

CITY OF QUINCY

CONTRACT FOR PUBLIC WORKS

PROJECT MANUAL:

SNOW PLOWING

11 ROUTES

(ADAMS- SNOW ROUTE)

Due: July 16, 2013 @ 11:30 a.m.

If you have received this bid from either the City of Quincy Website or through an email it is your responsibility to check for addenda (at www.quincyma.gov) before you turn in your proposal. The City of Quincy will not be responsible any bids received omitting addenda acknowledgement.

FISCAL YEAR 2014

THOMAS P. KOCH, Mayor

DANIEL G. RAYMONDI, Commissioner

CITY OF QUINCY

INVITATION FOR BIDS

The City of Quincy invites sealed bids from Contractors for

Snow Plowing and Sanding of Adams - Snow Route Fiscal Year 2014

Bids will be received until: **Tuesday, July 16, 2013 @ 11:30 a.m.** at the Purchasing Department, 1305 Hancock Street, Quincy, MA 02169. Immediately following the deadline for proposals all proposals received within the time specified will be publicly opened and read aloud.

Detailed specifications are available on-line at the City of Quincy's website, www.quincyma.gov and also available at the office of the Purchasing Agent, Quincy City Hall, 1305 Hancock Street, Quincy, Massachusetts, 02169, between the hours of 8:30^{AM} and 4:30^{PM} for a non-refundable printing charge of \$25.00

The City offers a minimum annual guarantee of \$ 15,000. to the Successful Bidder.

The award(s) will be for a term of one (1) snow season-fiscal year 2014, commencing no later than October 15, 2013 and ending on May 15, 2014. In addition, the City shall have the option to extend the contract for the each of the next five (5) snow seasons-fiscal year 2015 through fiscal year 2019, at the prices stated in the Contractor's proposal. The exercise of this option shall be at the sole discretion of the City. In order to exercise its option, for the fiscal year 2015 through fiscal 2019 snow seasons, the City will notify the Contractor no later than October 1.

Multiple contracts may be awarded under this request, if in the best interest of the City to do so

Proposals must be submitted with one original and one copy.

The awarded Contractor(s) will be required to furnish a Performance Bond in the amount of 100% of the contract total and Certificate of Liability Insurance.

All questions regarding this bid should be directed to Kathryn R. Hobin, Purchasing Agent through fax: 617-376-1074 and email: khobin@quincyma.gov and cc to kimtrillcott@quincyma.gov Questions will be accepted until July 10, 2013 at 4:00 p.m.

Municipalities in Massachusetts are not required by law to carry out public bidding for contracts for snowplow services. Interested vendors should take note that the provisions of the bidding laws DO NOT APPLY to this Proposal. In order to obtain the service with the highest value, the City of Quincy has voluntarily undertaken this competitive Proposal. The City also reserves the right to engage in negotiations with Contractors after the proposals are opened.

The City of Quincy will be the sole judge of whether or not a proposal meets the criteria of this Open Solicitation, and its decision shall be final. The City of Quincy will be the sole judge of whether or not a particular quotation has the highest value for the City of Quincy compared to other quotation based on the selection criteria, and its decision shall be final.

CITY OF QUINCY
Daniel G. Raymondi
Commissioner of Public Works

Advertise:

Goods and Service June 24, 2013
The Quincy Sun June 27, 2013

E. The undersigned agrees that, if selected as general Contractor, s/he will within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the City of Quincy, execute a contract in accordance with the terms of this proposal and furnish a performance bond and also a labor and materials or payment, each of a surety company qualified to do business under the laws of the commonwealth and satisfactory to the City of Quincy and each in the sum not less than 100% of the contract price, the premiums for which are to be paid by the general Contractor and are included in the contract price.

The undersigned further certifies under the penalties of perjury that this proposal is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from public contracting or subcontracting in the Commonwealth under the provisions of M.G.L. Chapter 29, Section 29F or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date _____

(Name of Proposer)

BY: _____

(Printed Name and Title of Signatory)

(Business Address)

(City, State Zip)

_____/_____
(Telephone) (FAX)

(E-mail address)

NOTE: If the proposer is a corporation, indicate state of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses of all partners; if an individual, give residential address if different from business address; and, if operating as a d/b/a give full legal identity. Attach additional pages as necessary.

**CITY OF QUINCY
DEPARTMENT OF PUBLIC WORKS**

**SNOW PLOWING SERVICES
2014-2019 Season**

PROPOSAL REQUIREMENTS

Instructions to Bidders

1. This package constitutes the proposal in which your proposal is to be entered. This proposal must be submitted in a sealed envelope.
2. Be sure to provide all the information required.
3. Be sure to sign the proposal/quote.
4. You must provide price quotes for each item and for each of the contract years (2014 through 2019). Proposal prices must be written in both words and figures. All entries in the proposal must be clear and in ink. You should insert computed totals in the spaces provided for totals.
5. Proposals will be received until **11:30 am on Tuesday, July 16, 2013** at the Purchasing Department, 1305 Hancock Street Quincy, MA 02169. Immediately following the deadline for proposals all proposals received within the time specified will be publicly opened and read aloud. Late proposal will be rejected.
6. **Contracts for snowplow services are exempt from the provisions of Massachusetts law regarding municipal bidding. The City of Quincy has chosen to undertake this procurement on an open and competitive basis. Interested Contractors should take notice that the right is reserved to reject any and all offers and to make award as may be determined to be in the best interest of the City of Quincy. The City also reserves the right to engage in negotiations with Contractors after the proposals are offered. Any contract made will be subject to appropriations and grants to meet payment hereunder.**
7. **Contractor must own 90% of the Equipment to be used for this contract.**
8. **Contractor must provide a minimum of 9 sanders ((4) GVW 15,000 2 yard sanders, (5) GVW 33000 6-8 yard sanders) to be used at the discretion of the Commissioner of Public Works for the duration of each storm. Sanders shall be paid for under appendix "C" by Quincy posted rates.**
9. **Contractor must provide 10 trucks in addition to the 1.5 pieces per route for plowing main roads ((8) GVW 33000 with a min. 10' blade and (2) GVW 15,000).**
10. **Contractors must also provide ((2) 3cy loaders and (2) 4x4 backhoes) to be used at the desecration of the Commissioner of Public Works for the duration of each storm. These shall be paid for under appendix "C" by Quincy posted rates.**
11. **Contractor will be limited to (2) two City Snow Plow Contractors per fiscal year.**

PLEASE DO NOT SEPARATE ANY SHEET FROM THIS BID CALL

Every bid delivered must contain one original and at one copy.

**PUBLIC WORKS
SNOW SPECIFICATIONS**

1. Scope

It is the intention of the City of Quincy to enter into contracts with competent and responsive Contractors for plowing several of the City of Quincy's routes in the manner described herein.

- 1.1 The Contractor must supply sufficient trucks and plows to clear in a timely manner the routes described herein. All equipment intended for use in snow plowing City streets will be subject to passing an inspection administered by the City.
- 1.2 The specific streets for each route are shown on the maps and listed in Appendix A of this proposal. The Contractor must supply sufficient equipment to cover and clear each route.
- 1.3 In consideration of the need to reserve equipment, the City will guarantee a minimum payment of **\$15,000.** for each snow season, provided that the Contractor performs the services of this contract to the satisfaction of the City.
- 1.4 The City reserves the right to treat each route independently and to give special attention to one or more route(s) at any given time.

2. Term of Contract

- 2.1 The award(s) will be for a term of one (1) snow season-fiscal year 2014, commencing no later than October 15, 2013 and ending on May 15, 2014. In addition, the City shall have the option to extend the contract for the each of the next five (5) snow seasons-fiscal year 2015 through fiscal year 2019, at the prices stated in the Contractor's proposal. The exercise of this option shall be at the sole discretion of the City. In order to exercise its option, for the fiscal year 2015 through fiscal 2019 snow seasons, the City will notify the Contractor no later than October 1.

3. Basis of Award

- 3.1 The award will be given to the best-qualified Contractor. The City intends to award to the proposal that best meets the needs of the City.
- 3.2 The best-qualified Contractor will be judged on previous experience, type and amount of equipment available; and the 6-year offer that best fits the financial goals of the City of Quincy.
- 3.3 The City through the Commissioner of Public Works may award Contractors after review with those offering the most competitive proposal/quote.
- 3.4 The City expects to complete its awards within 30 calendar days of receipt of bids.

4. Rejection of Proposals and Limit of Award

- 4.1 The Contractor and the City acknowledge that proper snow plowing is important to public safety and welfare. Therefore, the City reserves the right to reject any or all proposals as it may determine to be in the best interest of the City. **The burden of proof rests with each interested Contractor to show that he can meet the requirements and perform as required by the City.**
- 4.2 The City may reject offers from any Contractor who:
 - A. Has a history of failing to provide timely, quality, and complete service on snow plowing or other contracts.

- B. Proposes the use of equipment or sub Contractor with a history of failing to meet the City's request for service or to perform in a satisfactory manner on snow plowing or other contracts.
- C. Has been awarded 2 snow contracts within the same fiscal year.

5. Responsibilities of the Contractor

5.1 The Contractor shall provide sufficient vehicles, equipment and operators to plow City streets in a timely manner. The City sets forth the following responsibilities, which the Contractor accepts as conditions of this contract. The list provided below is not intended to be all-inclusive.

5.2 The Contractor accepts responsibility to do the following in accordance with instructions from the Commissioner of Public Works.

- 5.2.1 Completely familiarize himself with the proposal/quote documents
- 5.2.2 Completely familiarize himself with the plow routes listed/shown in Appendix A.
- 5.2.3 Submit a properly completed proposal, including specified bid surety.
- 5.2.4 Submit evidence with the offer satisfactory to the Commissioner of Public Works that the Contractor can fulfill the requirements of the contract. Such evidence must include the following, but need not be limited to:

- A Size and condition of Contractor's facilities.
- B Proposed equipment schedule for completing snow plowing of routes as specified in contract documents.
- C A list of municipalities, or other agencies, for which the Contractor has performed work of similar scope to this scope of work. The list shall include the names and telephone numbers of individuals in each municipality, or agency, who the city may contact to verify the Contractor's performance.

5.2.5 Upon award, the following must be supplied within fourteen calendar days of Notice to Award.

- A. A valid proof of ownership or lease for each vehicle by the date specified in the Notice to Award letter. Valid proof of ownership or leasehold interest is one of the following:
 - 1. A Certificate of title; or
 - 2. A current MA state registration for vehicles to be used to perform snow- plowing work under this contract.
- B. Submit certificates of insurance as stated in the contract documents.
- C. A schedule assigning specific vehicles to specific routes.

5.3 Responsibilities for Vehicle Inspection

- 5.3.1 The Contractor accepts full responsibility to provide each vehicle for inspection. The inspection will occur during a several week period designated by the City.
- 5.3.2 The Contractor must schedule the inspection through the Department of Public Works Operations Manager, or his designee. Failure to schedule an inspection shall be deemed to be solely the fault of the Contractor. The City will not assume any responsibility or liability of the Contractor to have the vehicles inspected.
- 5.3.3 The vehicles at the time of inspection must fully meet all conditions set forth in this contract. The Contractor's plow must also pass inspection. If the equipment does not pass inspection the first time, the Contractor may modify the equipment and request a re-inspection or supply another piece of equipment after submitting necessary documentation to the Commissioner of Public Works and receiving authorization. However, in no event will a Contractor be given a third opportunity to pass an inspection if either the original or replacement equipment fails the second inspection.

5.4 Responsibilities for Vehicles and Plows

- 5.4.1 The Contractor must provide and properly maintain, in good working condition, the vehicles, plows and equipment for the entire contract term. They must meet all conditions set forth in this contract. Vehicles, equipment and operators must meet all Commonwealth of Massachusetts licensing, registration, and safety and emissions requirements. The Contractor must, at any time upon the request of the City, provide proof of operator licensing and motor vehicle registration.
- 5.4.2 The Contractor must provide fully qualified, licensed and responsible operators for each vehicle and piece of equipment. The Contractor must supply a list of the names of the operators for each vehicle, or piece of equipment, to the City Operations Manager, or his designee no later than 30 days after award of contract and every time that there is a change in the list of operators.

5.5 Responsibilities During Snow Season

Between October 15 and May 15 of each year of the contract, the Contractor shall:

- 5.5.1 Maintain a system, whereby the City can contact at a specified telephone number for 24 hours, 7 days a week, inclusive of holidays. During snow emergencies, the Contractor will provide the City Snow Inspector with a 2-way portable radio, cellular or similar device to allow for back and forth communications. This will be used to provide direct contact between the Contractor's supervisor and the City Snow Inspectors. Failure of the City to reach the Contractor at the specified telephone number shall not relieve the Contractor of the responsibility to start plowing at the designated time.
- 5.5.2 Be prepared to start plowing each route at the times designated by the City. Failure to start at the specified time shall be cause for the City to have that route plowed with other equipment and for the Contractor to be liable for damages to the City.
- 5.5.3 Notify the city if any equipment is out of service. Equipment must be returned to service as soon as possible. The City, at the expense of the Contractor, may make alternate plans to have the snow removed from a route until the Contractor notifies the Control Center (617) 376-1926 that the equipment is back in service.

5.6 Responsibilities during a Snow Plowing Operation

- 5.6.1 Once the City has called a snow plowing operation, the Contractor shall:

- A. Arrive at the designated meeting point at the designated time, no later than 1 hours from time of notice; the designated meeting place will be identified at the pre-season coordination meeting to be held within 30 days award of contract at a place to be determined;
- B. Arrive with vehicles, plows and equipment in good working condition, prepared to plow, loaded with appropriate ballast and having chains available for use if needed (as determined by the Commissioner of Public Works, or his designee);
- C. Provide at least one competent supervisor with a vehicle for every six routes. The Supervisor(s) shall be in addition to equipment operators and coordinate the Contractor's snow plowing operations with the City Snow Inspector(s).
- D. Wait until contacted by the city Snow Inspector(s) before beginning snowplowing operations. If the City Snow Inspector has not arrived within 15 minutes of the designated start time, the Contractor shall notify the Control Center at (617) 376-1926 that the equipment is on scene and is ready to begin snowplowing operations. Only if authorized by the Control Center may the Contractor begin snowplowing operations without having first been contacted by the City Snow Inspector(s);
- E. Obtain authorization to proceed, either by meeting the City Snow Inspector(s), or by contacting the Control Center in the circumstances described above. Failure to obtain authorization to proceed will cause the City to assume that the Contractor's equipment did not show up, which may make the Contractor subject to late start damages.
- F. Plow the routes in the designated sequence as shown on the route maps in Appendix A, or as may be agreed to in advance by the Contractor and the Commissioner of Public Works, or his designee. Failure to plow in the designated sequence, and consequent inability of the City Snow Inspector(s) to easily find the Contractor's equipment, may cause the city to assume that the Contractor did not perform snow plowing operations according to the standards set forth in this proposal packet and make the Contractor subject to liquidated damages set forth in these documents.
- G. Plow to the standards set forth in this contract.
- H. Complete snowplowing within the time specified by the Commissioner of Public Works, or his designee, after each snowfall. Prior to leaving their routes, the Contractor's Supervisor(s) must meet with the City Snow Inspector(s) and receive a sign off. If a City Snow Inspector is not available, the contractor's Supervisor(s) must notify the Control Center that the route has been completed. The city will make every effort to have a City Snow Inspector arrive at a sign off location within thirty (30) minutes. If the City Snow Inspector has not met with the Contractor's Supervisor within forty-five (45) minutes of the call to the Control Center, the Contractor's Supervisor should inform the control Center. The Contractor's vehicles, equipment and operators will then be released. Except in the case of being released by the Control Center, failure to obtain a sign off by a City Snow Inspector may leak to forfeiture of payment.

5.6.2 In the event that the Contractor's equipment fails during a plowing operation, the Contractor, or his representative, must notify the city Snow Inspector for that route immediately and have the route covered with other equipment. If the Contractor does not cover the route with other equipment within sixty (60) minutes, the City, at the Contractor's expense, may take over completion of the route(s) or charge the Contractor liquidated damages as set forth in these documents.

- 5.6.3 A route will not be considered by the City to be satisfactorily completed unless it meets the standards set forth in the contract, as witnessed and acknowledged by a City Snow Inspector at the sign off.
- 5.6.4 If, after the Commissioner of Public Works has determined that the Contractor has successfully and satisfactorily completed the plowing operation and approves sign-off, the City determines that additional plowing is needed due to melting or snow being returned to the street which impedes vehicular traffic or safety, the Contractor shall return with the appropriate operators and equipment to perform the work.
- The work will meet the conditions set forth in the contract. The Contractor will be paid for this work at the bid prices established for a "call back".
- 5.6.5 Upon request by the Contractor, and approval by the City, the Contractor shall be paid for a period of time known as Stand by.

Stand By is defined as:

- A. The period of time by which the time of commencement of plowing operations exceeds one (1) hour from the time of notice of plowing start time and when a piece of equipment has been signed in by the City Snow Inspector. For example: the City notifies the Contractor at 10:00 am that a plowing event will occur and mobilization must be completed no later than 11:00 am. The equipment is signed in by the City Snow Inspector at 11 am. Due to changes in the expected path of the storm, plowing operations are delayed by 3 hours, and do not commence until 2:00 pm. Under this example, the Contractor may request 2 hours of Stand By payment from the City.

Or

- B. The period of time as authorized by the Commissioner of Public Works, for a rest break as follows: due to the long duration of a storm and considering public safety and the needs of the plowing operations, the commissioner of Public works may determine that, in order to continue plowing operations, a rest break is necessary for the Contractor. The Commissioner of Public Works may then order a rest break of up to 4 hours, under the contract and supervision of the City. The Contractor may request Stand By payment from the City for the period of time of the rest break, provided the equipment operator is returned to plowing operations for at least an additional 8 hours of work.

Or

- C. The period of time, as authorized by the Commissioner of Public Works, between the time when the plowing operations are essentially complete until the time of release. Such period may occur when the storm event is split in phases such that plowing operations of the prescribed routes are complete or essentially complete, but additional snowfall is determined by the Commissioner of Public Works, to be imminent. Equipment shall be maintained on site until plowing operations are resumed or the Contractor is released by the Commissioner of Public Works. The Contractor may request Stand By payment for that period of time, in excess of one (1) hour, for the period of time when the Commissioner of Public Works has determined plowing operations are either no longer needed and the Contractor is released or when plowing operations are resumed.
- D. The Stand By payment rate shall be \$40.00 per hour per staffed piece of equipment and is in addition to the payment to be invoiced the City based on the contract snowfall amount.

5.7 Responsibilities to Receive Payment

- 5.7.1 To receive payment for a snowplow operation, the Contractor must submit all completed forms to the City of Quincy.
- 5.7.2 The City will not pay for any run that has not been authorized by the appropriate City official and signed off as complete by the City Snow Inspector(s).

- 5.7.3 Retainage in the amount of 10% will be held back from the amounts approved for payment. All retainage will be paid by May 15 each year provided all contractual requirements have been satisfied.
- 5.7.4 50% of the minimum payment guarantee will be payable each January 31, in the event that a greater amount of work performed has not been paid by that date. The second payment will be paid no later than May 15 of the contract year if work has not exceeded the minimum guarantee.
- 5.7.5 The minimum payment guarantee does not represent an amount to be paid in addition to payment for services actually rendered. The cash guarantee paid will be deducted from payments due for snowplow runs. The cash guarantee will be reduced by any amount due to the Contractor's failure to plow as required and failure to repair all damages.
- 5.7.6 The Commissioner of Public Works will base payments first on snowfall as measured by the official reported measurement of a commissioner weather service. In the event that such a measurement is not available for the storm in question, a measurement in the vicinity of City Hall will be taken and used for invoicing purposes.
- 5.7.7 If the contract is terminated prior to payment of any portion of the minimum payment guarantee, the City reserves the right to cancel the minimum payment guarantee.

5.8 Responsibilities for Damages

- 5.8.1 The Contractor is liable for damages including, but not limited to, damages to sod, shrubbery, trees and structures that result from his operations. The Contractor shall repair all damages prior to May 1 each year.
- 5.8.2 The Contractor shall make immediate, temporary repairs to damages that cause a safety hazard. Permanent repairs of such damages shall be made within 72 hours of when the damage occurred, or later if requested in writing to the Commissioner of Public Works, and approved in writing by the Commissioner of Public Works.
- 5.8.3 Upon the completion of each repair, the Contractor shall have the property owner sign a release of liability for damages. The Contractor shall submit this release to the Commissioner of Public Works. If the Contractor cannot obtain a signed release from the property owner, the Contractor shall provide proof, acceptable to the Commissioner of Public Works or designee, that the damages have been repaired. The release, or proof of repair, must be provided by the times indicated in the above section.
 - 5.8.3.1 If repairs are not completed in a satisfactory and timely manner, the City may cause the repairs to be made and deduct the cost of the repairs from the contract retainage.
 - 5.8.3.2 The City will hold retainage until May 15 of each year. Damage claims that are not settled within the time frames outlined above will cause the City to take action against the contract security, or deduct from other payments due the Contractor, including retainage.
- 5.8.4 If repairs are not completed in a satisfactory and timely manner, the City will have the right to cause repairs to be made and proceed against the retainage to recover its costs. To insure that the Contractor repairs all damages, the City will hold retainage until May 15th each year. The City may proceed to take action against the performance security and other amounts due the Contractor for damage claims which are not settled within the time frame outlined above.

6. Rights of the City

- 6.1 In the event of a breach of contract, the City reserves the right to immediately terminate the contract in whole or in part. The City will give written notice of such termination. Termination of the contract may result in substantial penalties, forfeiture of performance bonds, ineligibility to receive future contracts, or default proceedings.
- 6.2 The contract may be terminated, upon the recommendation of the Commissioner of Public Works, when he, or his authorized representative, has determined that the Contractor has:

- 6.2.1 abandoned the work performed under this contract;
 - 6.2.2 assigned this contract to another without City consent;
 - 6.2.3 unnecessarily or unreasonably delayed any of the work to be performed under this contract;
 - 6.2.4 failed to furnish enough properly skilled workmen or enough equipment to perform the work;
 - 6.2.5 disregarded the instructions of the Commissioner or his authorized representative;
 - 6.2.6 failed to perform properly on any route as determined by City Chaser or other performance measure;.
 - 6.2.7 Substantially violated of any requirement of the contract.
- 6.3 All services provided under this contract are under the direction and supervision of the Commissioner of Public Works and his authorized representatives. The Contractor shall only be paid for services authorized by the Commissioner and performed to the satisfaction of the Commissioner.
 - 6.4 In the event an operator, vehicle, or piece of equipment employed or used by the Contractor fails at any time to meet the approval of the Commissioner of Public Works, the Commissioner, or his designee, will have the right to order such person, vehicle, or piece of equipment off the job site. The Contractor shall furnish an appropriate replacement within a 60-minute time period.
 - 6.5 Contractor employees who are ordered off the job site may not perform any further work under the contract unless the Commissioner of Public Works authorized him/her to return.
 - 6.6 The decision of the Commissioner of Public Works as to the suitability of Contractor equipment and employees is final.
 - 6.7 The decision as to when to call for snow plowing to begin rests entirely with the City. The Commissioner of Public Works will determine, on a case by case basis for each snow fall event, when conditions warrant a snowplow operation by the Contractor.
 - 6.8 If the City determines while handling a minor snowfall that augmentation is necessary from Contractor to clear what is deemed by the Commissioner of Public works to be small amounts of snow and ice the hourly posted rates (Appendix C) will apply unless a full scale plowing operation is called.

7. Responsibilities of the City

The City shall:

- 7.1 inspect vehicles in a timely manner at times mutually agreed upon;
- 7.2 provide as much advance notification as possible when calling for a snowplowing operation. In general, the city will try to give approximately one (1) hours notice, unless there is need for immediate plowing due to severe conditions;
- 7.3 provide properly trained City Snow Inspectors to meet with the Contractor's Supervisor(s) at the commencement, during, and completion of each run; and who are to perform the sign off for each snowplowing event. The City will provide City Snow Inspectors as soon as possible to check completed routes and to release the Contractor's operators, vehicles and equipment as early as possible;
- 7.4 maintain a switchboard at all times during snowplowing operations. Maintain a log of all calls between the City Control Center and the Contractor (and his Supervisors). The Control Center will place calls for service, coordinate City Snow Inspectors, and perform other tasks to promote smooth snowplowing operations as quickly as possible. (All contact numbers for both the City and the Contractor will be exchanged at a pre-season coordination meeting to be held after award of contract.

- 7.5 make payments within 45 days of receipt of a proper invoice. If there is a dispute about the amount owed, the City will approve payment of the amount not in dispute within 45 days and withhold any disputed amount until resolution of the dispute. However, the City will retain the final payment until all contract provisions have been met.
- 7.6 return performance securities within 30 days of contract completion.
- 7.7 Distribute Plowing Performance Report Forms (Appendix B) to City Snow Inspectors. These forms will be utilized by the City Snow Inspectors to track plowing performances by the Contractor.
 - 7.7.1 The City Snow Inspector, upon approval by the Commissioner of Public Works or his designee, will sign-off on the Plowing Performance Report and issue a copy to the Contractor for his records after each plowing event.
 - 7.7.2 In the event that the Contractor completes the contracted Schedule prior to City forces, as determined by the City, with a "Superior Rating" as approved by the Commissioner of Public Works (so noted on Appendix B-Plowing Performance Report) for 3 successive and approved plowing events, the City agrees to an additional payments of \$500.00 per route. A payment under this paragraph constitutes payment for qualifying events. Events included are not recounted in successive evaluations.

8. Equipment Specifications

- 8.1 The equipment furnished under this contract must be in accordance with the following specifications and fully comply with any and all applicable Motor Vehicle Laws of the State of Massachusetts including showing a valid Massachusetts State Registration.
- 8.2 All equipment must be in excellent condition, smooth running at operating levels, clean inside and out, and under the hood, with evidence of proper maintenance and inspection.
- 8.3 The City reserves the right to reject any equipment older than model year 1985. The City further reserves the right to reject any piece of equipment that does not pass City administered inspection and comply fully with these specifications.
- 8.4 The proposal price shall include the cost of furnishing the operator, insurance, sureties, repairs, ballast, chains, fuel, oil, lubricants, and all other costs related to performance of the contract.
- 8.5 The following types of vehicles and equipment may be used to perform snowplowing operations. Any other types of equipment proposed for use under this contract must be approved by the Commissioner of Public Works. It is expected that at a minimum, 1.5 pieces of equipment per route, on average, will execute the plowing of each route in this contract. *In addition see items 8, 9, & 10 on page 5 (Proposal Requirements)*
 - 8.5.1 ¾ ton, 4 x 4 pickups, with a 7-1/2' blade (for dead ends and augmentation only);
 - 8.5.2 6 wheel construction trucks with a 4.6 cy dump body and minimum 9' blade;
 - 8.5.3 10 wheel trucks with 6-8 cy dump body and minimum 10' blade;
 - 8.5.4 2 ½ yd loader with 10' plow;
 - 8.5.5 4 wheel drive backhoe with plow;
 - 8.5.6 Each vehicle and piece of equipment will have one set of tire chains;
 - 8.5.7 Each vehicle and piece of equipment will have a rotating light, with an amber lens, visible for 360 degrees.
 - 8.5.8 Each vehicle and piece of equipment will have appropriate ballast, supplied by the Contractor, to ensure safe and proper operation according to the conditions of each snow fall;
 - 8.5.9 Each vehicle and piece of equipment with a plow must have an automatic tripping device to protect manholes and other protrusions above the surface of the pavement;
 - 8.5.10 The electrical and mechanical systems of each vehicle and piece of equipment shall be in good operating condition.

9. Snow Plowing Specifications

- 9.1 The scope of work is comprised of one contract as follows:
 - 9.1.1 Adams - Snow Route: 11 Routes
- 9.2 For augmentation of minor snowfall clearing (typically less than 3.1") said equipment would be billed hourly per Quincy posted rates in Appendix C.
- 9.3 Appendix A contains route maps and street listings. The order in which the routes will be plowed will be determined at the pre-season coordination meeting. The agreed sequence of plowing must be adhered to unless the Contractor submits a written request to the Commissioner of Public Works to change the plow sequence. The Commissioner of Public Works will notify the Contractor in writing if his request is approved or denied. The request shall be granted, or denied, by return letter to the Contractor. The plowing sequence must be following since City Snow Inspectors will monitor the Contractor's progress by the sequences.
- 9.4 The Contractor shall plow snow from curb to curb, or edge of street to edge of street, leaving no windrows in intersections.
- 9.5 The Contractor shall plow all City streets, roads and avenues, including private ways, within the routes listed, and shown on the maps, in Appendix A.
- 9.6 The Contractor shall be legally and financially responsible for plowing conducted on unapproved streets, lots and drives not specifically identified in this contract;
 - 9.6.1 Any street, which has been specifically deleted from the street listings and route maps in Appendix A;
 - 9.6.2 Any City Street outside the plowing schedule;
 - 9.6.3 Any city parking lot, unless noted in Appendix A
 - 9.6.4 Any school drives, unless noted in Appendix A.
- 9.7 Plowing Requirements
 - 9.7.1 The Contractor shall plow streets from the centerline to each curb, or to the edges of pavement.
 - 9.7.2 Snow from intersections must be plowed parallel to the curb so that no snow remains in the intersection. Intersections must be curved and snow deposited on tangent sections beyond curve radii.
 - 9.7.3 Do not turn around in private driveways.
 - 9.7.4 Plow at a speed which is sufficient to move snow, but not excessive. Avoid, to the maximum extent possible, depositing snow onto sidewalks.
 - 9.7.5 Plow with a loose hoisting chain so plows ride on casters.
 - 9.7.6 Plow all streets the full width of pavement leaving bare pavement prior to sanding/salting operations.
 - 9.7.7 To the maximum extent possible, avoid depositing plowed snow in front of, or in, driveways and onto sidewalks, or on street corners. These areas should not have more snow than the rest of the street edge.
 - 9.7.8 Salt and/or sand entire route as directed by the City. Salt and sand is to be provided by the City**
- 9.8 Report to City Snow Inspector
 - 9.8.1 If you cannot start plowing at appointed time.
 - 9.8.2 If equipment breaks down while plowing.
 - 9.8.3 If any street cannot be plowed and the reason why.
 - 9.8.4 If any damage is done to other vehicles or property.
 - 9.8.5 Supervisor will advise City Inspector as to sequential progress on clearing operations as follows:
 - a. Start of route;
 - b. One pass completed on route

- c. route pushed back
- d. completion.

9.9 Special Plowing

9.9.1 One Way Streets

One-way streets shall be plowed to each curb. That is, the operator shall plow the left side of the centerline to the left side and plow the right side of the centerline to the right side, and at no time shall the Contractor's operator plow a one-way street the wrong way against traffic pattern without the express permission of the Commissioner of Public Works.

9.9.2 Dead End Streets

Contractor's driver shall not push snow into the end of a dead end street. Near the end of a dead end the driver shall pick up the plow blade, proceed to the end of the street, drop the blade and pull snow back from the end of the street far enough so that the driver can turn around and push snow out from the dead end and deposit it along the curb line or tree lawn.

9.9.3 Blocked Streets

If a street is blocked, the Contractor shall make every attempt to bypass the blockage. If unable to bypass the blockage, the Contractor shall immediately inform the City Snow Inspector, or the Control Center, of the blockage. The Contractor will plow the street as soon as the blockage is removed.

9.9.4 Intersections

The Contractor shall ensure that intersections and curb radii are properly cleared, with no residual snow left in the intersection.

9.9.5 Intersection Corners. Snow left at intersection corners is to be no more than normal residual on the side of the road.

9.9.6 Snow Pack. It is not acceptable to leave snow pack of any depth along city streets after the passing of a Contractor plow.

9.10 If a City Snow Inspector cannot be reached, the Contractor must inform the Control Center and get called logged in.

10 General Conditions

10.1 Certificates of Insurance covering Workman's Compensation must be submitted, covering dates of contract. Workmen's Compensation is required of all lessors of two or more pieces of equipment.

10.2 The Contractor shall defend, indemnify and hold harmless the City, its agents and employees from and against all claims, damages, losses and expenses, including attorney's fees, arising out of or resulting from the performance of the work called for under this contract, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease, or death or to any injury to or destruction of tangible property including the loss of use resulting there from, and (2) is caused in whole or part by any act or omission of the Contractor, anyone directly or indirectly employed by the Contractor, or anyone for whose acts the Contractor may be liable, regardless of whether or not it is caused in part by the party indemnified hereunder.

10.3 Certificates of Insurance for insurance coverage must be submitted showing coverage for the contract period as follows:

Automobile Liability: (all vehicles by description and MA registration number must be listed on the I insurance certificate)

Bodily Injury - 500,000 per person/500,000 per accident

Property Damage - 100,000 per accident

(Such insurance must include coverage for hired or borrowed vehicles and non-ownership liability)

General Liability: (including completed operation coverage)

500,000 per occurrence

500,000 per aggregate

The City of Quincy shall be named as additional insured in the automobile and general liability policies.

Workers Compensation: statutory limitation.

- 10.4 The Contractor shall, upon the award of this contract and the exercise of any renewal option, provide a Performance bond in the amount of 100% of the total annual bid price.

11. Liquidated Damages

- 11.1 The Contractor agrees that the City has the right to retain all, or a portion of, moneys owed the Contractor as liquidated damages for the Contractor's failure to comply with the requirements in this contract; specifically, failure to plow as required and failure to repair all damages.
- 11.2 Liquidated damages will be imposed by the Commissioner of Public Works and will be commensurate with the severity and frequency of the failure to perform as required by the contract, and other pertinent circumstances.
- 11.3 The Contractor will be notified in writing of any damages imposed by the Commissioner.
- 11.4 The following is a schedule of liquidated damages for failure to perform. The list is not all-inclusive, nor does it waive any other rights of the City in the event the Contractor fails to perform.
- 11.4.1 Failure to Start on Time: Damage of \$150 per hour per route (fractional hours pro-rated to the greater hour);
- 11.4.2 Missing a Route (greater than six hours late from start time): Damage of \$1,500./ route.
- 11.4.3 Failure to Complete Plowing Operations on time (four (4) hours after the last snow falls in a storm,: Damages of \$150 per hour per route;
- 11.4.4 Failure to report to the assigned City Snow Inspector or Control Center at the beginning of the plowing operations: \$150 per route.
- 11.4.5 Plowing not to standard as prescribed on the Plowing Performance Report and as prescribed within the plowing: \$500 per route.

COMPLETION TIME SCHEDULE

In order to efficiently and expeditiously complete the clearing of snow and ice from city streets, it is necessary to establish a completion schedule. It is understood that weather conditions, particularly in winter, are difficult to predict, and that each storm has a number of variables; e.g. depth, length of snowfall, falling or rising temperatures, time of day or night, early, mid or late winter, and traffic impact. Nonetheless, some guidelines are necessary. Therefore, it is expected that, in most instances, the Contractor will complete all routes within one hour of the average completion time of city forces.

City of Quincy
 Department of Public Works
 Proposal Form

The undersigned hereby agrees to furnish services to fully meet all terms, conditions, and specifications contained in this proposal for Snow Plowing Services.

1ST YEAR- Fiscal Year 2014

Proposal for Plowing Route

<i>Item</i>	<i>Unit</i>	<i>Total</i>
1. Snow Plowing for storms 3.1- 7"		
_____ X	3 ea.	= \$ _____
PER STORM(\$ _____)		
2. Snow Plowing for storms 7. 1- 10"		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
3. Snow Plowing for storms10.1-14"		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
4. Snow Plowing for storms 14.1-18"		
_____ X	0. 5 ea.	= \$ _____
PER STORM (\$ _____)		
5. Snow Plowing for storms in excess of 18" - cost per inch		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
6. Plowing callback for limited clean up		
_____ X	3 ea.	= \$ _____
PER STORM (\$ _____)		
1ST Year Total		_____

COMPANY: _____

2ND YEAR – Fiscal Year 2015

Proposal for Plowing Route

<u>Item</u>	<u>Unit</u>	<u>Total</u>
1. Snow Plowing for storms 3.1- 7”		
_____ X	3 ea. =	\$ _____
PER STORM(\$ _____)		
2. Snow Plowing for storms 7. 1- 10”		
_____ X	1 ea. =	\$ _____
PER STORM (\$ _____)		
3. Snow Plowing for storms10.1-14”		
_____ X	1 ea. =	\$ _____
PER STORM (\$ _____)		
4. Snow Plowing for storms 14.1-18”		
_____ X	0. 5 ea. =	\$ _____
PER STORM (\$ _____)		
5. Snow Plowing for storms in excess of 18” - cost per inch		
_____ X	1 ea. =	\$ _____
PER STORM (\$ _____)		
6. Plowing callback for limited clean up		
_____ X	3 ea. =	\$ _____
PER STORM (\$ _____)		
2nd Year Total		_____

COMPANY: _____

3RD YEAR – Fiscal Year 2016

Proposal for Plowing Route

<u>Item</u>	<u>Unit</u>	<u>Total</u>
1. Snow Plowing for storms 3.1- 7"		
_____ X	3 ea.	= \$ _____
PER STORM (\$ _____)		
2. Snow Plowing for storms 7. 1- 10"		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
3. Snow Plowing for storms 10.1-14"		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
4. Snow Plowing for storms 14.1-18"		
_____ X	0.5 ea.	= \$ _____
PER STORM (\$ _____)		
5. Snow Plowing for storms in excess of 18" - cost per inch		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
6. Plowing callback for limited clean up		
_____ X	3 ea.	= \$ _____
PER STORM (\$ _____)		
3rd Year Total		_____

COMPANY: _____

4th YEAR – Fiscal Year 2017

Proposal for Plowing Route

<i>Item</i>	<i>Unit</i>	<i>Total</i>
1. Snow Plowing for storms 3.1- 7”		
_____ X	3 ea.	= \$ _____
PER STORM(\$ _____)		
2. Snow Plowing for storms 7. 1- 10”		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
3. Snow Plowing for storms 10.1-14”		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
4. Snow Plowing for storms 14.1-18”		
_____ X	0. 5 ea.	= \$ _____
PER STORM (\$ _____)		
5. Snow Plowing for storms in excess of 18” - cost per inch		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
6. Plowing callback for limited clean up		
_____ X	3 ea.	= \$ _____
PER STORM (\$ _____)		
4th Year Total		_____

COMPANY: _____

5th YEAR – Fiscal Year 2018

Proposal for Plowing Route

<u>Item</u>	<u>Unit</u>	<u>Total</u>
1. Snow Plowing for storms 3.1- 7"		
_____ X	3 ea.	= \$ _____
PER STORM(\$ _____)		
2. Snow Plowing for storms 7. 1- 10"		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
3. Snow Plowing for storms10.1-14"		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
4. Snow Plowing for storms 14.1-18"		
_____ X	0. 5 ea.	= \$ _____
PER STORM (\$ _____)		
5. Snow Plowing for storms in excess of 18" - cost per inch		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
6. Plowing callback for limited clean up		
_____ X	3 ea.	= \$ _____
PER STORM (\$ _____)		
5th Year Total		_____

COMPANY: _____

6th YEAR – Fiscal Year 2019

Proposal for Plowing Route

<i>Item</i>	<i>Unit</i>	<i>Total</i>
-------------	-------------	--------------

1. Snow Plowing for storms 3.1- 7"

_____	X	3 ea.	=	\$ _____
PER STORM(\$ _____)				

2. Snow Plowing for storms 7. 1- 10"

_____	X	1 ea.	=	\$ _____
PER STORM (\$ _____)				

3. Snow Plowing for storms 10.1-14"

_____	X	1 ea.	=	\$ _____
PER STORM (\$ _____)				

4. Snow Plowing for storms 14.1-18"

_____	X	0.5 ea.	=	\$ _____
PER STORM (\$ _____)				

5. Snow Plowing for storms in excess of 18" - cost per inch

_____	X	1 ea.	=	\$ _____
PER STORM (\$ _____)				

6. Plowing callback for limited clean up

_____	X	3 ea.	=	\$ _____
PER STORM (\$ _____)				

6th Year Total _____

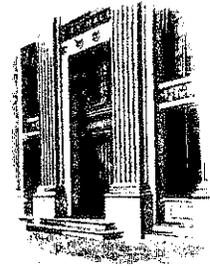
Grand Total of Years 1- 6) \$ _____

(Proposer must place this Grand Total in Paragraph C of the Quote Form)

COMPANY: _____



City of Quincy
City Hall
1305 Hancock Street
Quincy, Massachusetts 02169
Purchasing Department



THOMAS P. KOCH
Mayor

Kathryn R. Hobin
Purchasing Agent
Phone: (617) 376-1060
Fax: (617) 376-1074

Certificate of Non-Collusion

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the work "person" shall mean any natural person, business, partnership, corporation, union committee, club or other organization, entity or group of individuals.

Name: _____

Address: _____

City, Town & Zip: _____

Email #: _____

Name of Business: _____



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: (617) 376-1060

Fax: (617) 376-1074

SIGNATURE AUTHORIZATION

At a duly authorized meeting of the Board of Directors of the

(NAME OF CORPORATION)

held on _____, at which all the Directors were present or waived notice, it was
(DATE)

VOTED, that:

(NAME)

(TITLE)

of this company, be and he/she hereby is authorized to execute Contracts and Bonds in the name and behalf of said Company, and affix its Corporate Seal thereto, and such execution of any Contract or obligation in this Company's name on its behalf by such _____ under seal of the Company, shall be valid
(TITLE)

and binding upon this Company. It was further voted that the City of Quincy may rely on such authorization of future Contracts until notified to the contrary.

A true copy,

ATTEST:

(CLERK'S SIGNATURE)

PLACE OF BUSINESS: _____

DATE OF THIS CONTRACT: _____

I hereby certify that I am the Clerk of the:

_____ that _____ is the
(COMPANY)

(NAME)

duly elected _____ of said Company, and that the above VOTE has not been
(TITLE)

amended or rescinded and remains in full force and effect as of the date of this Contract.

CORPORATE SEAL



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: 376-1060

Fax: 376-1074

TAX COMPLIANCE CERTIFICATE

MASS. GENERAL LAWS, CH. 62C, S: 49A(b)

I hereby certify that I have complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding of child support.

Signed under the pains and penalties of perjury.

(1) Individual Contractor

(Contractor's Name and Signature)

Social Security Number

(2) Corporation, Association
or Partnership

(Contractor's Name)

Federal Tax ID Number, or
Social Security Number

By:

(Authorized Signature)

Note to Contractor: Please sign at (1) or (2), whichever applies.

CHAPTER 62C. ADMINISTRATIVE PROVISIONS RELATIVE TO STATE TAXATION

Chapter 62C: Section 49A Certification of compliance with tax laws as prerequisite to obtaining license or governmental contract

Section 49A. (a) Any person applying to any department, board, commission, division, authority, district or other agency of the commonwealth or any subdivision of the commonwealth, including a city, town or district, for a right or license to conduct a profession, trade or business, or for the renewal of such right or license, shall certify upon such application, under penalties of perjury, that he has complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support. Such right or license shall not be issued or renewed unless such certification is made.

(b) No contract or other agreement for the purposes of providing goods, services or real estate space to any of the foregoing agencies shall be entered into, renewed or extended with any person unless such person certifies in writing, under penalties of perjury, that he had complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

(c) Any such agency, which has been notified by the commissioner pursuant to section forty-seven A that a person who holds a license or certificate of authority issued by such agency or who has agreed to furnish goods, services or real estate space to such agency has neglected or refused to file any returns or to pay any tax required under this chapter and that such person has not filed in good faith a pending application for abatement of such tax or a pending petition before the appellate tax board contesting such tax or has been penalized pursuant to section 9 of chapter 62E for failure to comply with the provisions under said chapter 62E relating to reporting of employees and contractors, or has been penalized pursuant to paragraph (3) of subsection (f) of section 12 of chapter 119A for failure to comply with the provisions under said chapter 119A relating to withholding and remitting child support, shall refuse to reissue, renew or extend such license, certificate of authority, contract or agreement until the agency receives a certificate issued by the commissioner that the person is in good standing with respect to any and all returns due and taxes payable to the commissioner as of the date of issuance of said certificate, including all returns and taxes referenced in the initial notification or, if the licensee has been penalized for failure to comply with the provisions relating to reporting of employees and contractors under chapter 62E or withholding and remitting child support under chapter 119A, a certificate issued by the commissioner that the licensee is in compliance with said provisions.

(d) Any person who owns or leases a motor vehicle or trailer that is required to be registered in the commonwealth under chapter 90 and improperly registers the motor vehicle or trailer in another state or misrepresents the place of garaging of the motor vehicle or trailer in another city or town, shall be considered in violation of laws of the commonwealth relating to taxes under chapter 60A, chapter 64H or chapter 64I. The right, license or contract provided for in subsections (a) and (b) shall not be issued or renewed until the person or business entity has paid all taxes due at the time of application for such right, license or contract.

(e) Any person who, for the purpose of evading payment of a tax pursuant to chapters 59 to 64J, inclusive, willfully makes and subscribes any return, form, statement or other document pursuant to subsection (a), (b) or (d) that contains or is verified by a written declaration that is made under the penalties of perjury, and that contains information that he does not believe to be true and correct as to every matter material to his compliance with all laws of the commonwealth relating to taxes, shall be subject to section 73.

INDEMNITY AGREEMENT

In consideration of the award of Contract No. _____
by the City of Quincy, hereinafter referred to as INDEMNITEE, to the CONTRACTOR/BIDDER:

hereinafter referred to as INDEMNITOR, and for other good and valuable consideration, said INDEMNITOR agrees to hold INDEMNITEE, City of Quincy, and its various department and employees harmless from any and all liability, loss or damage that INDEMNITEE may suffer as the result of claims, demands, costs, including attorneys fees, or judgement or other actions against it by reason of any and all work done by or on behalf of the INDEMNITOR in connection with the above-referenced contract.

INDEMNITOR,

By Duly Authorized Agent

Date: _____

Attachment A

CITY OF QUINCY
BIDDER'S QUALIFICATIONS AND REFERENCES FORM

All questions must be answered, and the data given must be clear and comprehensive. Please type or print legibly. If necessary, add additional sheet for started items. This information will be utilized by the City of Quincy for purposes of determining bidder responsiveness and responsibility with regard to the requirements and specifications of the Contract.

1. FIRM NAME: _____

2. WHEN ORGANIZED: _____

3. INCORPORATED? Y/N DATE/STATE OF INCORPORATION: _____

4. LIST ALL CONTRACTS CURRENTLY ON HAND, SHOWING CONTRACT AMOUNT AND ANTICIPATED DATE OF COMPLETION.

5. HAVE YOU EVER FAILED TO COMPLETE A CONTRACT AWARDED TO YOU? _____
IF YES, PROVIDE DETAILS: _____

6. HAVE YOU EVER DEFAULTED ON A CONTRACT: _____ IF YES, PROVIDE DETAILS: _____

7. LIST YOUR VEHICLES/EQUIPMENT AVAILABE FOR THIS CONTRACT:

8. IN THE SPACES FOLLOWING, PROVIDE INFORMATION REGARDING CONTRACTS COMPLETED BY YOUR FIRM SIMILAR IN NATURE TO THE PROJECT BEING BID. A MINIMUM FOR FOUR (4) CONTRACTS SHOULD BE LISTED. PUBLICLY BID CONTRACTS ARE PREFERRED BUT NOT MANDATORY.

PROJECT NAME: _____

OWNER: _____

CITY/STATE: _____

DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____

PUBLICLY BID: _____

TYPE OF WORK: _____

CONTACT PERSON: _____ TELEPHONE # _____

CONTACT PERSON'S RELATION TO PROJECT: _____

Attachment A

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID: _____
TYPE OF WORK: _____
CONTACT PERSON: _____ TELEPHONE # _____
CONTACT PERSON'S RELATION TO PROJECT: _____

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID: _____
TYPE OF WORK: _____
CONTACT PERSON: _____ TELEPHONE # _____
CONTACT PERSON'S RELATION TO PROJECT: _____

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID: _____
TYPE OF WORK: _____
CONTACT PERSON: _____ TELEPHONE # _____
CONTACT PERSON'S RELATION TO PROJECT: _____

9. The undersigned certifies that the information contained herein is complete and accurate and hereby authorized and requests any person, firm or corporation to furnish any information requested by the City of Quincy in verification of the recitals comprising this statement of Bidder's Qualifications and Experience.

Date: _____ Bidder: _____

Signature: _____

Printed Name/Title: _____

A. CONTRACTOR'S CERTIFICATION

A Contractor will not be eligible for award of a contract unless he has submitted the following certification, which is deemed a part of the resulting contract.

_____ Certifies that:

1. It tends to use the following listed construction trades in the work under the contract:

2. Will comply with the minority manpower ratio and specific affirmative action steps contained herein; and
3. Will obtain from each of its subcontractors and submit to the contracting administrating agency prior to the award of any subcontract under this contract the subcontractor certification required by these bid conditions.

Contractor's Signature/Authorized Representative

B. SUBCONTRACTOR'S CERTIFICATION

Prior to the award of any subcontract, regardless of tier, the prospective subcontractor must execute and submit to the Prime Contractor the following certification, which will be deemed a part of the resulting subcontract.

_____ Certifies that:

1. it tends to use the following listed construction trades in work under the subcontract:
_____ ; and
2. will comply with the minority manpower ratio and specific affirmative action steps contained herein.

Subcontractor's Signature

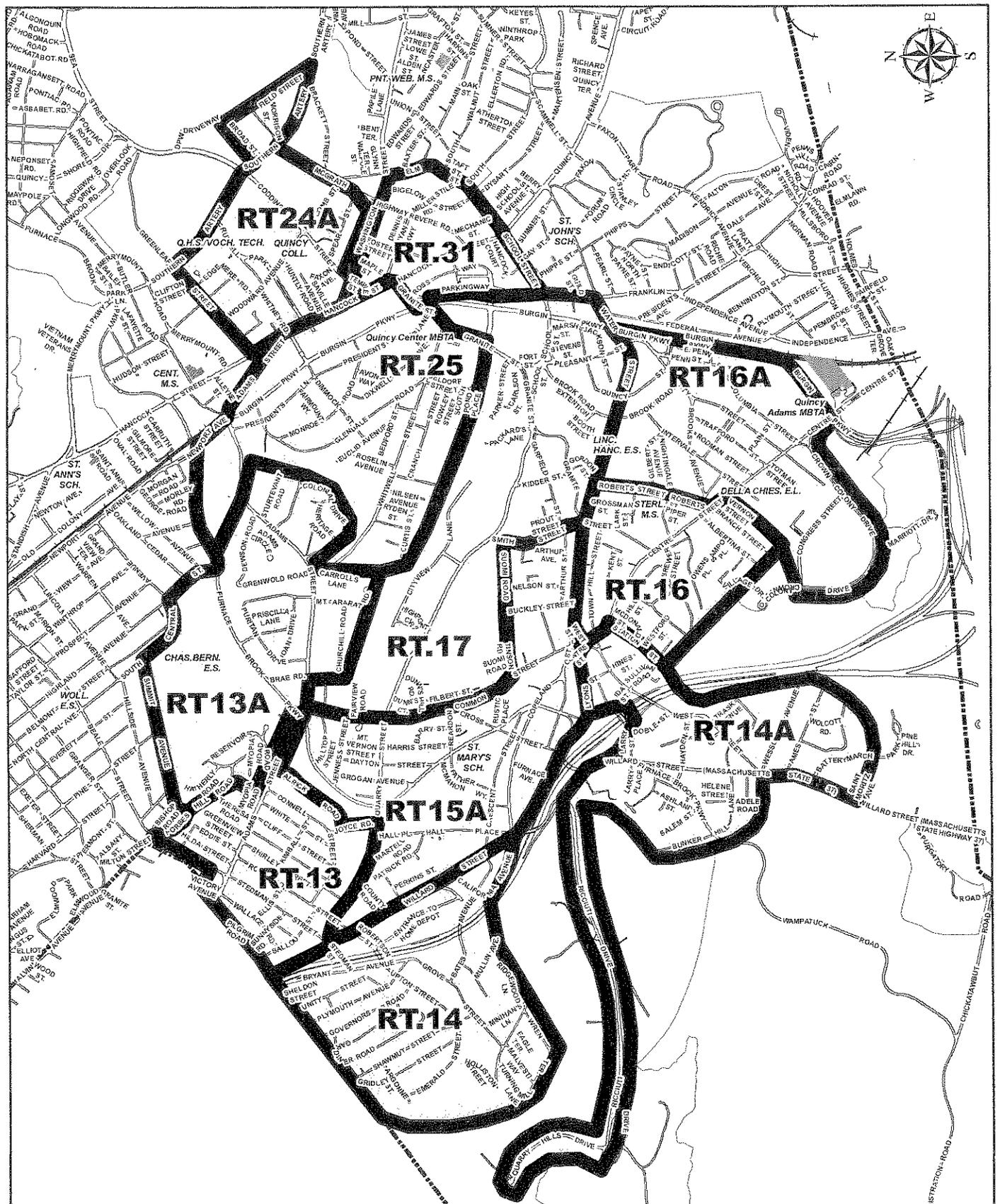
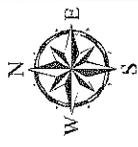
In order to ensure that said subcontractor's certification becomes a part of all subcontracts under the general contract, no subcontract shall be executed until an authorized representative of the state/municipal agency (or agencies) administering this project has determined, in writing, that said certification has been incorporated in such subcontract, regardless of tier. Any subcontract executed without such written approval may be deemed invalid.

APPENDIX A

List of Streets and Route Maps for

Adams – 11 Snow Routes

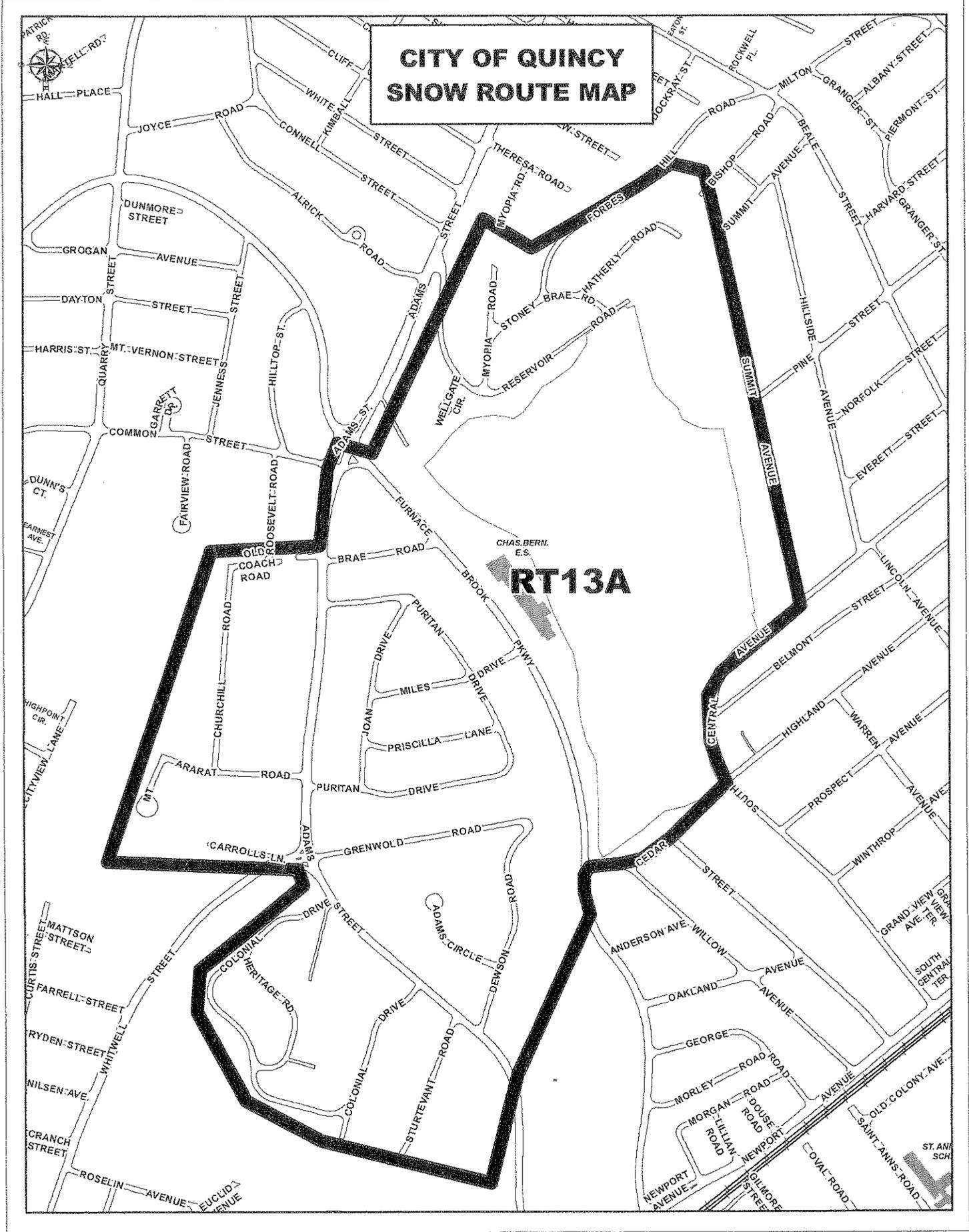
Rt. 13
Rt. 13A
Rt. 14
Rt. 14A
Rt. 15A
Rt. 16
Rt. 16A
Rt. 17
Rt. 24A
Rt. 25
Rt. 31



ADAMS SNOW ROUTE

CITY OF QUINCY SNOW ROUTE MAP

RT13A



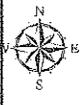
ADAMS SNOW ROUTE

RT. 13

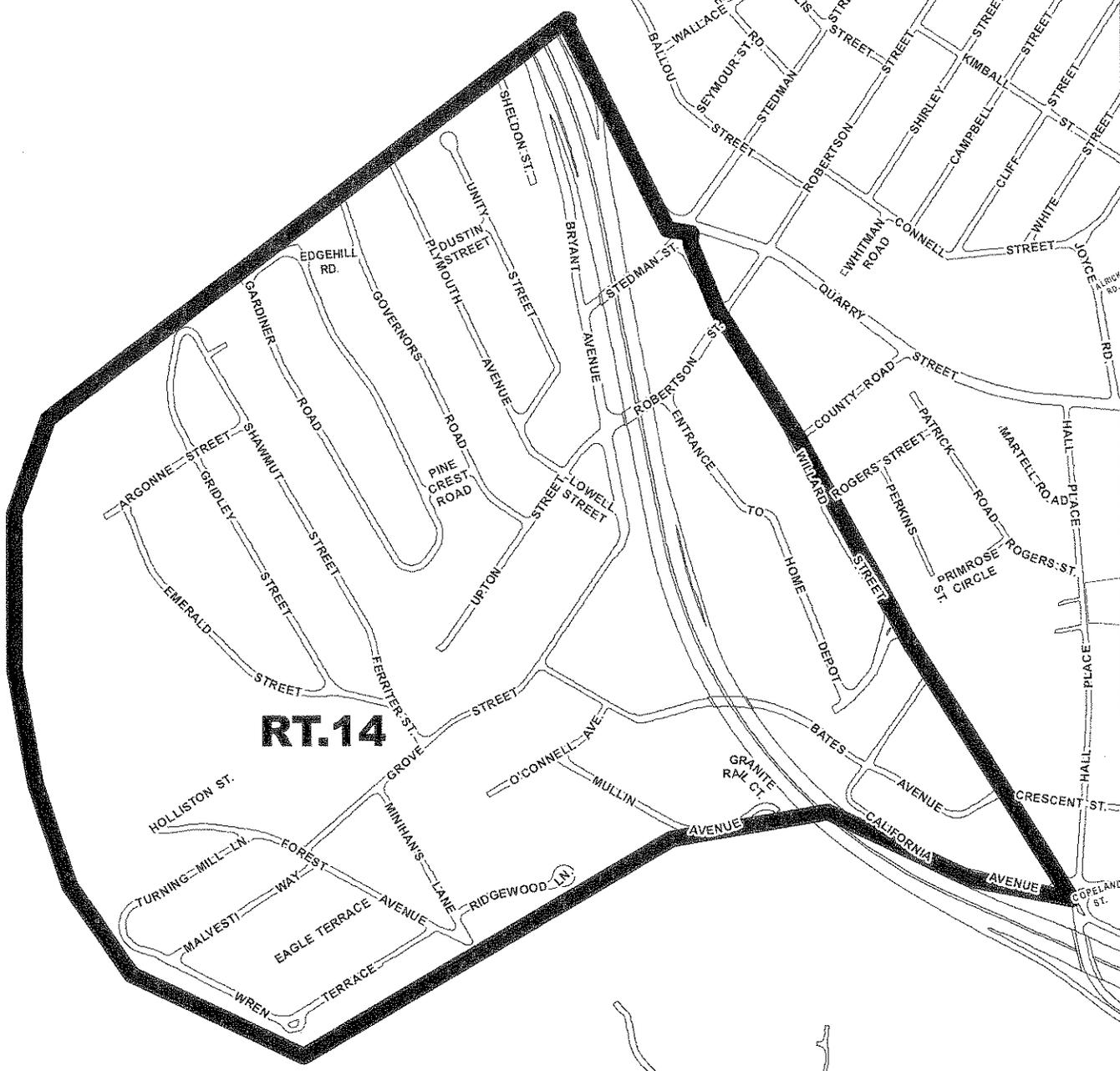
ADAMS STREET
ALRICK ROAD
BALLOU STREET
BEALE STREET
BEALE STREET
CAMPBELL STREET
CLIFF STREET
CONNELL STREET
DOCKRAY STREET
EATON STREET
EDDIE STREET
ELLIS STREET
FORBES HILL ROAD
FURNACE BROOK PARKWAY
GREENVIEW STREET
HILDA STREET
JOYCE ROAD
KIMBALL STREET
MYOPIA ROAD
PILGRIM ROAD
QUARRY STREET
RESERVOIR ROAD
ROBERTSON STREET
ROCKWELL PLACE
SEYMOUR STREET
SHIRLEY STREET
STEDMAN STREET
SUNNYSIDE ROAD
THERESA ROAD
THERESA ROAD
VICTORY AVENUE
WALLACE ROAD
WHITE STREET
WHITMAN ROAD
WILLARD STREET

RT. 13A

ADAMS CIRCLE
ADAMS STREET
BRAE ROAD
CARROLLS LANE
CHURCHILL ROAD
COLONIAL DRIVE
DEWSON ROAD
FORBES HILL ROAD
FURNACE BROOK PARKWAY
GRENWOLD ROAD
HATHERLY ROAD
HERITAGE ROAD
JOAN DRIVE
JOAN DRIVE
MILES DRIVE
MOUNT ARARAT ROAD
MYOPIA ROAD
OLD COACH ROAD
PRISCILLA LANE
PURITAN DRIVE
RESERVOIR ROAD
STONEY BRAE ROAD
STURTEVANT ROAD
WELLGATE CIRCLE
WHITWELL STREET



CITY OF QUINCY SNOW ROUTE MAP



RT.14

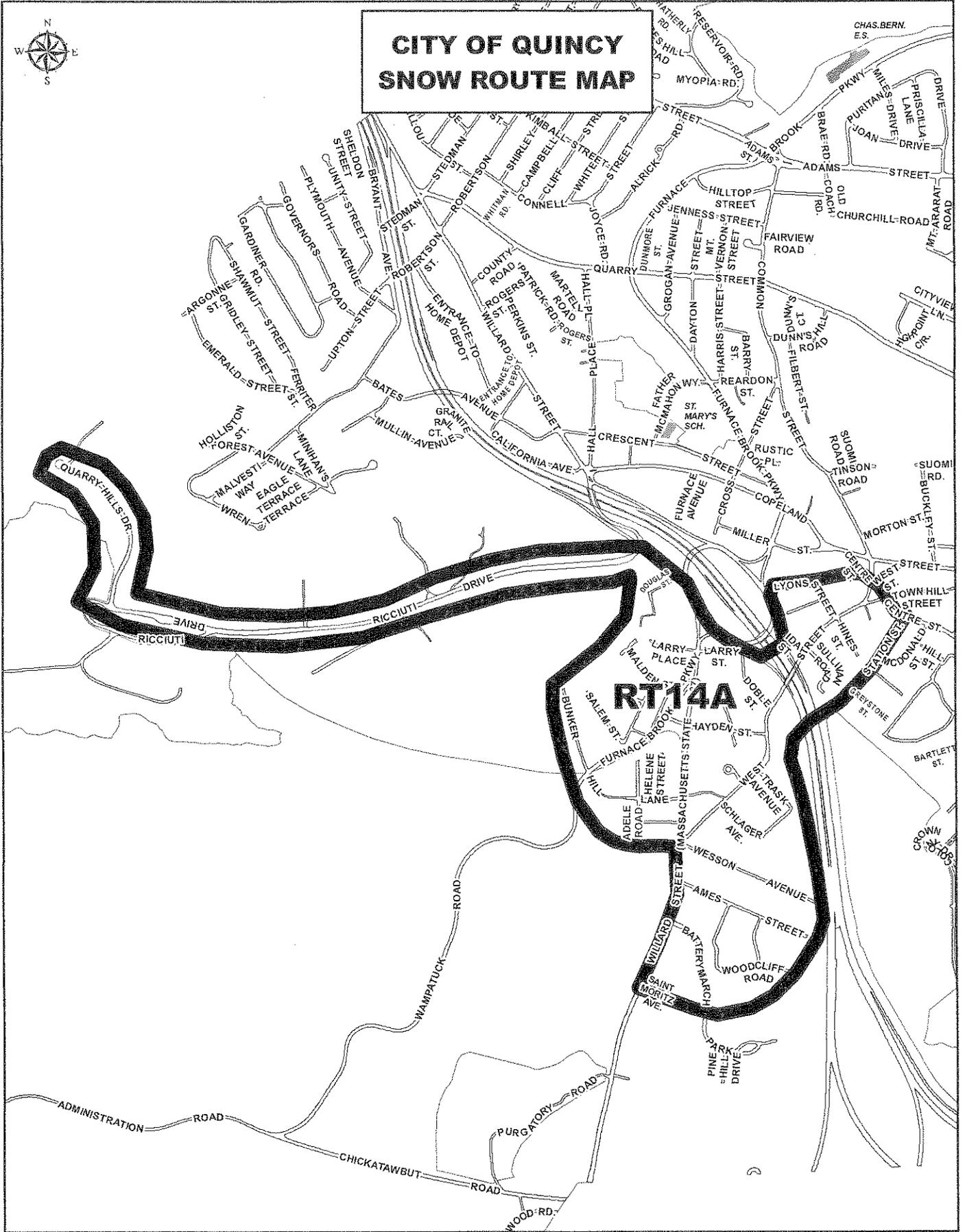
QUARRY HILL ST

RICCIUTI

RICCIUTI DRIVE



CITY OF QUINCY SNOW ROUTE MAP



ADAMS SNOW ROUTE

RT. 14

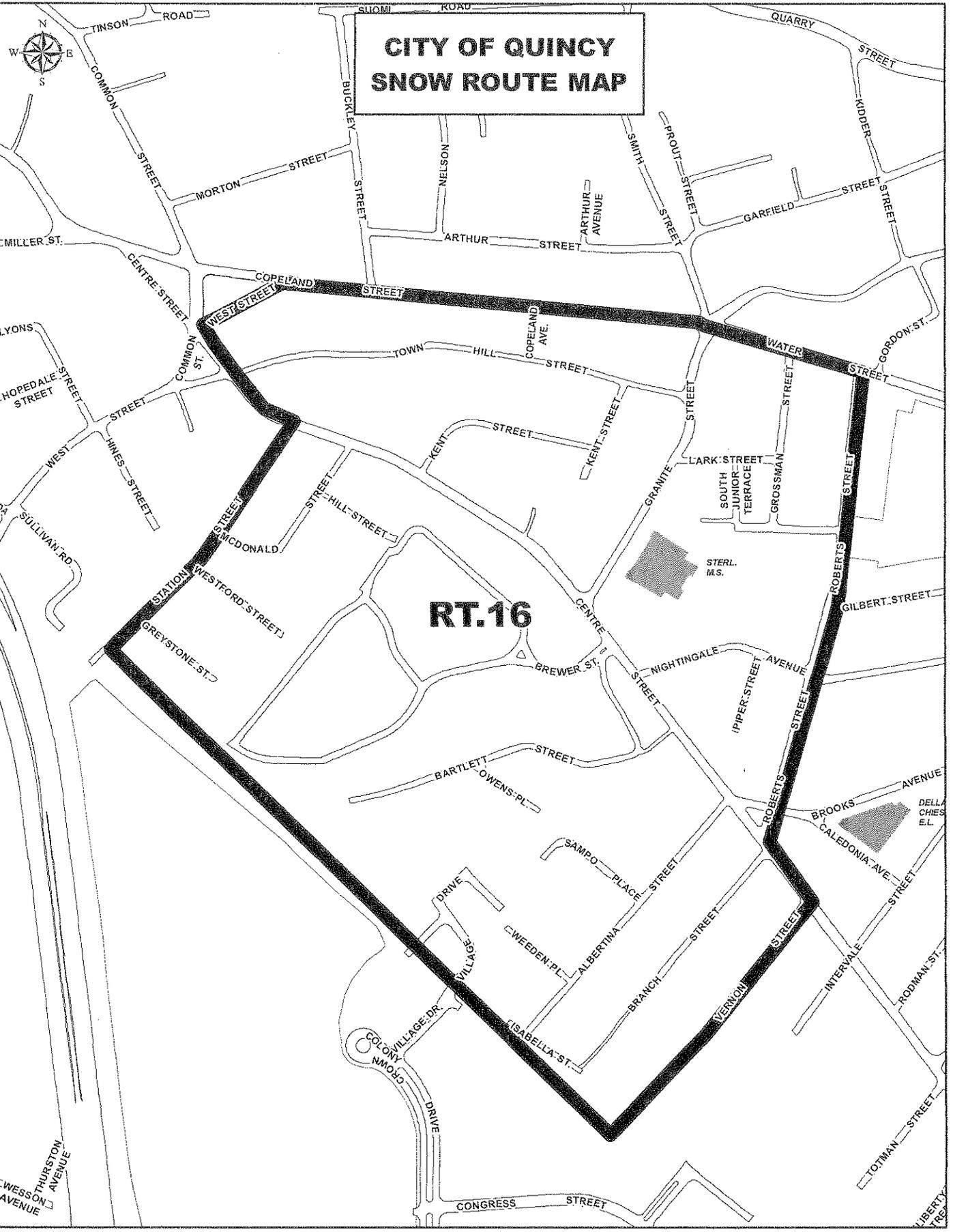
ARGONNE STREET
BATES AVENUE
BRYANT AVENUE
CALIFORNIA AVENUE
CRESCENT STREET
DUSTIN STREET
EAGLE TERRACE
EDGEHILL ROAD
EMERALD STREET
FERRITER STREET
FOREST AVENUE
GARDINER ROAD
GOVERNORS ROAD
GRANITE RAIL COURT
GRIDLEY STREET
GROVE STREET
HOLLISTON STREET
LOWELL STREET
MALVESTI WAY
MINIHAN'S LANE
MULLIN AVENUE
O'CONNELL AVENUE
PINE CREST ROAD
PLYMOUTH AVENUE
RIDGEWOOD LANE
ROBERTSON STREET
ROGERS STREET
SHAWMUT STREET
SHELDON STREET
STEDMAN STREET
TURNING MILL LANE
UNITY STREET
UPTON STREET
WILLARD STREET
WREN TERRACE

RT. 14A

ADELE ROAD
AMES STREET
ASHLAND STREET
BATTERYMARCH PARK
BEVERLY STREET
BUNKER HILL LANE
CENTRE STREET
COMMON STREET
DOBLE STREET
DOUGLAS STREET
FREDERICK STREET
FURNACE BROOK PARKWAY
HAYDEN STREET
HELENE STREET
HINES STREET
HOPEDALE STREET
IDA STREET
LARRY PLACE
LARRY STREET
LORING STREET
LYONS STREET
MALDEN STREET
MONTILIO STREET
QUARRY HILLS DRIVE
QUARRY HILLS DRIVE
RICCIUTI DRIVE
ROSEMARY LANE
SAINT MORITZ AVENUE
SALEM STREET
SCHLAGER AVENUE
SPRINGFIELD STREET
STATION STREET
SULLIVAN ROAD
THURSTON AVENUE
TRASK AVENUE
WESSON AVENUE
WEST STREET
WICKFORD LANE
WILLARD STREET
WOLCOTT ROAD
WOODCLIFF ROAD

CITY OF QUINCY SNOW ROUTE MAP

RT.16



ADAMS SNOW ROUTE

RT. 15A

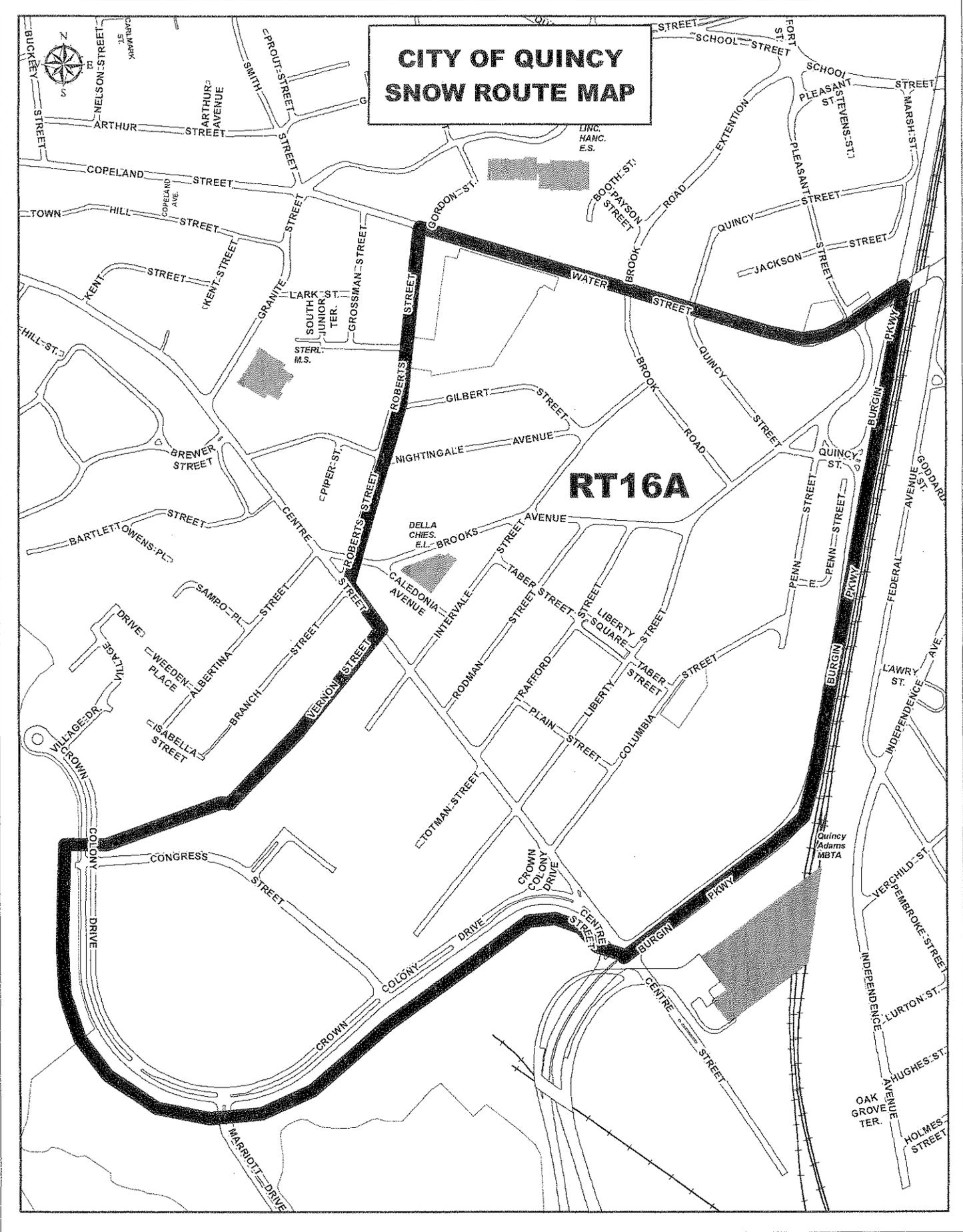
ALRICK ROAD
ARTHUR AVENUE
ARTHUR STREET
BADGERS LANE
BARRY STREET
BUCKLEY STREET
CARLMARK STREET
CENTRE STREET
CENTRE STREET
COMMON STREET
COPELAND STREET
COUNTY ROAD
CRESCENT STREET
CROSS STREET
DAYTON STREET
DUNMORE STREET
FATHER MCMAHON WAY
FURNACE AVENUE
FURNACE BROOK PARKWAY
GARRETT DRIVE
GROGAN AVENUE
HALL PLACE
HARRIS STREET
HILLTOP STREET
JENNESS STREET
JOYCE ROAD
MARTELL ROAD
MILLER STREET
MORTON STREET
MOUNT VERNON STREET
NELSON STREET
PATRICK ROAD
PERKINS STREET
PRIMROSE CIRCLE
PROSPECT HILL STREET
QUARRY STREET
REARDON STREET
ROBERTSON STREET
ROGERS STREET
RUSTIC PLACE
SMITH STREET
SUOMI ROAD
TINSON ROAD
WEST STREET
WILLARD STREET

RT. 16

ALBERTINA STREET
BARTLETT STREET
BRANCH STREET
BRANCH STREET
BREWER STREET
BROOKS AVENUE
CENTRE STREET
COPELAND AVENUE
COPELAND STREET
GRANITE STREET
GREYSTONE STREET
GROSSMAN STREET
HILL STREET
ISABELLA STREET
KENT STREET
LARK STREET
MCDONALD STREET
NIGHTINGALE AVENUE
OWENS PLACE
PIPER STREET
ROBERTS STREET
SAMPO PLACE
SOUTH JUNIOR TERRACE
STATION STREET
TOWN HILL STREET
TOWN HILL STREET
VERNON STREET
VILLAGE DRIVE
WATER STREET
WEEDEN PLACE
WEST STREET
WESTFORD STREET

CITY OF QUINCY SNOW ROUTE MAP

RT16A



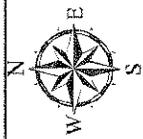
ADAMS SNOW ROUTE

RT. 16A

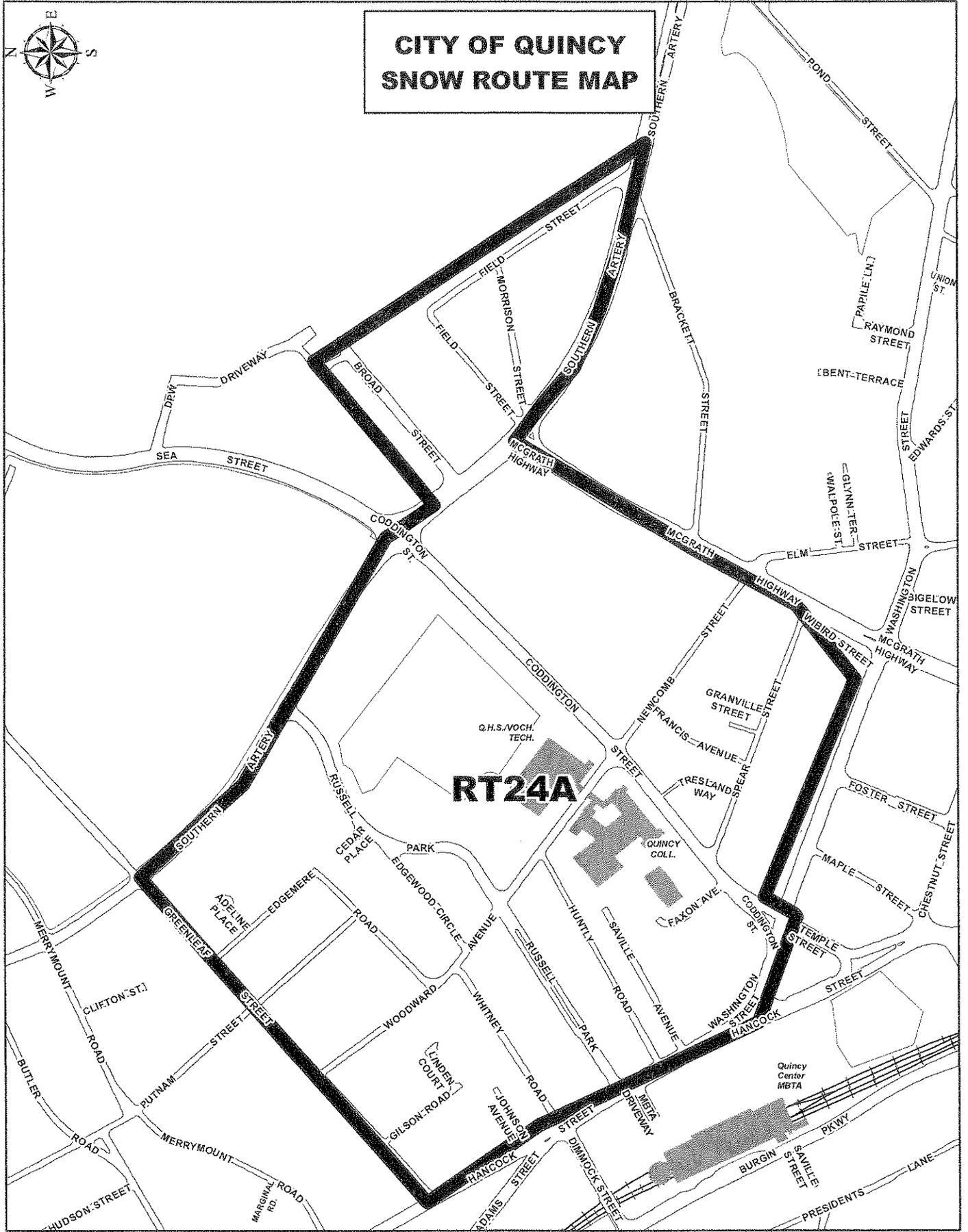
BROOK ROAD
BROOKS AVENUE
BURGIN PARKWAY
CALEDONIA AVENUE
CENTRE STREET
COLUMBIA STREET
CONGRESS STREET
CROWN COLONY DRIVE
EAST PENN STREET
GILBERT STREET
INTERVALE STREET
LIBERTY SQUARE
LIBERTY STREET
NIGHTINGALE AVENUE
PENN STREET
PLEASANT STREET
QUINCY STREET
ROBERTS STREET
RODMAN STREET
TABER STREET
TOTMAN STREET
TRAFFORD STREET
VERNON STREET
WATER STREET

RT. 17

ADAMS STREET
BOOTH STREET
BROOK ROAD EXTENTION
BURGIN PARKWAY
CARLSON STREET
COMMON STREET
DUNN'S COURT
DUNN'S HILL ROAD
EARNEST AVENUE
FAIRVIEW ROAD
FILBERT STREET
FORT STREET
FRANKLIN PLACE
FRANKLIN STREET
GARFIELD STREET
GORDON STREET
GRANITE STREET
GRANITE STREET CONNECTOR
JACKSON STREET
KIDDER STREET
MARSH STREET
OLD COACH ROAD
PACKARD'S LANE
PARKER STREET
PAYSON STREET
PLEASANT STREET
PROUT STREET
QUARRY STREET
QUINCY STREET
ROOSEVELT ROAD
SCHOOL STREET
SMITH STREET
SMITH STREET
STEVENS STREET
SUOMI ROAD
TINSON ROAD
TINSON ROAD
WATER STREET



CITY OF QUINCY SNOW ROUTE MAP



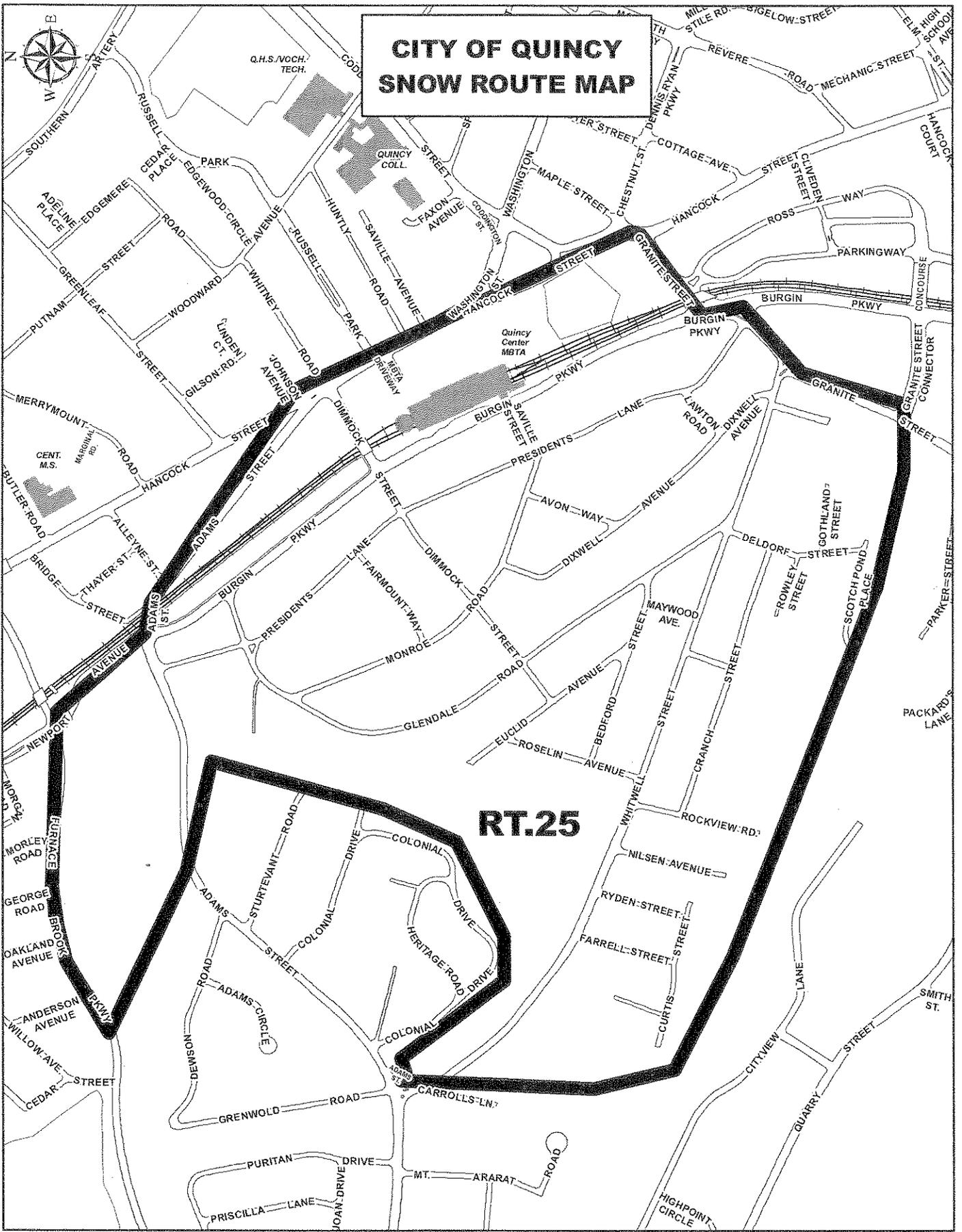
RT24A

Q.H.S./VOCH. TECH.

QUINCY COLL.

Quincy Center MBTA

CITY OF QUINCY SNOW ROUTE MAP



ADAMS SNOW ROUTE

RT. 24A

ADELINE PLACE
BROAD STREET
CEDAR PLACE
CODDINGTON STREET
EDGEMERE ROAD
EDGEWOOD CIRCLE
FAXON AVENUE
FIELD STREET
FRANCIS AVENUE
GILSON ROAD
GRANVILLE STREET
GREENLEAF STREET
HANCOCK STREET
HUNTLY ROAD
JOHNSON AVENUE
LINDEN COURT
MCGRATH HIGHWAY
MORRISON STREET
NEWCOMB STREET
PUTNAM STREET
QUINCY AVENUE
RUSSELL PARK
SAVILLE AVENUE
SEA STREET
SOUTHERN ARTERY
SPEAR STREET
TRESLAND WAY
WASHINGTON STREET
WHITNEY ROAD
WOODWARD AVENUE

RT. 25

ADAMS STREET
AVON WAY
BEDFORD STREET
BURGIN PARKWAY
CRANCH STREET
CURTIS STREET
DELDORF STREET
DIMMOCK STREET
DIXWELL AVENUE
EUCLID AVENUE
FAIRMOUNT WAY
FARRELL STREET
FURNACE BROOK PARKWAY
GLENDALE ROAD
GOTHLAND STREET
GRANITE STREET
HANCOCK STREET
KLONDIKE STREET
LAWTON ROAD
MATTSON STREET
MAYWOOD AVENUE
MONROE ROAD
NEWPORT AVENUE
NILSEN AVENUE
PRESIDENTS LANE
QUINCY AVENUE
ROCKVIEW ROAD
ROSELIN AVENUE
ROWLEY STREET
RYDEN STREET
SAVILLE STREET
SCOTCH POND PLACE
WHITWELL STREET

ADAMS SNOW ROUTE

RT. 31

BIGELOW STREET
CHESTNUT STREET
CLIVEDEN STREET
CONCOURSE
COTTAGE AVENUE
DENNIS RYAN PARKWAY
ELM STREET
FOSTER STREET
GRANITE STREET
HANCOCK COURT
HANCOCK STREET
MAPLE STREET
MCGRATH HIGHWAY
MECHANIC STREET
MILLER STILE ROAD
PARKINGWAY
PHIPPS STREET
QUINCY AVENUE
REVERE ROAD
ROSS WAY
SCHOOL STREET
TEMPLE STREET
WASHINGTON STREET

APPENDIX "B"

Plowing Performance Report

Call out date/time: _____ Contractor(s) show time: _____

Release date/time: _____ Contractor: _____

Official Snowfall: _____

Contractor Supervisor: _____ City Snow Inspector: _____

Contact #: _____

Equipment Assignment Record:

Route	Equipment Type Assigned:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

ROUTE REPORT CHECK LIST

City Snow Inspectors to check each item as an indicator of plowing performance.

Item	Superior	Above Average	Standard	Below Standard
Reporting within 2 hours				
Contracted # of Supers present				
Vehicles prepared to plow				
First pass				
Pushed Back				
One Way Streets				
Dead Ends				
Blocked Streets				
Intersections				

Final approval and decision as to the acceptance of Contractor(s) performance shall rest with the Commissioner of Public Works.

Released by: _____
(City Snow Inspector)

Date/Time: _____

APPENDIX "C"

QUINCY POSTED RATES

SNOW REMOVAL RATES

QUINCY FISCAL YEAR 2014

Plowing & Sanding Trucks	Hourly Rate
11,000 GVW & under	\$65.00
11,001 GVW - 33,000 GVW	\$73.00
33,001 GVW & up	\$110.00
Trucks with Sanding Capability may receive an additional \$20.00 per hour	
Hauling	
10 Wheel	\$90.00
Triaxle	\$95.00
Trailer	\$100.00
Front end & Skid loaders	
skid w/trailer	\$75.00
Backhoe Loader 1 1/2	\$95.00
2 yard	\$105.00
3 yard	\$125.00
4 yard	\$150.00

The above rates apply to all contractors. Exceptions, in emergency situations, require written approval of the Commissioner of Public Works.

Company: _____

Email: _____