

**COPLEY TOWNSHIP**  
**SNOW PLOW CONTRACTOR AGREEMENT**

This agreement is between Copley Township and the Snow Plow Contractor listed below for the 2025-2026 winter season. Duration of this agreement shall be November 1, 2025 through April 1, 2026. Should weather conditions dictate the Township may request snow plowing service before or after the above dates at the below listed terms.

This program is open to year-round residents of Copley Township who are 75 or over, and/or are physically disabled, and do not have anyone living in the home capable of removing the snow.

The Contractor will receive a list of residents that have been assigned to their route. Contractors will be limited to 75 drives per route. More drives can be assigned upon mutual agreement between the contractor and the Service Director. The Contractor agrees to plow the driveway of each resident after receiving a phone call from the Township Service Director, or his designee. The Contractor is required to have a working phone that is answered 24 hours per day and capable of receiving voice messages. The Contractor is required to have a working email address to receive email messages and notifications. The Contractor is required to respond to voice messages and email messages within a reasonable time for acknowledgement. Telephone and email services must be in place and functional at the time of contract signing and the Contractor must notify the Township of any changes in their status.

The Contractor agrees to plow the snow when it accumulates to 4 inches or more and every subsequent accumulation of 4 inches or more after communicating with the Service Director, or his designee of their intent to do so. The Contractor understands that only the section of driveway leading from the homeowner's garage to the road shall be plowed and that sidewalks, driveway extensions, and turnarounds are not required to be plowed and road salt is not to be applied to the driveway. The Contractor agrees to clear the driveway and all plowed snow shall be kept on the property. Plowing snow onto or across the road surface is prohibited by Ohio law.

The Township will pay the Contractor \$17.00 per driveway. The Contractor must have a current copy of their liability insurance policy of at least \$1 Million Dollars, on file with the Township at all times. If the Contractor's insurance carrier changes during the length of this contract, it is their responsibility to forward a current copy to the Fiscal Officer of the Township. If the Contractor's liability insurance policy is cancelled, or falls below \$1 Million Dollars, the Contractor shall immediately cease and desist performing any services under this Agreement and shall notify the Service Director and Fiscal Officer.

**The Contractor is responsible to send the Service Director an invoice at the end of each calendar month with an itemized list of dates and times of services rendered.** Non-itemized invoices will not be accepted. The Service Director will approve said invoice and forward same to the Fiscal Officer for payment. The Contractor understands that the residents do not pay them directly for their services and shall never request any payment from any resident.

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The Township may cancel this agreement with thirty (30) days written notice with or without cause. The Contractor may cancel this agreement with thirty (30) days written notice with or without cause.

Signatures:

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Janice Marshall, Administrator

Contractor

Date \_\_\_\_\_

Date \_\_\_\_\_

**Snow Plow Contractor**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

24-hour Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Fax Number: \_\_\_\_\_

A copy of the Contractor's Liability Insurance policy is attached hereto. (Check box)

**Copley Township**

Greg Tracy- (330) 666-0365 Service Director- [gtracy@copley.oh.us](mailto:gtracy@copley.oh.us)

Kristen Light - Administrative Assistant

330-666-0365- [klight@copley.oh.us](mailto:klight@copley.oh.us)

Service Dept. Fax Number: 330-670-4720