

HARRISVILLE FIRE DISTRICT

REQUEST FOR PROPOSALS

2026–2027 WINTER STORM SNOW PLOWING, SNOW REMOVAL & ICE MANAGEMENT SERVICES

RFP No.: HFD-2026-27-WINTER

Issue Date: September 2026

Proposal Due Date: _____

Contract Period: November 1, 2026 through April 30, 2027

Issuing Agency: Harrisville Fire District

Facility: Harrisville Fire Station and District Property:

115 Central Street Harrisville, RI

201 Callahan School Street Harrisville, RI

1. INVITATION TO BID

The Harrisville Fire District ("District") is soliciting sealed proposals from qualified and experienced snow removal and winter maintenance contractors to provide snow plowing, snow removal, sanding, salting, ice control, and related winter storm services for the Harrisville Fire District and Fire Station during the 2026–2027 winter season.

Because the fire station is an emergency-services facility, the successful contractor must be capable of responding promptly to winter weather events and maintaining safe, reliable access for emergency apparatus, personnel, employees, visitors, and the public.

The District intends to award a contract to the responsible bidder whose proposal provides the best overall value to the District, considering price, qualifications, experience, equipment, availability, response time, references, and ability to meet the requirements of this RFP.

2. CONTRACT PERIOD

The anticipated contract period shall be:

November 1, 2026 through April 30, 2027.

November 1, 2027 through April 30, 2028

November 1, 2028 through April 30, 2029

The District reserves the right to modify the contract period if weather conditions require services outside these dates.

The contract shall cover all winter storms occurring during the contract period, including storms occurring during weekends, holidays, overnight hours, and outside normal business hours.

3. SCOPE OF SERVICES

The successful contractor shall furnish all labor, supervision, equipment, vehicles, fuel, materials, de-icing products, communications, and other resources necessary to provide complete winter maintenance services. Harrisville Fire District shall not supply any labor, supervision, equipment, vehicles, fuel, materials, or de-icing products.

Services shall include, but not necessarily be limited to, the following:

A. Snow Plowing

The contractor shall:

Plow all designated driveways, parking areas, access roads, entrances, and paved areas serving the Harrisville Fire District and Fire Station.

Maintain clear access to all emergency vehicle entrances and apparatus bays.

Maintain access to employee and visitor parking areas.

Plow in a manner that does not unnecessarily obstruct fire apparatus, emergency vehicles, doors, hydrants, drainage areas, or pedestrian routes.

Re-plow areas as necessary throughout a storm.

Provide additional passes when accumulation, drifting, or emergency operations make them necessary.

Prevent snow from being piled where it interferes with emergency access, visibility, drainage, or building operations.

B. Snow Removal

When plowed snow accumulations exceed available storage capacity or when directed by the District, the contractor shall remove snow from the property and transport it to an approved location. Removal of snow shall not violate any applicable orders or laws.

Contractor shall indemnify and hold the Harrisville Fire District harmless for the improper removal of any snow.

Snow removal shall include:

Loading snow with appropriate equipment.

Hauling snow off-site.

Relocating snow piles when necessary.

Maintaining adequate room for emergency vehicle operations.

Removing snow that creates visibility, drainage, or safety hazards.

Snow removal shall be performed promptly when requested by the District.

C. Ice Control

The contractor shall provide appropriate ice-control services, including:

Application of salt.

Sand/salt mixtures.

Other approved de-icing materials.

Pre-treatment when weather conditions warrant.

Post-storm treatment.

Re-treatment of areas where freezing or refreezing occurs.

Priority shall be given to:

Fire apparatus entrances and emergency access routes.

Main driveways and access lanes.

Parking areas.

Building entrances and pedestrian access routes.

Other designated areas.

The contractor shall use materials in quantities appropriate to weather conditions and shall avoid unnecessary application that could damage pavement, landscaping, vehicles, or the environment.

D. Storm Monitoring

The contractor shall monitor weather forecasts and storm conditions and shall be prepared to mobilize during any storm without waiting for a telephone call when conditions warrant.

Contractor understands that the fire department provides an essential service and requirements in extreme weather and storm conditions may not apply.

The District may establish a specific accumulation trigger for automatic mobilization:

Automatic mobilization trigger: 1-3 inches.

Also, if no trigger is established, the contractor shall use reasonable professional judgment based on forecast conditions, temperature, precipitation type, and the operational requirements of the fire station.

E. Emergency Response

Because the facility houses emergency fire services, the contractor shall provide 24-hour emergency response capability, seven days per week during the contract period.

The contractor shall be available for:

Heavy snow events.

Freezing rain.

Ice storms.

Blizzard conditions.

Snow squalls.

Rapid refreezing.

Emergency access requirements.

Additional plowing or treatment requested by the District.

The contractor shall identify a primary and secondary emergency contact.

Primary Contact: _____

Telephone: _____

Secondary Contact: _____

Telephone: _____

4. FIRE STATION PRIORITY REQUIREMENTS

The fire station shall receive priority service over ordinary commercial or residential accounts served by the contractor.

The contractor shall maintain continuous attention to emergency access during significant storms.

At all times, reasonable efforts shall be made to maintain:

Access to all fire apparatus bays.

Clear access for responding fire apparatus.

Clear access for emergency personnel.

Clear access to building entrances.

Clear access to designated emergency routes.

Safe conditions around the station.

Clear visibility at entrances and intersections.

If the District determines that emergency access has become inadequate, the contractor shall respond as soon as reasonably possible and give the District's request priority.

5. SERVICE STANDARDS

Unless otherwise directed by the District, the contractor shall begin plowing operations when accumulation reaches approximately:

1 to 3 inches.

The contractor shall continue operations as necessary during the storm and shall perform a final cleanup after precipitation has ended.

For major storms, the contractor shall not wait until the storm has completely ended before beginning operations.

The contractor shall make reasonable efforts to keep accumulated snow from becoming packed or frozen into the pavement.

Following each storm, the contractor shall inspect the property and address remaining snow, ice, snow berms, and hazardous conditions.

6. EQUIPMENT REQUIREMENTS

The contractor shall possess sufficient equipment to perform the work reliably without unreasonable interruption.

Equipment may include, as appropriate:

Pickup trucks with plows.

Commercial snowplows.

Front-end loaders.

Skid steers.

Snow blowers.

Dump trucks.

Snow removal trucks.

Salt spreaders.

Sand spreaders.

Ice-control equipment.

Backup equipment.

All equipment shall be properly maintained, registered, insured, and operated by qualified personnel.

The contractor shall maintain adequate backup equipment or have an established contingency plan in the event of mechanical failure.

Minimum plow equipment proposed: _____

Minimum loader equipment proposed: _____

Salt/sand spreading equipment: _____

7. CONTRACTOR QUALIFICATIONS

Bidders shall demonstrate experience providing commercial snow and ice management services.

Proposals shall include:

Company name and address.

Years in business.

Years providing commercial snow-removal services.

Description of similar facilities serviced.

Experience servicing emergency-service facilities, if applicable.

Number and type of available snow-removal vehicles.

Number of employees/operators available.

Backup equipment and contingency plans.

24-hour emergency contact information.

Three references for similar work.

The District reserves the right to contact references and verify the contractor's qualifications.

8. INSURANCE REQUIREMENTS

The successful bidder shall maintain insurance appropriate for the services provided.

At a minimum, the contractor shall provide evidence of:

Commercial General Liability Insurance.

Automobile Liability Insurance.

Workers' Compensation Insurance as required by law.

Employer's Liability Insurance, where applicable.

Minimum coverage limits shall be:

General Liability: \$1,000,000 per occurrence and \$2,000,000 general aggregate

Automobile Liability: \$1,000,000

Workers' Compensation: Statutory limits or as required by law.

Certificates of insurance shall be provided to the District before commencement of work.

The District reserves the right to require the contractor to name the Harrisville Fire District as an additional insured where appropriate.

9. SAFETY

The contractor shall perform all work in a safe and professional manner.

Contractor personnel shall exercise particular caution around:

Emergency vehicles.

Firefighters and District personnel.

Pedestrians.

Building entrances.

Fire hydrants.

Fueling areas.

Utility structures.

Drainage structures.

Vehicles parked on District property.

The contractor shall immediately notify the District of any property damage, accident, injury, or hazardous condition arising from or discovered during the contractor's operations.

10. FIRE HYDRANTS AND EMERGENCY EQUIPMENT

Snow shall not be pushed, piled, or stored in a manner that obstructs fire hydrants, emergency equipment, building entrances, emergency access lanes, or other critical fire-service infrastructure.

If hydrants are located within areas being plowed, the contractor shall exercise reasonable care to keep them accessible.

The District may identify specific hydrants, emergency access points, or restricted snow-storage areas during the pre-season site meeting.

11. DAMAGE TO PROPERTY

The contractor shall exercise reasonable care to prevent damage to:

Buildings.

Curbs.

Pavement.

Drainage structures.

Landscaping.

Fencing.

Signs.

Fire hydrants.

Vehicles.

Lighting.

Utility structures.

The contractor shall be responsible for damage caused by negligent or improper performance of the work, subject to the terms of the final contract.

12. COMMUNICATIONS

The contractor shall maintain reliable 24-hour communication throughout every winter storm.

The District shall be provided with a telephone number capable of reaching a responsible person at any time during a storm.

The contractor shall notify the District promptly if:

Equipment becomes unavailable.

Staffing is inadequate.

The contractor cannot meet the required response time.

An accident or property damage occurs.

Severe conditions prevent normal operations.

Additional equipment or services are required.

13. PRICING PROPOSAL

Bidders shall provide clear, all-inclusive pricing. Failure to include costs and pricing may result in this bid not being considered.

Option A — Per-Storm Pricing

Service	Proposed Price
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Snow plowing — 0–3 inches	\$_____
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Snow plowing — 3–6 inches	\$_____
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Snow plowing — 6–12 inches	\$_____
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Snow plowing — 12–18 inches	\$_____
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Snow plowing — over 18 inches \$_____

Ice treatment/salt application \$_____

Sand/salt application \$_____

Snow hauling/removal \$_____ per load

Loader — if separately billed \$_____ per hour

Additional emergency response \$_____ per hour

Option B — Seasonal Contract

Total seasonal price for November 1, 2026–April 30, 2027:

\$_____

The bidder shall clearly state whether the seasonal price includes all plowing, re-plowing, ice treatment, sanding/salting, snow removal, equipment, labor, fuel, and emergency response.

If any service is excluded, it shall be specifically identified.

14. ADDITIONAL SERVICES

The District may request additional services during the contract period.

Any additional work shall require authorization by the District unless immediate action is reasonably necessary to protect emergency access or public safety.

Additional hourly rates shall be listed below:

Labor: \$_____ / hour

Plow truck: \$_____ / hour

Loader: \$_____ / hour

Dump truck: \$_____ / hour

Other: _____ \$_____ / hour

15. PRE-SEASON SITE INSPECTION

The successful bidder shall participate in a pre-season site inspection with the District, if requested.

The inspection may identify:

Areas requiring plowing.

Snow-storage locations.

Restricted snow-storage areas.

Emergency access routes.

Fire hydrant locations.

Drainage structures.

Pedestrian entrances.

Areas requiring special treatment.

Equipment staging areas.

The contractor shall familiarize itself with the property before the first winter storm.

16. BID SUBMISSION REQUIREMENTS

Each proposal shall include:

Completed pricing proposal.

Company name and contact information.

Description of relevant experience.

Equipment inventory.

Staffing and response plan.

Storm response procedures.

Emergency contact information.

Three references.

Proof of required insurance or an indication that insurance will be provided before contract execution and immediately upon any renewals.

Any proposed exceptions to this RFP.

Signed bidder certification.

Failure to provide required information may result in rejection of the proposal.

17. BID EVALUATION

The District may consider the following factors:

Total cost.

Experience with commercial snow removal.

Experience with emergency-service facilities.

Availability and response time.

Equipment capacity.

Backup equipment.

Staffing.

References.

Safety record.

Insurance coverage.

Understanding of the scope of work.

Overall value to the District.

The lowest-priced proposal will not necessarily receive the award.

The District reserves the right to reject any or all proposals, waive minor informalities, request clarification, negotiate with bidders where permitted, and make an award that it determines to be in the best interests of the Harrisville Fire District.

18. BID DEADLINE AND DELIVERY

Proposals shall be submitted no later than:

Date: Wednesday October 28, 2026

Time: 2:00PM

Proposals shall be delivered to:

Harrisville Fire District

Address: 115 Central Street

City/Town: Harrisville

State: Rhode Island

ZIP: 02830

Electronic submissions, if permitted:

Email: jbernier@harrisvilleri.org

Late proposals may be rejected.

19. CONTRACT AWARD

The anticipated award date is:

October 28, 2026

The successful contractor shall execute the District's contract and provide all required insurance documentation and other requested documentation before commencing services.

No work shall begin until the contractor has received written authorization from the District.

20. DISTRICT RIGHTS

The Harrisville Fire District reserves the right to:

Reject any or all proposals.

Cancel or modify this solicitation.

Correct clerical or mathematical errors.

Request additional information.

Verify references and qualifications.

Negotiate contract terms where permitted.

Award the contract in whole or in part.

Determine whether a bidder is responsible and qualified.

Terminate the contract in accordance with the final contract terms.

Issuance of this RFP does not obligate the District to award a contract.

21. BIDDER CERTIFICATION

The undersigned certifies that:

The information contained in this proposal is true and complete.

The bidder has reviewed and understands the requirements of this RFP.

The bidder has the equipment, personnel, experience, and financial capability to perform the work.

The bidder will comply with all applicable laws, regulations, and safety requirements.

The proposed pricing includes all labor, equipment, fuel, overhead, and other costs necessary to perform the services unless specifically identified otherwise.

The bidder has identified all exceptions to the RFP in its proposal.

Company Name: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

Telephone: _____

Email: _____

22. DISTRICT CONTACT

Questions concerning this RFP shall be directed to:

Harrisville Fire District

Contact: _____

Title: _____

Telephone: _____

Email: _____

Questions should be submitted by _____.

Answers or clarifications that materially affect the RFP may be distributed to all known prospective bidders.

ATTACHMENT A — PROPERTY/SERVICE AREA

The contractor shall provide winter maintenance services for the Harrisville Fire District and Fire Station property, including all areas designated by the District.

Fire Station Address: _____

Approximate paved area: _____ square feet

Approximate parking area: _____ square feet

Approximate driveway/access area: _____ square feet

Designated snow-storage areas:

Areas requiring special treatment:

A site plan may be attached to the final issued RFP.

ATTACHMENT B — PROPOSAL PRICE SUMMARY

Seasonal Bid Amount: \$_____

Per-Storm Alternative: \$_____

Ice Control: \$_____

Snow Hauling: \$_____

Other Charges: \$_____

TOTAL PROPOSED CONTRACT PRICE:

\$ _____

Contractor: _____

Authorized Signature: _____

Date: _____