

# **Request for Proposal**

## **Alto/Bowne Township Downtown Development Authority**

### **Snow and Ice Removal Services**

The Alto/Bowne Township Downtown Development Authority (Alto/Bowne Twp DDA) is accepting proposals from qualified individuals or firms to provide snow and ice removal within the DDA limits.

Contractors or individuals must be licensed and insured and must provide proof of insurance to the Alto/Bowne Twp DDA.

Questions relating to this proposal can be directed to Nancy Stroosnyder at 616-437-1927.

Proposals can be mailed to Alto/Bowne Twp DDA, PO Box 193, Alto, MI 49302 or emailed to [nstroosnyder@myself.com](mailto:nstroosnyder@myself.com). Proposals are due by Monday, November 7, 2016 at 5:00 pm.

### **Scope of Work**

The work covered under by proposal shall include plowing the parking areas and clearing the sidewalks within the DDA limits as described below and shown on the attached aerial map. Work shall also include removal of ice and application of de-icing agents in the event of ice accumulation.

- Primary Snow Storage – Lot at corner of Harrison and Depot Streets
- Secondary Snow Storage – Veteran’s Park
- Parking Area 1 – West of alley behind library
- Parking Area 2 – South of Veteran’s Park
- Parking Area 3 – East of Veteran’s Park
- Parking Area 4 – West side of Linfield, Kirby to Depot Streets
- Parking Area 5 – East side of Linfield, Kirby to Depot Streets
- Parking Area 6 – NE corner of Depot and Linfield Streets
- Parking Area 7 – West of Alley, east of Cogent Engineering
- Sidewalk 1 – South and east of Veteran’s Park
- Sidewalk 2 – East side of Linfield, Kirby to Depot Streets
- Sidewalk 3 – West side of Linfield, Kirby to Depot Streets

De-icing agents shall be placed on sidewalks as needed after snow or ice removal. De-icing agents must be environmentally friendly and approved for use on concrete.

Snow shall be placed in the areas shown on the attached map. The primary storage area is the lot located north of Depot Street. The secondary storage area is Veteran’s Park. Please note that there is a curb and sidewalk located at Veteran’s park. The contractor will need to get

snow over the sidewalk without damaging the sidewalk. If necessary, the contractor may block off two parking spaces as needed to guarantee access to the Veteran's Park area throughout the winter.

This proposal covers snow removal services from December 1<sup>st</sup> to April 30<sup>th</sup>. Snow shall be removed when more than 2" has accumulated. Snow shall be removed by 9:00 am. The streets in Alto are normally not plowed by the county road commission by 9:00 am, so the Contractor may need to remove snow from the streets to complete the work covered by this proposal.

Removal methods must not damage sidewalks, curbs or snow storage areas. Damaged items shall be repaired at the Contractor's expense.

The Contractor shall provide a lump sum price for all snow removal services. If it is necessary to remove snow more than 25 times during the contract time, the Alto/Bowne Township DDA will negotiate a price increase with the Contractor if necessary.

If the Contractor has provided satisfactory snow removal services in accordance with the requirements of this Request for Proposal, payment will be made in two installments as shown, regardless of the snow removal services required to date:

December 7, 2016 – 50%

February 8, 2017 – 50%

The Alto/Bowne Township Downtown Development Authority reserves the right to reject any and all bids, to waive any irregularities in bidding and to accept the proposal which in their opinion is in their best interest.

## Bid Proposal for Snow Removal Services

Lump Sum Cost for Snow Removal from December 1<sup>st</sup> to April 30<sup>th</sup>

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### Contractor Information

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

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

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Note: All bid prices to remain in effect until 4/30/17.

Viewer Map



October 21, 2015

PRIMARY SNOW STORAGE

PARKING AREA 1

SIDEWALK 3

PARKING AREA 4

PARKING AREA 5

PARKING AREA 6

PARKING AREA 7

