

VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
BID PACKAGE
MUNICIPAL PARKING LOTS SNOW AND ICE REMOVAL

The Village of Almont's DDA is soliciting proposals for snowplowing and ice salting for five parking lots throughout the downtown area. A minimum of a one (1) year contract with options to renew yearly for two (2) additional years will be negotiated and is dependent upon the DDA being satisfied with the work. The option to renew in each subsequent year is to be extended at the sole discretion of the Almont DDA.

- Services must be available 24 hours a day. Contractor is responsible to maintain all lots free and clear of snow and ice during the term of the contract.
- Contractor to complete all snow removal operations by 7:00 AM unless otherwise directed.
- Contractor will salt all locations up to 1" of snow or if icing is evident.
- Contractor will plow and salt as needed after 1" of snow. Repeat services to be executed within a 24 hour period due to new snow accumulation, blowing, drifting or icing are to be approved by the Almont DDA Director or Village employee, as designated by the DDA Director, prior to services being performed.
- A Calcium Chloride mix or an equivalent product shall be used for salting. Product must work in up to 10 degrees below zero temperatures.
- Snow is to be pushed to the edges and sides of lots, or as directed, to provide safe access. Plowed snow shall be pushed as to cause the least amount of interference to parking and driving. Snow shall not be piled near walkways, dumpsters, gate openings, loading ramps, docks, storage areas, handicap parking spaces and rear business entrances.
- Accumulation of snow caused by drifting or blowing will be removed when depth of snow reaches snow removal classification as specified.
- All fire hydrants shall be kept free of snow so hookups can be made. In addition, all telephone drop boxes and utility meters shall be kept clear of ice and snow if applicable.
- The contractor shall take all necessary precautions to conduct the work in a safe manner to prevent injury to persons or damage to property. Any damage, caused by the Contractor to DDA or private property will require restitution by the contractor for repairs to same. If damage does occur, the DDA shall be notified immediately.
- The Contractor shall provide necessary supervision and at the DDA's request, make an inspection with the DDA representative, to ascertain compliance with the specifications of the agreement.
- If snow removal/hauling from premises is required, the DDA will notify the vendor and issue a work order for billing.
- The DDA has the right to discontinue services immediately if the work is not satisfactory and completed in a timely manner.
- Billing in accordance with the bid and must be invoiced within 30 days of completion of the work. Invoices must be submitted to the DDA office at 817 N. Main Street, Almont, MI 48003. Payments will be monthly after approval by the DDA Board.
- Bid proposals must include company name, address, contact person, and a 24-hour number. Also include references and a list of equipment. The successful bidder must present liability and workman's compensation insurance documentation.
- The bidder is responsible for inspection of the lots in the field (attached map is not to scale).

- The Almont DDA has the right to reject any and all bids, to waive any formalities and to select the company and bid in any manner deemed to be in the best interest of the Almont DDA. The company selected shall agree not to discriminate against any employee or applicant for employment because of sex, race, age, religion, color, national origin, or disability status.

DESCRIPTION OF LOTS (See Map)

1. Huddle to Mill St. and boundary from commercial buildings to Bristol.
2. South of Mill first two rows of parking spaces and east to Bristol. Do not push snow to the South of that lot. Pile snow up in front of the telephone pole.
3. Front of Kracker Barrel to Main St. (excluding Gass Becker lot)
4. Along Chalet building to Bristol
5. W. St. Clair/Branch Street Parking Lot and also the new sidewalk behind the buildings connecting to the parking lot as well as the sidewalk on the north side of the building.

BID FORMAT:

Please itemize bid prices for each category.

1. 1-3 inches of snow
2. 4+ inches of snow
3. Salting costs
 - a) Contractor must specify product in bid submittal.
 - b) Contractor to state the method of salting used.
4. Snow hauling off site per 10yd. /truck load.

Bid forms shall be presented in a sealed envelope marked, “DDA Snow Plowing – 2020-2021”, Attention: K. Schall. Bids shall be addressed to the Almont DDA, 817 N. Main Street, Almont, MI 48003. Bids are due on November 9th, 2020 at 10:00am at which time and place all sealed bids will be opened publically and read aloud at the Almont Village offices. Open to the public.

If there are any questions, please contact:

Kim Schall, DDA Director - (810) 798-8125 or email: kschall@almontdda.com .