

Memorandum

REPORT TO: City Commission

FROM: Jon Henderson - Assistant City Manager
David Arnado - Facilities Superintendent
Max Ziegler - Facilities Assistant Superintendent

SUBJECT: Authorize the City Manager to Sign a Professional Services Agreement with K2 Ventures Inc. for FY26-FY30 Facilities Snow Removal Services

MEETING DATE: October 21, 2025

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to Sign a Professional Services Agreement with K2 Ventures Inc. for FY26-FY30 Facilities Snow Removal Services

STRATEGIC PLAN: 4.3 Strategic Infrastructure Choices: Prioritize long-term investment and maintenance for existing and new infrastructure.

BACKGROUND: The City of Bozeman Facilities Department manages the operation and maintenance of City owned facilities, including the contracting of 3rd party contractors to provide ongoing maintenance services such as landscaping, janitorial services, and snow removal. The Facilities Department contracts for these services on a 5-year term basis, with our expiring snow removal contract covering Fiscal Years FY21-FY25. To solicit contractors for a new 5-year term to cover Fiscal Years FY26-FY30, the Facilities Dept. published a Request for Proposals on August 9, 2025 seeking proposals to provide parking lot and sidewalk snow removal services for: Bozeman Public Safety Center, Bozeman City Hall, Bozeman Public Library, Alfred Stiff Professional Building, Bozeman Senior Center, Fire Station 2, and Fire Station 3. Proposals received in response to the RFP were reviewed scored by a committee of 4 members of the Facilities Dept., with the top two scoring firms invited to interview with the committee. Based on the evaluation of the proposal scoring and subsequent interviews, K2 Ventures Inc. was identified as the lowest responsible proposer for this contract and was selected for award of the contract. This contract for snow removal services will be for an initial term of 3 years with the option to renew annually for a maximum term of 5 years. The contractor will be responsible for plowing parking lots and drive lanes, clearing sidewalks, and mitigating ice. Services provided under this contract will billed on a per-unit basis dependent on snowfall.

UNRESOLVED ISSUES: None at this time.

ALTERNATIVES: As suggested by City Commission.

FISCAL EFFECTS: This contract will incur expenses on a per-service basis according to the pricing sheets included in Exhibit A, to be paid from the Facilities Dept. operating budget.

Attachments:

[PSA - Snow Removal Services FY26-30 - K2
Ventures_Draft.pdf](#)

Report compiled on: October 3, 2025