

Request for Proposal (RFP) – Snow Removal Services

The Cedar County Emergency Management Agency, located at 1410 Cedar St in Tipton, IA, is accepting proposals for snow removal/ice melt services for Fiscal Year 2024/2025. This is for the entire property, which is shared by Cedar County Emergency Management Agency and UnityPoint Health.

Scope of Work:

Work will include plowing/removing snow from the parking lot, all sidewalks and helipad before 7am on mornings of a snow/ice event to ensure the safety of the public entering the building.

Snow shall be pushed to or placed in areas that will prevent melt water from draining back onto cleared surfaces and refreezing.

Ice melt should be applied to parking lot and sidewalks as needed.

The term of the contract shall be for one year and may be renewed annually thereafter. Any and all renewals must be in written form and may only be signed by the EMA Director or the Chair of the EMA Commission. Verbal renewals will no longer be honored going forward. In the event of a snow or ice event, the accepted bidder would make sure the parking lot, all sidewalks and helipad are cleared. If the event occurs during the day, the accepted bidder may be contacted to move additional snow or spread additional ice melt if warranted. The successful bidder shall be responsible for any damage to Cedar County Emergency Management Agency/UnityPoint property while removing snow. Cedar County Emergency Management Agency/UnityPoint will not be responsible for damage to successful bidder's equipment under any circumstances.

To be considered, the vendor must:

- A. Provide completed snow clearing proposal, with the cost specified on a "per clearing" basis. Ice melt costs shall be quoted as a separate line item.
- B. Possess appropriate equipment
- C. Provide 3 references with proposal

Upon selection, bidder must:

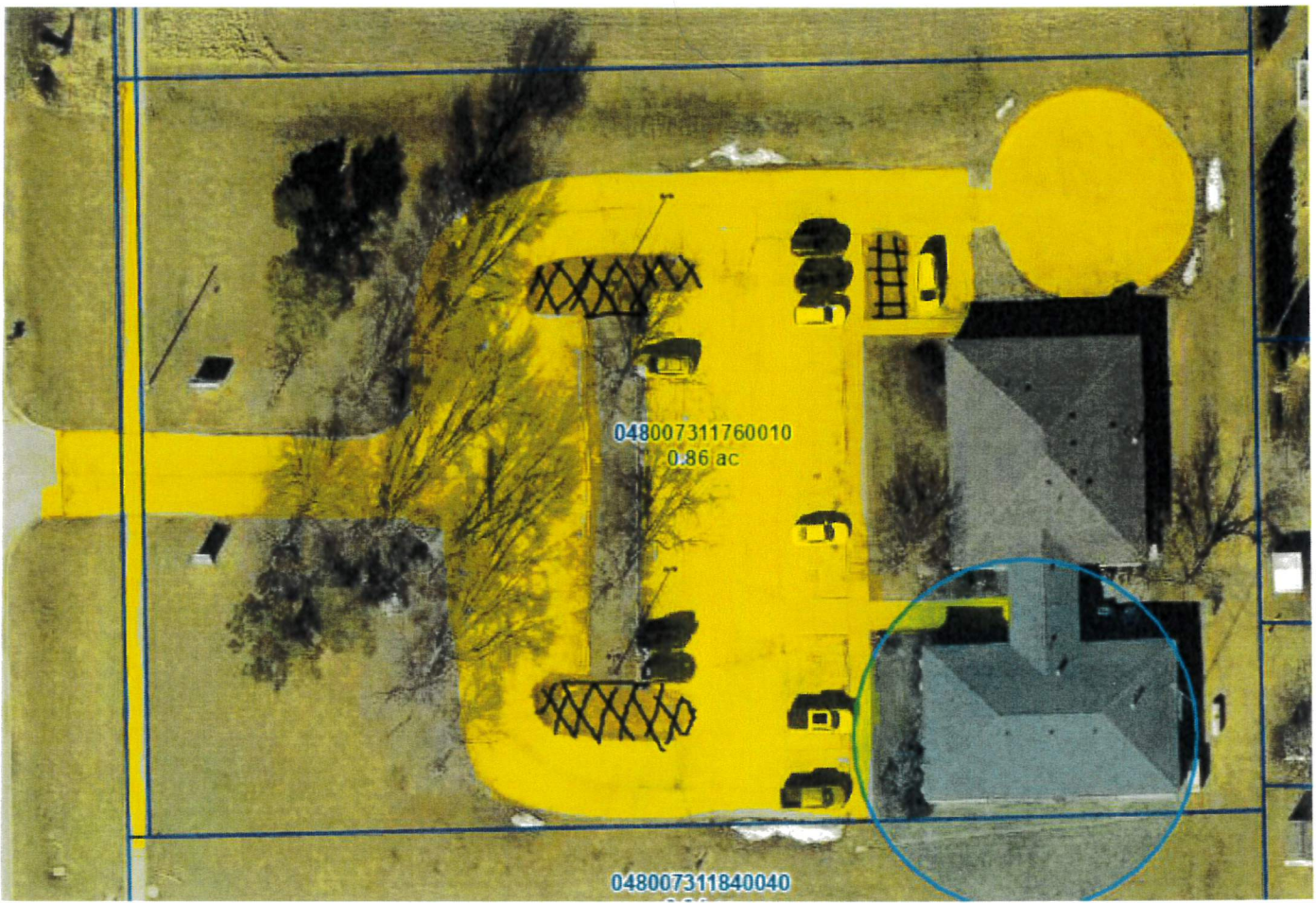
- A. Provide a form W9 with Taxpayer Identification number
- B. Provide a Certificate of Liability Insurance with a minimum of \$500,000 worth of liability insurance naming Cedar County Emergency Management Agency as an additional insured.

A map of the grounds with expected snow removal areas highlighted is attached.

Attachment: "1410 Cedar St Snow Plowing"

Please complete and return the proposal and mail to Cedar County Emergency Management, 400 Cedar St, Tipton, IA 52772 or scan and email to ema@cedarcountry.org ATTN: Jodi Freet. Proposals will be accepted until June 3, 2024 at 3:30pm. Bids will be opened on Monday, June 10th at 10:00am at Cedar County Emergency Management. Contract to start effective July 1, 2024 and conclude on June 30, 2025.

If you have any questions, please call 563-886-3355.



* HIGHLIGHTED AREA INDICATES AREAS FOR SNOW REMOVAL/SALT/SAND