

SUN RANCH

Request for Bid: Snow Plowing Services

2026–27 Season — Bids Due:

Sun Ranch Owners' Association (SROA) is soliciting bids for contracted snow plowing services for the roads described below, for the 2026–27 winter season. Please review this Request for Bid (RFB) carefully and submit your bid using the form on the last page by the deadline above.

1. Scope of Work

The awarded contractor will provide snow plowing for the following common roads within the Sun Ranch Subdivision:

- Shower House access road
- Cape LaBelle
- Upper Lyman
- Lower Lyman

Personal driveways are NOT included in the scope of this contract. SROA does not arrange or pay for individual driveway plowing; property owners handle that separately on their own.

2. Service Trigger

Plowing is to be performed once accumulated snowfall reaches approximately four to six (4–6) inches, with the Association generally preferring service closer to the 6-inch end of that range to avoid unnecessary mobilizations. A designated SROA Board member or officer (the “Snow Coordinator”) will monitor conditions and provide the official notice to proceed. The contractor should not plow the roads in this contract absent that notice, except in conditions posing an immediate safety hazard (e.g., significant drifting or ice), which should be reported to the Snow Coordinator promptly.

3. Response Standard

Once notified by the Snow Coordinator, the contractor must complete plowing of all roads listed in Section 1 within twenty-four (24) hours.

Bidders should describe their available equipment and typical crew/route capacity in the bid form, as this factors into SROA's evaluation of a bidder's ability to reliably meet this standard.

4. Contract Term

The awarded contract will cover the period of October 1, 2026 through April 30, 2027. Bids submitted in response to this RFB must remain valid and open for acceptance through April 30, 2027, to allow SROA to engage services in the event of a late winter.

5. Bid Requirements

Your bid submission must include:

- Completed bid form (attached)

- Proof of current general liability insurance (certificate of insurance) and bonding, if applicable
- A brief description of equipment to be used for this contract
- At least two (2) references from comparable snow removal contracts (HOA, municipal, or commercial)
- Pricing — both a seasonal flat-rate option and a per-plow-event rate, if available (see bid form)

6. Selection Criteria

SROA will award this contract on a best-value basis. The Board will weigh price together with equipment adequacy, insurance/bonding, references, and any prior response-time history with the Association. The lowest bid is not automatically selected. The Board's decision is final.

7. Submission Instructions

Submit your completed bid form and required attachments no later than September 15, 2026, by one of the following methods:

- Email to: [insert Board/Secretary email]
- Mail to: Sun Ranch Owners' Association, [insert mailing address]

Questions about this Request for Bid may be directed to [insert contact name/phone/email]. SROA anticipates notifying the awarded bidder by [insert target award date], in advance of the October 1 contract start.