



REQUEST FOR QUOTE
FOR
SNOW REMOVAL
CASS COUNTY PUBLIC LIBRARY

The Cass County Public Library is issuing a Request for Quote (RFQ) for contractors interested in snow removal services for the 2025-2028 winter seasons. Contractors should be licensed in Missouri and have demonstrated professional competence. Interested contractors should submit their quote in response to the General Scope of Services on Page 2.

RESPONSES MUST BE RECEIVED BY (OCTOBER 24, 2025 5PM CMT). RESPONSES RECEIVED AFTER SUCH DATE AND TIME WILL BE REJECTED.

Submit to:

onderi@casscolibrary.org

With the Submission Title:

Snow Removal Quote

There will be an opportunity to email questions regarding the RFQ. All questions should be submitted to the Facilities Coordinator via email (onderai@casscolibrary.org). The deadline to submit these questions is (10/17/2025).

I. PURPOSE OF QUOTE

The Cass County Public Library is seeking a contractor for snow removal services to pre-treat parking lots, remove snow from parking lots, and post treatment of parking lots at two (2) locations, and remove snow from sidewalks at one (1) location in Cass County.

II. QUOTE TERMS

The Cass County Public Library reserves the right to reject any and all quotes received. If a quote is selected it will be the most advantageous regarding price, quality of service, contractors' qualifications and capabilities to provide the specified service.

The prices stated in the contractor's quote will not be subject to any price increase from the date on which the proposal is opened to the mutually agreed end date of the contract.

III. SCOPE OF SERVICES

The Cass County Public Library seeks contractors, during the months of November through April, to pre-treat parking lots, remove snow from parking lots, and post treat parking lots after snow has been removed, in addition, the contractor will remove snow from sidewalks in the attached Map (Exhibit A). Pre-treatment should occur before a predicted snow storm, and snow removal and post treatment of salt should occur as soon as reasonably achievable to facilitate the Cass County Public Library staff and its' patrons.

Rates: The rates set forth in the quote will remain in effect through April 30, 2028.

Missouri Immigration Law Affidavit: Pursuant to Section 285.5.0, RSMo., for contracts in excess of \$5,000, the Contractor shall by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the services provided herein. Contractor shall also sign and submit an affidavit affirming that it does not employ any person who is an unauthorized alien in connection with the services provided herein.

Anti-Discrimination Against Israel: Pursuant to Section 34.600, RSMo., if the Contractor employs at least ten employees, the Contractor shall certify by affidavit that it is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.

IV. INSURANCE REQUIREMENTS

Contractor shall procure insurance coverage, which shall contain an endorsement, addendum, or rider amending the general liability policy to include the Cass County Public Library as an additional insured, for the following types of insurance and in the following minimum amounts:

1. **Workers' Compensation:** Contractor agrees to comply with all applicable workers' compensation law in Missouri.
2. **Liability:** Public Liability in the amount of \$2,000,000 per person, \$500,000 per accident and property damage in the amount of \$500,000 per accident. All such liability insurance shall apply to liability assured under these specifications. The Cass County Public Library shall be named as an additional insured to the extent of the operations under this contract.
3. **Automobile Liability:** If the Contractor operates a motor vehicle in performing the services described herein, the Contractor shall maintain automobile liability insurance, including owned, hired, and non-owned automobiles, with a minimum liability limit of \$2,000,000, combined single limit. The Cass County Public Library shall be named as an additional insured.
4. **Certificate of Insurance:** Contractor shall, prior to commencing the services, deliver to the Cass County Public Library a Certificate of Insurance as evidence that the above coverages are in full force and effect. The Certificate of Insurance providing evidence of coverages must include proof that Contractor has Workers' Compensation insurance for all their employees.

The Certificate of Insurance shall be on file with the Cass County Public Library prior to any work being performed. Failure to maintain insurance during this contract will result in the contract forfeiture. The Certificate of Insurance shall provide that the Cass County Public Library shall be notified 30 days in advance of cancellation or expiration of the insurance procured, and shall provide that the Certificate of Insurance shall not waive any defense of sovereign immunity afforded to the Cass County Public Library.

All insurance Workers' Compensation, Comprehensive General Liability, and/or Automobile Liability shall be maintained at the expense of the Contractor during the term of the contract.

V. LOCATIONS TO BE MAINTAINED

Below is (Exhibit A), locations requiring snow removal and the designated facilities address. It is the Contractor's responsibility to scope out the properties before submitting a proposal and address any questions to ondreai@casscolibrary.org.

EXHIBIT A:

Pleasant Hill Branch

101 S St. Rt 7

Pleasant Hill MO, 64080



Annex

2121 Royal St

Harrisonville MO, 64701



SNOW REMOVAL, PRE-TREATMENT, POST TREATMENT CHART		
LOCATION	ADDRESS	PRICE PER REMOVAL
Pleasant Hill	101 MO-7	
Annex	2121 Royal St.	

Contractor Name:

Contractor Address:

Phone Number:

Alternate Phone Number:

Email Address: