

REQUEST FOR PROPOSALS

Charter Township of Fenton Private Road Snow Removal & Ice Control Services

Proposals

The Charter Township of Fenton is requesting proposals from qualified contractors for snow removal and ice control service on private roads in Fenton Township that are maintained under a special assessment district.

Proposals must be made on the Proposal Form provided by Fenton Township, (enclosed). Additional copies of the proposal forms are available at the Fenton Township Civic Community Center, 12060 Mantawauka Drive, Fenton, Michigan 48430, and can also be requested via e-mail by e-mailing your request to **info@fentontownship.org**.

The Charter Township of Fenton reserves the right to waive any informality in the request for proposals, to reject any or all proposals; and to award the contract in a manner which it considers to be in the best interest of the Township. The Township reserves the right to use whatever reasonable and sensible evaluation techniques it deems appropriate.

SCOPE OF SERVICES

The Contractor shall provide services as outlined below for private roads in Fenton Township that are covered by a private road maintenance special assessment district. All potential contractors are hereby notified that the collective property owners of any such special assessment district shall have the option of selecting their own contractor to perform private road snow removal and ice control services as an alternative to the contractor selected by the Township. The Contractor shall employ qualified personnel to provide the snow removal and ice control services. The Contractor shall utilize vehicles and equipment that are capable of providing adequate snow removal and ice control services, including extremely heavy snowfalls and/or significant amounts of ice.

A. MAINTENANCE SERVICES

1. Snow Removal

Removal of snow from private roads. Minimum 3-inch snowfall.

2. Ice Control

Salting of steep slopes and intersections on private roads as authorized by the Township.

B. SAFETY:

The Contractor shall comply with all safety regulations and requirements of OSHA and MIOSHA.

LIABILITY

The Contractor shall carry workers compensation insurance and provide evidence of said coverage to the Township. The Contractor shall carry comprehensive general liability and property damage insurance coverage in the amount of Two Million (\$2,000,000.00) dollars, and shall provide evidence of said coverage to the Township.

TERM OF AGREEMENT

It is anticipated that the maintenance agreement shall be effective from December 1, 2018 through November 31, 2021. Any changes to this time period will be reflected in the final agreement.

PAYMENT

The Contractor may submit invoices for work performed up to two (2) times per month. Payments for said invoices shall be approved at regular Township Board meetings, (normally the first and third Monday of each month). The Township shall make every effort to remit payment within five (5) business days of Township Board approval.

ATTACHMENTS

1. Provide the name, experience and credentials of all personnel employed by the Contractor that would provide snow removal and ice control services.
2. Provide a detailed list of equipment owned by the Contractor, (type, model, year, etc.) that would be used to provide snow removal and ice control services.
3. Provide a brief narrative outlining the Contractor's experience in snow removal and ice control services for roads.
4. Provide at least three (3) client references for similar work.
5. Provide a brief narrative outlining the Contractor's proposed response and timing for snow removal and ice control services.
6. Provide certificates of insurance outlining liability and workers compensation coverage.

DEADLINE FOR SUBMISSION

Sealed proposals must be submitted to, and be on file with the Township on or before **2:00 p.m., Thursday November 8, 2018**. Any questions should be directed to:

**Thomas Broecker
Charter Township of Fenton
12060 Mantawauka Drive
Fenton, MI 48430-8817
(810) 629-1537
tbroecker@fentontownship.org**

CHARTER TOWNSHIP OF FENTON

PRIVATE ROAD MAINTENANCE SERVICES PROPOSAL FORM

Name of Contractor: _____

SERVICES

SNOW REMOVAL Removal of snow from private roads. Minimum 3-inch snowfall.

ICE CONTROL Salting at steep slopes and intersections for ice control only on private roads.

Road Name	Road Surface	Road Length (feet)	Cost Per Service	
			Snow Removal	Ice Control
Latourette Drive	Asphalt	590	\$ _____	\$ _____
Darts Drive	Gravel	495	\$ _____	\$ _____
Malibu Court	Asphalt	650	\$ _____	\$ _____
Wendell Drive	Asphalt	385	\$ _____	\$ _____
Curtwood Drive/Silver Ridge Road	Asphalt	4,277	\$ _____	\$ _____
Crystal Cove Court	Asphalt	1,000	\$ _____	\$ _____
Hicks Haven Drive	Gravel	570	\$ _____	\$ _____
Woodhaven Drive	Asphalt	1,150	\$ _____	\$ _____

The undersigned submits this Proposal with the understanding that if it is accepted, he/she will execute a written Agreement with the Charter Township of Fenton that will embody the terms as outlined in the RFP and this Proposal.

Signature:	_____
Printed Name:	_____
Date:	_____
Title:	_____