

COUNTY OF ST. PAUL NO. 19

Our Mission - To create desirable rural experiences

PW-14 Contracted Heavy Equipment Services Policy

Department: Public Works

POLICY OBJECTIVE:

The County of St. Paul desires to streamline the process for County staff to access heavy equipment when required for construction or repair services to County infrastructure.

POLICY STATEMENTS:

1.0 Advertising

1.1 In March of each year, the County will place an advertisement in the local newspapers indicating that we are accepting submissions from contractors with heavy equipment to provide the following information to the County for the purpose of contracting equipment for construction or repairs services to County infrastructure:

- (a) Proof of Insurance;
- (b) Proof of WCB coverage;
- (c) Safety Program Details – Certificate of Recognition/Small Employers Certificate of Recognition; and
- (d) List of equipment.

2.0 List

2.1 Public Works staff will create and maintain a list of contractors and their equipment for use when this type of equipment is required during the year.

2.2 In the event heavy equipment is required for equipment that the County does not have available for construction or repair of county infrastructure, Public Works staff will:

- (a) Refer to the list of contractors available;
- (b) Call contractors who have listed the type of equipment required;
- (c) Check availability of equipment and rates;
- (d) Keep track of contractors called and response; and

- (e) For the specialized installation of bridge culverts, County staff will utilize experienced contractor for continuity.

3.0 Criteria

- 3.1 Price will not be the only determining factor of who is successful for the required job. Experience and availability will also be considered.