



Town of Dennis
Department of Public Works

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November 22, 2019

2019-2020 Snow & Ice Season winter season.

Enclosed you will find information and new snow plow rates approved by Board of Selectmen on November 19, 2019 for vendors interested in plowing and sanding for the Town of Dennis during this upcoming snow plowing season.

If you plan to be on the Dennis Department of Public Works (DPW) vendor list, be sure to submit a complete snow plow packet:

- Insurance Certificate, must list the "Town of Dennis as additionally insured".
- Vendor Information Sheet.
- Certification of Payment of Taxes.
- Certificate of Authority (Corporations only).
- W-9, Request for Taxpayer Identification Number and Certification.
- Inspection of all vehicles and plows by DPW representative, an Inspection Report for each vehicle is required prior to plowing.

You will not be called unless all the above information is completed prior to storm. Once called all vendors must report to the DPW Headquarters, prior to plowing activities, unless otherwise approved by the Town. The Vendor must communicate any clock-in and clock-out time requests with Town representative.

Any ballast loaded at the DPW yard must be returned before clocking out (clean of any debris).

The Vendor is responsible for the cost of fuel, vehicle repairs or part replacements. Town fuel depots are not open to Vendors.

Thank you for your interest in plowing for the Town of Dennis.

David S. Johansen
Director of Public Works

TOWN OF DENNIS SNOW PLOW RATES			
TYPE:			FY 2020 RATE/HOUR
4WD Truck			
7' plow			\$70.00
8' plow			\$85.00
9' plow			\$90.00
6 Wheel Dump Truck			
9' plow – GVWR 11,000 to 16,000			\$90.00
10' Plow - GVWR 11,000 to 16,000			\$95.00
6 and 10 Wheel Dump Truck			
16,001 – 25,800 – GVWR w/10' plow			\$95.00
25,801 – 33,000 – GVWR w/ 9' plow			\$100.00
25,801 – 33,000 – GVWR w/10' plow			\$112.00
33,001 – 50,000 – GVWR w/10' plow			\$122.00
50,001 – or greater – GVWR w/11' plow			\$131.00
Sander/ Spreader Body			
6-9.99 cubic yard /Sander/Spreader Body			\$31.00
10 cubic yard /Sander / Spreader Body			\$36.00
Front End Loader 20,000 GVWR Minimum-2.5 - 3.5 cu.yd.			
10' plow			\$145.00
11' plow			\$165.00
Backhoe			
Backhoe			\$90.00
Backhoe/plow			\$100.00
Sidewalks			
Skid Steer Loader 5,500 GVWR Minimum - Bucket Only			\$93.00
		with Blower or Plow	\$98.00
Hauling			
10 Wheel Dump Truck			\$75.00
Tri-Axel Dump			\$80.00
Trailer Dump			\$87.00
All new plow rates voted and approved by Board of Selectmen on November 20, 2019.			
All rates include operator, fuel, equipment and insurance.			
Deduct \$5.00 if plow is Town-owned			
Rates include cell phone. Deduct \$5.00 w/o cell phone.			

VENDOR COMPENSATION

Compensated time will begin when the equipment arrives at the Town of Dennis Department of Public Works (DPW) and will end at the time of release in the field or at the DPW office. Hired equipment that arrives within **45 minutes of being called shall be paid from time of being called.**

All hired equipment, after reporting to work by instruction from the DPW Director or his designee will be **compensated a minimum of six hours.** When the work period exceeds six hours, the equipment shall be paid for the actual number of hours worked, the time to be computed to the nearest one-quarter hour.

All vehicle operators shall be allowed a 15-minute paid break, every four hours and a 30-minute paid break, every eight hours, for a total of 45 minutes every 8 hours. These times cannot be combined to extend break periods and breaks cannot be taken at the end of a shift. All breaks must be requested and approved by a Town of Dennis DPW Supervisor prior to leaving the assigned snow route. Depending on operational needs and weather conditions, the approval of break requests may need to be delayed until conditions allowed.

No compensatory time is allowed for the attachment or detachment of plowing equipment, for travel, standby or breakdowns lasting more than one hour; unless the vendor is making a good faith effort to repair broken equipment during the work shift with the authorization of the DPW.

Safety lighting on all hired equipment shall consist of operational 4 way flashers, plow lights, rotating or strobe beacon light (amber only).

The Federal Highway Administration has regulations that require employers with drivers of commercial vehicles to have an alcohol and drug testing program in place. The specific provisions of the regulations are highly detailed and legally complex. The Town of Dennis strongly recommends you review the regulations, which are cited as 49 CFR part 382. (www.fmcsa.dot.gov/rulesregs/fmcsr/regs/382.htm).

The completion of a plow packet does not assure that any or all vendors will be called. The Town reserves the right to determine when and if services are required. The Town will make every effort to communicate asset requirements and report times in advance of a storm.

The Massachusetts Division of Occupational Safety (DOS) has determined that “a contract for snow plowing services” is exempt from prevailing wage rates.

SNOW AND ICE CONTRACTORS APPLICATION CHECKLIST

- Insurance Certificate, listing the Town of Dennis as additionally insured attached.**
- Vendor Information Sheet - copies of vehicle registrations and copies of drivers' licenses attached.**
- Certification of Payment of Taxes attached.**
- Certificate of Authority (Corporations only) attached.**
- W-9 Request for Taxpayer Identification Number & Certification attached.**
- Vehicle and Plow Inspection Report(s) attached.**

VENDOR INFORMATION SHEET:

Copies of all registrations and licenses of drivers are required with packet submission.

NAME/COMPANY: _____

CONTACT PERSON: _____

MAILING ADDRESS: _____

TELEPHONE: (Home) _____ (Bus.) _____

(Cell) _____ Cell Phone provider: _____

E-Mail Address _____

<u>Plate No.</u>	<u>Truck Type</u>	<u>GVWR</u>	<u>Plow/Sander Size</u>	<u>Rate</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I acknowledge the Snow & Ice Control Services contractor requirements, the snow plow rates and the conditions covering compensation.

Signature

Date

All rates will be verified at time of vehicle inspection.

CERTIFICATION OF PAYMENT OF TAXES

Pursuant to Massachusetts General Laws, Chapter 62C, Section 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state taxes under law.

Signature of Individual or Company

Social Security # or
Federal Identification #

Date

CERTIFICATE OF AUTHORITY (Corporations Only)

At a duly authorized meeting of the Board of Directors of the

 (Name of Corporation)

held on _____ it was VOTED, That:
 (Date)

_____ (Name)

_____ (Title)

of this company, that he/she hereby is authorized to execute contracts and bonds in the name and on behalf of said company, and affix its corporate seal hereto; and such execution of any contract or obligation in this company's name on its behalf by such seal of the company by the above Officer to be valid and binding upon this company.

Place of Business: _____

Date of Proposal: _____

I hereby certify that I am the clerk of: _____ (Company)

and that _____ is the duly elected
 _____ (title)

of said company, and that the above vote has not been amended or rescinded and remains in full force and effect as the date of this contract.

 (Clerk)

Corporate Seal

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See Specific Instructions on page 2.

Name (as shown on your previous tax return)	
Business name, if different from above	
<input type="checkbox"/> Check appropriate box: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ <input type="checkbox"/> Other (see instructions) ▶	
Requester's name and address (optional)	Address (number, street, and apt. or suite no.)
	City, state, and ZIP code
	Last account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number	or	Employer identification number
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Part III Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Backup withholding instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or debt, cancellation or secured property, cancellation of debt, or contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Signature of U.S. person	Date
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) first. For example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien) to provide your correct TIN to the person requesting it (the requester) and, when applicable, to request it (the requester) and, when applicable, to request it (the requester) and, when applicable, to request it (the requester).

1. Certify that the TIN you are giving is correct for you are waiting for a number to be issued).

2. Certify that you are not subject to backup withholding, or exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien.
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States.
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partner's share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.

Vehicle Inspection Report

To be completed by DPW representative

Make: _____ Model: _____ Registration: _____

Type: _____ (i.e. 4 WD, 6 wheel, Backhoe, etc.)

GVWR: _____

Plow Size: _____

Tires (Front 3/32" – rear 2/32") Pass / Fail _____

Current Inspection Sticker Pass / Fail _____

Cutting Edge/>1"@ reveal: Pass / Fail _____

Mold Board & Trip test: Pass / Fail _____

Plow Frame: Pass / Fail _____

Plow/Frame Welds: Pass / Fail _____

Plow Lift Hydraulics: Pass / Fail _____

Plow Lights: Pass / Fail _____

Push Frame: Pass / Fail _____

Registration matches plates: Pass / Fail _____

Safety Lights/Rotating or strobe light/
4 way flashers/wig wag lights Pass / Fail _____

Windshield wipers/blades Pass /Fail _____

Failures recorded on this inspection report must be corrected and re-inspected by the DPW representative within 7 days.

DPW, Authorized Representative _____ Date _____

Contractor, Authorized Signature _____ Date _____