

Request for Bids

Snow Removal Services

City of New Vienna, Iowa

The City of New Vienna is requesting bids to provide snow removal for designated City properties and public areas within New Vienna.

The successful bidder will be responsible for providing snow removal services as described below for the duration of the contracted winter season.

1. Areas to be Serviced

Snow removal services shall include, but are not limited to, the following locations:

- **City Sidewalks** – Removal of snow from designated public sidewalks throughout the City of New Vienna.
 - The sidewalk over the bridge and around it
 - Sidewalks around reception hall
 - The sidewalks by the veterans memorial
 - The sidewalks by the block south of CJ Tire
- **City Walking Trail** – Occasionally clearing the walking trail.
- **City Park** – Removal of snow from designated walkways and accessible areas within the park.
 - Around the city park including the approaches where the busses pick up kids
 - Spreading deicer before busses pick up in the morning and before drop off in the afternoon (depending on conditions of pavement)
- **City Hall and the Fire Station**– Snow removal and ice control as necessary to maintain safe access for emergency personnel and vehicles.
 - Sidewalks around city hall and the fire station
 - Clear away 8 feet out in front of the fire truck doors

The City reserves the right to add or remove areas from the snow-removal service list as needed.

2. Snow Removal Requirements

The bidder shall:

- Monitor weather conditions and provide snow removal services as necessary following snow events.
- Remove accumulated snow from designated sidewalks, parking lots, driveways, and other identified areas.
- Maintain clear and reasonably safe pedestrian and vehicle access.
- Give first priority to the **Fire Station** to ensure emergency vehicle access is maintained.
- Avoid pushing, piling, or storing snow in locations that obstruct entrances, sidewalks, fire lanes, hydrants, drainage structures, or sight distances.
- Remove or relocate snow piles when directed by the City if they create a safety or access concern.

- Take reasonable care to avoid damage to curbs, sidewalks, pavement, landscaping, buildings, signs, light poles, hydrants, and other City property.
- Clean up any debris or material left behind as a result of snow-removal operations.

3. Ice Control – Alternate Item

The city shall provide ice-control to the contractor to use as needed to maintain reasonably safe walking and driving surfaces.

The contractor shall apply ice-control materials in accordance with weather conditions and in quantities reasonably necessary to address hazardous conditions.

4. Service Response

Snow removal operations shall begin following a measurable snow event when conditions require service.

The contractor shall prioritize the Fire Station and other critical access areas before completing lower-priority areas.

The contractor shall use reasonable judgment regarding timing of snow removal based on snowfall amounts, weather conditions, drifting, freezing temperatures, and anticipated additional snowfall.

The City may contact the contractor when additional service is needed due to drifting, refreezing, or other hazardous conditions.

5. Equipment and Personnel

The contractor shall provide all necessary equipment, labor, fuel, materials, and supervision required to complete the work.

All equipment shall be properly maintained and suitable for the areas being serviced. Equipment used on sidewalks shall be appropriate for sidewalk snow removal and shall not unnecessarily damage concrete surfaces.

The contractor shall be responsible for ensuring that all personnel performing work under this contract are properly trained and capable of safely operating the equipment used.

6. Damage to City Property

The contractor shall exercise reasonable care to prevent damage to City property.

The contractor may be held responsible for damage caused by negligent or improper operation of equipment. Any damage discovered during snow-removal operations shall be reported to the City as soon as reasonably possible.

7. Insurance

The successful contractor shall maintain appropriate liability and workers' compensation insurance for the duration of the contract and shall provide proof of insurance to the City upon request.

8. Bid Pricing

Bidders are requested to provide pricing for the following services:

City Sidewalks – per snow event	\$ _____
City Walking Trail – per snow event	\$ _____
City Park – per snow event	\$ _____
Fire Station – per snow event	\$ _____
City Hall – per snow event	\$ _____
Additional snow relocation/removal – hourly rate	\$ _____

Alternative pricing:

Ice control – per application	\$ _____
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Bidders shall clearly identify any additional fees, minimum charges, material charges, or conditions that apply to their bid.

9. Contract Period

The anticipated contract period shall be for the **2026 through 2027 winter season**.

The City reserves the right to renew the agreement for subsequent winter seasons upon mutual agreement between the City and contractor.

10. Bid Submission

Sealed bids should be submitted to:

City of New Vienna

1951 Church St

New Vienna, Iowa 52065

Bids must be received no later than **October 23rd, 2026 at 10:00AM**.

Bids received after the deadline may not be considered.

The City reserves the right to reject any or all bids, waive informalities, and select the bid that is determined to be in the best interest of the City of New Vienna.

11. Questions and Site Review

Contractors are encouraged to review the areas included in this request before submitting a bid.

Questions regarding the scope of work or areas to be serviced may be directed to:

Phone: (563) 921-2295

Email: nvclerk17@gmail.com

BIDDER INFORMATION

Company Name: _____

Contact Person: _____

Phone: _____

Email: _____

Address: _____

By signing below, the bidder acknowledges that they have reviewed the requirements of this Request for Bids and agree to provide the services in accordance with the terms outlined above.

Bidder Signature: _____

Printed Name: _____

Title: _____

Date: _____





