Snow Removal & Ice Management Scope of Work (SOW)

Section 1 – Technical Specifications

1.1 Snow Removal Operations

Snow removal and sanding operations must commence within two (2) hours after snow accumulation reaches approximately three (3) inches, unless otherwise directed by the Government Representative. Services must be performed on a per-event ("job") basis as defined in Section 2.

1.2 Sanding and Deicing

The Contractor must apply sand and approved deicing materials uniformly across all designated areas to maintain safe vehicular and pedestrian access.

1.3 Fire Hydrants

All fire hydrants must remain clear of snow within a minimum radius of six (6) feet in all directions. Snow must not be piled or stored in front of hydrant connections.

1.4 Sign Floodlights

All sign floodlights must remain clear of snow within a minimum radius of three (3) feet in all directions. Snow must not be piled or stored in front of light assemblies.

1.5 Catch Basins and Drains

Catch basins and drainage structures must remain free and clear of snow for at least one (1) foot beyond the perimeter of the basin cover. Snow accumulation or piling on or around catch basins is prohibited.

1.6 Site Coordination

The parking lot area covered under this agreement is approximately 45,000 square feet and operates continuously on a 24-hour basis. Due to operational requirements, snow removal and sanding activities may need to be coordinated in phases and cannot always occur simultaneously.

The Contracting Officer's Representative (COR) reserves the right to request additional services as necessary to maintain safe and operational conditions.

Section 2 – Special Provisions, Definitions & Service Requirements

2.1 Definitions

a. Snow

The term “snow” includes all forms of winter precipitation requiring removal or treatment under this contract.

b. Sand

The term “sand” refers to washed sand treated with a minimum of thirty-five (35) pounds of approved deicing material per ton. Materials must be thoroughly mixed prior to application.

c. Job

A “job” refers to the complete snow removal and/or sanding operation associated with a single weather event, as directed by the Government Representative. Multiple site visits may be required to complete a job.

d. Storm

A “storm” must be defined in accordance with determinations issued by the National Weather Service.

2.2 Contractor Equipment

The Contractor must provide and maintain all equipment necessary to perform services safely, efficiently, and in accordance with the requirements of this agreement.

2.3 Scope of Services

The Contractor must furnish all labor, supervision, vehicles, equipment, tools, materials, and supplies necessary to:

- Remove snow from parking lots, roadways, travel lanes, sidewalks, islands, entrances, fire hydrants, sign floodlights, and catch basins;
- Maintain safe ingress and egress for vehicles and pedestrians;
- Clear snow to the full extent of paved and designated service areas, including curbs and edges;
- Relocate snow to approved disposal locations.

2.4 Operational Requirements

Snow removal and sanding services must ensure continuous access to all buildings, parking areas, roadways, and walkways.

Special attention must be given to automated gates and sensitive operational areas. Snow removal near gates may require hand shoveling to prevent damage to gate systems or operating mechanisms.

Snow banks, windrows, and accumulations must be pushed back or removed as necessary to maintain safe operations.

All entrances and doorways must be cleared and treated for ice control.

2.5 Supervision

The Contractor must provide qualified on-site supervision during all snow removal operations. The designated supervisor must have authority to act on behalf of the Contractor and must ensure full compliance with contract requirements.

Due to the critical nature of operations at the Terminal Radar Approach Control Facility (TRACON), timely response and uninterrupted service are essential.

2.6 Response Time

The Contractor must mobilize and begin snow removal operations within the response time specified by the COR or as otherwise outlined in the contract.

2.7 Inspection and Acceptance

All services performed under this agreement are subject to inspection and approval by the COR.

Areas not cleared or treated in accordance with contract requirements may result in corrective action requests and/or deductions from payment.

2.8 Protection of Landscaped Areas

Snow must not be piled, pushed, or stored on landscaped or planted areas, including grass, shrubs, trees, or decorative plantings, except within designated snow storage locations.

2.9 Holiday Services

The Contractor must provide services on all federal holidays when weather conditions require snow or ice management operations.

Observed holidays include, but are not limited to:

- New Year’s Day
- Martin Luther King Jr. Day

- Presidents Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

Additional locally observed holidays may apply.

2.10 Call-Back Services

The Contractor must provide call-back services for drifting snow, refreezing, thaw/freeze conditions, or other hazardous accumulations requiring additional treatment.

Call-back services must be initiated within two (2) hours of notification by the COR.

2.11 Insurance Requirements

The Contractor must maintain all insurance coverage required under the contract and provide proof of coverage upon request.

2.12 Safety and Security

The Contractor and its employees must conduct operations in a manner that does not interfere with:

- Security operations;
- Emergency access;
- Fire and life safety systems;
- Vehicle or pedestrian traffic;
- Facility operations.

2.13 Removal of Personnel

The Government reserves the right to request removal of any Contractor employee whose conduct, performance, or actions are deemed unacceptable or inconsistent with contract requirements.

2.14 Lost and Found Property

Any misplaced property discovered by Contractor personnel during performance of services must be immediately turned over to the designated facility representative.

2.15 Personnel Records and Site Access

The Contractor must maintain an up-to-date roster of all personnel assigned to the site and provide daily sign-in documentation as required.

Daily logs must include:

- Employee name;
- Date and time on site;
- Job or work order number;
- Description of work performed.

2.16 Property Damage

The Contractor must be responsible for any damage caused by its operations to Government property, including but not limited to:

- Pavement;
- Curbs;
- Lawns;
- Landscaping;
- Shrubs and trees;
- Structures or equipment.

Damaged shrubs or trees must be replaced with nursery-grown materials of equal species and comparable size.

If damaged property cannot reasonably be repaired or replaced, the Contractor must compensate the Government in an amount determined mutually by both parties or otherwise resolved in accordance with contract dispute procedures.

Section 3 – Required Equipment

3.1 Minimum Equipment Requirements

To ensure timely and efficient snow removal operations, the Contractor must have the following equipment available for use at the facility:

a. Snow Plow

- Minimum vehicle capacity: five (5) tons

- Minimum blade width: seven (7) feet

b. Sanding Equipment

The Contractor must provide sanding equipment capable of distributing sand and deicing materials evenly and efficiently without causing damage to surrounding property or infrastructure.

c. Additional Equipment

Snow blowers or similar equipment may be used where operationally appropriate and approved, provided such use does not conflict with any contract requirements.

The use of tracked equipment with metal treads is prohibited.

General Notes

- All work must be performed in accordance with applicable federal, state, and local regulations.
- The Contractor must maintain professional communication with the COR at all times.
- Safety, operational continuity, and site accessibility are the highest priorities under this agreement.