

# Request for Proposal Removal of Snow & Ice from the Streets of the Dove Point Subdivision

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*November 15, 2022*

## Introduction

1. **Background.** The Dove Point Resident's Association (the Association) is issuing this Request for Proposal (RFP) for the purpose of soliciting vendor proposals for the removal of snow and ice from the streets in the Dove Point Subdivision.

The Association intends to seek the most cost-effective solution, based on the representative criteria contained in the RFP, for its needs.

*See map in Appendix A indicating the streets covered by this RFP.*

2. **Vendor Inquiries.** Vendor inquiries are to be directed to:

Chad Bertrand – Association President

Phone: 502-468-9428

Address: 4421 Dove Park Blvd, Louisville, KY, 40299

3. **Submitting proposals.** One original and one copy of the proposal will be accepted until 6:00PM, on Sunday December 4, 2022. The submitted proposal must be clearly marked "Dove Point Mowing and Maintenance", signed by an officer of the company, and addressed on the outside as follows:

Chad Bertrand

RE: (vendor name)

Proposal for Dove Point Mowing and Maintenance

4421 Dove Park Blvd

Louisville, KY 40299

Proposals may also be hand-delivered to the above address by the date and time specified. It is the responsibility of the bidder to deliver the proposal in accordance with these instructions contained above and/or elsewhere in the RFP.

4. **Late proposals.** Proposals dispatched, but not received by the Association by proposal closing time, will be returned, after receipt, unopened to the bidder.
5. **Bids are binding.** Proposals submitted must be binding for not less than ninety (90) days after the date received.
6. **Proposal selection.** The Association will select the proposal, or combination of proposals, that, in its opinion, is in the best interest of the Association. The Association reserves the right to reject any and all proposals or portions of a proposal. The Association also reserves the right to waive minor technicalities in the proposal. The Association reserves the right of evaluation and

the right to determine the methodology for evaluation of the proposals to determine which is the best proposal and to accept the proposal (or proposals) deemed to be in the best interest of the Association, i.e., the most qualified proposal will not necessarily be the proposal with the lowest cost.

7. **Award of Contract.** The Dove Point Resident's Association will make the final award of the proposal or contract.
8. **Contract.** In addition to the completed proposal, a resulting contract may be required by the Association, including but not limited to, written correspondence between the Association and the vendor subsequent to the proposal submission, facsimiles, and product literature. All agreements between the Dove Point Resident's Association and the vendor will be handled through our legal counsel. In addition, any legal restrictions, or provisions, enforced by the vendor or its parent company, which are not in line with the industry's standard, should be pointed out.
9. **Confidentiality of Documents.** Proposals shall be opened to avoid disclosure of contents to competing bidders and kept secret during the process of negotiation. However, all proposals that have been submitted shall be open for public inspection after contract award. Trade secrets and confidential information, as specified by the vendor, contained in the proposals shall not be open for public inspection.

## Conditions

1. Contractor shall perform the maintenance and furnish all labor, equipment, services, and supplies for removing snow and ice (clearing the streets) for the Dove Point subdivision streets (see attached map) for the approximate period of December 1, 2022, to March 30, 2023.
2. Contractor will furnish upon request the following certificates of insurance with provision that insurance policies may not be cancelled or endorsed in any way which would reduce or limit coverage within (10) days prior written notice to the Dove Point Resident's Association.
  - a. Workman's Compensation Insurance covering employees performing the services outlined in this contract.
  - b. Comprehensive General Liability Insurance on an occurrence basis in an insurance company licensed to do business in this state of \$1,000,000.00.
3. Work Completed under this contract shall be subject to the approval of the Dove Point Resident's Association. For the practical implementation of the contract, the contractor agrees to meet with the Association as often as necessary to discuss any and all aspects of the contract.
4. If in the opinion of the Dove Point Resident's Association, the contractor has or is not satisfactorily performing the work covered by this specification, and within two (2) weeks (14 calendar days) of receipt of a written demand from the Dove Point Resident's Association, for performance, has not cured any defect in performance specifically itemized in such demand, the Dove Point Resident's Association may, at its option:
  - a. Consider all or any part of this contract breached
  - b. May hire another contractor to cure any defects in performance or complete all work covered by this specification for the remaining term of this contract.
  - c. Any demand for performance shall be specifically delivered to contractor by registered mail.
5. Neither the contractor nor the Dove Point Resident's Association shall be held liable in damages caused beyond its control and without its fault or negligence including but not limited to, acts of God or the public enemy, acts of the government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, or unusually severe weather.

## Criteria

1. **Vehicle Area Snow Removal.** Contractor will perform snow plowing services for all streets within Dove Point. Contractor shall mobilize when snow accumulation reaches 2" or requested by the President, Secretary, or designated member of the Dove Point Residents Association Board of Directors. Contractor will begin snow and ice removal operations and continue as needed.
2. **De-Icing Services.** Contractor will apply de-icing materials to service areas only in conjunction with a storm with accumulations greater than 2" or when requested by the President, Secretary, or designated member of the Dove Point Residents Association Board of Directors. Service fees will be determined according to the attached Rate Schedule.

## Streets to be plowed/de-iced (see Appendix A)

- Dixon Park Blvd
- Dove Park Blvd
- Dove Lake Dr
- Bryant Park Dr
- Dove Lake Ct
- Stilger Circle
- Trump Ave
- Cockrell Ct
- Turner Ct
- Patterson Park Ct
- Bettye Ann Ct

## Appendix A – Dove Point Subdivision Map



## Appendix B – Bid Form

Criteria Item (Times)	Number of Services	Price Per Service	Estimated Cost (Number X Price)
<b>Example</b>	<b>10</b>	<b>\$50</b>	<b>\$500</b>
1) Vehicle snow removal		\$	\$
2) De-icing streets		\$	\$
<b>Primary Conditions – Total Base Bid per Snow Event</b>	\$		

**THIS FORM MUST BE SIGNED AND SUBMITTED WITH THE BID**

Name of Company: \_\_\_\_\_

Company Representative: \_\_\_\_\_

Title of Representative: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone Number: \_\_\_\_\_