated plowing areas on this map (approximately 42,232 sq. ft.):

Map of the property with buildings. The driveway and parking lot are outlined in light blue and walkways to buildings are shown in red.



4.0 Government Furnished

- The Contractor shall **not** use **Government furnished material** or equipment.
- Equipment, materials, and personnel will be the responsibility of the contractor and shall be dependent on the amount of work required.
- Trash dumpster may NOT be used by contractor to dispose of materials.
- No restrooms are available.
- NO SECURE STORAGE IS AVAILABLE FOR CONTRACTOR'S EQUIPMENT OR MATERIALS.

5.0 Deliverables / Schedule

Contract Period of Performance:
Base Year: December 2025 to 30 September 2026.
Seasonal Period of Performance: 01 December 2025 to 31 March 2026.

Option Year One (1): 01 October 2026 to 30 September 2027.
Seasonal Period of Performance: 01 October 2026 to 31 March 2027.

Option Year Two (2): 01 October 2027 to 30 September 2028.
Seasonal Period of Performance: 01 October 2027 to 31 March 2028.

Option Year Three (3): 01 October 2028 to 30 September 2029.
Seasonal Period of Performance: 01 October 2028 to 31 March 2029.

Option Year Four (4): 01 October 2029 to 31 March 2030.
Seasonal Period of Performance: 01 October 2029 to 31 March 2030.

6.0 Travel

Travel requirements to and from the worksite are at the expense of the contractor which may include travel to and from the work sites, lodging, meals and incidentals.

7.0 Contractor's Key Personnel

CONDUCT OF WORKERS

- The personnel employed by the Contractor shall be capable employees qualified in this type of work.
- As stated elsewhere, the Contractor shall be responsible for all damage to Government property resulting from their operations.

8.0 Security Requirements

The contractor will be given an access card/FOB to the gate that will allow access to the compound when no one is working. The contractor is responsible for the safekeeping of this item and will be required to sign a custody card upon receipt. This card/FOB will be surrendered to the COR or designated Facility POC at the termination of this contract. The card may only be used to access the facility to perform services listed in this contract.

9.0 Data Rights

None

10.0 Section 508 – Electronic and Information Technology Standards

None

Attachments

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