**City of McCallsburg, Iowa**

**REQUEST FOR BIDS**

**for**

**Snow Removal of City sidewalks only**

**RFB #2022-008**

The purpose of this Request for Bids (RFB) is to solicit bid applications which will enable the City of McCallsburg to select the most qualified Applicant to provide: snow removal for all City owned sidewalks, entries, as well as nuisance snow removal as directed by city staff.

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| Project and Contract Period | The project period shall be from first snow fall of ½” or greater after November 2, 2022, to last snow fall of spring 2023. |
| Scope of Services | **Provide snow removal for city owned sidewalks in the following locations**:  \*425 Main Street (City Hall) approximately 100 feet including area on the side of building.  \*630 Main Street (McCallsburg Park) approx. 300 feet  \*525 Main Street (McCallsburg Fire Station) approx. 500 feet  \*Sidewalk on Main Street in front of city property located between 520 Main Street and 550 Main Street.  \*Sidewalk down 6th Street on the east side of the road.  ***For all snowfalls/drifting of 2 inch or greater, or as directed by city staff/Mayor/Council.***  **Provide snow removal for nuisance abatements as directed** **by city staff/Mayor/Council.**  \*Hourly rate |
| Post RFB | City of McCallsburg will post the RFB on the city webpage at: www.cityofmccallsburg.com, at City Hall, McCallsburg Post Office, and the City of McCallsburg Facebook page. The City of McCallsburg will also publish the RFB The RFP will remain posted through the Bid Application Due date. |
| Bid Application due | Applications will start to be taken on September 13, 2022.  Bid applications must be submitted to the City of McCallsburg, Iowa City Hall by 4:00 p.m. (local Iowa time), on **10/10/2022**. |
| Select Successful Applicant/Post Notice of Intent to Award | Monday, October 10, 2022, 7:00 pm during regular Council Meeting  A Notice of Intent to Award the contract(s) will be posted for 10 business days on City of McCallsburg, Iowa Website. Award status will be posted for 10 business days beginning October 11, 2022. Applicants are solely responsible for reviewing the Notice of Intent to Award to determine their award status |
| City of McCallsburg contact | Name: Mellisa Mattingly  Email: mcburg@netins.net  Phone: (515) 434-2242 |
| City of McCallsburg  Contact during snow removal | Bill Lytle  Email: [blytle@cityofmccallsburg.onmicrosoft.com](mailto:blytle@cityofmccallsburg.onmicrosoft.com)  Phone: (515) 338-0707 |
| Notes: | Incomplete bid applications will not be reviewed for consideration.  Application must include the following information:   1. Organization/Company name 2. Primary point of contact (name and phone number) 3. Quote per Scope of Services listed in RFB. 4. Proof of insurance statement   If awarded:   1. Expenditure variance amounts are allowed up to a maximum of 5% of the approved budget amount. The Contractor shall submit a written justification and request for a budget amendment to the City prior to the obligation of an expense which will exceed the allowed 5% cumulative variance. The Contractor shall submit a written justification and request for a budget amendment when expenditures not previously approved are anticipated. 2. Proof of insurance at coverage amounts appropriate for project size. |

**Application to Request for Bids for Snow Removal #2022-008**

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| Company/Organization: |  |
| Primary Contact | Name:  Email:  Phone: |
| Secondary Contact | Name:  Email:  Phone: |
| Quote per Scope of Services listed in RFB # 2022-007 | $ |
| Notes/Comments/concerns: |  |



Signature:

Bidder acknowledges by signing that they are familiar with project and have the expertise and experience to complete the project at current industry standards for this type of work.