



Lincoln Public Schools

Mary Ellen Normen
Administrator for Business and Finance

October 5, 2022

To: School Committee
Becky McFall, Superintendent

From: Mary Ellen Normen, Administrator for Business and Finance

Subject: Request for Award – Hanscom Snow Removal Services

Background. The School Committee is responsible for snow plowing and removal on the Hanscom Campus; the Town's DPW provides those services on the Lincoln Campus. Typically, we include \$35,000 - \$50,000 in the budget for these services, with the precise expenditures depending on the number and nature of the snowfalls. The table below shows the snow removal expenditures for the past seven fiscal years:

Fiscal Year	Amount
FY15	\$99,241*
FY16	\$27,026**
FY17	\$63,480
FY18	\$46,609
FY19	\$45,269
FY20	\$50,761
FY21	\$44,992
FY22	\$64,000

*Large snow fall year / ** Low snow fall year

Contracts for snow plowing services are exempt from the provisions of M.G.L Chapter 30B, which governs the procurement of supplies, services and real property in Massachusetts. Last year I worked with Chris Bibbo the Towns DPW Director to procure a contract for the 2021-2022 winter operations of the Lincoln School Campus and devoting a significant amount of time writing a scope and bid request which resulted in only one contractor applying. I decided to review the proposal of the long standing contractor (D & P Contracting, Inc) and feel based on the extremely fair proposal pricing and the declining responsible bidders that it would be in the best interest for the School Committee to award a one year contract for the winter operations of 2022-2023 to D&P Contracting, Inc.

Request for award. Upon review with facilities and school business staff, we continue to believe that the long-term relationship with D&P Contracting on Hanscom has value. They have proven for several years now they are dedicated to serving the Hanscom Schools and clearly take pride in the quality of their work

D&P Contracting provided the attached proposal for a one-year contract. These prices represent increases of 2.0-2.6% over the rates for services during the past year's performance period. D&P Contracting continues to perform well. They are reliable and trustworthy, with a strong knowledge of the site and our expected performance standards. They are responsible, and the proposal they submitted, responsive.

In conclusion, the proposal they submitted is reasonable, and the administration recommends that the School Committee award a one-year contract for snow removal services at Hanscom to D&P Contracting. Funds are available in the FY22 budget to accomplish this proposed work.

D&P Contracting, Inc.
20 Cottage Road
Wayland, MA 01778

Cell: 774-270-0077

PROPOSAL

Lincoln Public Schools
Ballfield Road
Lincoln, MA 01773
ATTN: Brandon Kelly

Date: September 14, 2022

Hanscom Air Force Base Schools Snow Removal Proposal:

Service dates: 1 November 2022 until June 2023

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| 1. Snowplowing – Four-wheel Drive Truck with Plow & Operator | <u>\$ 120</u> per hour |
| 2. Front-end Loader – One (1) Yard with Operator | <u>\$ 177</u> per hour |
| 3. Truck with Sander – Include labor and sand | <u>\$1,040</u> per sanding |
| 4. Fill fifty-five (55) gallon drums with sand | <u>\$ 109</u> per barrel |
| 5. Spring Clean-up of Sand | <u>\$2,792</u> per clean-up |

Paul Defina, President
D&P Contracting, Inc.
20 Cottage Road
Wayland, MA 01778
774-270-0077 (c)