

CITY OF QUINCY
CONTRACT FOR PUBLIC WORKS

PROJECT MANUAL:
SNOW PLOWING
8 ROUTES
(WARD II- SNOW ROUTE)

FISCAL YEAR 2013
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 Ward I - Snow Route Fiscal Year 2013

Bids will be received until: **Thursday, August 2, 2012 @ 11:45 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, commencing no later than October 15, 2012 and ending on May 15, 2013. In addition, the City shall have the option to extend the contract for two (2) successive snow seasons, 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 2014 snow season, the City will notify the Contractor no later than October 1, 2013, and for Fiscal year 2015 no later than October 1, 2014 for the extension option of plowing for the snow seasons. 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@ci.quincy.ma.us and cc to kttrillcott@quincyma.gov Questions will be accepted until July 27, 2012 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 July 18, 2012

The Quincy Sun July 20, 2012



CITY OF QUINCY, MASSACHUSETTS
PURCHASING DEPARTMENT, CITY HALL

INFORMATION AND INSTRUCTIONS TO BIDDERS

1. I. INVITING BIDS

2. (a) Sealed bids are invited for furnishing to the City of Quincy, Massachusetts, the described materials,
3. commodities or services all in accordance with the specifications and conditions attached hereto and made a part
4. thereof.

5. (b) Form of proposal to be used and copies of specifications and conditions are available at the Purchasing
6. Agent's office, 1305 Hancock Street.

7. (c) All bids must be filed with the Purchasing Agent of the City of Quincy, Massachusetts, at or before the
8. hour of time set forth in the legal and published advertisement, a copy of which is here attached, also at the definite
9. place so stated, and on the forms furnished by the Purchasing Agent. Each bid shall be accompanied by bid bond
10. or a certified check on, or a treasurer's or cashier's check issued by, a responsible bank or trust company, payable
11. to the City of Quincy, Massachusetts. The amount of such cash or check shall be not less than five percent (5%) of
12. the value of the proposed work, as estimated by the awarding authority, but in no event less than one hundred
13. dollars nor more than fifty thousand dollars. This deposit above mentioned shall be as a guarantee that the bidder
14. will enter into the proposed contract, if awarded to him. This requirement shall become effective unless stated to
15. the contrary or deleted under "Detailed Specifications and Requirements." This certified check will be returned
16. after the awarded contracts have been completely signed and proper delivery made, together with any performance
17. bond if required in the bid form.

18. (d) This proposal is genuine and not collusive or made in the interest of or in behalf of any person not
19. herein named, and that the bidder has not directly, or indirectly, induced or solicited any other bidder to put in a
20. sham bid or any other person, firm or corporation to refrain from bidding, and that the bidder has not in any
21. manner sought by collusion to secure for himself an advantage over any other bidder. Any bid made in violation
22. thereof, shall not be considered. This agreement in detail shall be found under paragraph XVIII (18) entitled
23. "Affidavit and/or Agreement."

24. (e) The successful bidder shall, within ten (10) days after the award, enter into a written contract with
25. said City in accordance with the draft of contract furnished by the City Solicitor for furnishing the described
26. materials, commodities or services and execute as a part of said contract, a satisfactory performance bond in the
27. amount of (100%) one hundred percent of the aggregate amount of the contract unless otherwise stated in the
28. "Detailed Specifications and Requirements," and shall be continued for the faithful performance of the contract
29. and executed by the Contractor and a responsible surety company.

30. (f) The right is reserved to reject any and all bids or to accept any bid or to accept any part of a bid or the
31. one deemed best for the City.

32. II. FORM OF PROPOSAL AND SIGNATURE

33. The proposal must be made on this form provided for that purpose, unless otherwise stated, enclosed in a
34. sealed envelope and plainly marked: "Bid Enclosed - Date: and Time of bid opening, (envelope provided,) and
35. addressed to the Purchasing Agent, 1305 Hancock Street, Quincy, Massachusetts. If the bid is made by an
36. individual it must be signed by the full name of the bidder, whose address must be given; if it is made by a firm -
37. (partnership) - it must be signed with the co-partnership name and by a member of the firm, and the name and
38. residential address of each member of the firm must be given. If made by a corporation it must be signed by the
39. proper officer in the corporate name, and the corporate seal must be attached to such signature. A certificate under
40. oath authorizing the proposal or contract signature as legal and binding upon the corporation must be submitted
41. with the proposal, especially before a contract is issued. No telegraphic or telephonic proposal will be considered
42. or accepted.

43. III. PROPOSALS

44. Blank spaces in the proposal must be properly filled in, using ink, indelible pencil or typewriter. Alterations
45. by erasure or interlineation must be explained or noted in the proposal over the signature of the bidder. Unless
46. otherwise stated bids will be received on one or more or all items, and the bidder may name a lump sum conditional
47. on two or more items being awarded to him. Bidders are invited to be present at the opening of proposals. Bidders
48. must specifically quote on units as shown on specification sheet. In case of error in extension of prices, the unit
49. price will govern.

50. IV. QUANTITIES

51. The quantities given are approximate, meaning more or less and are herein given and attached and are a
52. Part of the bid and/or proposal.

1. V. QUOTATION OFFERED:

2. (a) Firm price bids will be given first consideration. The city desires to have the advantage of any general
3. price decrease effective during the life of the contract, Will you, if the successful bidder, so grant?

4. (b) All quotations must be properly and correctly extended against each unit price offered.

5. (c) Every quotation sheet must be labeled at the bottom right hand section with the bidder's firm name, This
6. identification shall not be considered as a signature.

7. (d) Upon signing and offering his or their bid to the City, it shall be considered that he has seen, read and
8. had in his possession a full and complete bid call, all forms and information pertaining thereto.

9. VI. SAMPLES

10. Whenever samples are required, and so stated in specifications, all samples will be received at sender's risk
11. and expense. However, if samples are used by or retained as City Property, other than those considered as gift or
12. free or so stated in proposal, they will be paid for at the quoted unit price as offered in the proposal. Otherwise, all
13. samples will be returned with postage paid by the City. All samples must be properly marked or tagged with
14. complete identification and to also include: (1) firm name, (2) firm address, (3) catalogue number, and (4) quoted
15. price.

16. VII. PRODUCT

17. (a) The product shall meet the requirements and satisfaction of the City of Quincy and the using and/or
18. ordering department, Bidders must state and identify the product offered, such as manufacturer's name, trade
19. name, brand name and quality under each item on which they bid. If brand names are not given under each item, it
20. shall be considered "NO BID." WE MUST KNOW WHAT HAS BEEN OFFERED.

21. (b) Unless otherwise stated in writing under "Detailed Specifications" all products, material,
22. commodities, supplies or articles herein called for must be brand new, unused and the latest product manufactured
23. in the current year of any name and nature, whenever offered. Used or rebuilt or shopworn materials will not be
24. acceptable, unless otherwise stated in writing by the City.

25. VIII. BRAND NAMES

26. Wherever brand names are given or their particular specifications are mentioned or referred to, it is not the
27. City's intent to limit competition, but merely to indicate to the bidder the general type of commodity to be supplied.
28. The City invites bids on comparable commodities in all cases. All specifications and its basis are: "Or Equal."

29. IX. TERMS

30. The cash discount period shall not be less than twenty (20) days. All prices quoted or offered shall be net
31. and delivered F.O.B. using or ordering department. The cash discount will not be considered for a deciding factor
32. when determining the low bidder.

33. X. DELIVERY

34. All deliveries shall be as required and requested according to the using and/or ordering department. All
35. goods must be delivered in first class condition, if otherwise, they are subject to rejection. All deliveries shall con-
36. form in every respect with all laws applicable to the Federal Government and/or the Commonwealth of
37. Massachusetts and/or the City of Quincy.

38. The contractor shall be responsible for the delivery of the full net weight or count at the point of delivery for
39. which payment is made. Check weighing may be made by the City or any authorized representative at the point of
40. delivery or at any other point the City may elect. All original sworn certificates of weights at origin shall be attached
41. to the contractor's certificate of weight at time and place of delivery. The same shall be surrendered to the City of
42. Quincy.

43. Should the successful bidder fail to make delivery within a reasonable time after receipt of order, the City
44. Reserves the right to make the purchase on such orders at the open market and charge any excess over contract price
45. to the account of the successful bidder, who shall pay the same.

46. XI. TAXES

47. A tax exemption certificate will be issued in lieu of any refundable tax. It is desired that all prices be
48. quoted, exclusive of any tax applicable to this transaction. Such tax or taxes should be itemized and shown as a
49. separate rare item, preferably in dollars and cents, in both the proposal and on the invoices covering deliveries on a
50. contract. If the tax is applicable to this transaction, and is not definitely shown in the bidder's quotation, then such
51. quotation will be considered to be exclusive of such tax.

1. XII. INVOICING

2. Every commodity invoiced must be identified with the item number opposite such commodity shown and
3. Given on our bid form. All unit prices must be shown against each commodity invoiced; if not, invoice will be
4. returned for such information. This information will expedite the payment of all invoices. Invoices which do not
5. carry a cash discount period shall be rendered once a month. All invoices shall be rendered in triplicate to the
6. Purchasing Department, 1305 Hancock Street, Quincy, Massachusetts 02169.

7. XIII. PAYMENTS

8. Complete or partial payment on the contract will be made in approximately thirty days from date of
9. delivery or completion and acceptance, unless otherwise provided for in bidder's proposal or under "Detailed
10. Specifications."

11. XIV. FORCE MAJEURE CLAUSE

12. (a) The contractor will be excused from the performance of the contract in whole or in part, only by reason
13. of the following causes:

14. 1. When such performance is prevented by operation of law.
15. 2. When such performance is prevented by an irresistible super human cause.
16. 3. When such performance is prevented by an act of the public enemies of the Commonwealth of
17. Massachusetts, or of the United States of America, or by strike, mob violence, fire, delay in transportation beyond
18. the control of the contractor, or unavoidable casualty.
19. 4. When such performance is prevented by the inability of the contractor to secure necessary materials,
20. supplies or equipment by reason of:

21. (a) Appropriation or use thereof by the Federal Government; or

22. (b) Regulations imposed by the Federal Government.

23. (b) No other Force Majeure Clause or conditions may pertain to or become a part of this bid; and any
24. changes in the conditions stated herein will cause the bid to be rejected.

25. XV. ERRORS AND OMISSIONS

26. The contractor shall not be allowed to take advantage of any errors and/or omissions in these specifications
27. or in the contractor's specifications submitted with his proposal. Full instructions will always be given when such
28. errors or omissions are discovered.

29. XVI. PATENT RIGHTS

30. The contractor agrees to save, keep, bear harmless and fully indemnify the City and any of its officers or
31. agents from all damages, costs, or expenses in law or equity that may at any time arise or to be set up for any
32. infringement of the patent rights of any person or persons in consequence of the use of the City, or by any of its
33. officers or agents, of articles supplied under this contract, and of which the contractor is not the patentee or
34. assignee, or which the contractor is not lawfully entitled to sell.

35. XVII. DEFINITIONS

36. The following meanings are attached to the defined words when used in these specifications and the
37. contract:

38. (a) The word "City" means The City of Quincy, Massachusetts.

39. (b) The word "Bidder" means the person, firm or corporation submitting a bid on these specifications or
40. any part thereof.

41. (c) The word "Contractor" means the person, firm or corporation with whom the contract is made by
42. carrying out the provisions of these specifications and the contract.

43. (d) The words "Firm Price" shall mean a guarantee against price increase.

44. (e) Additional definitions may appear hereinafter under "Detailed Specifications."

45. XVIII. AFFIDAVIT and/or AGREEMENT

46. In all instances, the Affidavit terms and agreement contained herein shall become a part of the bid, and/or
47. proposal and/or contract in fact and without any reservation or secret evasion whatsoever.

48. The bidder named in the proposal and who has signed the same and who submits herewith to THE CITY
49. OF QUINCY, MASSACHUSETTS, the attached proposal states and agrees:

50. That he, she or they is (are) the person(s) whose name(s) is (are) signed to there hereto attached proposal; that
51. said proposal is genuine; that the same is not sham or collusive; that all statements of fact therein are true; that
52. such proposal was not made in the interest of behalf of any person, partnership, company, association, organization
53. or corporation not therein named or disclosed.

1. Affiant further deposes and says: That the bidder has not directly or indirectly by agreement,
2. communication or conference with anyone attempted to induce action prejudicial to the interest of the public body
3. which is to award the contract, or of any other bidder, or anyone else interested in the proposed contract; that the
4. bidder has not in any manner sought by collusion to secure for himself, itself, themselves, an advantage over any
5. other bidder.

6. Affiant further deposes and says that prior to the public opening and reading of bids the said bidder:
7. (a) did not, directly or indirectly, induce or solicit anyone else to submit a false or sham bid;
8. (b) did not, directly or indirectly, collude, conspire, connive or agree with anyone else that said bidder or
9. anyone else would submit a false or sham bid, or that anyone should refrain from bidding or withdraw his bid;
10. (c) did not, in any manner, directly or indirectly, seek by agreement, communication or conference with
11. anyone to raise or fix the bid price of said bidder or of anyone else, or to raise or fix any overhead, profit or cost
12. element of his, its, their price or that of anyone else;

13. (d) did not, directly or indirectly, submit his, its, their bid price or any breakdown thereof, or the
14. contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company,
15. association, organization, bid, depository, or to any member or agent thereof, or to any individual or group of
16. individuals, except to the awarding authority or to any person or persons who have a partnership or other financial
17. interest with said bidder in his, its, their business.

18. Bidder shall strike out words not appropriate to his bid and initial same.

19. XIX. INSURANCE

20. An approved and satisfactory bona fide certificate of insurance in effect, to protect the insured, the con-
21. tractor and the City of Quincy resulting from this agreement, must be submitted to the City of Quincy through the
22. Purchasing Agent before any work of any name or nature can be started. This insurance must cover workmen's
23. compensation, public liability and property damage. The certificate of insurance must clearly state thereon that it
24. is a Certificate of Insurance, name of the insured and his or their address, kind of policies in effect, number of the
25. policy in effect for identification purposes, expiration date of said policy, limits of liability expressed in dollar value
26. for one person, for one accident, also the aggregate for each person and each accident, description of operations or
27. work covered and in what State or Commonwealth. There must also be a statement under signature to the effect
28. that, "in the event of cancellation of the said policies the company will mail notice thereof to the City of Quincy
29. Purchasing Agent, at 1305 Hancock Street, Quincy, Massachusetts at whose request this certificate is issued." This
30. certificate must be properly dated and legally signed by an authorized agent for the insurance company. This
31. certificate must state the name of the insurance company as underwriter and its home office address. All insurance
32. must satisfy all legal requirements as set forth in the laws, rules and regulations of the Commonwealth of
33. Massachusetts.

34. XX. CONTRACT

35. (a) The bidder to whom the award is made will be required to enter into a written contract with the City of
36. Quincy, in the form approved by the City Attorney. All materials or services given or supplied by the Contractor
37. shall conform to the applicable requirements of the City Charter, City Ordinances, or Commonwealth of
38. Massachusetts laws covering Labor, Wages, Insurance, Safety and all other legal requirements of any name or
39. Nature, as well as conforming to the specifications contained herein. In case of default by the Contractor, the City
40. reserves the right to procure the articles or services from other sources and to hold the Contractor responsible for
41. any and all excess costs occasioned by the City thereby.

42. (b) The period to be covered by the contract will be found under "Detailed Specifications."

43. (c) The City makes no guarantee as to the quantities to be delivered under the terms of the contract.

44. (d) The City reserves the right to order small quantities at the quoted prices prior to the execution of the
45. contract, as samples, testing, trial orders otherwise without any liability or commitment on the part of the City
46. whatsoever.

47. (e) Any qualifications or special information can be listed on a separate sheet and attached hereto with
48. signature.

49. (f) Any and all city purchases made as samples, testing, trial orders or of similar nature shall not be
50. considered a breach of contract or give cause for any legal action or litigation.

51. (g) Specifications, conditions, and information and Instructions to Bidders are here attached and are a
52. part of the bid and/or proposal.

PROPOSAL TO CITY OF QUINCY, MASSACHUSETTS

1. To the Purchasing Agent
2. City of Quincy, Massachusetts

3. Date offered: _____ 20____

4. Gentlemen:

5. The undersigned hereby proposes to furnish the City of Quincy, complete or any part thereof, the listed services,
6. articles, commodities and materials, all in accordance with the attached list, conditions, specifications and the information
7. and Instructions to Bidders made a part hereof.

8. The undersigned furthermore agrees that he will execute the necessary and satisfactory bond together with
9. necessary contract in sextuplicate within ten (10) days from the date when he shall have been notified that his proposal
10. has been accepted in whole or in part by the City of Quincy.

11. The undersigned furthermore agrees that, in case of default in executing such contract, with necessary bond, that
12. the check accompanying this bid, and the money payable thereon, shall be fortified thereby to and remain the property
13. of the City of Quincy.

14. This offer and/or proposal has been given after having had the complete bid call to work from and considered
15. the same.

16. This offer and bid has been made and given all in accordance with Article and Paragraph Number Eighteen
17. (XVIII) and made a part hereof.

18. TERMS:

- 19. (a) The discount period shall not be less than twenty (20) days.
- 20. (b) The City will receive the benefit of any general price decrease effective during the life of the contract.
- 21. (c) The City will be notified of all price decreases.
- 22. (d) This is a *firm price* meaning guarantee against price increase.
- 23. (e) Delivered F.O.B. to using department, as directed.

24. (f) This offer to be accepted on or before _____ 20____

25. Delivery Offered: _____

26. Priority Required: _____

27. Firm Name: _____

28. Signed by: _____ Signature and Title _____ Corporate Seal or ES.

29. Address: _____

30. Signature of Partners: 1. _____ 2. _____

31. " " " 3. _____ 4. _____

32. Name of Corporation President: _____

33. Name of Corporation Secretary: _____

34. Corporation organized under State of: _____ Date: _____

35. Partner's Residential Address:

36. 1. _____

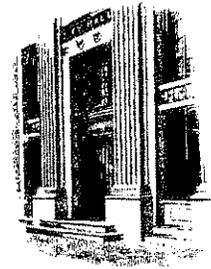
37. 2. _____

38. 3. _____

39. 4. _____



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: 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.



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

Phone: 376-1060

Fax: 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)

(OFFICER)

of this company, he 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
(OFFICER)

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

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: _____

CERTIFICATION RELATING TO DEBARMENT AND SUSPENSION

The undersigned contractor certifies to the City of Quincy that neither it nor its principals, officers or any affiliated entities has been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction in accordance with the requirements of OMB Circular A-87 and with Executive Order 12549, "Debarment and Suspension."

Furthermore, the contractor certifies that it shall not make any subcontract or permit any subcontract to be made with any party which is debarred or suspended or is otherwise excluded in accordance with said OMB Circular and with Executive Order 12549.

This certification shall be for the benefit of the City of Quincy and its successors and/or assigns and is binding upon the contractor, its successors and assigned.

Executed under seal this _____ day of _____, _____.

Contractor Name
By its duly authorized agent,

Contract Number _____

(Authorized Signature)

**CERTIFICATION OF GENERAL BIDDERS ON PUBLIC CONSTRUCTION
PROJECTS**

I. CERTIFICATION REGARDING HEALTH AND SAFETY

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least ten hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and that he will comply fully with all laws and regulations application to awards made subject to section 44A.

II. CERTIFICATION REGARDING NON-COLLUSION AND DEBARMENT

The undersigned further certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection 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~~ doing public construction work in the Commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date: _____

Name of General Bidder

By _____
Signature

Print name and title

Business Address

Street Address City and State

**CERTIFICATION OF SUB- BIDDERS (IF ANY) ON PUBLIC CONSTRUCTION
PROJECTS**

I. CERTIFICATION REGARDING HEALTH AND SAFETY

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupation Safety and Health Administration that is at least ten hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and that he will comply fully with all laws and regulations applicable to awards of subcontracts subject to section 44F.

II. CERTIFICATION REGARDING NON-COLLUSION AND DEBARMENT

The undersigned further certifies under penalties of perjury that this subbid is in all responses bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the "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 doing public construction work in the Commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date _____

Name of Sub-bidder

By _____
Signature

Print Name and Title

Business Name

Street Address, City and State

CITY OF QUINCY
DEPARTMENT OF PUBLIC WORKS
QUOTE FORM

A. The undersigned proposes to furnish all labor and materials required in accordance with the Contract Documents supplied by the City of Quincy entitled:

**Snow Plowing and Sanding of Ward – I1 Snow Route
(8 Routes)**

for the contract price specified below, subject to additions and deduction according to the terms of the specifications.

B. This quote includes addenda number(s) _____, _____, _____, _____,

C. The proposed contract price is:

Schedule A – Year One: (Fiscal 2013) \$ _____

Schedule A – Year Two: (Fiscal 2014) \$ _____

Schedule A – Year Three: (Fiscal 2015) \$ _____

Company: _____

Email: _____

D. The undersigned has completed and submits herewith the following documents:

- Quote Form
- Price Quote Schedules A – Years 1, 2 and 3 (3 pages)
- Proposers Qualification Form and References;
- Appendix C – Quincy posted rates for snow plowing service.

- 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
2013-2015 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 (2013 through 2015). 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 **11:45 am on Thursday, August 2, 2012** 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.
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 2 sanders, (2) 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 and 10 wheeler truck shall be paid for under appendix "C" by Quincy posted rates.**
9. **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 2013, commencing no later than October 15, 2012 and ending on May 15, 2013. In addition, the City shall have the option to extend the contract for the each of the next two (2) snow seasons-fiscal year 2014 and fiscal year 2015, 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 2014 and fiscal 2015 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 3-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 lead 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.
 - 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 Ward II - Snow Route: 8Routes
- 9.2 For augmentation of minor snowfall clearing (typically less than 2.3”) 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 (eight (8) hours after the last snow falls in a storm, or two hours after the city forces complete their routes, whichever is greater): 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 2013

Proposal for Plowing Route

<i>Item</i>	<i>Unit</i>	<i>Total</i>
1. Snow Plowing for storms 2.3- 4"		
_____ X PER STORM (\$)	3 ea. =	\$ _____
2. Snow Plowing for storms 4.1- 7"		
_____ X PER STORM(\$)	3 ea. =	\$ _____
3. Snow Plowing for storms 7. 1- 10"		
_____ X PER STORM (\$)	1 ea. =	\$ _____
4. Snow Plowing for storms 10.1-14"		
_____ X PER STORM (\$)	1 ea. =	\$ _____
5. Snow Plowing for storms 14.1-18"		
_____ X PER STORM (\$)	0.5 ea. =	\$ _____
6. Snow Plowing for storms in excess of 18" - cost per inch		
_____ X PER STORM (\$)	1 ea. =	\$ _____
7. Plowing callback for limited clean up		
_____ X PER STORM (\$)	3 ea. =	\$ _____
1ST Year Total		_____

COMPANY: _____

2ND YEAR – Fiscal Year 2014

Proposal for Plowing Routes

<u>Item</u>	<u>Unit</u>	<u>Total</u>
1. Snow Plowing for storms 2.3- 4”		
_____ X	3 ea.	= \$ _____
PER STORM (\$ _____)		
2. Snow Plowing for storms 4.1- 7”		
_____ X	3 ea.	= \$ _____
PER STORM(\$ _____)		
3. Snow Plowing for storms 7. 1- 10”		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
4. Snow Plowing for storms10.1-14”		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
5. Snow Plowing for storms 14.1-18”		
_____ X	0. 5 ea.	= \$ _____
PER STORM (\$ _____)		
6. Snow Plowing for storms in excess of 18” - cost per inch		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
7. Plowing callback for limited clean up		
_____ X	3 ea.	= \$ _____
PER STORM (\$ _____)		
2nd Year Total		_____

COMPANY: _____

3RD YEAR – Fiscal Year 2015

Proposal for Plowing Routes

<u>Item</u>	<u>Unit</u>	<u>Total</u>
1. Snow Plowing for storms 2.3- 4”		
_____ X	3 ea.	= \$ _____
PER STORM (\$ _____)		
2. Snow Plowing for storms 4.1- 7”		
_____ X	3 ea.	= \$ _____
PER STORM(\$ _____)		
3. Snow Plowing for storms 7. 1- 10”		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
4. Snow Plowing for storms 10.1-14”		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
5. Snow Plowing for storms 14.1-18”		
_____ X	0.5 ea.	= \$ _____
PER STORM (\$ _____)		
6. Snow Plowing for storms in excess of 18” - cost per inch		
_____ X	1 ea.	= \$ _____
PER STORM (\$ _____)		
7. Plowing callback for limited clean up		
_____ X	3 ea.	= \$ _____
PER STORM (\$ _____)		
3rd Year Total:		\$ _____

Grand Total of Years 1,2,3) _____

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

COMPANY: _____

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.

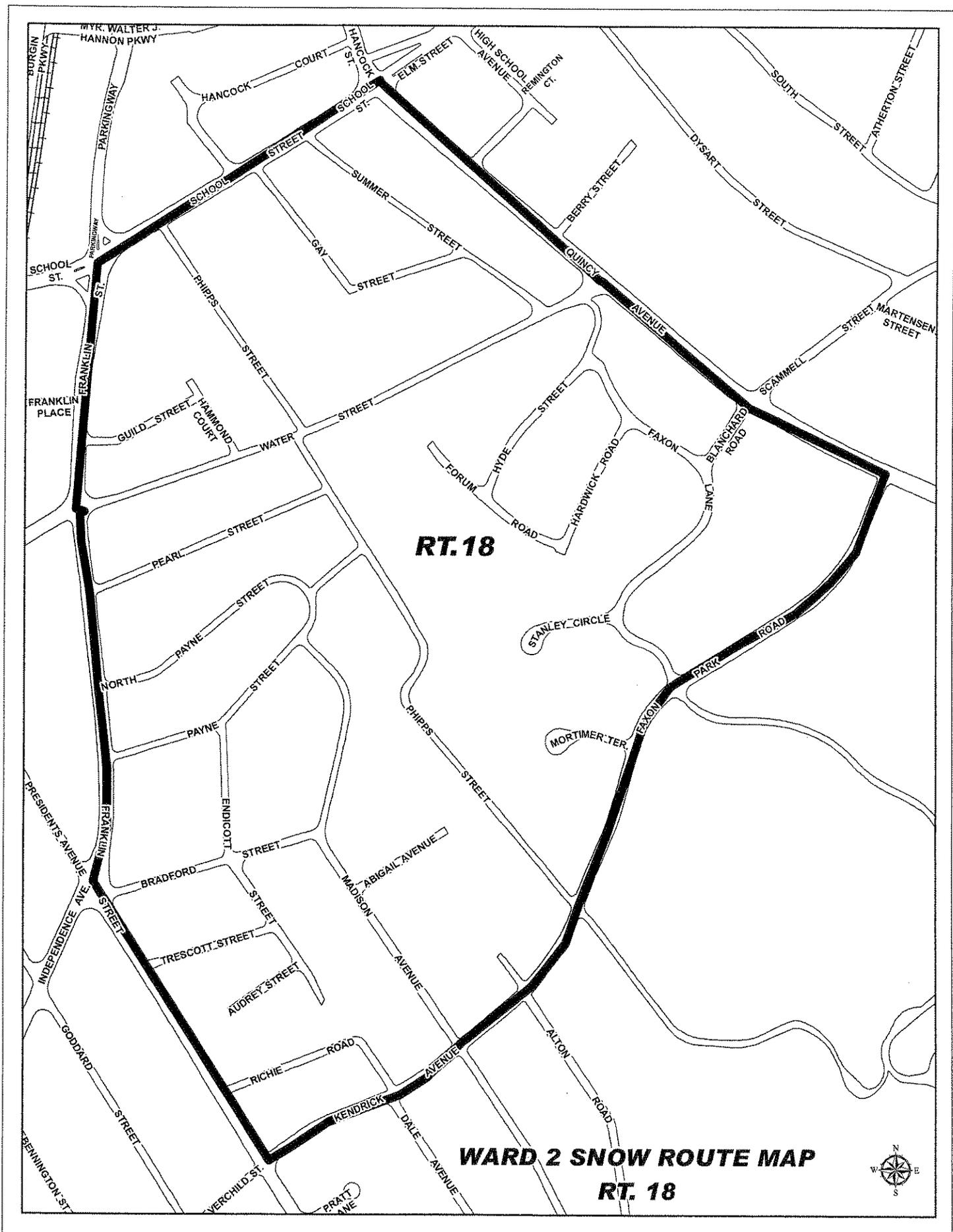
APPENDIX A

List of Streets and Route Maps for

Ward II - Snow Route

WARD 2 SNOW ROUTE MAP





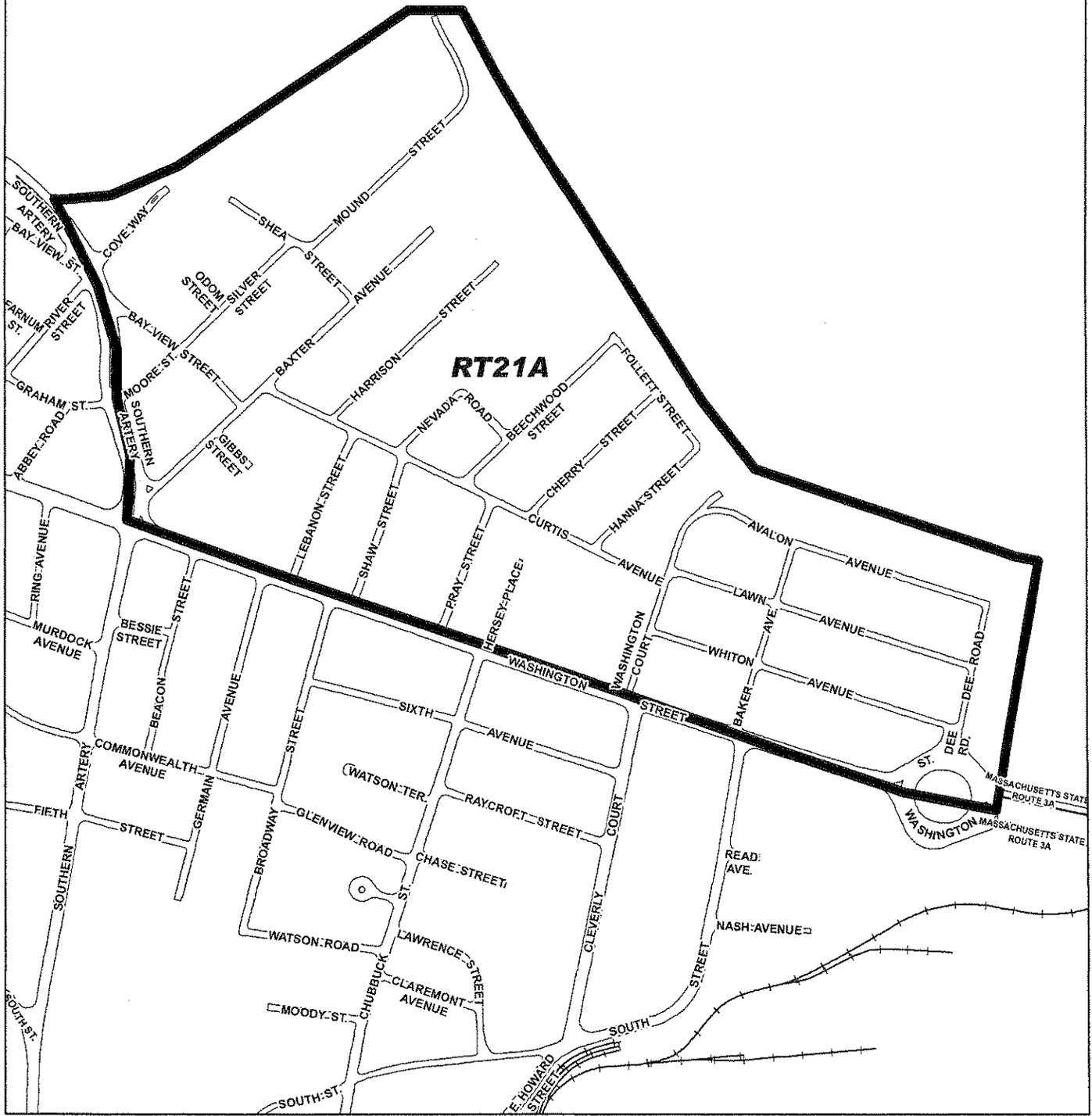
RT.18

**WARD 2 SNOW ROUTE MAP
RT. 18**



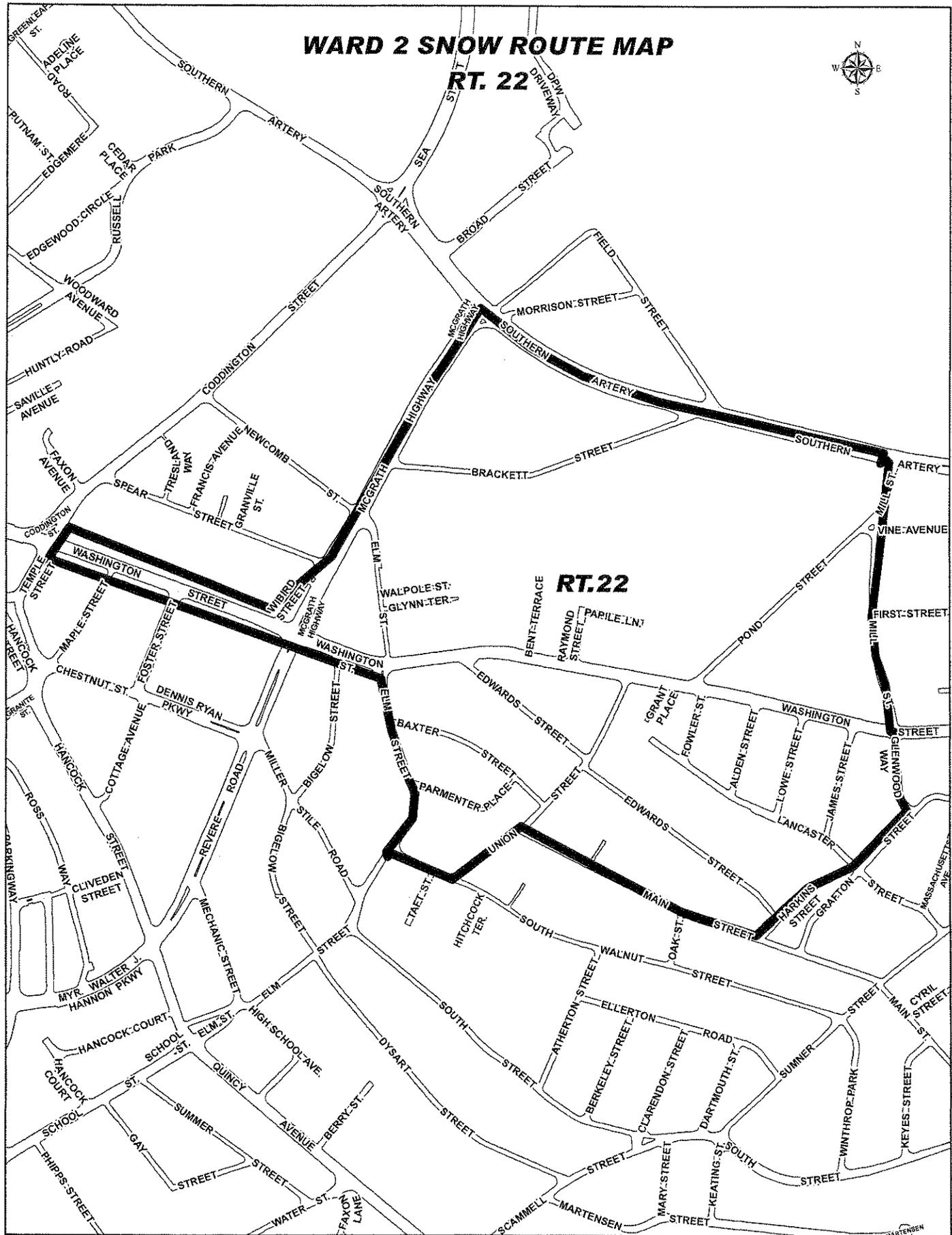
WARD 2 SNOW ROUTE MAP

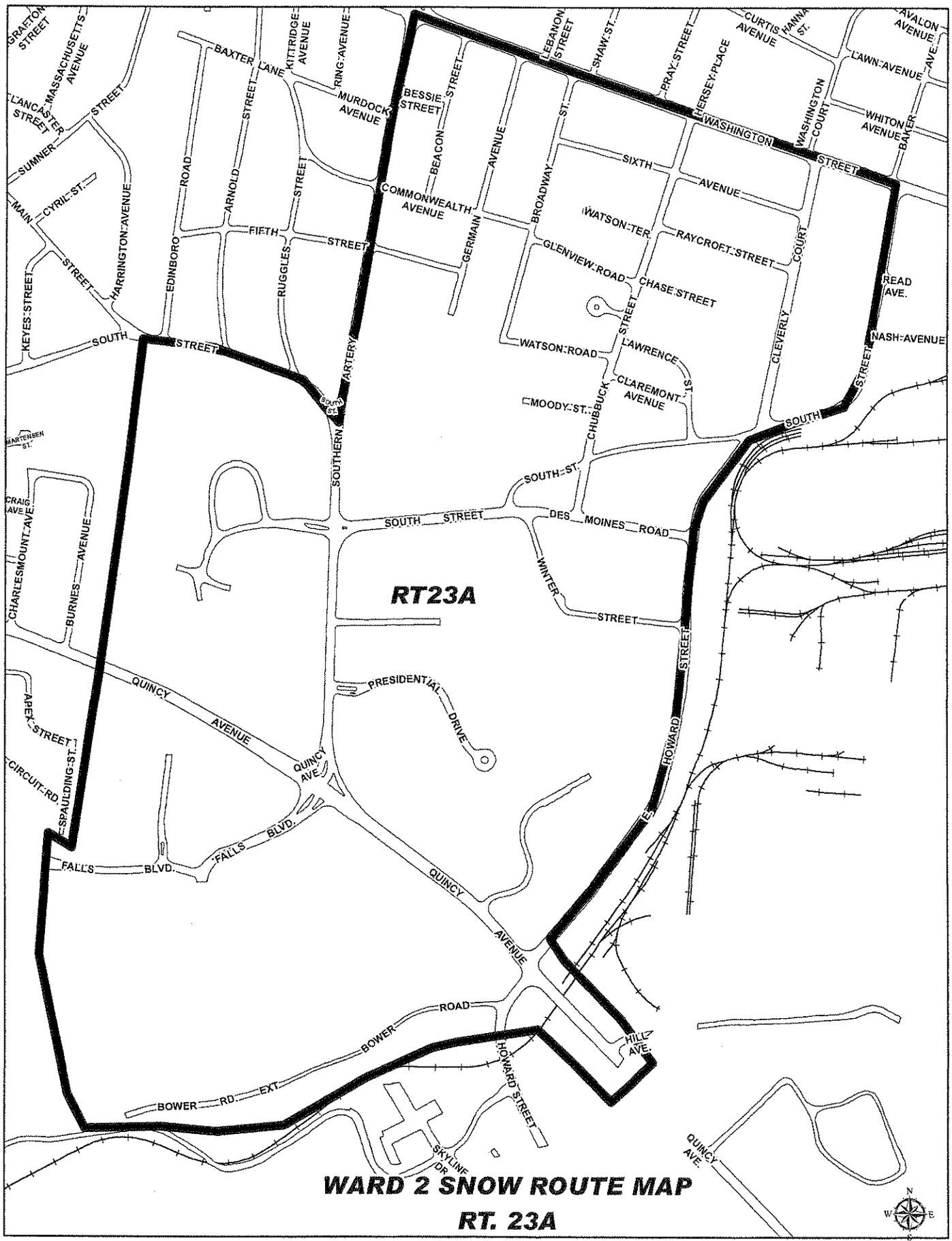
RT. 21A



WARD 2 SNOW ROUTE MAP

RT. 22





WARD 2 SNOW ROUTE MAP
RT. 23A

WARD 2 CONTRACT

ROUTE 18

ABIGAIL AVENUE
ALTON ROAD
AUDREY STREET
BLANCHARD ROAD
BRADFORD STREET
ENDICOTT STREET
FAXON LANE
FAXON PARK ROAD
FORUM ROAD
FRANKLIN STREET
GAY STREET
GUILD STREET
HAMMOND COURT
HARDWICK ROAD
HYDE STREET
KENDRICK AVENUE
MADISON AVENUE
MORTIMER TERRACE
NORTH PAYNE STREET
PAYNE STREET
PEARL STREET
PHIPPS STREET
QUINCY AVENUE
RICHIE ROAD
SCHOOL STREET
STANLEY CIRCLE
SUMMER STREET
TRESCOTT STREET
WATER STREET

ROUTE 19

ALTON ROAD
BENNINGTON STREET
BURGIN PARKWAY
CAIRN ROAD
CARTER STREET
CARTER STREET
CONRAD STREET
CREST STREET
DALE AVENUE
ELMLAWN ROAD
FAIRFIELD STREET
FEDERAL AVENUE
FRANKLIN STREET
GODDARD STREET
GODDARD STREET
HIGH STREET
HILLSBORO STREET
HILLSBORO STREET
HOLMES STREET
HOOVER AVENUE
HUGHES STREET
INDEPENDENCE AVENUE
KENDRICK AVENUE
LAWRY STREET
LURTON STREET
MADISON AVENUE
NICHOLL STREET
NORMAN ROAD
OAK GROVE TERRACE
PARSONS STREET
PEMBROKE STREET
PENNS HILL ROAD
PLYMOUTH STREET
PRATT LANE
PRESIDENTS AVENUE
ROBERTS STREET
SAINT LORETTA AVENUE
VERCHILD STREET
VIDEN ROAD
WASHINGTON STREET
WATER STREET

ROUTE 20

ATHERTON STREET
BERKELEY STREET
BERRY STREET
CLARENDON STREET
DARTMOUTH STREET
DYSART STREET
ELLERTON ROAD
ELM STREET
GRAFTON STREET
HARKINS STREET
HIGH SCHOOL AVENUE
HITCHCOCK TERRACE
LANCASTER STREET
MAIN STREET
MASSACHUSETTS AVENUE
MECHANIC STREET
MILL STREET
OAK STREET
QUINCY AVENUE
SCAMMELL STREET
SOUTH STREET
SOUTH WALNUT STREET
SUMNER STREET
TAFT STREET
UNION STREET
WASHINGTON STREET

ROUTE 21 A

AVALON AVENUE
BAKER AVENUE
BAXTER AVENUE
BAY VIEW STREET
BEECHWOOD STREET
CHERRY STREET
COVE WAY
CURTIS AVENUE
DEE ROAD
DEE ROAD
DEE ROAD
FOLLETT STREET
FOLLETT STREET
GIBBS STREET
HANNA STREET
HARRISON STREET
HERSEY PLACE
LAWN AVENUE
LEBANON STREET
MOORE STREET
MOUND STREET
NEVADA ROAD
ODOM STREET
PRAY STREET
SHAW STREET
SHEA STREET
SILVER STREET
SOUTHERN ARTERY
WASHINGTON COURT
WASHINGTON STREET
WHITON AVENUE

ROUTE 21B

ABBAY ROAD
BAY VIEW STREET
EDISON PARK
EDISON STREET
FARNUM STREET
FIRST STREET
GRAHAM STREET
MILL STREET
RIVER STREET
SOUTHERN ARTERY
STEWART STREET
THOMPSON STREET
VINE AVENUE
WASHINGTON STREET

ROUTE 22

ALDEN STREET
BAXTER STREET
BENT PLACE
BRACKETT STREET
EDWARDS STREET
ELM STREET
FOWLER STREET
GLYNN TERRACE
GRANT PLACE
HARKINS STREET
JAMES STREET
LANCASTER STREET
LOWE STREET
MAIN STREET
MCGRATH HIGHWAY
MILL STREET
PAPILE LANE
PARMENTER PLACE
POND STREET
RAYMOND STREET
SOUTH WALNUT STREET
SOUTHERN ARTERY
UNION STREET
WALPOLE STREET
WASHINGTON STREET
WIBIRD STREET

ROUTE 23

ALTAMOUNT ROAD
APEX STREET
ARNOLD STREET
BAXTER LANE
BURNES AVENUE
CHARLESMOUNT AVENUE
CIRCUIT ROAD
COMMONWEALTH AVENUE
CRAIG AVENUE
CYRIL STREET
EDINBORO ROAD
FIFTH STREET
HARRINGTON AVENUE
KEATING STREET
KEYES STREET
KITTRIDGE AVENUE
MAIN STREET
MARTENSEN STREET
MARY STREET
MURDOCK AVENUE
PERLEY PLACE
QUINCY AVENUE
QUINCY TERRACE
RICHARD STREET
RING AVENUE
RUGGLES STREET
SCAMMELL STREET
SOUTH STREET
SOUTHERN ARTERY
SPAULDING STREET
SPENCE AVENUE
SUMNER STREET
WASHINGTON STREET
WINTHROP PARK

ROUTE 23A

BEACON STREET
BESSIE STREET
BOWER ROAD
BROADWAY STREET
CHASE STREET
CHUBBUCK STREET
CLAREMONT AVENUE
CLEVERLY COURT
COMMONWEALTH AVENUE
DES MOINES ROAD
EAST HOWARD STREET
FALLS BOULEVARD
FIFTH STREET
GERMAIN AVENUE
GLENVIEW ROAD
HILL AVENUE
HOWARD STREET
LAWRENCE STREET
MOODY STREET
PRESIDENTIAL DRIVE
QUINCY AVENUE
RAYCROFT STREET
SHERBURNE CIRCLE
SIXTH AVENUE
SOUTH STREET
SOUTHERN ARTERY
WASHINGTON STREET
WATSON ROAD
WATSON TERRACE
WINTER 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 2013

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: _____