

Request for Quotation (RFQ)

Snow Removal Services



THE CITY OF TERRACE

Parks Recreation and Culture Department

RFQ Number: Snow removal 2025 -2026

Date Issued: September 9th 2025

Closing Date & Time: 4:00pm Tuesday September 22nd, 2025

Contact Person: Monty Gill

Contact Email/Phone: mgill@terrace.ca & 250-615-3022

1. Purpose

City of Terrace is seeking quotations from qualified contractors to provide snow removal and ice control services for the Sportsplex, Terrace & District Aquatic Centre and Ferry Island during the winter season.

2. Scope of Work

The services required include, but are not limited to:

- Plowing snow from parking lots, laneways, roadways as specified in the service locations below.
- Applying sand/salt or de-icing products as required.
- Removing accumulated snow from site when necessary.

Service Locations:

Terrace Sportsplex/Aquatic Centre

- Hidber Parking Lot
- Main Arena Aquatic Centre Parking Lot
- Front Administration Hill Parking
- Fire Lane Sportsplex Arena Building
- Overflow Parking on request such as for large events.
- Roadway (Paul Clark Drive) From Park Avenue leading into the overflow parking (Skateboard/Pump Track)

Ferry Island

- Roadway to yellow entrance gate.
- Parking Area bottom of roadway.

Service Trigger Point:

Snow removal to commence after snowfall accumulation of 2"-3" or as directed by City of Terrace Staff. Service to commence during 11pm-7am 7 days a week, during nonoperational hours of facilities.

Optional Site Visit: For Contractor to setup with City of Terrace, before September 16 deadline.

Questions Deadline: 4:00pm Tuesday September 16th, 2025

3. Term of Contract

From November 01, 2025 to March 31, 2026 is a one-year contract with possible extension by mutual agreement and renewal of contract.

4. Contractor Requirements

- Maintain valid business license and insurance (liability and WCB/WorkSafe).
 - Provide own equipment, machinery, tools, and materials.
 - Respond within 4-6 hours of snowfall or service request.
 - Available on short notice 24hours to address any deficiencies.
 - Available for additional services at other Parks and Recreation locations for snow removal, salt/sanding needs.
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5. Quotation Submission

Vendors **must** provide:

- Company name and contact details.
- Pricing structure shall be as per listed below
 - per snow event one time removal of snow for each listed parking lot
 - Sanding/salt one time service once snow has been plowed for each listed parking lot
 - Parking lots need to be separated as per
 - Sportsplex Aquatic Centre (2 parking lots including back laneway and upper parking and roadway.) - Shown on the first drawing below)

- Overflow parking lot (Shown on first drawing)
 - Ferry Island (Shown on the last drawing)
 - Blowing, piling or removing of snow one time cost
 - Description of equipment to be used.
 - Response time after snowfall as per RFQ 4-6 hours of snowfall or service request. Snow removal, sanding/salting to take place from 11pm-7am 7 days a week.
 - At least 2 references from similar contracts.
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6. Submission Instructions

Please submit your quotation to: bids@terrace.ca

By 4:00pm Tuesday September 22nd, 2025.

Price Form 1

Complete and submit you unit rates on this sheet

Form. **Our Firm Total Price is per the unit prices**

below based on each visit to sites: Canadian Dollars

PST and GST not Included.

	Parking Lot		Price Sanding/Salting	Price Snow Removal
1.	Sportsplex/Aquatic Centre/Hidber Roadway/Laneway/Administration Parking			
2.	Overflow Sportsplex Parking Lot			
3.	Ferry Island			

The above price is based on the following:

- All the RFQ documents provided.
- Price will be firm for 45 days from the date of RFQ.
- Price includes all labour, supervision, tools, equipment, materials and mobilization costs.
- Price includes travel and accommodation.

Contractor:

Signed By: (signing officer)

Witnessed By:

Date:

Address:





HIGHWAY 16 W

4300
(bridge)