# PURPOSE

Cherokee Nation Entertainment (“CNE” or “Owner”) is issuing this Request For Proposal with the distinct goal of awarding a snow and ice removal contract at the Cherokee Casino and Hotel in Roland, OK (“property”) for 2024-2025 winter season to the successful bidder (“Contractor”). This contract includes sanding, salting, shoveling, plowing and removing snow and ice from the surface areas of the property as directed by the Owner.

# DESCRIPTION OF SERVICES

Full services: equipment and personnel shall be available to be on property in the event of a snow and/or ice event, 24-hours a day, 7-days a week, including holidays, providing snow removal and ice melt services until all agreed to areas of mitigation are complete and meet the approval of the Owner. During times of continual snowfall or icing, Contractor is expected to remain on the property and continue operations until the snowfall or icing has stopped and all areas are clear and accepted by the Owner. In the event of a major snow or ice event, the Contractor shall commit no less than two (2) operators and appropriate equipment until such time as the Owner directs a reduction in manpower and equipment.

CNE understands the Contractor may have more than one snow and ice removal client. However, CNE expects to be the priority client for the Contractor meaning, the successful bidder will work CNE's property first to the detriment of any other clients, hospitals excepted. If the property conditions require more equipment or personnel, CNE will expect the Contractor to supply such equipment and qualified personnel, even if it means removing them from another client in mid-job, hospitals excepted.

Upon arrival and departure from property, Contractor and each member of -Contractor's personnel will be required to sign-in individually at the Security Key Desk. This check-in process is a requirement pursuant to invoice payment. Invoices are reconciled against the check-in log to verify hours worked and dates of service. Unlogged or unverifiable hours may not be reimbursed nor compensated.

Contractor shall ensure the work begins and continues until complete based on the priorities determined by the property facilities department and management. These areas will include the main entrance, driveways, all walkways, loading dock areas, and parking lots.

Contractor to supply all labor and snow removal equipment, including but not limited to; snowplows, front-end loaders, skid steers, dump trucks, shovels, snow blowers, ice melt, salt, salt spreaders (hand & truck), and safety equipment needed to complete the work.

Snowfall: To maintain safe access for guests and employess if snowfall of more than 2" occurs or is anticipated, Contractor shall plow and salt all paved areas, entrances, and clear/de-ice all walkways during and after storms. When requested by Owner, Contractor shall return to the property and maintain the entrances, drive aisles, and sidewalks free of ice and snow.

Slippery Conditions: When surfaces are slippery and/or temperatures are at or below freezing, Ccontractor is responsible for applying ice melt, which must be spread on sidewalks and walkways and salt must be spread onto all the parking lot areas.

1. Charges for Services: The contractor will submit a detailed invoice with a breakout of clear, line-item pricing itemized to cover the cost of each employee; each piece of equipment, all service of plowing, shoveling, salting and de-icing during and after a snowstorm. Pricing should include hourly rates for personnel and/or equipment. A fee schedule for any sand, salt or other material needs to be included in the bid. CNE reserves the right to provide owner-purchased salt & sand for vendor to utilize or have vendor provide. Travel time to and from the property/site will not be paid.

Approved Areas: Contractor will pile snow, sand and any other material or equipment only in areas approved and determined by CNE.

Pre-season Inspections: Contractor will inspect Property for pre-existing damage and submit a report detailing all pre-existing damage by commencement of contract award.

Curb Indicators: Contractor is required to install curb indicators before the first snowfall. Contractor will not submit any charge for curb indicators.

Damage: Contractor is responsible for all repairs for any damage to property caused by contractor and/or contractor's personnel or equipment and to remove all curb indicators before final payment and/or contract termination/expiration.

Emergency Contacts: Contractor shall provide emergency telephone numbers that may be called any time, 24 hours a day, and seven days a week. The CNE primary contact will be Bobby Cagle.

Response Time: Contractor will respond via phone within one hour to any call made by CNE for snow removal services and be onsite to work within two hours from the time of the initial call.

The rates quoted shall include all costs for the provision of the Services, including but not limited to reimbursable expenses; fees and permit costs, TERO fees or other registration and/or licensing fees; and rental expenses.

A site visit is required. Please schedule with Bobby Cagle, Facilities Manager, at (918) 208-5527.