

SM TRAIL GROOMING SCOPE OF WORK

The primary purpose of trail grooming is to smooth high-use trails.

Contractor(s) shall be required to provide specified trail grooming services on designated trails on national forest, private and state lands.

STANDARDS

Grooming Equipment Standards

Every snow grooming machine must meet all of the following requirements:

- a) Snow groomers shall be capable of grooming a path of a width of at least ten (10) feet in a single pass for the safety of the snowmobilers. The blade of each groomer must be greater than the width of the groomer tracks and greater than the width of the rear tiller, compactor bar or drag, in order to be capable of pulling snow from the outside of the trail to fill the moguls on the inside of the corners.
- b) The tracks of the snow groomers shall each be at least thirty-six (36) inches wide for two-track machines and twenty-six (26) inches wide for four-track machines in order to provide the proper flotation in soft snow conditions.
- c) Snow groomers must be equipped with a tiller or drag.
- d) Snow groomer tillers, drags or compactor bars shall have a minimum width of ten (10) feet in order to achieve at least a 10-foot wide finished surface.
- e) Each snow groomer shall be equipped with a two-way radio or a cellular or satellite phone to provide constant communication. Satellite phones will be provided by the Agency upon request.
- f) Each snow groomer shall be equipped with a 24-unit first aid and survival kit.
- g) Each snow groomer shall be equipped with at least one top-mounted rotating beacon or strobe light with a back-up rotating beacon (separately fused) and backup lights (two working together).
- h) Each snow groomer shall be equipped with flares and other warning devices in case of breakdown.
- i) Each snow groomer shall be equipped with a "backup alarm," capable of signaling when the groomer is engaged to drive in reverse.
- j) Each snow groomer shall be equipped with at least four forward-facing halogen headlights, or equivalent forward-facing headlights.
- k) Each snow groomer shall be equipped with an accurate and functioning hour meter.
- l) Each snow groomer shall have adequate fuel capacity to complete its scheduled route without refueling.
- m) Each snow groomer shall have the ability to operate at seven (7) miles per hour with the grooming implements (e.g. tiller, drag or compactor bar) engaged in operation.

Groomer Operator Standards

Personnel operating snow grooming equipment must:

- a) Operate equipment in a safe and appropriate manner with grooming speeds not to exceed seven (7) mph;

- b) Be courteous and considerate;
- c) Report to the Washington State Parks Winter Recreation Program and the local grooming coordinator any hazardous conditions (equipment breakdown on groomed trails, downed trees, etc.) or when equipment must be left unattended on the trail. If equipment must be left, it shall be left in as safe a place as possible for the safety of snowmobilers using the trail;
- d) Use flares or other warning devices to warn trail users of equipment hazards; and
- e) Complete required operation log forms and documentation as required (logs are to be the original, which are clean and legible).

Groomed Trail Standards

Trails shall be:

- a) Groomed only after there is an average of twelve (12) to eighteen (18) inches of base snowfall at the trailhead with consistent snow depths of twelve (12) to eighteen (18) inches throughout the trail system;
- b) Groomed to achieve at least a ten (10) foot wide finished surface;
- c) Groomed before and after heavy use periods (e.g. weekends, holidays, special events, etc.), unless systems are only groomed once a week;
- d) Groomed to eliminate significantly developed moguls or other irregular snow surfaces;
- e) Groomed with no berm or ridges in the trail;
- f) Cleared of snowdrifts and downed trees to provide a smooth trail surface;
- g) Groomed so that all curves are flat to provide safe and comfortable travel;
- h) Groomed in rain only when there is a forecast of a cold front moving in within 24 hours;
- i) Posted with signs according to the landowner signing guidelines manual. For example, signs shall warn of man-made hazards such as berms or other known obstacles.
- j) Trails shall not be groomed during avalanche conditions, heavy winds or blue ice conditions.

DUTIES

Grooming

- a) Grooming shall be performed based on use patterns in accordance with the Washington State Parks and Recreation Commission's grooming policy or the most current grooming policy adopted by the Washington State Parks Winter Recreation Program. Grooming shall be performed during the lowest traffic times of the day. Grooming shall be performed to benefit the majority of users, recognizing the specific needs of each area as specified in the project funding application.
- b) Grooming shall take place between December 1 and March 31 of each season unless snow conditions dictate otherwise. Any additional grooming must be approved by the Agency.
- c) The Contractor shall groom each individual trail only after completion the contractual requirements regarding signage (see section entitled "*Signing*" below). The Contractor shall discontinue trail grooming activity on any trail not meeting the

- signage requirements during any portion of the snow season. The Contractor shall re-establish grooming activity only after a trail is brought back into compliance with signage requirements.
- d) The Contractor shall follow the grooming schedule. Revisions to the schedule will only be made after consultation with the local grooming coordinator, the Contractor and the Agency.
 - e) In the event of a special circumstance, where an unscheduled grooming needs to take place, equipment and operator(s) or equivalent must be available within eight hours of the request.
 - f) Sufficient time should be scheduled weekly for equipment preventative service, maintenance and repairs according to the manufacturer's recommendations (including shop and field maintenance and repairs).
 - g) The Agency shall provide supervision of the Contractor. The Contractor has discretion to make a final determination that safe grooming conditions exist on any trail. Unsatisfactory grooming may be subject to re-grooming at the Contractor's expense after consultation with the local trail grooming coordinator through the Agency. Quality of work, miles of trail groomed in a specified time, and completion of assignment will be monitored by the local grooming council, local grooming coordinator and local snowmobilers, who will relay the information to the Agency as needed.
 - h) If scheduled grooming is not performed due to equipment failure, operator unavailability or other unforeseen circumstances, the Contractor shall perform the missed grooming the following day to catch up. After four consecutive days of missed grooming, the Contractor shall enact a back-up plan by the fifth day. Should the Contractor fail to enact a back-up plan after the fifth consecutive day of missed grooming, the Agency will contract with an alternative grooming service to groom the trails and the Contractor shall be obligated to reimburse the Agency for such costs.

Reporting

- a) Contractor shall work with the local grooming coordinator to develop a monthly grooming schedule for the length of the grooming season.
- b) Contractor must notify State Parks Winter Recreation Program by Dec. 1 of the monthly grooming schedule and grooming start date.
- c) Weekly schedules will be accepted as an alternative to monthly schedules where the Contractor submits the schedule for the coming week to the Agency by the Monday morning of that week and the weekly schedule outlines grooming activity from Monday through Sunday of the week.
- d) Contractor is required to contact the Winter Recreation Program daily, as necessary, by 2 p.m. to provide timely grooming updates. Updates must be provided within 12 hours of any change to the grooming schedule or any failure to groom so users know the status of all the trails. Grooming information includes:
 - the Sno-Park in which the activity occurs;
 - snow conditions, closures; and
 - any pertinent information about the trails that users should know (i.e. trail hazards).

Updates are to be reported to the Winter Recreation Program through email, winter@parks.wa.gov, or fax, (360) 586-6651, for posting on the Agency web site: www.parks.wa.gov/winter.

- e) Contractor shall thoroughly complete the Daily Trail Grooming Log, referencing the Winter Recreation Program *Groomed Trail System* (pdf) maps for trail names and other pertinent information, and other documentation as required. Copies are to be submitted on a weekly basis, by fax or mail, to the local grooming coordinator for accountability purposes.

Signing

- a) Under direction of the landowner(s), Contractor shall install appropriate directional trail signs and replace signs that have been removed or vandalized. Signs are to remain in place for as long as there is enough snow for users to use the trail for winter recreation. The Contractor shall request adequate quantities of such signs from the Agency and the latter shall provide such signs at no cost to the contractor.
- b) A Trailhead Grooming Log, FORM WR-205, shall be posted at each groomed trailhead and shall be completed each time the groomer passes by to inform the users when a trail was last groomed or if a trail is in the process of being groomed.
- c) Sno-Park bulletin boards shall be installed by the Contractor at each groomed trailhead and shall be inspected each time the groomer passes through. Any required upkeep shall be completed by the Contractor. The Contractor shall ensure that each bulletin board sign includes a map of the local groomed trail network, an emergency number including the location of the nearest telephone and a notice with the local grooming council's information, FORM WR-204, which includes its meeting schedule, location and telephone number.
- d) The Contractor shall provide and stock groomed trail maps at the trailhead locations at all times during the active grooming season. The Contractor shall request adequate quantities of such maps from the Agency and the Agency shall provide the maps at no cost to the Contractor.

Payment:

- a) Payment shall be made on the basis of hours of trail grooming service provided on the designated trails. No payment shall be made for non-designated trail grooming. Payment will be made only after proper documentation has been provided to State Parks.

Other contractor duties

- a) Contractor or designee shall attend and participate in the local grooming council's monthly meetings, and present completed operation logs for public review. The Contractor shall have the ability to effectively and professionally communicate at these meetings.
- b) Contractor shall attend and participate in the Agency-sponsored groomer operator workshop when offered by the Agency, for as long as the Agency contracts with the Contractor for trail grooming services.

- c) To supplement the grooming programs, the Contractor shall accept assistance from groups, clubs, associations or individuals on activities approved by the local grooming council (for example signing, clearing trails of downed trees, etc.).
- d) Contractor shall provide the opportunity for a "ride-along" in the snow groomer.