

**2021-2022 Annual Snow Hauling Program**



October 2021

Dear Potential Snow Hauler:

To be considered as a Snow Hauler for Park City Municipal Corporation, please complete, and return the following items:

- 1. Certificate(s) of Liability Insurance** (see attached insurance requirements)
  - a. Send to [parkcity@moreton.com](mailto:parkcity@moreton.com)
- 2. Equipment Available Form**
- 3. Business License**
- 4. Current W9**

Please return the above items to Ruth at [ruth.barclay@parkcity.org](mailto:ruth.barclay@parkcity.org)

Once the above documents are received, a contract will be prepared specifically for your company. Instructions for contract completion will be given at that time.

Notice: Deadline for submittal is November 15, 2021.

Lowest Bid will be first call for snow removal.

Please let me know if you have any questions.

Sincerely,

**Ruth Barclay**

Park City Municipal Corporation

(435) 615-5328

[ruth.barclay@parkcity.org](mailto:ruth.barclay@parkcity.org)



Snow Hauler/Owner Name \_\_\_\_\_

Company Name \_\_\_\_\_

Physical address \_\_\_\_\_

Mailing address \_\_\_\_\_

Phone #'s: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email address \_\_\_\_\_

Emergency Contact (Please list name, phone#(s), and relationship:

\_\_\_\_\_

**TYPE OF EQUIPMENT AVAILABLE**

10-Wheel Dump Truck	Year	Make	Yard Box	Hourly Charge w/ Operator

Loader	Type	Size	Bucket	Hourly Charge w/ Operator

Grader	Type	Size	Moldboard Width	Hourly Charge w/ Operator



**e: Request for Certificate of Insurance**

Park City Municipal Corporation has engaged the services of Moreton & Company to track certificates of insurance from our servicers and contractors. This will facilitate a more streamlined process for receiving and monitoring the insurance certificates you send and will allow us to communicate with you more efficiently.

Per your contract with Park City Municipal Corporation, it is required you carry the following minimum coverages:

**Comprehensive General Liability** – No less than **\$1,000,000** for combined single limit per occurrence and **\$3,000,000** aggregate for personal injury, bodily injury, and property damage

**Business Automobile Liability** – No less than **\$1,000,000** combined single limit per accident for bodily injury and property damage.

**Workers Compensation / Employers Liability** – Bodily Injury by Accident **\$1,000,000** each accident; Bodily Injury by Disease **\$1,000,000** each employee. A minimum of **\$1,000,000** policy limit.

Waiver needed if Workers Compensation is not required

**Additional Insured** – Park City Municipal Corporation shall be named as an additional insured on the general and automobile liability insurance policies as respect to work performed by or on behalf of the Service Provider for Park City Municipal Corporation and a copy of the endorsement naming the Park City Municipal Corporation as additional insured must be attached to the Certificate of Insurance as part of the policy.

**Cancellation** – The Certificate of Insurance shall warrant that Park City Municipal Corporation shall receive thirty (30) days advance notice of cancellation.

**Please list the Certificate Holder as follows:**

Park City Municipal Corporation  
PO Box 1480  
Park City UT 84060

**REMINDERS:**

- 1. All Insurers affording coverage must show a valid NAIC# and have an AM Best Carrier Rating of no less than A-, and a Financial Size Category (FSC) of no less than VII.**
- 2. Park City Municipal Corporation MUST be named as Additional Insured as to the auto liability, commercial general liability, and umbrella/excess coverage.**

We ask that you send a current insurance certificate and policy endorsement listing Park City Municipal Corporation as additional insured, with the wording and limits as indicated above. On an ongoing basis, Moreton & Company will be contacting you directly regarding your insurance coverage, any identified deficiencies, and any other items related to establishing full compliance with our insurance coverage requirements. We ask that the requested data be submitted as soon as possible, as Park City Municipal Corporation will not enter any contracts without receipt of the approved insurance certificates.

Thank you for your anticipated cooperation in this effort. **Please send this information or any questions you may have regarding coverage to Jillian Murillo at Moreton & Company via email to: [parkcity@moreton.com](mailto:parkcity@moreton.com). Her direct line is (801) 715-7171.**