Holy Trinity Lutheran Church

143 Lincoln Street
North Easton, MA 02356
(508) 238-6666
www.HTLCEaston.org

REQUEST FOR SNOW REMOVAL PROPOSALS 2026–2027 SEASON

Property	143 Lincoln Street, North Easton, Massachusetts 02356
Proposal due	September 30, 2026
Contract period	November 1, 2026 through April 30, 2027
Contact/Submission	Holy Trinity Office 508-238-6666 office@HTLCEaston.org

Introduction

Holy Trinity Lutheran Church is seeking proposals from qualified contractors to provide snow plowing and vehicle-area ice control services for the church property at 143 Lincoln Street, North Easton, Massachusetts.

The church seeks dependable, timely service throughout the winter season so that the property remains reasonably safe and accessible for worship, church programs, and community activities.

Holy Trinity is particularly interested in evaluating fixed seasonal pricing as a means of providing greater budget predictability. Contractors are strongly encouraged to submit a seasonal proposal if this type of contract is available. Contractors may also submit one or more alternative pricing models, including per-event or per-push pricing.

Property Description

The property includes the entrance driveway from Lincoln Street and one interconnected paved parking area adjacent to the church building. The approximate paved area included in this request is 40,286 square feet. Attachment A identifies the approximate limits of the area to be plowed.

Sidewalks, walkways, steps, entrances, and other pedestrian areas are excluded from this request and will be maintained by the church.

Scope of Services

The contractor shall furnish all labor, supervision, equipment, fuel, and deicing materials necessary to provide the following services:

- Plow the driveway and interconnected parking area shown in Attachment A.
- Maintain safe vehicle circulation and keep the Lincoln Street entrance and driveway reasonably accessible.
- Apply deicing materials to vehicle travel areas when needed to address slippery conditions, freezing rain, refreezing, or black ice.
- Return during extended storms as reasonably necessary to maintain access for scheduled activities.
- Perform final cleanup after a storm, including clearing snow left in travel lanes or parking areas by earlier passes.
- Provide all equipment appropriate to the site and maintain backup equipment or other contingency arrangements when reasonably practicable.

Snow shall be stored on church property in suitable lawn areas. Snow shall be placed in a manner that preserves safe sight lines, drainage, vehicle circulation, accessible parking, and as much usable parking capacity as practical. The church can generally tolerate the temporary loss of some parking spaces during periods of heavy accumulation. Snow shall not be piled on sidewalks, in front of building or shed entrances, in accessible parking spaces or access aisles, against fire hydrants, over drainage structures, or where it would create an unreasonable visibility or traffic hazard. Access to the commercial trash receptacle at the rear of the property must be maintained.

Off-site snow removal is not contemplated under this contract.

The contractor shall comply with all applicable federal, state, and local laws and regulations governing snow and ice removal operations.

Service Expectations

Holy Trinity Lutheran Church is an active facility used throughout the week. The contractor shall organize service so that the property is reasonably safe and accessible before scheduled activities whenever weather and road conditions permit. Sunday morning worship at 9:45 a.m. is a particularly important recurring use, but weekday and evening activities must also be considered.

In addition to weekly worship services, recurring activities include Monday evening AA meetings, Tuesday and Thursday morning meal-packing activities, Wednesday evening Cub Scout meetings, Thursday evening choir and Drama Kids rehearsals, Friday evening use by Delta Community Center, and periodic activities, church meetings, rentals, weddings, funerals, and other special events. Several staff members also work varying schedules in the building, although some of this work may be performed remotely in case of severe weather. Most building use occurs between 8 AM and 9 PM.

The contractor is expected to monitor weather conditions and initiate service as required by the agreed service threshold without waiting for the church to request service before every storm.

The church calendar is available on its website, and the church will make reasonable efforts to notify the contractor of significant schedule changes or special events.

During an ongoing storm, the contractor shall use reasonable judgment to balance interim access with the need for final cleanup, keeping the church informed as needed. (A primary church contact will be designated.) The proposal should describe the contractor's typical response approach during prolonged or high-impact storms.

Contract Term and Termination

The anticipated contract term is November 1, 2026 through April 30, 2027, unless otherwise agreed in writing. Contractors are invited to propose renewal terms for one or more subsequent winter seasons as part of their submission.

The final agreement may provide for termination for material nonperformance, unsafe work, failure to maintain required insurance, repeated failure to meet agreed service expectations, or other substantial breach. Any termination-without-cause provision and notice period will be addressed in the final contract.

Property Access and Site Visit

Church staff and volunteers will make reasonable efforts to keep parking areas free of parked vehicles before anticipated plowing. The contractor will not be responsible for areas that cannot reasonably be plowed because of parked vehicles or other temporary obstructions.

The parking area is currently open, and contractors are encouraged to inspect the property before submitting a proposal.

Insurance

Before beginning work, the selected contractor shall provide certificates of insurance demonstrating commercial general liability, automobile liability, and workers' compensation coverage as required by Massachusetts law. Holy Trinity Lutheran Church may require that the church be named as an additional insured on applicable policies. Final coverage requirements will be confirmed before contract execution.

Pricing Proposal

Holy Trinity Lutheran Church is particularly interested in evaluating fixed seasonal pricing to provide greater budget certainty. Contractors are strongly encouraged to submit a seasonal proposal if available. Contractors may also submit one or more alternative pricing options. If multiple options are submitted, please indicate which option you recommend for this property and explain why. A template for submissions is supplied in Attachment B.

Attachment A – Area to be cleared

The outlined area shown below represents the approximate limits of the paved areas to be plowed. The measured area is approximately 40,286 square feet. Measurements are provided for estimating purposes only and are not guaranteed. Contractors are encouraged to inspect the property before submitting a proposal.



Holy Trinity Lutheran Church, 143 Lincoln Street, North Easton, MA

Attachment B - Submission Template

Please use the template below to submit your response. Additional pages or standard company materials may be attached where useful.

Contractor Information

Company name: _____

Address: _____

Primary contact: _____

Telephone: _____ **Email:** _____

Years providing commercial snow-removal services: _____

Location from which crews/equipment would normally be dispatched:

_____

Proposed Service Approach

Plowing trigger: _____ **inches of accumulation**

Service approach, including how you determine when service is required and how you would coordinate around HTLC worship services, programs, community uses, and special events:

_____

_____

_____

_____

_____

_____

Equipment, Staffing, and Contingency Planning

Please describe the equipment you expect to use at the Holy Trinity property.

_____

_____

Please describe your staffing and equipment backup plan if the primary vehicle, equipment, or operator assigned to Holy Trinity is unavailable.

_____

_____

Emergency/storm contact name: _____

Storm contact telephone: _____

Pricing

Contractors are strongly encouraged to provide seasonal pricing if they offer this type of arrangement. Alternative pricing, including per-event or per-push pricing, is also welcome.

Seasonal Pricing

Do you offer a fixed seasonal contract?

☐ Yes ☐ No

If yes, please provide the seasonal price for this property:

_____

The seasonal price includes:

☐ Routine plowing

☐ Return visits during extended storms as necessary

☐ Final cleanup following storms

☐ Weather monitoring

☐ Vehicle-area deicing

☐ Other: _____

If deicing is not included in the seasonal price, please describe pricing, and indicate whether this pricing applies to both snow events and standalone ice treatments where no plowing is required.

_____

_____

Does the seasonal price include service regardless of total snowfall during the winter?

☐ Yes ☐ No

If no, please describe any seasonal snowfall limit, major-storm exception, or other circumstances or services that could result in additional charges:

_____

_____

_____

_____

Alternative Pricing Models

If you offer a pay-as-you-go option, please indicate the pricing method:

☐ Per snow event

☐ Per push

☐ Other: _____

Please describe your pricing structure, including applicable snowfall ranges or thresholds:

_____

_____

_____

_____

Please indicate whether:

Multiple visits during the same storm are billed separately:

☐ Yes ☐ No ☐ Depends on pricing method

Final cleanup is included:

☐ Yes ☐ No

Vehicle-area deicing is included:

☐ Yes ☐ No

If deicing is billed separately, please describe pricing, and indicate whether this pricing applies to both snow events and standalone ice treatments where no plowing is required.

_____

_____

Please describe any minimum charges, unusual-storm charges, or other circumstances that could result in additional billing:

_____

_____

_____

Contractor Recommendation

If you have provided more than one pricing option, which arrangement would you recommend for Holy Trinity?

☐ Seasonal

☐ Per event

☐ Per push

☐ Other: _____

Briefly explain your recommendation:

_____

_____

_____

Renewal

Would you be willing to renew the contract for one or more subsequent winter seasons? If so, please describe the proposed terms, including any anticipated annual price adjustment or other changes in terms.

_____

_____

References

Please provide two current or recent commercial/institutional snow-removal clients, preferably for properties of comparable size or use.

Reference 1

Organization: _____

Contact person: _____

Telephone/email: _____

Approximate length of service: _____

Reference 2

Organization: _____

Contact person: _____

Telephone/email: _____

Approximate length of service: _____

Insurance and Subcontractors

Can you provide evidence of required insurance outlined in the RFP before beginning work?

☐ Yes ☐ No

Do you expect any portion of the work at Holy Trinity to be performed by subcontractors?

☐ No

☐ Yes — please describe:

_____

_____

The contractor will remain responsible for work performed by any subcontractors.

Additional Information or Exceptions

Please identify any exceptions to the RFP requirements, assumptions underlying your proposal, or additional information you would like Holy Trinity to consider.

_____

_____

Proposal Certification

I certify that the information and pricing provided in this proposal are accurate to the best of my knowledge and that I am authorized to submit this proposal on behalf of the company named above.

Name: _____

Title: _____

Signature: _____ **Date:** _____