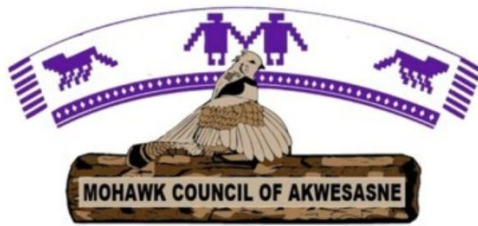


REQUEST FOR TENDER

SNOW AND ICE REMOVAL SERVICES



Mohawk Council of Akwesasne
November 10, 2025

Dept. of Infrastructure, Housing & Environment

Snow Removal and De-Icing for MCA Facilities 2025/2026

NOTICE OF TENDER RFP #25001 – Snow and Ice Removal Services

Date: November 10, 2025

To: Interested Companies

The Mohawk Council of Akwesasne, Department of Infrastructure, Housing and Environment (DIHE), is now accepting tenders for Snow and Ice Removal Services for this winter season. The requirements for submitting a tender are outlined in the attached. Please review the documents carefully before preparing your submission.

Sealed tenders, clearly marked with the project name and contents, will be received by:

Leslie Papineau, Director, Mohawk Council of Akwesasne, Department of Infrastructure and Housing, Administration Building No. 3, Cornwall Island, Ontario K6H 0G5
Tel: (613) 936-1548, **Submission Deadline: 11:00 a.m. (Local Time), November 24, 2025**

All tenders will be evaluated in accordance with the Tendering Policy of the Mohawk Council of Akwesasne, which aims to promote increased participation of local and other Aboriginal businesses in construction and materials supply contracting.

Please note that tenders are subject to a formal contract being prepared and executed. The Council reserves the right to reject any or all tenders. The lowest or any tender will not necessarily be accepted.

A Non-Mandatory Pre-Proposal Meeting will be held to review the tender documents and answer any questions regarding the Services: Date: Monday, November 17, 2025, Time: 1:00 p.m. Meeting location will be at the CIA#3 Building Boardroom.

While attendance at the Pre-Proposal Meeting is not mandatory, all interested service providers are strongly encouraged to participate. Kindly have a copy of the tender documents available for review during the session.

Niawen,



A/ Senior Maintenance Manager
Mohawk Council of Akwesasne, Department of Infrastructure and Housing
101 Tewesateni Road, Akwesasne, Ontario K6H 0G5
Tel: (613) 936-1548, ext. 1001 Email: nolan.francis@akwesasne.ca

Snow Removal and De-Icing for MCA Facilities 2025/2026

1. Introduction

Interested contractors are invited to submit quotes for services for Mohawk Council of Akwesasne (MCA) facilities coordinated with the Department of Infrastructure, Housing and Environment (DIHE) Maintenance Sector. The Department requires snow removal, salt, and/or screened sand-salt mixture spreading for the identified sites listed herein.

Contractors submitting a quote for Snow Removal and Clearing services must submit: -
A copy of current active insurance and liability forms relevant to the contract;
- A copy of the Contractor's Health and Safety Policy and Procedures for their employees;
- Proof of up-to-date licenses for operating snowplow vehicles.

All services require advanced authorization. The chosen contractors will provide all personnel, equipment, tools, supplies, supervision, and any other items necessary to perform snow removal services for MCA Parking lots. Contractors will be expected to ensure safe and accessible areas for all employees and visitors throughout the snow season.

The Department has identified "blocks" of buildings to be serviced by individual contractors. These buildings are located within the jurisdiction and control of the Mohawk Council of Akwesasne.

Contractors may bid on individual buildings, blocks of buildings, or combinations thereof. Blocks are located in the three districts of Kawehno:ke, Kana:takon, and Tsi Snaihne.

The contractors agree that by submitting a quote/ price per block or combination of blocks that based on all quotes received, DIHE reserves the right to propose an average cost for service to contractors.

Contractors must include current insurance and liability documentation, along with their Health and Safety Policy and WSIB information. The Contractor shall also carry his own insurance to protect his own equipment, machinery and materials.

2. Scope of Services: Contractor Responsibilities

The scope of services includes, but is not limited to the following:

- A. Snow clearing / removal schedule: for the months of November (from date of award) to March, on a need basis depending on snow accumulation and to follow each designated building's working operational hours.
- B. The contractor will implement timely and effective plowing of Snow services. And respond to emergency snow or ice events in communication with DIHE

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Maintenance and Housing Managers. The contractor is to clear the parking lots from snow when the snow accumulates to two (2) inches after a snowfall and when the weather report calls for continuous snow.

- C. De-icing is also required when icy conditions are present.
- D. In the event of snow accumulation, each facility is required to be serviced prior to the start of a normal workday. Ensure parking lots are cleared and treated before 7:00am to ensure a safe accessible parking lot area and parking entrances to the facilities. Contractors are not permitted to clear and treat the parking lot before 5:00am unless it is a 24-hour facility.
- E. In the event of heavy snowfall, the Contractor must respond to requests from DIHE Maintenance and Housing Managers within 30 to 60 minutes after the MCA DIHE calls for such services, on the same day that there is heavy snowfall.
- F. The MCA DIHE also reserves the right to request a stoppage of services for any length of time.
- G. The MCA 24-hour operation sites may require service more than once per snow event and includes weekends to ensure a safe accessible parking lot area during consistent snow events. The call for extra service will come from the maintenance managers / head caretakers at that site when required. This is to be discussed with DIHE managers at those facilities.
- H. Every snow/ice removal event upon completion shall be reported by email to MCA Management responsible for areas in their Blocks within a 24-hour period.
- I. Contractors will be responsible for the designated parking lots and parking entrances to the facilities. Note that the sidewalks will be cleared by the DIHE maintenance crew.
- J. The contractor is responsible for supplying all necessary labour, materials, and equipment to perform these required services:
 - The plowing of snow / removal of snow within parking lots,
 - The supply of salt materials,
 - The spreading of salt / salt mix within parking lots
- K. Salting and De-Icing: Apply salt or other de-icing agents to prevent icy conditions and ensure traction. Include separate equipment and cost. For this

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tender, "sanding" refers to rock salt, stone dust, and salt mix. **The use of pure sand or sand-only material is not permitted** under this contract.

Reasonable Use of De-Icing Materials

Contractors are expected to exercise professional judgment in the application of de-icing materials. Salt, sand/salt mix, or alternative products shall be applied only as necessary to maintain safe conditions. The amount of de-icing materials used shall be proportionate to the extent of ice buildup and size of the parking area. Excessive or wasteful applications will not be accepted.

De-icing materials shall not be applied on top of accumulated snow. Snow must be plowed and removed prior to the application of any de-icing agents, except in minor spot treatments where plowing is not practical. This standard is intended to minimize waste while maintaining safe conditions.

Material Specifications: Stone chips, stone/salt mix, salt, or screened sand/salt mix must not exceed $\frac{1}{4}$ " in size. Approved de-icing materials include rock salt, pre-wetting salt, anti-icing liquids (e.g., salt brine), and low-chloride options such as acetates, formates, and organic plant-based solutions. **Sand Mixture will not be accepted.**

Note: The contractor must confirm their choice of materials with the DIHE Maintenance Manager before application.

- L. De-ice the snow servicing areas any day that the temperature drops to 1 degree Celsius or lower and precipitation is imminent - forming ice rain to parking lots - as approved by DIHE Maintenance Management.
- M. The contractor is to haul or relocate snow to avoid excessive accumulation of snow piles. A predetermined site will be discussed with DIHE maintenance and Housing managers for each building site.
- N. The contractor may relocate the snow to a third-party dump site if requested by DIHE.
- O. The contractor is responsible to regularly monitor the weather forecasts to proactively plan for snow events.
- P. It is strongly recommended that each site is visited prior to submitting your tender.
- Q. The Contractor shall be responsible for all damage to persons or property that occurs as a result of the Contractor's fault, omission, or negligence in

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connection with the prosecution of the Work. The contractor is responsible to repair, or replacement of, any fixture or appurtenances on the said parking lot(s) / properties as a result of damage inflicted upon them by the Contractor. This includes damage to MCA owned property, sidewalks, parking stops, hardscaping, turf, grass or any other plant material or structure on the property. All repairs or replacements will need to be approved in advance by DIHE maintenance. Any repairs will be the responsibility of the contractor to repair at their expense.

All damages must be reported immediately to the DIHE Sr. Maintenance Manager and all damaged items must be replaced or returned to their original condition within fourteen (14) calendar days or less. DIHE will determine whether the Contractor is qualified to make the required replacements. If the Contractor is not qualified to make the repair or replacement, DIHE will make the repair at the Contractor's expense. Only DIHE approved materials, or parts, are to be used when making repairs. The Sr. Maintenance Manager/ Maintenance Managers will determine the locations, quantities, varieties, and approved sources of materials. No repairs or replacements are to take place without prior approval.

- R. Before the contracts are issued and signed, MCA Maintenance and Housing Managers will meet with the successful contractors to discuss the current conditions of the existing parking lots. Photos of the parking lot will be retained as record before work commences.
- S. In the event excessive amounts of material is applied, the Contractor will be required to remove it at their own expense.
- T. Do not pile snow or ice in handicap areas, against light poles, on top of shrubbery, on top of storm drains, on sidewalks, in front of stairs or doorways, loading docks, driveways, etc. or in areas where runoff will cause refreezing issues.
- U. Beacon, flashing lights and slow moving vehicle signs are required at all times.
- V. The DIHE Head Caretaker/ Manager will perform inspections throughout the storm events. In the event that the contractor is not performing to the standards set by the DIHE, the Head Caretaker /Manager may direct work as needed. Once on site, the Contractor must work continuously through the storm, until the work is completed as set by the contract. Failure to provide adequate services may result in the termination of the contract.

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W. At the conclusion of the winter season, the Contractor shall return to each serviced site to perform a spring inspection and necessary cleanup. This includes:

-Removing any residual sand, salt, or de-icing materials from parking areas, walkways, and curbs.

-Ensuring that all areas are left in a clean and serviceable condition acceptable to DIHE.

Final 10% holdback payment will be withheld until the spring cleanup, and any required repairs are completed to the satisfaction of DIHE.

X. The contractor to provide proof of vehicle and equipment liability insurance (minimum \$2M) must be forwarded with quotes as well as a working copy of the Contractors Health and Safety Policy and Procedures for their Employees. All drivers must have a valid drivers license.

3. Evaluation Criteria

Proposals will be evaluated on:

- Relevant experience and qualifications;
- Cost-effectiveness;
- References and past performance;
- Compliance with insurance, WSIB, and licensing requirements.

4. Payment

- The Contractor shall provide pricing based on the specifications outlined above. Pricing for snow and ice removal must be all-inclusive and must reflect all costs for which MCA will be responsible. Invoices shall state the location(s), nature, quantity, and date of work performed, accompanied by proper supporting documentation as MCA may require.
- A Maintenance Manager will coordinate and sign each invoice for service.
- Payments will follow MCA's regular contractor payment schedule.
- invoices to be submitted with signed work slips for snow clearing shall be submitted on a MONTHLY basis to the Sr. Maintenance Manager.
- No allowance shall be made for travel time to and from the work sites.
- A 10% holdback will be retained and released after season-end inspections are approved by DIHE Management.
- Contractors must attend a kickoff meeting and pre-season inspection to review site conditions.

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5. Submission Instructions

Proposals must be clearly labeled as: “Snow Removal and De-Icing for MCA Facilities 2025/2026”;

Include all required documentation (liability insurance, WSIB, and Health and Safety Policy). Late submissions will not be accepted.

Submit quotes by email, or in person to:

Leslie Papineau, Director
Department of Infrastructure, Housing and Environment – CIA Building 3
101 Tewesateni Road, Kawehno:ke
Akwesasne, ON K6H 0G5
Phone: 613-575-2250, ext. 1005
Email: leslie.papineau@akwesasne.ca

Contractor Information

Name of Contractor: _____

Title of Company: _____

Address: _____

Office Number: _____

Cell Number: _____

Email: _____

Date: _____ Signature: _____

Contractors confirm they are fully informed of all conditions affecting the work and will not make claims against MCA based on MCA estimates or representations.

All work must meet MCA/DIHE Management standards for quality, safety, and timelines. Management may halt work for safety or compliance reasons.

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6. Rate Schedule

The following rates shall apply. Each truck, piece of equipment and laborer's time must be accounted for on the approved and supplied control sheet (s). No invoicing shall be accepted for travel time to the initial service location.

Equipment / Material	Unit	Cost per Hour / Unit
Pick-up Truck with Plow	Hour	_____
Truck with Plow (dual/double axle)	Hour	_____
Backhoe	Hour	_____
Loader	Hour	_____
Dump Truck for Snow Removal	Hour	_____
Screened Stone Dust/Salt Mix	Ton	_____
Rock Salt	Ton	_____
Stone Dust Chips	Ton	_____
Anti-Icing Liquids	Litre	_____

Indicate which block that you are interested in:

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7. Facility Blocks

Block #1

Ahkwasasne Mohawk School (AMS)
Cornwall Island Rec/Day Care
A'nowarakowa Arena
Adult Care Facility/Tsiionkwanonhsote (24 hr)
Family Violence Shelter (24 hr)
Transitional Shelter Site (24 hr)

Block #2

CIA #1

CIA #2 Clinic
CIA #3 Administration (including parking/laneway)
Adolescent Treatment Center (24 hr)
Peace Tree Mall (PTM)
AMBE Office (behind PTM)

Kawehnoke Water Treatment Plant (WTP)

Block #3

Kanatakon Village School
St. Regis Village Health Facility
St. Regis Village Rec/Day Care
Maintenance Shop Buildings (St. Regis)
AMPS Boathouse Driveway
Akwasasne Mohawk Police Service (AMPS) Station
St. Regis Church Parking Lot

Block #4

Iakhihsohtha (24 hr)
Tsi Snaihne Day Care
Iohahi:io
Tsi Snaihne School
Snaihne Recreation Centre
Tsi Snaihne AMPS Substation & Snye Wake House
Whoville DCSS Outreach Site
Snye Warehouse (78 Sunday Drive)

Block #5

Administration Building #4
Administration Buildings #1 & #3
Angus Mitchell Memorial Building Parking Lot
Adjacent Parking Lot to Angus Mitchell Building

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Block #6

1109 Island Road (4-Plex Apartments) Cornwall Island
31, 35, 42, 46, 48, 55, 59, 71 Apartment Road (8 Lots) Cornwall Island KRA Apartments
Former AMPS Cornwall Island Substation building, DCSS AFWC building, and
Community Health residential home located on Roundabout driveway, (24,26,28 &
30 Frank B. Memorial Road) Cornwall Island.

8. Health and Safety Responsibilities

All contractors must adhere to current **Occupational Health and Safety Act** standards and MCA's internal Health and Safety procedures.

Requirements:

- Contractors and subcontractors must maintain compliance with applicable legislation.
- Maintain and submit a Health and Safety Program and Forms.
- Ensure workers wear PPE, receive safety training, and report any incidents to MCA representatives.
- Provide valid WSIB certificates with company details and policy numbers before commencing work.

Failure to comply may result in disqualification from current and future MCA contracts.

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