

City of Coralville
Invitation to Quote
Snow/Ice Removal and Parking Space Sweeping
5th Street On Street Angle Parking



The City of Coralville is accepting bids for the snow and ice removal and one time, post season sweeping for the 5th Street on street angle parking. The project includes the removal of snow and ice per the enclosed specifications and map and the parking post winter sweeping for the same areas according to the enclosed specifications.

This covers the areas of on street angle parking in the 200 block, 300 block, 600 block, 700 block, 800 block, 1100 block, 1200 block, 1300 block of 5th Street, and 400 of 6th Ave. There is approximately 132 parking spaces in the project. Contractors are responsible for counting these accordingly for their bid. These areas are part of the City's business district parking.

Notice to Providers:

Sealed quotes will be received at Coralville City Hall, 1512 7th Street, Coralville, Iowa 52241, until Monday, December 11, 2017 at 2:00 p.m.

Address Quotes to:

City of Coralville, 1512 7th Street, Coralville, Iowa 52241. Attention: 5th Street On Street Angle Parking Snow Removal on or before the quote opening, local time and date specified. Quote shall be sealed and clearly marked on the front with reference to 5th Street On Street Angle Parking Snow Removal.

Opening:

Quotes will be opened Monday, December 11, 2017 at 2:00 pm. It is the intention to include on the Coralville City Council agenda for council consideration and award at the December 12, 2017 meeting.

Contract Period:

The contract period will be from December 15, 2017 through April 15, 2018.

Right to Refuse

The City of Coralville reserves the right to reject any and all bids.

Questions or Site Visits

Any questions regarding specification should be addressed to Vicky Robrock. Vicky Robrock will coordinate the procurement of bids and a supervisor will be assigned to the awarded contract.

DETAILED SPECIFICATIONS

Areas of Care

The areas of care are defined by the map (Exhibit A.) Snow and ice removal operations include parking areas including handicapped ramp access areas adjacent to parking stalls. Snow/ice removal is required full width of the designated areas. Quote should include hauling snow as necessary. Snow may be temporarily piled at either end of each section that is not handicapped parking. Snow piles must be removed within 72 hours of snow event. Quote should include hauling price. Snow storage area has been designated at the Hawkeye Train Parking Lot at James Street, directly behind Comfort Inn and Suites, 2431 James Street.

Standards of Care

Snow operations will commence when there is a snow accumulation of 1 inch or greater.

Ability to respond to owner's representative call within two hours to address snow/ice issues.

Snow removal shall comply with City of Coralville snow ordinance of complete removal within 24 hours from the end of the snow event. Ongoing weather events may require multiple trips. Wind rowing will be not allowed and snow storage will be in designated areas only.

Ice operations will commence when precipitation occurs at freezing temperature.

Equipment – Price includes all equipment, tools, materials and labor provided by the bidder.

Duration of Contract

The duration of the contract is for one season: from December 15, 2017 through April 15, 2017.

Identification

All vehicles will be clearly marked with company name. Sub-contractors will also have their vehicles marked with company name.

Use of Ice Melt

While understanding that the use of ice melt is necessary in Iowa weather conditions, the contractor should use restraint when possible to not overuse the product. An eco friendly ice melt product shall be used such as Freeze Guard or Eco-Safe. The MSDS sheet for selected product will be submitted to the City of Coralville for approval prior to start of operations.

Use of Sand

The use of sand or a sand/salt mixture is prohibited. The area has been constructed using ecofriendly areas throughout the district including porous paver areas or bio cell areas which will be adversely affected by sand. Use of sand may result in loss of contract and reparations for the cleaning of the sensitive areas.

Special Instructions

- a. Do not push snow onto islands or into bio cells or landscaping areas.
- b. Do not interfere with drainage locations.

Regulations

Contractor is responsible to all OSHA or other training.

Final Sweeping – All areas on Exhibit A will be swept prior to April 15, 2018 of the contract years and prior to final payment. It will be the contractor's responsibility to haul away and dispose of any debris.

Insurance – the contractor will provide Proof of Insurance to the City of Coralville with the following parameters:

General Liability: \$1,000,000 Occurrence, \$10,000,000 Aggregate

Automobile Liability: \$1,000,000 Combined Single Limit

Worker's Compensation: Statutory

The contractor will also name the City of Coralville as an additional insured.

All insurance parameters stated above apply for any sub-contractors also.

Contractor Damages – An inspection of pre-existing conditions will be conducted annually prior to the start of the season by both City and Contractor representatives. Any damages occurring to the property thereafter as result of snow/ice removal operations will be the financial responsibility of the Contractor. Any damages shall be reported the City of Coralville with 24 hours of damage occurrence.

Use of Subcontractors

Any subcontractors intended to be used by the bidder will be identified with the cost proposal. It is the responsibility of the contractor under contract to provide proof on insurance of all sub-contractors and provide payment to sub-contractors.

Tax Exempt – The City of Coralville is a government body and therefore tax exempt. The quote should exclude tax. Contractor and all sub-contractors will be issued tax exempt certificates at the contractor's request.

Termination of Contract

The terms of this contract shall be in force through April 15, 2018. The City may request the contractor to take corrective action for recurring quality or service issues. If contractor is unable to provide resolution to the City's satisfaction, the City or Contractor reserves the right to terminate the agreement with thirty (30) days written notice.

COST AND CONTRACT SUMMARY

- A. The undersigned agrees to furnish and complete the above project from December 15, 2017 through April 15, 2018 or at final sweeping and inspection by both parties. Work shall be performed in accordance with the attached specifications.

Lump Sum Pricing

Pricing for the 2018 Season _____

The quote will be inclusive of the season and will be paid in 4 monthly installments on the 2nd Coralville City Council meeting of each month, January - April. The April payment is subject to inspection by both parties and close out agreement before payment is issued.

- B. References and Equipment: Provide 3 references for similar projects with contact information on a separate sheet along with equipment to be used.
- C. SUBCONTRACTORS
Does supplier intend to use subcontractors? If, yes please identify the subcontractor(s) and provide their scope of work.

_____ Yes _____ No
If yes, please comment:

- D. Name of Firm: _____
Address: _____
Phone Number: _____ Fax Number: _____
E-Mail Address: _____
Name & Title of Representative: _____
AUTHORIZED SIGNATURE: _____
Date Signed: _____

- D. Contract Award

It is the intent of the City of Coralville to make an award at the December 12, 2017 City Council Meeting following the quote date.

Award shall be based on criteria as follows: price, references or history of past projects with the city or with companies of similar snow removal operations, and ability to meet completion deadline.

A general project contract will be generated from the city. Winning quote should be prepared to execute the contract by December 15, 2107 and provide insurance documentation by same date.