



LINCOLN PUBLIC SCHOOLS

Mary Ellen Normen
Administrator for Business and Finance

October 5, 2021

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 | |

*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. Nevertheless, it is a longstanding policy of the administration and the School Committee to seek competition in the award of contracts where possible. The last competed contract for Hanscom snow removal expired at the end of the snow season in May, 2012.

Request for award. Upon review with retiring facilities and school business staff, we continue to believe that the long-term relationship with D&P Contracting on Hanscom has value, particularly in this time of pandemic. We once again requested a proposal from D&P Contracting.

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 FY21 budget to accomplish this proposed work.

D&P Contracting, Inc.

20 Cottage Road
Wayland, MA 01778

Phone: 508-650-5494
Cell: 774-270-0077

PROPOSAL

Lincoln Public Schools
Ballfield Road
Lincoln, MA 01773
ATTN: Mike Haines

Date: August 12, 2021

Hanscom Air Force Base Schools Snow Removal Proposal:

Service dates: 1 November 2021 until June 2022

- | | |
|--|-----------------------------|
| 1. Snowplowing – Four-wheel Drive Truck with Plow & Operator | <u>\$ 118</u> per hour |
| 2. Front-end Loader – One (1) Yard with Operator | <u>\$ 174</u> per hour |
| 3. Truck with Sander – Include labor and sand | <u>\$1,020</u> per sanding |
| 4. Fill fifty-five (55) gallon drums with sand | <u>\$ 107</u> per barrel |
| 5. Spring Clean-up of Sand | <u>\$2,792</u> per clean-up |

Paul Defina, President
D&P Contracting, Inc.
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