



United Way
Maritimes

Request for Proposal (RFP)

Snow Clearing Services – The Groves at Hillsdale

320–336 NS-204, Amherst, NS B4H 4G7

1. Introduction

The Groves at Hillsdale invites proposals from qualified contractors to provide reliable and timely snow clearing services for the 2025–2026 winter season. Services are required for the common areas as outlined in the attached maintenance plan. This includes 2 parking lots and 2 walking paths with a total area of 2373 m². Services are required for common areas only; residents clear private driveways. SEE Diagram Below

2. Scope of Work

The contractor will be responsible for:

- Clearing snow from common parking areas, and walkways.
- Applying sand/salt for ice management where necessary.
- Removing and relocating snow from the site if accumulation impedes access or safety.
- Responding promptly to snowfalls and icy conditions to maintain safe access.

3. Submission Requirements

Please provide all available information:

- Company name, contact information, and a brief background.
- Description of equipment to be used.
- Proposed response times after snowfall events. We would prefer snow cleared before the start of the workday in the morning and again before the end of the workday in the evening.
- Pricing structure (per snowfall, per season, or hybrid). Please provide options for different billing structures if available.
- Proof of insurance.
- Describe how curbs, hydrants, and landscaping will be protected during operations.
- Commit to keeping fire lanes, dumpster pads, and accessible parking spaces clear.
- Include a brief site visit before final pricing.
- References from similar contracts.

4. RFP Timetable

- **RFP Issued:** Friday, September 5, 2025
- **Deadline for Submissions:** Wednesday, September 10, 2025 (4:00 PM AST)
- **Decision/Notification:** Friday, September 12, 2025

5. Evaluation Criteria

- Experience and references.
- Capacity to meet timelines and service standards.
- Cost and value.
- Safety record and insurance coverage.

6. Submission Instructions

Contact: Paul Hershaw

Email: paul.hershaw@unitedwaymaritimes.ca

Phone: 613.806.3401

Subject line: *"RFP Submission – Snow Clearing – The Groves at Hillsdale"*

7. Additional Information

The Groves at Hillsdale reserves the right to accept or reject any submission, and to negotiate terms with the preferred contractor.

