



October 15, 2024

**Request for Quotations (RFQ)
Snow Removal – Debert Airport
Debert, Nova Scotia**

The Debert Airport is owned by the Municipality of the County of Colchester (Municipality) and operated under contract by the Truro Flying Club. The facility includes a number of hangars, roads, taxiways, aprons and three asphalt runways (see Appendix A).

The Municipality is seeking quotations to provide snow removal services at the Debert Airport for the upcoming winter season, namely 2024/25.

SCOPE OF WORK

Areas to be plowed are shown in yellow on Figure 1 and in blue on Figure 2. Spitfire Road shall be kept clear **during and after** any snowfall greater than 5 cm. All other areas will require clearing once a snowfall event of 3-5 cm or greater has ended. Plowing services will be coordinated directly with the manager of the Truro Flying Club.

EQUIPMENT

At a minimum, the following equipment will be required to provide plowing services:

1. Loader with 12ft wide front mounted plow plus additional side mounted wing plow, minimum 150 hp, and/or
2. Grader with 12 ft plow plus additional side mounted wing plow, minimum 150 hp

Equipment may be stored at the airport for the duration of the plowing season (outside storage only).

EXPERIENCE

The removal of snow at an airport requires a high level of competency. Experience of Bidder in performing snow removal shall be attached to the Bid Form. Experience with airport snow removal shall be considered an asset.

INSURANCE REQUIREMENTS

1. The Contractor will be required to carry General Liability Insurance Coverage and Motor Vehicle Insurance Coverage with a limit of not less than two million dollars



(\$2,000,000) inclusive for any one occurrence. The Municipality and the Truro Flying Club shall be named insurers in the policy;

2. In addition to their General Liability and Motor Vehicle Coverage, the Contractor will be required to provide separate Airside Coverage.
3. The Contractor shall be responsible for any deductible amount under the policies.
4. The successful bidder shall, prior to the award of the Contract, provide proof of insurance, satisfactory to the Municipality, within five (5) working days of notification of proposal acceptance.

SUBMISSIONS

Bidders are to submit the following as part of their submission:

1. A list of equipment (make, model, size, and year) to be used by the contractor,
2. Hourly rates for equipment excluding HST (hourly rates to include operator),
3. Lump sum cost for airport specific insurance policy,
4. A current and valid Letter of Good Standing from Construction Safety Nova Scotia,
5. A current and valid clearance letter issued by the Workers' Compensation Board of Nova Scotia,
6. A list of at least three (3) previous snow removal contracts, contact persons and contact information.

Information must be submitted on the Bid Form as included in Appendix B, with items 4, 5 and 6 above attached to the bid form.

Note: minimum guaranteed payment to the contractor will be \$12,000 for the season, excluding airport insurance.

SUBMISSION PROCEDURES

Submissions are to be delivered by e-mail to engineer@colchester.ca and must be received by no later than 3:00 pm, Friday, November 1, 2024. It is the responsibility of the Bidder to confirm receipt of their submission by the Municipality. Opening will be private. Questions are to be directed to:

Michelle Boudreau, Director of Public Works
Municipality of Colchester
1 Church Street, Truro
(902) 897-3175, Option 2
Email: mboudreau@colchester.ca



The award of the contract is subject to the approval of the Municipality of Colchester's Council. Evaluation of submissions will be in accordance with the Municipality's Purchasing Policy which includes a local price preference.

The Owner reserves the right to reject all bids or any bid; not necessarily accept the lowest bid; waive any irregularities, formalities, informalities, or technicalities; and to accept or reject any offer whatsoever as considered by the owner to be in its best interest.

APPENDIX A – AIRPORT LAYOUT



January 25, 2022



Project:

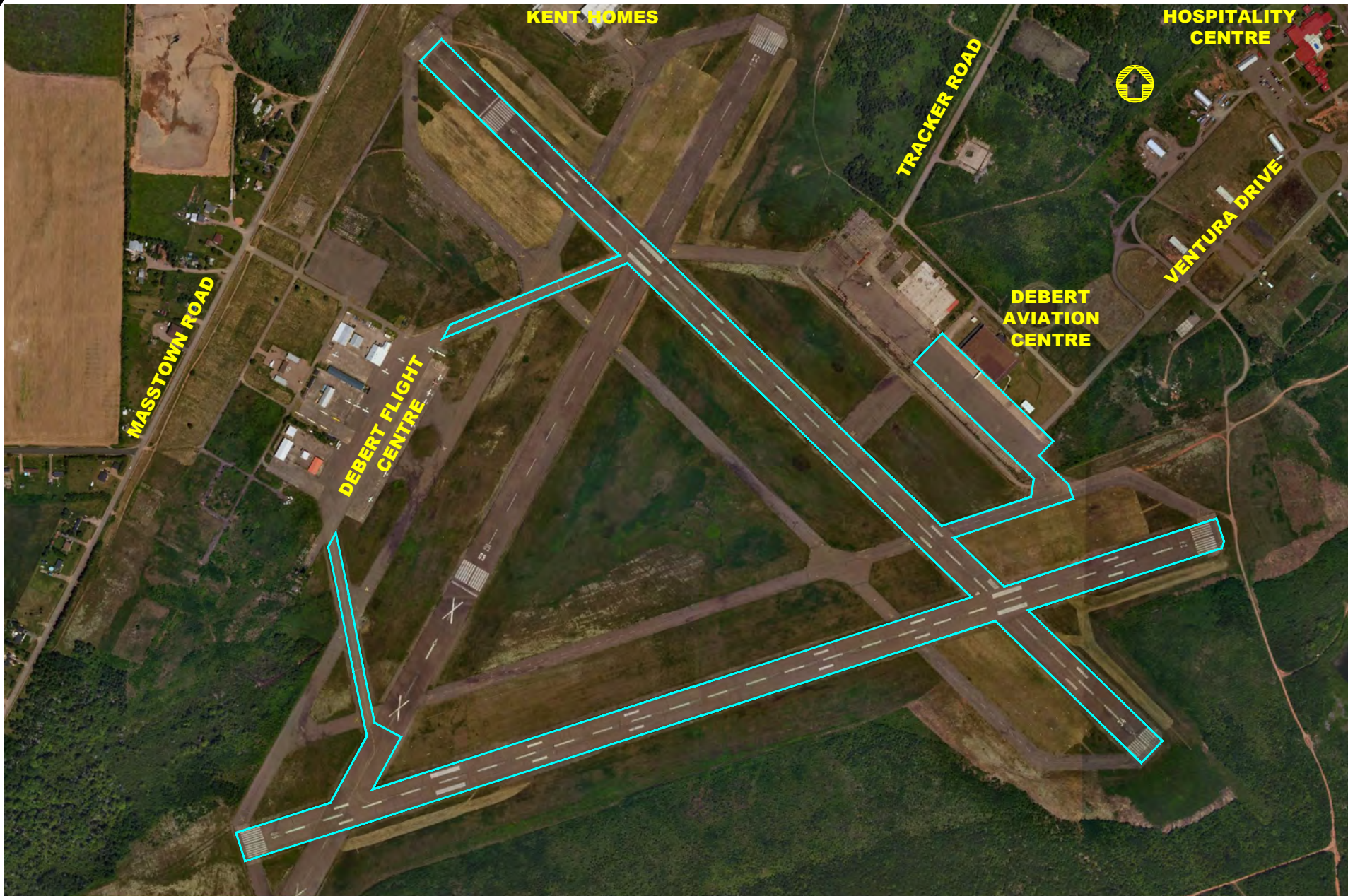
DEBERT AIRPORT RUNWAY
SNOW REMOVAL

Drawing Title:

AIRPORT RUNWAY PLAN

FIG 1

1 : 2,500



January 25, 2022



Project:

DEBERT AIRPORT RUNWAY
SNOW REMOVAL

Drawing Title:

AIRPORT RUNWAY PLAN

FIG 2

1 : 7,500



APPENDIX B – BID FORM



BID FORM
Snow Removal – Debert Airport
One Year Contract - 2024/25

Equipment Information					Hourly Rate Excluding HST
Make	Model	Year	Size (hp)	Description of Plows	2024/25
Airport Specific Insurance Policy -Annual Fee					

SUBMITTED BY:

Company Name: _____

Mailing Address: _____

Contact Person: _____

Phone No. _____

Email Address: _____

Fax No. _____