



**City of Platteville**  
**Contract 9 - 24**  
**Snow and Ice Removal, Sidewalks**

**Bids Due: Tuesday, November 5, 2024 - 10:00am**

**1) SCOPE OF WORK**

Bid Item #1 consists of removing snow from sidewalks fronting privately owned property throughout the City as per specifications.

Bid Item #2 consists of removing ice and/or glazed, hard packed snow, by applying salt and/or scraping from sidewalks fronting privately owned property throughout the City as per specifications.

**2) METHOD OF REMOVAL**

Contractor may use a shovel, blower, blower or blade mounted on a "garden" tractor, or a "skid steer" (not to exceed 3,000 lbs.) to remove snow. Lightly packed snow, caused by the machine being used for removal, or by footprints, and loose or powdery snow, that the machine or tool being used is unable to remove, will have to be "broomed" or scraped to the extent that at least 90% of bare concrete is exposed.

Sidewalk with 50% or more of the surface area covered with ice and/or hard packed snow, may be cleared by application of salt, or salt mixed with sand, and then scraping. **Salt shall not be used in place of "shoveling"; salt shall only be used after receiving permission to do so from the Department of Public Works.** Bid price shall include removing lightly packed snow on top of the ice and/or hard packed snow. **The Contractor will supply the salt.**

Snow shall not be placed in the street, driveway or any sidewalk except in the "downtown area," where the snow may be placed carefully in the gutter.

For the purpose of this contract the "downtown area" is defined as follows:

That area of the City bordered on the north by Furnace Street, on the south by Pine Street, on the east by Water Street, on the west by Elm Street and including the frontage properties of East Main Street between Water Street and Broadway.

**3) PROCEDURES**

City Staff will provide a list of addresses with possible violations to the contractor. The contractor shall inspect each address on the list. If the snow has not been removed, the contractor shall remove the snow in accordance with the procedures below. The

contractor shall only clear sidewalks that are obviously in violation and do not appear to have any prior effort to clear. Any questions must be asked of the Department of Public Works before clearing. The main point of contact for this contract shall be the Director of Public Works or his representative. From the time that City Staff provides the contractor with a list of address to the completion of the inspection and clearing of any sidewalks in violation shall be considered one event.

Designee

#### Details of Clearing and Recording Work:

- 1.) The contractor shall start work the first day after being given notice to do so.
- 2.) If another snowfall should begin while a clearing is underway, work shall cease immediately and not be allowed to commence until permission is again granted by the Department of Public Works.
- 3.) The contractor shall rotate the beginning point of each clearing in a manner so as not to show "favoritism". However, each clearing shall begin within the area previously defined as being the "downtown area", and the progress of the clearing shall radiate outward in such a manner that the "downtown area" is completed first, the areas adjacent to this area completed next, and so on to the City limits. Violation of this provision will be considered grounds to void this contract.
- 4.) The contractor shall take a COLORED photo of each sidewalk **prior to** and **immediately after** clearing with date and time stamp printed on the photo. Before and after photos will be taken in the same direction showing the **address and show enough of the surrounding area and be clear enough to readily verify the location**. The contractor will provide a spreadsheet with the address (including direction: North, East, West, or South – N / E / W / S) of the cleared walk, **time, date**, and the **length of the clearing**.  
Electronic Excel files shall be delivered to the Department of Public works within **5 days** of the clearing and prior to payment. Payment will not be made if the required photos are not properly taken and received or show that the work was not adequately performed.
- 5.) The contractor is liable for any and all damages to private property.

#### 4) INSURANCE

The contractor shall take out and maintain during the life of the contract, such Public Liability and Property Damage Insurance as shall protect the City, the Contractor, and any subcontractor in the following amounts:

Public Liability Insurance Bodily Injury	- \$250,000/\$500,000
Property Damage	- \$100,000

Automobile Public Liability Insurance Bodily Injury - \$250,000/\$500,000  
Property Damage - \$100,000

Insurance shall include claims under workers compensation, disability benefits and other similar employee benefit acts.

The insurance policy shall contain a clause which will notify the City at least ten (10) days in advance of cancellation.

## **5) METHOD OF PAYMENT**

The contractor shall present a billing **within 5 days** after each clearing to the Department of Public Works. This billing shall list each clearing address (including direction) with the time and date of clearing, the length and width of the sidewalk cleared, and be accompanied by before and after pictures.

If payment for clearing by using salt and scraping is included in the request, those addresses shall be clearly marked as having been "cleared by salting and scraping." When more than one application of salt is needed to clear a walk, payment will be made for ONE clearing at the price awarded for clearing by application of salt and scraping.

All payments will be calculated on a price per square foot basis. The minimum payment per location will be as bid. Payment will be made once a month.

Each event where the Director of Public Works or his appointed representative gives notice to the contractor to begin enforcement shall be paid at the minimum call out payment rate as bid. Any clearing of sidewalks shall be in addition to this base price. If the contractor begins the work, and a new snow fall starts which causes the work to cease, that will qualify as a call out under the terms of this contract.

## **6) LENGTH OF CONTRACT**

The contract shall be for the entire 2024 / 2025 winter season.

## **8) BIDDERS QUALIFICATION STATEMENT**

Prospective contractors are required to submit a qualification statement with their bid.

The object of the qualification statement is to enable the City to have sufficient information regarding equipment and experience in order to reduce the hazards involved in awarding contracts to parties not qualified to perform them and to select those contractors qualified to properly complete the work proposed.

Bids submitted without the qualification statement will not be considered.

QUALIFICATION STATEMENT  
Contract 9 - 24  
Snow and Ice Removal

CONTRACTOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

PHONE NO. \_\_\_\_\_ EMAIL: \_\_\_\_\_

LIST OF EQUIPMENT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

LIST OF PREVIOUS CONTRACTS OR JOBS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The undersigned understands that falsifying information on this statement shall be grounds for disqualification.

Official Address:

Firm Name:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_

(Signature and Title)

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

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