CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: September 21, 2015

ITEM: Motion – Approval of Contract Agreement – Snow Removal and Ice Control Services

FINANCIAL IMPACT: Annual expense of $73,890.00. The contract includes a possible deduction for annual snow accumulation under 29 inches and a possible addition for annual snow accumulation over 45 inches. As a reference, the historic average snowfall in a season is approximately 35 inches. The average snowfall in a season over the past 15 years is approximately 40 inches. Payments will be made out of funds in the Public Works operating budget account 0100.20.430.3.5840.

BACKGROUND: The Council is asked to approve a new one year agreement with Reliable Property Services in Grimes, Iowa for Snow Removal and Ice Control Services. A Request for Proposal (RFP) was sent to 23 local companies. A pre-proposal meeting was held prior to the proposal due date with only one company attending the meeting, Reliable Property Services. Reliable Property Services was also the only company to submit a proposal. This company has successfully provided landscape maintenance for the City over the last three years, and staff feels comfortable that they will deliver the same quality service under this new agreement.

The agreement covers snow removal and ice control in the following areas:

1. Valley Junction Parking Lots / Alleys (Base Snow Season Cost = $27,600)
2. Valley Junction City Building Entrances / Handicap Access (Base Snow Season Cost = $3,985)
3. Valley Junction City Sidewalks (Base Snow Season Cost = $12,945)
4. Miscellaneous Sidewalks (Base Snow Season Cost = $15,430)
5. School Crossing Guard Areas (Base Snow Season Cost = $13,930)

The approval of this agreement will allow the Public Works and Parks and Recreation Departments to coordinate snow removal efforts so that high priority locations, such as arterial streets, can be addressed in a timely manner. With the increase in lane miles and other snow removal responsibilities, it has become difficult to provide an expected level of service without the addition of City staff and equipment. By contracting the above areas out, some staff with commercial driver's licenses (CDL's) will be freed up from the Parks and Recreation Department to assist with street plowing.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the agreement.

Lead Staff Member: Sally Ortgies

STAFF REVIEWS

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	RTG

PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Dates(s) Published	August 14, 2015

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	9/14/15		
Recommendation	**Yes**	No	Split

CITY OF WEST DES MOINES
4200 Mills Civic Parkway
PO Box 65320
West Des Moines, Iowa 50265-0320

CONTRACT NO. -
BUDGET CODE 0100.20.430.3.5840

DATE: 9/24/15

CONTRACT AGREEMENT

Contractor Reliable Property Services 1850 SE Destination Dr., Ste. A Grimes, IA 50111	Department Department of Parks & Recreation P.O. Box 65320 West Des Moines, Iowa 50265
Contract Period – Effective: October 1, 2015 Annual Cost: $73,890.00	Terminates: May 15, 2016 Payable: 30 Days

DESCRIPTION OF ITEMS CONTRACTED

Per the terms, conditions, and pricing in the attached Request for Proposal and Proposal Forms dated 8/18/15.

Contractor	_____ Approved _____ Not Approved
Authorized Signature	
Company Name (Print) Reliable Property Services	City Manager
Address 1850 SE Destination Dr., Ste. A, Grimes IA 50111	Department Director

WHITE – Department PINK – Finance YELLOW - Vendor

REQUEST FOR PROPOSAL

SNOW REMOVAL AND ICE CONTROL SERVICES

CITY OF WEST DES MOINES

The City of West Des Moines, Iowa, solicits interested firms to submit proposals for snow removal services on City property in West Des Moines.

Submittals marked "Snow Removal and Ice Control Services Proposal" will be received no later than 2:00 p.m. local time on Wednesday, August 19, 2015. Submit signed copy of the attached Proposal Form to:

Office of the City Clerk
City of West Des Moines
4200 Mills Civic Parkway, Ste. 2B
P.O. Box 65320
West Des Moines, IA 50265

Proposal Procedure

Mark outside of envelope with proposal subject, "Snow Removal and Ice Control Services Proposal".

Proposals received after the announced time and date of receipt, by mail or otherwise, will be returned unopened. Nothing herein is intended to exclude any responsible firm or in any way restrain or restrict competition. The City of West Des Moines reserves the right to award in part or in whole or to reject any or all proposals.

Any proposal submitted MUST be signed by an individual authorized to bind the Proposer. All proposals submitted without such signature will be deemed non-responsive, and will not be acceptable.

If you desire not to quote on this proposal, please forward your acknowledgment of NO PROPOSAL SUBMITTED to the above address.

Pre-Proposal Meeting

A Pre-Proposal Meeting will take place on **Thursday, August 13, 2015** at **10:00 a.m.** local time at the West Des Moines City Hall, 4200 Mills Civic Parkway, in the second floor Training Room. Questions will be answered by City staff. All bidders are strongly encouraged to attend this meeting.

Questions

Questions regarding the Request for Proposal can be addressed by contacting the Parks and Recreation Department, Brian Fowler, Parks Maintenance Supervisor, at (515) 222-3450.

SPECIFICATIONS

SNOW REMOVAL AND ICE CONTROL SERVICES

CITY OF WEST DES MOINES

I. Purpose / Intent

A. The purpose of this Request for Proposal is to establish a mutually acceptable Agreement between the City of West Des Moines (hereinafter called "City") and the successful Proposer (hereinafter called "Contractor") to provide snow removal and ice control services on City property, including the Valley Junction Business District, School Crossing Guard Areas, and various sidewalks.

B. The Contractor shall furnish all labor, equipment, materials, and products needed for the services as outlined in this Request for Proposal and on the attached Proposal Sheet.

C. Areas that would become the responsibility of the Contractor are shown in detail on Maps attached to and made a part of the Agreement.

D. The Agreement shall be entered into with the City of West Des Moines, and administered by the Director of Parks and Recreation or their designated representative.

II. Performance Requirements

A. General

1. The City bases snow removal activities upon predictions from a contracted weather prediction service that are specific to the City of West Des Moines. The City will notify the Contractor prior to each storm event with information on anticipated timing of the storm and expected snow accumulation amounts. Following notice from the City, the Contractor will be expected to mobilize for snow removal to meet the requirements of the Agreement. It will be the Contractor's responsibility to continue to monitor weather conditions through communication with the City.

2. Amount of accumulation that triggers snow removal by the Contractor will vary depending on the type of area. Accumulation amounts are listed in the following sections.

3. Contractor will be solely responsible for determining the most appropriate methods to be utilized to perform the specified services within the specified timeframes.

4. All de-icers and their application rates must be approved by the City prior to application. Minimum effective rates shall be used. Type of de-icer and application rates may be adjusted at the City's discretion.

B. Valley Junction Parking Lots / Alleys

1. The Contractor will remove snow accumulations from the areas identified on the attached Maps (shown in ORANGE). Snow removal shall begin once snow has accumulated to a depth of one inch (1") with the initial snow removal completed prior to 7:00 a.m.

2. If the storm event continues after the initial snow removal has been completed and one inch (1") or more of additional snow accumulates, snow will be removed by the Contractor again the following day between the hours of 12:00 a.m. (midnight) and 7:00 a.m. If heavy snow falls during business hours (8:00 a.m. to 6:00 p.m.), Contractor will return with every four inches (4") of additional snow to clear driveways and entrances to maintain access to parking lots. Care must be taken to not pile snow behind parked vehicles. Parking lots and alleys will continue to be addressed in this manner until the end of the storm event.

3. Contractor will not be responsible for removing snow from areas that are blocked by parked vehicles or other obstructions. However, Contractor shall make every reasonable effort to safely clear between and around any such obstructions. Due to parked cars that may be in parking lots, follow-up snow removal may need to occur between the hours of 12:00 a.m. (midnight) and 7:00 a.m. the following day.

4. Snow shall be pushed to designated pile locations as shown on the attached Maps by Contractor and will be hauled away by the City at a later date. Piles must be placed in open parking spaces and not on or near light poles or curbs. No snow may be placed on private property, around dumpsters, around trees, or on parking lot islands.

5. Parking lots and alleys as identified on the attached Maps shall be clear of snow and/or slush during and following each storm event to the satisfaction of the City.

C. City Building Entrances / Handicap Access

1. The Contractor will remove snow accumulations from the areas identified on the attached Maps (shown in RED). Snow removal shall begin once snow has accumulated to a depth of one-half inch (1/2") with the initial snow removal completed prior to 8:00 a.m.

2. Snow depth shall not be allowed to exceed one inch (1") depth at any time during business hours (8:00 a.m. to 6:00 p.m.). Certain buildings, such as the Community Center (217 5th Street) will be open outside regular business hours for recreation programs and rentals by the public. Contractor will be required to communicate with building staff to confirm open hours.

3. De-icer shall be applied by the Contractor as needed to prevent ice in entrance areas and on walkways providing handicap access. This may require the Contractor to check these areas on an as-needed basis during times of melting and freezing. Safe access must be provided for people of all abilities in these areas.

4. City building entrances and handicap access as identified on the attached Maps shall be clear of snow, slush, and/or ice during and following each storm event to the satisfaction of the City.

D. Valley Junction Sidewalks

1. The Contractor will remove snow accumulations from Valley Junction sidewalks identified on the attached Maps (shown in GREEN). Snow removal shall occur with any storm event of one-half inch (1/2") or more accumulation. Snow depth shall not be allowed to exceed two inches (2") at any time during business hours (8:00 a.m. to 6:00 p.m.).

2. In the event of a prolonged storm event, blowing snow following the storm event, or if a sidewalk is plowed in by street plows, Contractor shall continue snow removal so that snow depth is not allowed to exceed two inches (2") during business hours (8:00 a.m. to 6:00 p.m.).

3. De-icer shall be applied by the Contractor as needed to prevent ice on sidewalks. This may require the Contractor to check sidewalks on an as-needed basis during times of melting and freezing.

4. Sidewalks in the Valley Junction Business District as identified on the attached Maps shall be clear of snow, slush, and/or ice during and following each storm event to the satisfaction of the City.

E. Sidewalks

1. The Contractor will remove snow accumulations from sidewalks as identified on the attached Maps (shown in YELLOW). Snow removal shall occur with any storm event of one-half inch (1/2") or more accumulation. Snow removal from these sidewalks may begin at any time during the storm event at the Contractor's discretion, but will generally not start until after precipitation has ended. Snow removal shall be completed within 24 hours after precipitation has ended according to City ordinance.

2. In the event of blowing snow following the storm event or if a sidewalk is plowed in by street plows and snow re-accumulates to a depth of one-half inch (1/2"), Contractor shall continue snow removal from sidewalks with all snow being removed by 8:00 a.m. daily.

3. De-icer is not typically applied to these sidewalks. However, the City may request Contractor to apply de-icer at the hourly rate included in the Proposal.

4. Sidewalks as identified on the attached Maps shall be clear of snow and/or slush following each storm event to the satisfaction of the City.

F. School Crossing Guard Areas

1. The Contractor will remove snow accumulations from school crossing guard areas identified on the attached Maps (shown on Sheets 1 through 3). Snow removal shall occur with any storm event of one-half inch (1/2") or more accumulation. Snow will need to be removed from all locations by 7:00 a.m. only on days when school is in session.

2. In the event of a prolonged storm event, if snow begins after the start of the school day, or if crossing guard areas are plowed in by street plows during the school day, snow will need to be removed by Contractor before schools release students at the end of the school day. School release times may vary based on the school(s) being served by the crossing guard location. Contractor will be responsible for monitoring school cancellations and early releases due to snow and adjust snow removal accordingly.

3. De-icer shall be applied by the Contractor as needed to prevent ice on school crossing guard areas. This may require the Contractor to check all locations on a daily basis during times of melting and freezing.

4. School crossing guard areas as identified on the attached Maps (Sheets 1 through 3) shall be clear of snow, slush, and/or ice during and following each storm event to the satisfaction of the City.

III. Other Requirements

A. Contact Personnel

The Contractor shall provide the City with the name, address, e-mail address, and telephone number(s) for at least two designated contact personnel responsible for ensuring response to the City's request for services. The Contractor shall ensure that these contacts are available and accessible 24 hours per day, including Saturdays, Sundays, and Holidays, during the period the Agreement is in force.

B. Response Time

Upon initiation by the City, the Contractor shall respond and begin snow removal and ice control services to meet all requirements specified in the Agreement. The Contractor shall ensure that equipment and operators are ready and able to provide services to the satisfaction of the City.

C. Authority/Direction

The Contractor and his/her designated personnel shall respond to requests made by the City in a positive, courteous, and timely manner. The City reserves the right to reject any equipment or personnel from continued or further engagement of services due to incompetence or insubordination or inability of equipment to function properly for the required services.

D. Equipment

1. All equipment utilized shall be fully capable of being used to meet all performance requirements.

2. The Contractor shall ensure that equipment utilized is maintained in a proper manner to minimize required maintenance or emergency repairs during the performance of snow removal and ice control services. The Contractor shall assume all responsibility and costs associated with maintaining proper and necessary protection, shelter, and storage of all equipment.

3. All equipment shall be properly equipped and outfitted to meet all local, county, state or federal laws.

4. The Contractor shall provide the City with a description and age of equipment being utilized for the purposes of the Agreement. The City will have the right to inspect any equipment being used to ensure it is acceptable for performance under the Agreement.

5. Proposal pricing shall cover all operation and maintenance expenses of any equipment or vehicles including, but not limited to, fuel, lubricants, supplies, and support services.

6. The Contractor shall ensure that the operator provided for each piece of equipment is fully trained and properly licensed to operate the vehicle or equipment.

E. Damages

The Contractor shall be responsible for any and all damage to public property (including public utilities), private property, or personal injury due to its own or its employees' negligence or intentional or reckless conduct.

F. Traffic Control

The Contractor may be required to furnish, place, and maintain road closed signs, warning signs, fences and lights as required to guide and warn traffic and pedestrians around snow removal operations. Contractor shall be required to abide by the Manual of Uniform Traffic Control Devices for Streets and Highways and all City of West Des Moines Public Works Department procedures.

G. Performance Bond

The Contractor shall provide a performance bond or a certified check from a responsible solvent bank made payable to the City of West Des Moines in the amount of $10,000. The bond or certified check will be in effect for the duration of the Agreement. The City shall not file against or use this performance bond or certified check for any issue or matter not relating to non-performance or non-compliance with the Agreement.

H. Non-Performance

The Contractor shall waive any and all objections, rights to objections and claims for additional compensation, damages or loss of revenue resulting from work performed by the City either prior to, during or after any snow removal operation in lieu of these contractual services as may be necessary due to non-performance or excessive delays of the Contractor.

IV. Length of Agreement

A. The Agreement shall be an annual Agreement limited to the snow removal season commencing on October 1, 2015 and ending on May 15, 2016 inclusive. The Agreement may be renewed on an annual basis by written mutual consent of both the City and the Contractor. A mutually agreeable contract increase may be initiated based on the CPI-W (as calculated by the United States Bureau of Labor Statistics) in April of the renewing year.

B. The Agreement may be terminated for good cause, including failure to perform in accordance with any section of the Agreement, by the City during the Agreement period subject to written notice being delivered by certified mail or personal service to the Contractor at the address referenced on the Proposal Form.

V. Payment

A. The Contractor shall invoice the City on a monthly basis with the total proposal price being divided into eight (8) installments. The first invoice shall be submitted to the City in arrears, i.e. submitted in November for the month of October and so on, with the final invoice for May being submitted for payment in June.

B. Any extra work requested by the City will be invoiced at the hourly rate as provided on the Proposal Form on a monthly basis. The invoice shall include detail of type of work completed and number of hours.

C. The final invoice will be adjusted if an addition or deduction is necessary due to a variance from the average snowfall amount according to pricing provided on the Proposal Form. The Director of Public Works or his designated representative will make the final determination of the snowfall total for the season used in the final invoice. If the deduction is greater than the final monthly installment amount, the Contractor shall pay the difference to the City by June 30, 2016.

D. All invoices shall be processed and paid by the City not less than 15 or more than 30 days after receipt by the City.

E. City shall have the right to delay payment or adjust payment by a reasonable amount based on lack of performance by the Contractor.

VI. Insurance

A. General

1. The Contractor shall purchase and maintain insurance to protect the Contractor and City against all hazards enumerated herein. All policies shall be in the amounts, form, and companies satisfactory to the City.

2. All certificates of insurance required herein shall state that thirty (30) days written notice will be given to the City before the policy is canceled or changed. All certificates of insurance shall be delivered to the City prior to the time that any operations under this Agreement are started.

3. All of said Contractor's certificates of insurance shall be written by an insurance company authorized to do business in the State of Iowa.

B. The Contractor shall purchase and maintain such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations under the Agreement, whether such operations be by the Contractor, or by anyone for whose acts any of them may be liable:

1. Claims under workers' compensation, disability benefit and other similar employee benefit acts;

2. Claims for damages because of bodily injury, occupational sickness or disease, or death of the Contractor's employees;

3. Claims for damages because of the Contractor's injury, sickness or disease, or death of any person other than the Contractor's employees;

4. Claims for damages insured by usual personal injury liability coverage which are sustained:
   a. By any person as a result of an offense directly related to the employment of such person by the Contractor, or
   b. By the other person;

5. Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom; and,

6. Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance, or use of any motor vehicle.

C. Limits of Liability

1. The insurance required by Paragraph VI shall be written on an occurrence form or policy for not less than any limits of liability specified herein, or required by law, whichever is greater:

General Liability; Independent Contractors Broad Form Property Damage	$500,000 (including contractually, single limit per occurrence)
Personal Injury, Underground Explosion and Collapse	$500,000 (Aggregate hazards)
Automobile Liability (including all owned, non-owned and hired autos) Single Limit	$500,000 Combined Single Limit
Workers Compensation	Statutory Benefits $100,000 Coverage B
Umbrella Liability (applying directly excess of above liability coverages)	$1,000,000 Combined

D. Contractual Liability Insurance

1. The insurance required by Paragraph VI shall include contractual liability insurance applicable to the Contractor's obligations as follows:
   a. To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the City and their agents, officers, and employees from and against all claims, damages, losses and expenses, including, but no limited to attorney's fees, arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as any party of person described in this Paragraph.
   b. In any and all claims against the City or any of their agents, officers, or employees by any employee of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts may be liable, the indemnification obligation under this Subparagraph D shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor of any Subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts.

E. Contractor's Insurance for other Losses for the consideration in this Agreement heretofore stated, in addition to the Contractor's other obligations, the Contractor

assumes full responsibility for all loss or damage from any cause whatsoever to any tools owned by the mechanics, any tool machinery, equipment, or motor vehicles owned or rented by the Contractor, the Contractor's agents, Subcontractors, materials owned or rented by the Contractor, the Contractor's agents, Subcontractors, material suppliers or their employees, tool shed or other temporary structures, scaffolding and staging, protective fences, bridges and sidewalks hooks. The Contractor shall also assume responsibility for all loss or damage caused by, arising out of or incident to larceny, theft, or any cause whatsoever (except as hereinbefore provided) to the structure on which the work of this Agreement, and any modifications, alterations, enlargement thereto, is to be done, and to the following items and labor connected or to be used as a part of the permanent materials, and supplies necessary to the work.

F. Notification in Event of Liability or Damage upon the occurrence of any event, the liability for which is herein assumed, the Contractor agrees to forthwith notify the Owner, in writing, such happening, which notice shall forthwith give the details as to the happening, the cause as far as can be ascertained, the estimate of loss or damage done, the names of witnesses, if any, and stating the amount of any claim.

VII. Further Information

A. Mandatory Drug and Alcohol Testing Programs
The Contractor certifies that all of their employees who may operate a commercial motor vehicle or perform safety sensitive functions for the City are included in a substance abuse program that meets the requirements of Federal Department of Transportation Drug and Alcohol Testing regulations (Code of Federal Regulations, 49CFR, Part 382 and Part 40).

B. Right-To-Know Statement
The Contractor certifies that, in accordance with the "Hazard Communication Rule", 29CFR 1910.120 (the "Right-To-Know" Law) and the State of Iowa "Hazardous Chemicals Risk Right-To-Know Rule", employees exposed to materials on the worksite will be trained for the materials in use by the successful Contractor as part of the Agreement. Safety Data Sheets (SDS) for City materials will be supplied to the successful Contractor upon request.

C. ADA Statement
The City does not discriminate on the basis of disability. If you believe you have been discriminated against in any program or facility, you may file a complaint alleging the discrimination with the ADA Coordinator through the City Manager's office. The TDD line for the City of West Des Moines is 222-3334.

D. FLSA Statement
"We hereby certify that these goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof."

VIII. Additional Terms

A. Assignment

Neither the Contractor nor City shall assign its rights or obligations under the Agreement without the prior consent of the other party.

B. Entire Agreement

The Agreement, including any attached schedules and exhibits, constitutes the entire agreement and understanding between the parties hereto and is the final expression of their agreement and no evidence of oral or other written promises shall be binding. This Agreement may not be supplemented, amended, modified, or otherwise altered except by written instrument executed by both of the parties hereto and no course of dealing or trade usage between the parties shall be effective to supplement, amend, modify, or alter this Agreement.

C. Waiver

The failure to enforce or to require the performance at any time of any of the provisions of this Agreement herein shall in no way be construed to be a waiver of such provisions, and shall not affect either the validity of this Agreement or any part hereof or the right of either party thereafter to enforce each and every provision in accordance with the terms of this Agreement.

Contractor Name	Reliable Property Services

Authorized Signature

8/18/2015

Date

PROPOSAL FORM

SNOW REMOVAL AND ICE CONTROL SERVICES

CITY OF WEST DES MOINES

The undersigned agrees to furnish personnel and equipment as described in the preceding Specifications in accordance with the terms of this Proposal (including Maps) and Agreement at the pricing entered below. A Proposal may be rejected if any alteration or erasure is made in entering the pricing. Pricing must be entered in ink or be typewritten.

Pricing shall be based upon a lump sum total cost for the snow season (October 1, 2015 – May 15, 2016) for each Proposal Item. Historical average snowfall in a season is approximately thirty-five inches (35"). Average snowfall in a season over the past 15 years is approximately forty inches (40"). Contractor shall assume that there will be between thirty inches (30") and forty-five (45") of snow for the season in determining the base cost.

Contractor Name	Reliable Property Services	Proposal Form Page 1 of 3

Proposal Item	Cost Per Snow Season (Base)
Valley Junction Parking Lots / Alleys	$ 27,600.00
City Building Entrances / Handicap Access	$ 3,985.00
Valley Junction Sidewalks	$ 12,945.00
Sidewalks	$ 15,430.00
School Crossing Guard Areas	$ 13,930.00
Total Base Snow Season Cost	$ 73,890.00

Contractor Name	Reliable Property Services	Proposal Form Page 2 of 3

DEDUCTION FOR LESS SNOW ACCUMULATION

Proposal Item	Less than 20"	20" – 29"
Valley Junction Parking Lots / Alleys	Deduct $ 5,680.00	Deduct $ 2,840.00
City Building Entrances / Handicap Access	Deduct $ 870.00	Deduct $ 435.00
Valley Junction Sidewalks	Deduct $ 2,870.00	Deduct $ 1,435.00
Sidewalks	Deduct $ 3,420.00	Deduct $ 1,710.00
School Crossing Guard Areas	Deduct $ 3,090.00	Deduct $ 1,545.00

ADDITION FOR MORE SNOW ACCUMULATION

Proposal Item	45" – 54"	More than 54"
Valley Junction Parking Lots / Alleys	Add $ 4,260.00	Add $ 8,520.00
City Building Entrances / Handicap Access	Add $ 652.50	Add $ 1,305.00
Valley Junction Sidewalks	Add $ 2,152.50	Add $ 4,305.00
Sidewalks	Add $ 2,565.00	Add $ 5,130.00
School Crossing Guard Areas	Add $ 2,317.50	Add $ 4,635.00

HOURLY RATES

This section is only applicable to extra work authorized by the City in writing during the term of the Agreement. Rate shall include all labor, equipment, materials, and products.

Proposal Item	Unit Cost Per Hour
Laborer with snow shovel	$ 43.50
Laborer with snow blower	$ 51.00
Laborer with de-icer application by hand	$ 43.50 + 8.40/ 10 lbs of salt
Driver & dump truck with plow (1 ton / 3 ton)	$ 90.00
Driver & pickup with plow (3/4 ton / 1 ton)	$ 75.00
Operator & front end loader	$ 164.00
Operator & skidsteer with pusher or blower	$ 94.00
Salt per ton applied	$ 71.00 (truck) + $118.00/ton

Contractor Name	Reliable Property Services	Proposal Form Page 3 of 3

Pricing shall be final and the City reserves the right to accept or reject any or all pricing and waive irregularities and technicalities as determined when it may be in the best interest of the City.

Authorized Signature

8/18/2015

Date

Contractor Name Reliable Property Services
Address 1850 Destination Dr Suite A
Phone 515-986-5850
Fax 515-986-5851

Contact Person
Name Casey Gruver
Phone 515-986-5850
E-mail caseyg@rpsia.com

ATTACHMENT A

Experience / Reference Summary
Snow Removal and Ice Control Services

Contractor Name	Reliable Property Services

EXPERIENCE / REFERENCES

Contract & Location	Owner Name/ Address/Phone	Contract Date	Contract $ Value
See Attached			

Reliable
PROPERTY SERVICES

REFERENCES

Terrus Real Estate Group
616 10th Street
Des Moines, IA 50309
Tim Wirta: 515-471-4400

Premier Real Estate Group
2540 73rd Street
Urbandale, IA 50322
Tina Padavich: 515-423-3618

Hy-Vee
8701 Douglas Ave
Urbandale, IA 50322
Drew Holmes: 515-2702572

Wolfe Eye Clinic
6200 Westown Parkway
West Des Moines, IA 50266
Danette Pease: 515-223-8685

City of West Des Moines
4200 Mills Civic Parkway
West Des Moines, IA 50265
Sally Ortgies: 515-222-3447

Workiva
2900 University Blvd
Ames, IA 50010
Mike Myers: 515-663-4406

ATTACHMENT B

Description of Equipment
Snow Removal and Ice Control Services

The following information must be provided for each piece of equipment proposed to be utilized as part of the Agreement. The Contractor can reproduce this sheet or use another format, but all information below shall be included.

Contractor Name	Reliable Property Services

Equipment Make	See Attached
Equipment Model	
Equipment Year	
Type of Engine (Gas or Diesel)	
Engine Size	
Storage Location (Address)	

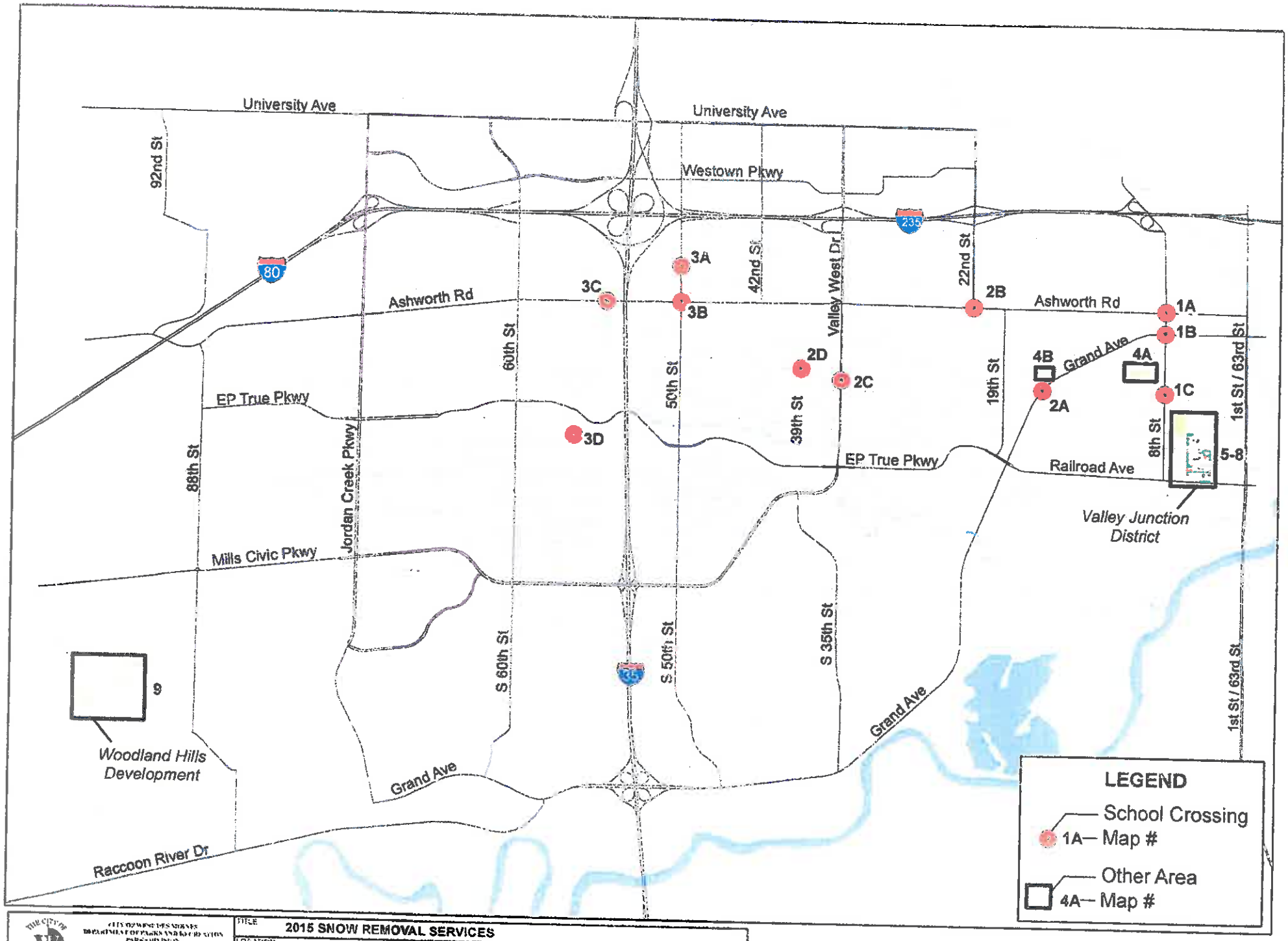
Equipment list Reliable Property Services of Iowa

All Equipment located at 1850 SE Destination Dr

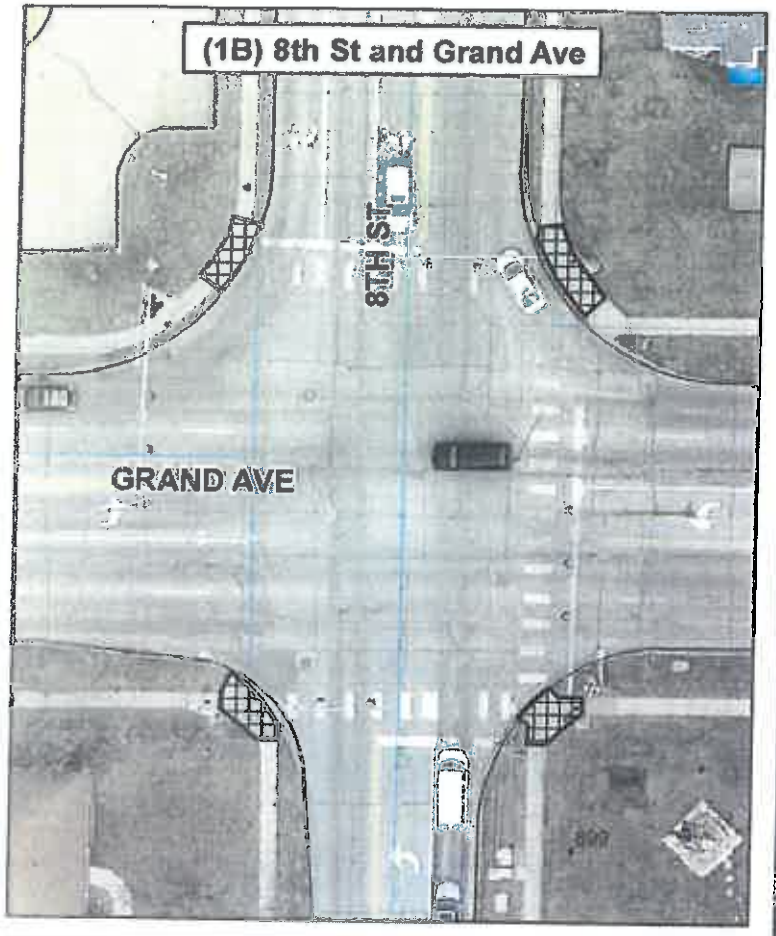
# Units	Year	Discription	Make/ Model/ Width of Cut
11 Blowers	2010	Backpack Blower	Stihl BR 600-Z
	2010	Backpack Blower	Stihl BR 600-Z
	2010	Backpack Blower	Stihl BR 600-Z
	2010	Backpack Blower	Stihl BR 600-Z
	2011	Backpack Blower	Back Pak Blower
	2011	Backpack Blower	Back Pak Blower
	2011	Backpack Blower	Back Pak Blower
	2011	Backpack Blower	Back Pak Blower
	2011	Backpack Blower	Back Pak Blower
	2011	Backpack Blower	Back Pak Blower
	2012	Backpack Blower	STQBR600
	2002	Skidsteer	Bobcat 553
		Skidsteer	Bobcat 553
	2001	Skidsteer	Bobcat 773
	2006	Skidsteer	John Deere CT 322
	2006	Skidsteer	New Holland TC30
		Skidsteer	Grounds Master GM328 With 72" SD Deck
		Skidsteer	Kubota F2880
	2003	Skidsteer Attachment	60" Snow Blade
	2005	Skidsteer Attachment	48" Angle Broom
	2005	Skidsteer Attachment	48" Angle Broom
		Skidsteer Attachment	9' Sno Wolf Plow
		Skidsteer Attachment	Bobcat Dirt Bucket
		Skidsteer Attachment	Bobcat Tooth Bucket
		Skidsteer Attachment	Bobcat Pallet Forks
		Skidsteer Attachment	Snow Wolf Plow Pro 5.0
	2006	Skidsteer Attachment	New Holland 72" 3pt. Rough Mower
		Skidsteer Attachment	New Holland 48" Lesco 3pt. Aerator
		Skidsteer Attachment	New Holland 120gal 18ft Boom Sprayer
		Skidsteer Attachment	Bobcat Dirt Bucket
		Skidsteer Attachment	Kubota Broom
		Skidsteer Attachment	Kubota Blade
		Skidsteer Attachment	Snow Wolf Ultra 108" Plow
		Skidsteer Attachment	Pallet Forks
18 Spreaders	2009	Spreaders	Lesco Spreaders
	2009	Spreaders	Lesco Spreaders
	2009	Spreaders	Lesco Spreaders
	2010	Spreaders	Lesco Spreaders
	2010	Spreaders	Lesco Spreaders
	2010	Spreaders	Lesco Spreaders
	2010	Spreaders	Lesco Spreaders
	2010	Spreaders	Lesco Spreaders
	2012	Spreaders	Snowex Drop Spreader 160#
	2013	Spreaders	SXESP-65 100lb Spreader
	2013	Spreaders	SXESP-65 100lb Spreader
	2013	Spreaders	SXESP-65 100lb Spreader
		Spreaders	Lesco Spreaders
		Spreaders	Lesco Spreaders
		Spreaders	Lesco Spreaders
		Spreaders	Lesco Spreaders
		Spreaders	Lesco Spreaders
		Spreaders	Lesco Spreaders
	2011	Summer Service	18HP Truck Loader BGQDL1801V
	2010	Summer Service	Bull Rider Sulky
	2010	Summer Service	Cut Off Saw Stihl TS 400
		Summer Service	Giant Vac MDL 3071070
		Summer Service	John Deere Vac
		Summer Service	John Deere Vac
	2010	Summer Service	Pole saw Stihl HT 101-Z
	2003	Summer Service	Tank & Hose 225 gal
	2011	Summer Service	Tiller Stihl MM
		Summer Service	Ultra Vac 3 Bag

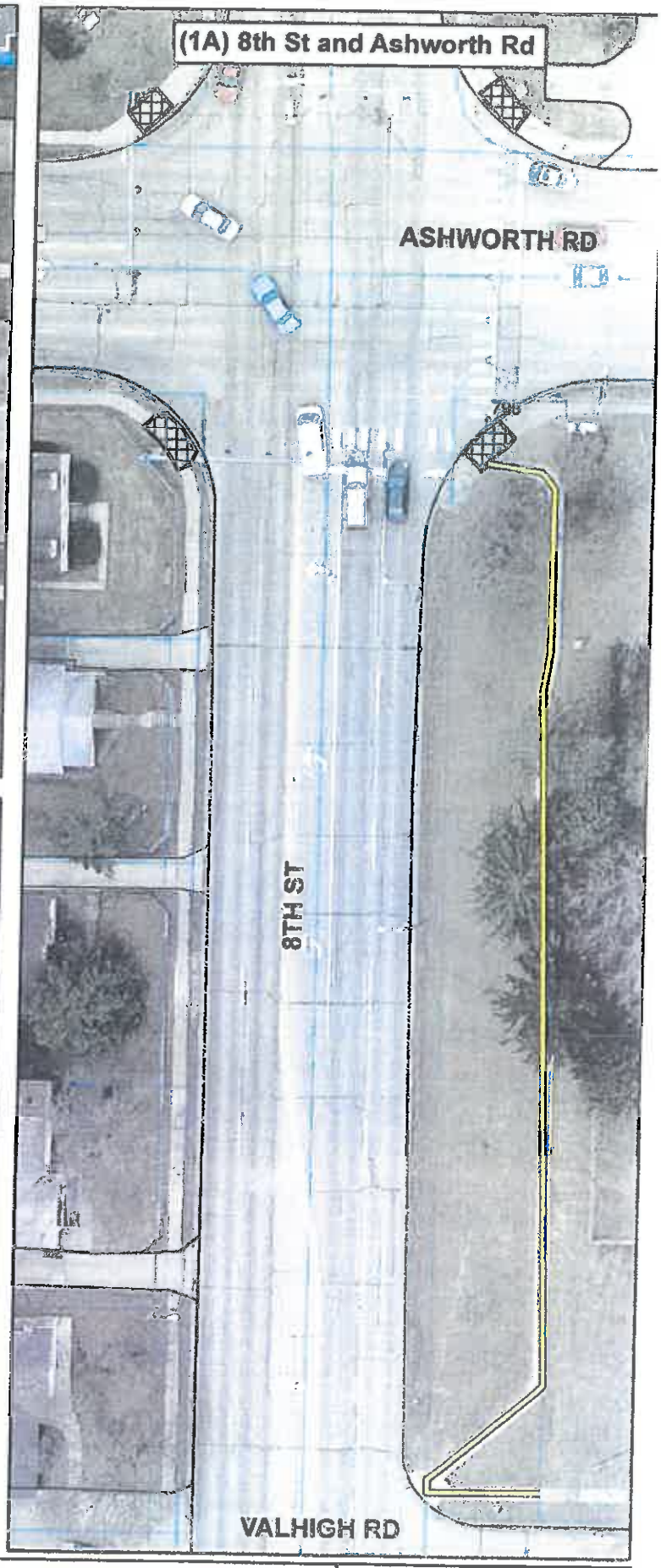
	2010	Summer Service	Ultra Vac 3 Bag LZ4V3B
		Summer Service	Stihl Hand Blower
	2012	Summer Service Chain Saws	Stihl 362
5 Edgers	2010	Summer Service Edger	Stihl Edger FC95-Z
	2010	Summer Service Edger	Stihl Edger FC95-Z
	2011	Summer Service Edger	Straight Shaft Trim
	2011	Summer Service Edger	Straight Shaft Trim
	2011	Summer Service Edger	Straight Shaft Trim
	2011	Summer Service Fert	Z-SPray Ride on Spreader/Sprayer
		Summer Service Fert	Wanner Tank & Hose 300 gal
		Summer Service Fert	Back Pack Sprayer
		Summer Service Fert	Back Pack Sprayer
		Summer Service Fert	SG20
		Summer Service Fert	Back Pack Sprayer
		Summer Service Irrigation	Wire Tracker
20 Mowers	2010	Summer Service Mowers	Exmark 60" Laser Rider
	2010	Summer Service Mowers	Exmark 48" Turf Tracer WB w/ catcher
	2010	Summer Service Mowers	Exmark 21" Push Mower
	2011	Summer Service Mowers	Exmark 52" 25 hp W/ catcher
	2011	Summer Service Mowers	Exmark 60" Lazer
	2011	Summer Service Mowers	Exmark 60" Lazer W/Ultravac 3 Bagger
	2011	Summer Service Mowers	Exmark 52" 25 hp W/ catcher
	2011	Summer Service Mowers	Exmark 52" 25 hp W/ catcher
	2011	Summer Service Mowers	21" Push Mower
	2011	Summer Service Mowers	21" Push Mower
	2011	Summer Service Mowers	21" Push Mower
		Summer Service Mowers	John Deere 2830A60mod
		Summer Service Mowers	John Deere 2830A60mod
		Summer Service Mowers	Exmark 72" Mower
	2010	Summer Service Mowers	Exmark 72" Mower
		Summer Service Mowers	Exmark EXQVT730EKC524 52"
		Summer Service Mowers	Exmark EXQVT730EKC524 52"
		Summer Service Mowers	LZX940EKC606 60'
		Summer Service Mowers	21" Push Mower
		Summer Service Mowers	21" Toro Mower
	2010	Summer Service Pruner	Stihl H881 T-Z
	2010	Summer Service Pruner	Stihl H881 T-Z
16 Trimmers	2010	Summer Service Weed Whip	Stihl 4mix Trimmer
	2010	Summer Service Weed Whip	Stihl 4mix Trimmer
	2010	Summer Service Weed Whip	Stihl 4mix Trimmer
	2010	Summer Service Weed Whip	Stihl 4mix Trimmer
	2010	Summer Service Weed Whip	Stihl 4mix Trimmer
	2010	Summer Service Weed Whip	Stihl KM Power Sweep
	2010	Summer Service Weed Whip	Stihl KM Power Sweep
	2012	Summer Service Weed Whip	Stihl 4mix Trimmer 100RX
		Summer Service Weed Whip	FS100RX
		Summer Service Weed Whip	FS100RX
		Summer Service Weed Whip	FS100RX
		Summer Service Weed Whip	FS100RX
		Summer Service Weed Whip	FS100RX
		Summer Service Weed Whip	Stihl Hedge Trimmer
		Summer Service Weed Whip	String Trimmer FS90R
		Summer Service Weed Whip	String Trimmer FS90R
	2007	Tractor	Gravely
	2007	Tractor	Gravely
		Tractor	Gravely
		Tractor	Gravely
		Tractor	Gravely
		Tractor	Gravely
		Tractor	Gravely
		Tractor	Gravely
		Tractor	Gravely

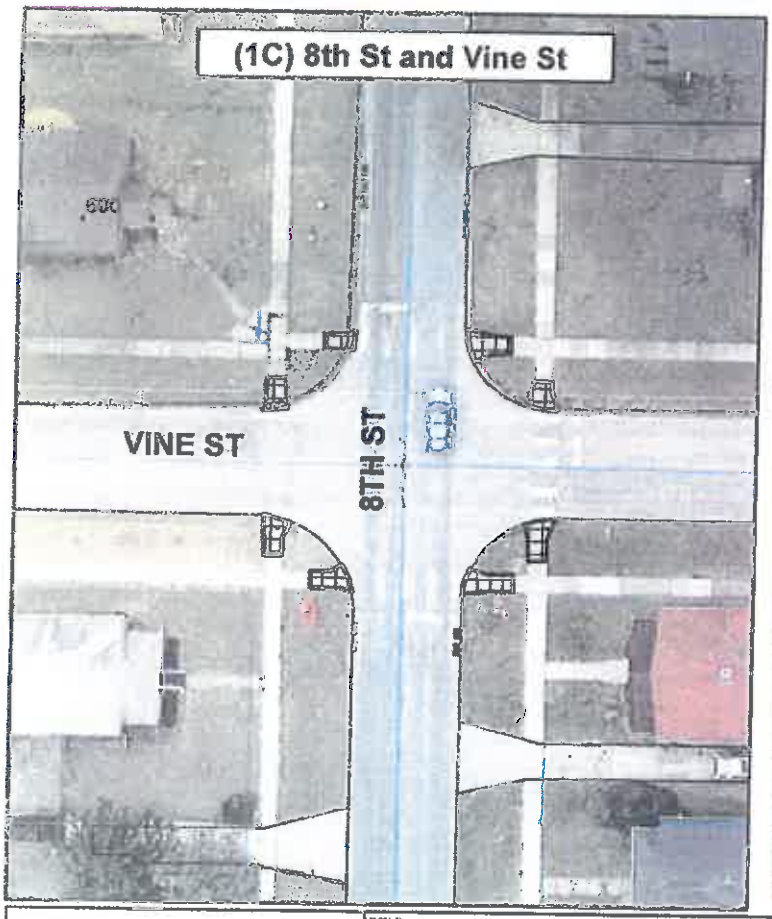
		Tractor	Gravely
	2011	Tractor	Gravely
	2011	Tractor	Gravely
		Tractor Attachment	Gravely Blower Red
		Tractor Attachment	Gravely Blower Red
		Tractor Attachment	Gravely Broom
		Tractor Attachment	Gravely Broom
		Tractor Attachment	Gravely Broom
		Tractor Attachment	Gravely Broom
		Tractor Attachment	Gravely Broom
		Tractor Attachment	Gravely Broom
		Tractor Attachment	Gravely Broom
		Tractor Attachment	Gravely Broom
		Tractor Attachment	Gravely Broom
	2011	Tractor Attachment	Gravely Broom Demo GRW885015
	2011	Tractor Attachment	Gravely Broom GRW885015
	2008	Trailer	14' Tomahawk TH7614
	2008	Trailer	22' Pace Enclosed
	2007	Trailer	MacLander 20' Skid
	2006	Trailer	Big Tex 8X10
	2010	Trailer	14' Tomahawk
	2010	Trailer	14' Tomahawk
	2010	Trailer	14' Tomahawk
	2010	Trailer	14' Tomahawk
	2010	Trailer	18' Tomahawk
	2011	Trailer	101.22 H&H Standard Line Trailer
	2011	Trailer	101.22 H&H Standard Line Trailer
	2001	Trailer	16' Open Trailer Fell
	2002	Trailer	16' Skid Trailer
	1995	Trailer	16' Skid Trailer TowMaster
	2004	Vehicle	Ford F-250 Super XLT
	2005	Vehicle	Ford F-450 Landscape Box
	2007	Vehicle	Chevy 2500 HD
	2006	Vehicle	Ford F-250
	2002	Vehicle	Ford F-250
	1997	Vehicle	Chevy K2500
	2007	Vehicle	Dodge 2500
	1999	Vehicle	Ford F-250
	2004	Vehicle	Ford F-250
	2000	Vehicle	Ford F-250
	2001	Vehicle	Ford F-250
	2001	Vehicle	Ford F-350 Ext
	2001	Vehicle	Ford F-250 Ext
	2001	Vehicle	Ford F-550
	2004	Vehicle	Ford F-450 Dump
	2007	Vehicle	Chev 2500 Ext Cab
	2001	Vehicle	Ford F450 Crew Cab
	2001	Vehicle	Ford F-650
	2001	Vehicle	Ford F-250 (toolbox)
	2005	Vehicle	Ford F-250
	2007	Vehicle	Chevy Equinox LT
	1999	Vehicle	Ford F250 SD
	2002	Vehicle	Ford F250
	2005	Vehicle	Chevy
	2003	Vehicle	Ford F250



TITLE	2015 SNOW REMOVAL SERVICES			
LOCATION	CITY OF WEST DES MOINES			
AUTHOR: maa	DATE: 8/3/2015	SCALE: NA	SHEET: LOCATION MAP	





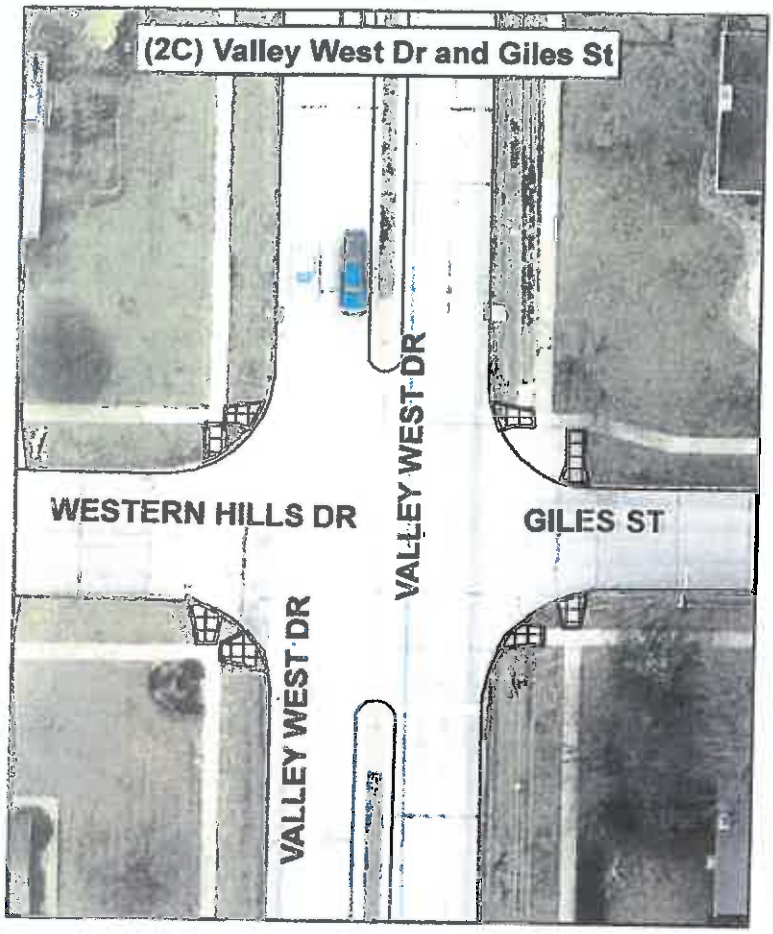


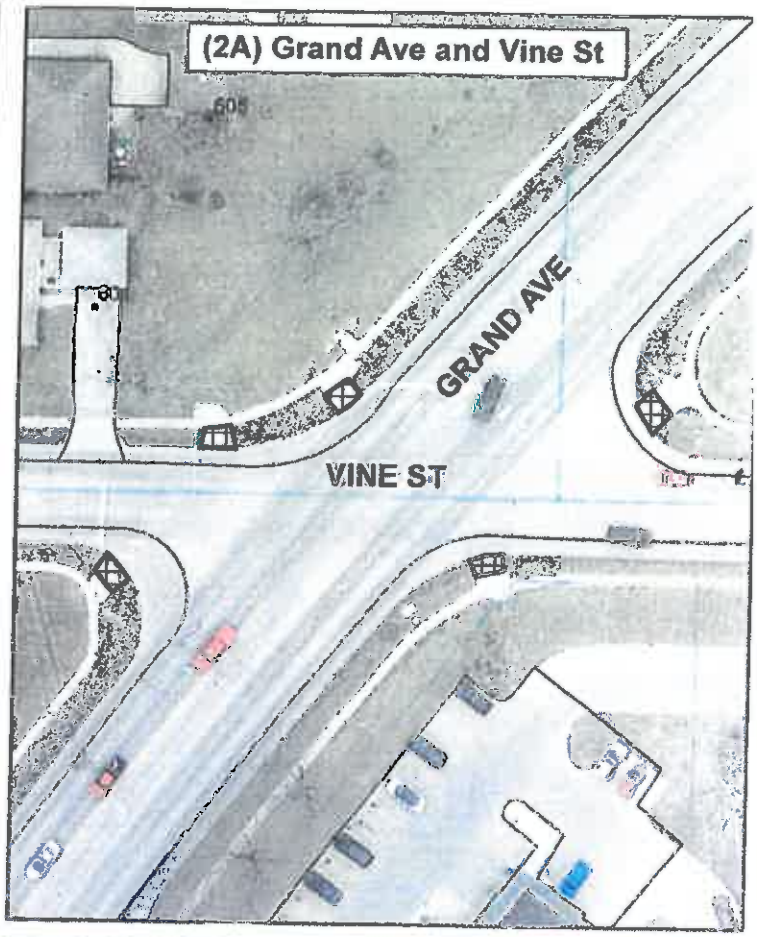
CITY OF WEST DES MOINES
DEPARTMENT OF PARKS AND RECREATION
PARKS DIVISION
4250 SHELTER CIVIC PKWY (515) 222 3444
WEST DES MOINES, IOWA 50265
FAX NO. (515) 222 3450

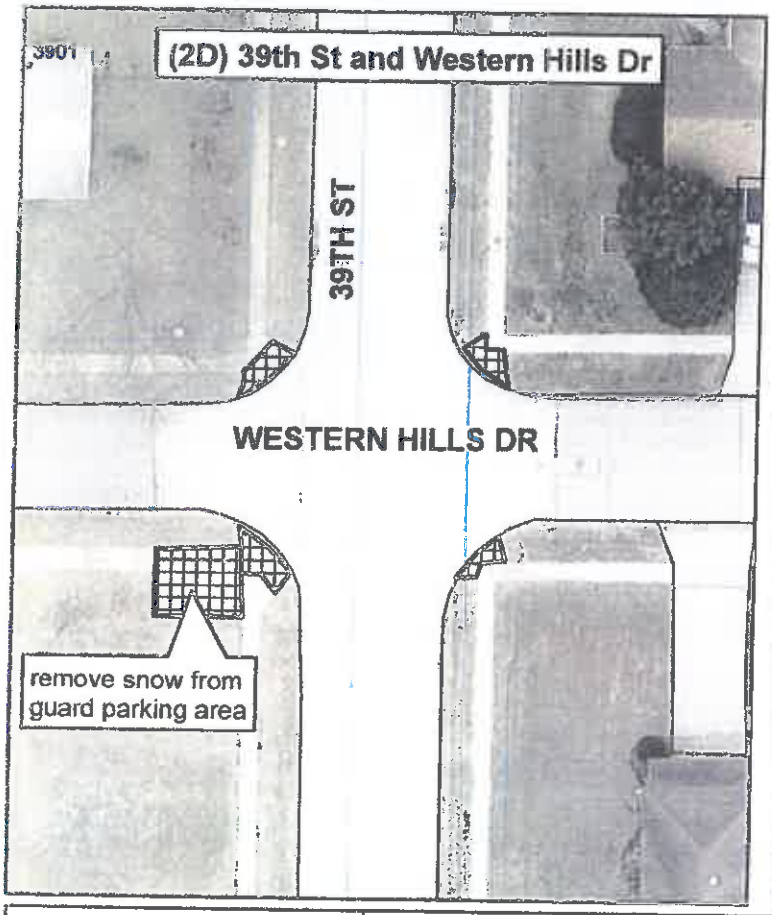
TITLE	2015 SNOW REMOVAL SERVICES			
LOCATION				
AUTHOR maa	DATE 8/3/2015	SCALE NA	SHEET 1 of 9	

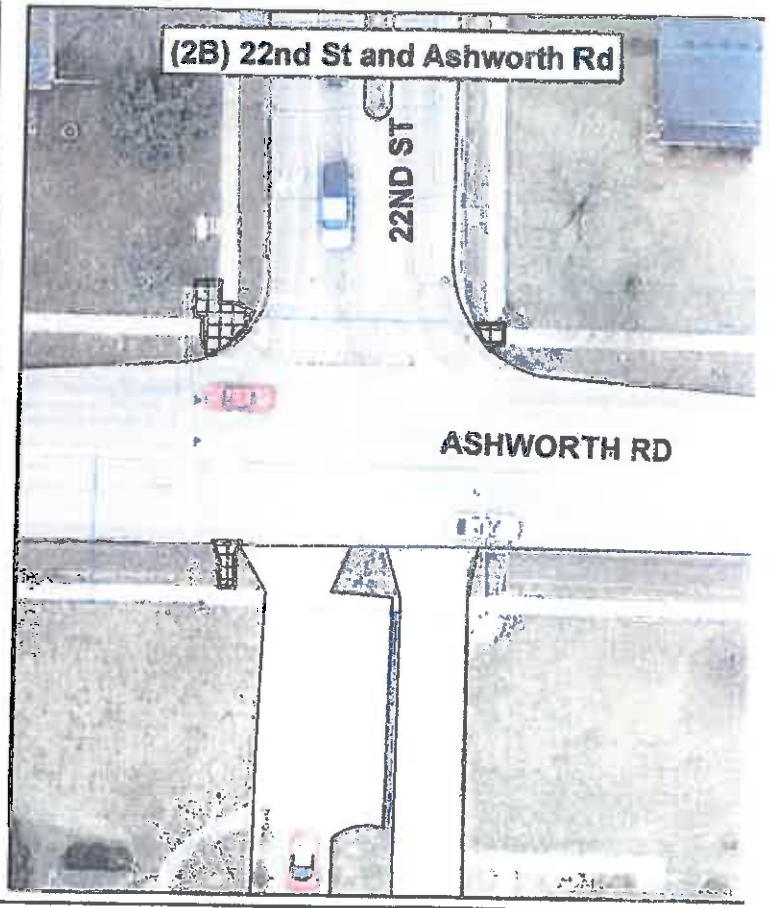
Snow Legend
- School Crossing Guard Area
- Sidewalk

N

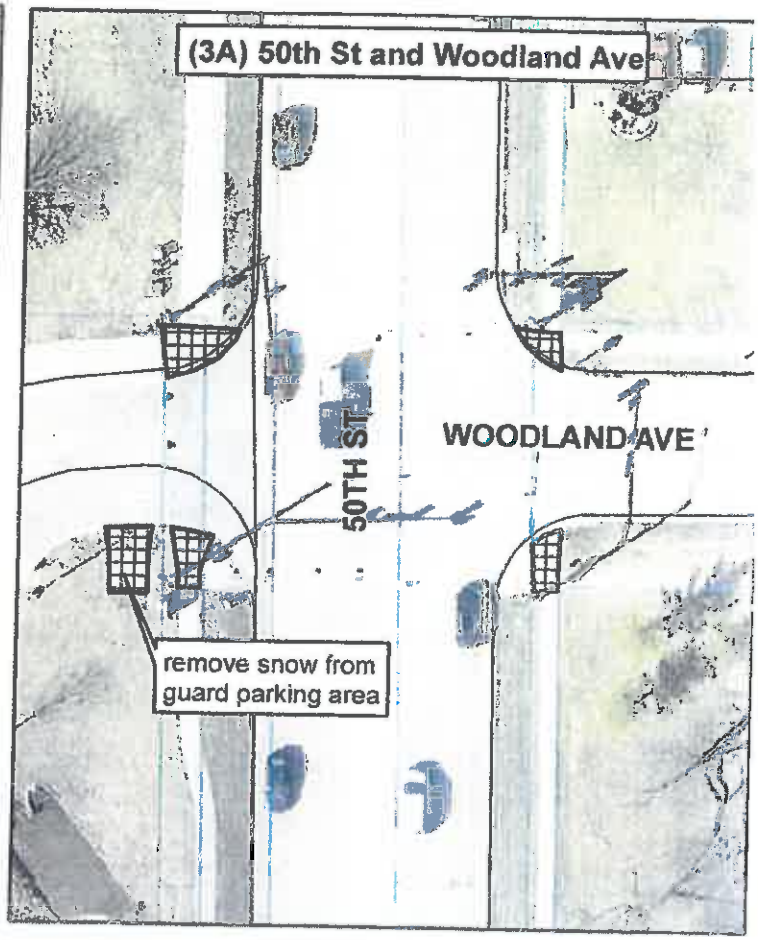


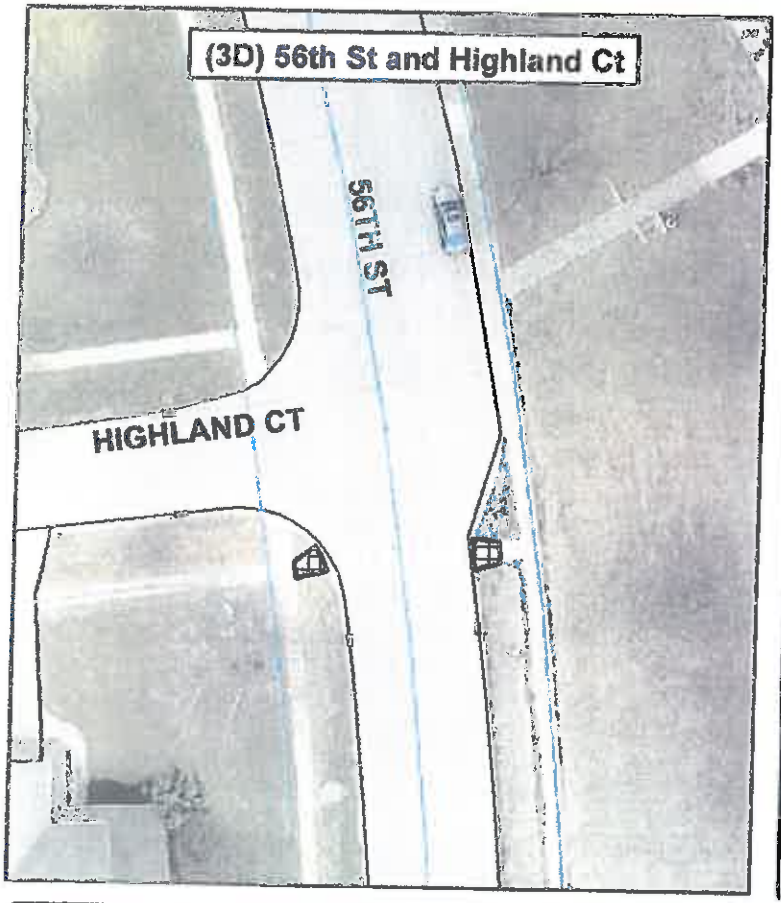


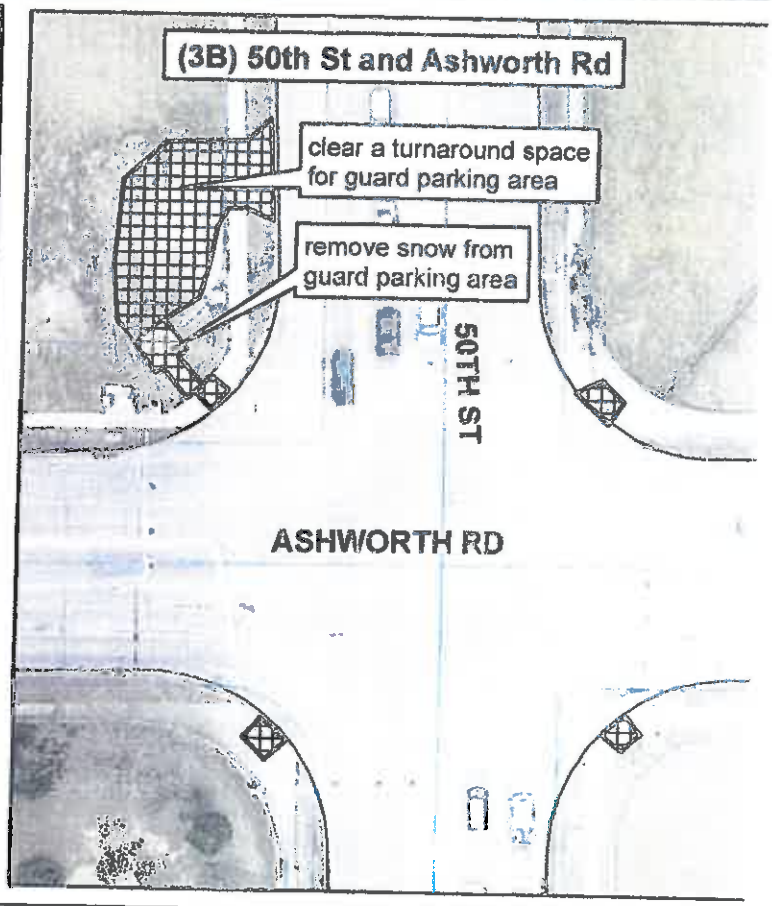




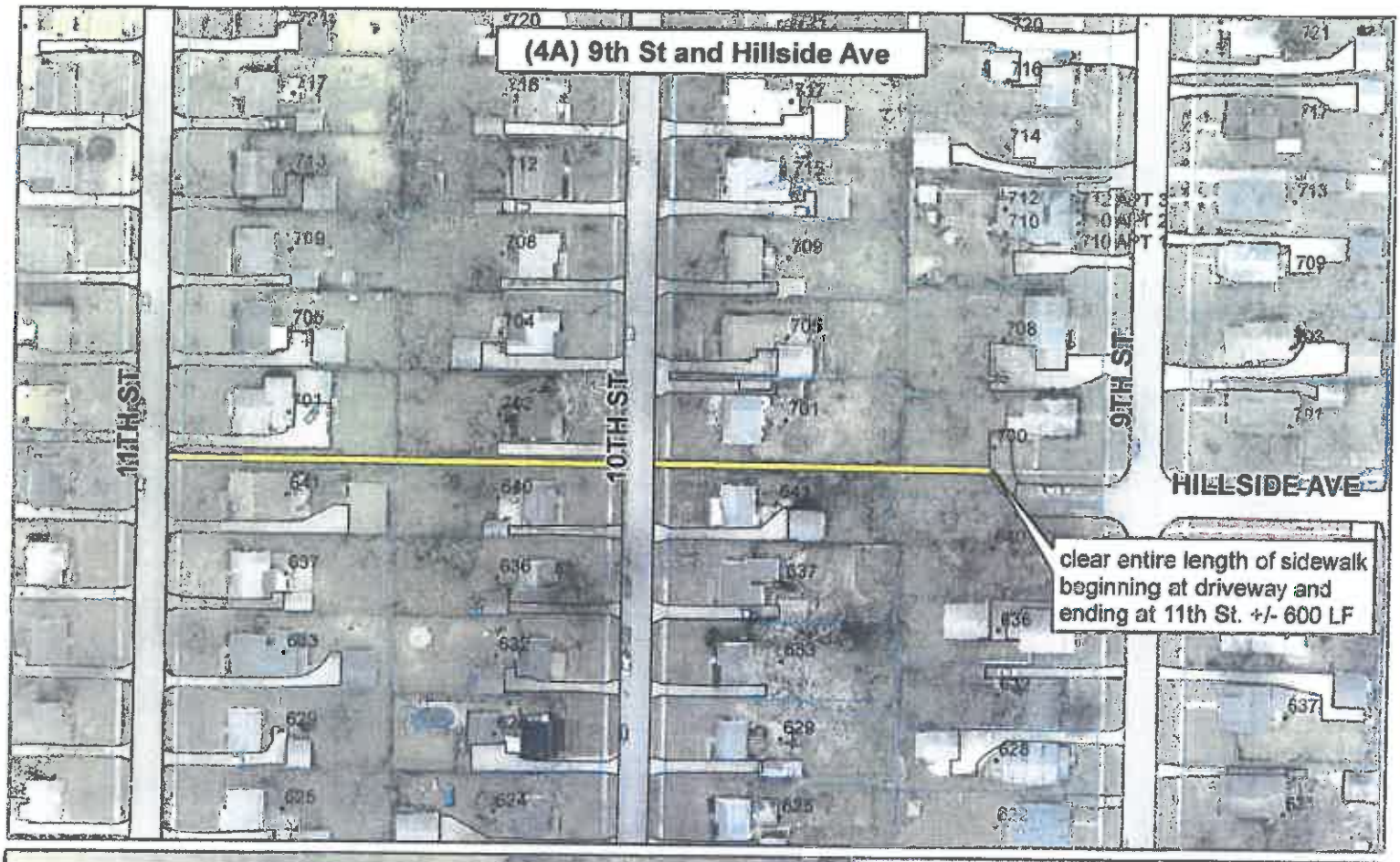
CITY OF WEST DES MOINES DEPARTMENT OF PARKS AND RECREATION PARKS DIVISION	TITLE	2015 SNOW REMOVAL SERVICES			Snow Legend School Crossing Guard Area
	LOCATION				
	AUTHOR maa	DATE 8/3/2015	SCALE NA	SHEET 2 of 9	

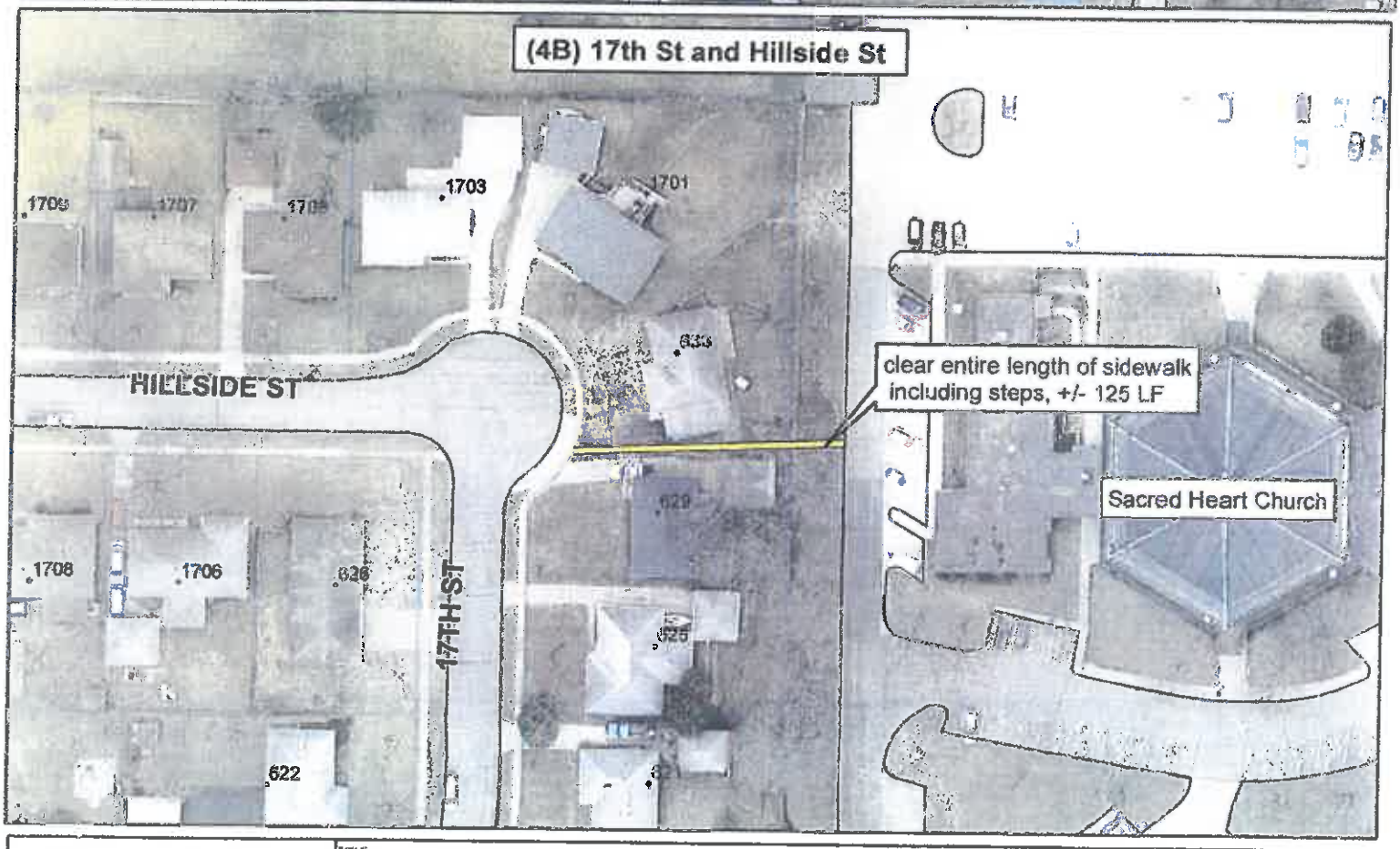




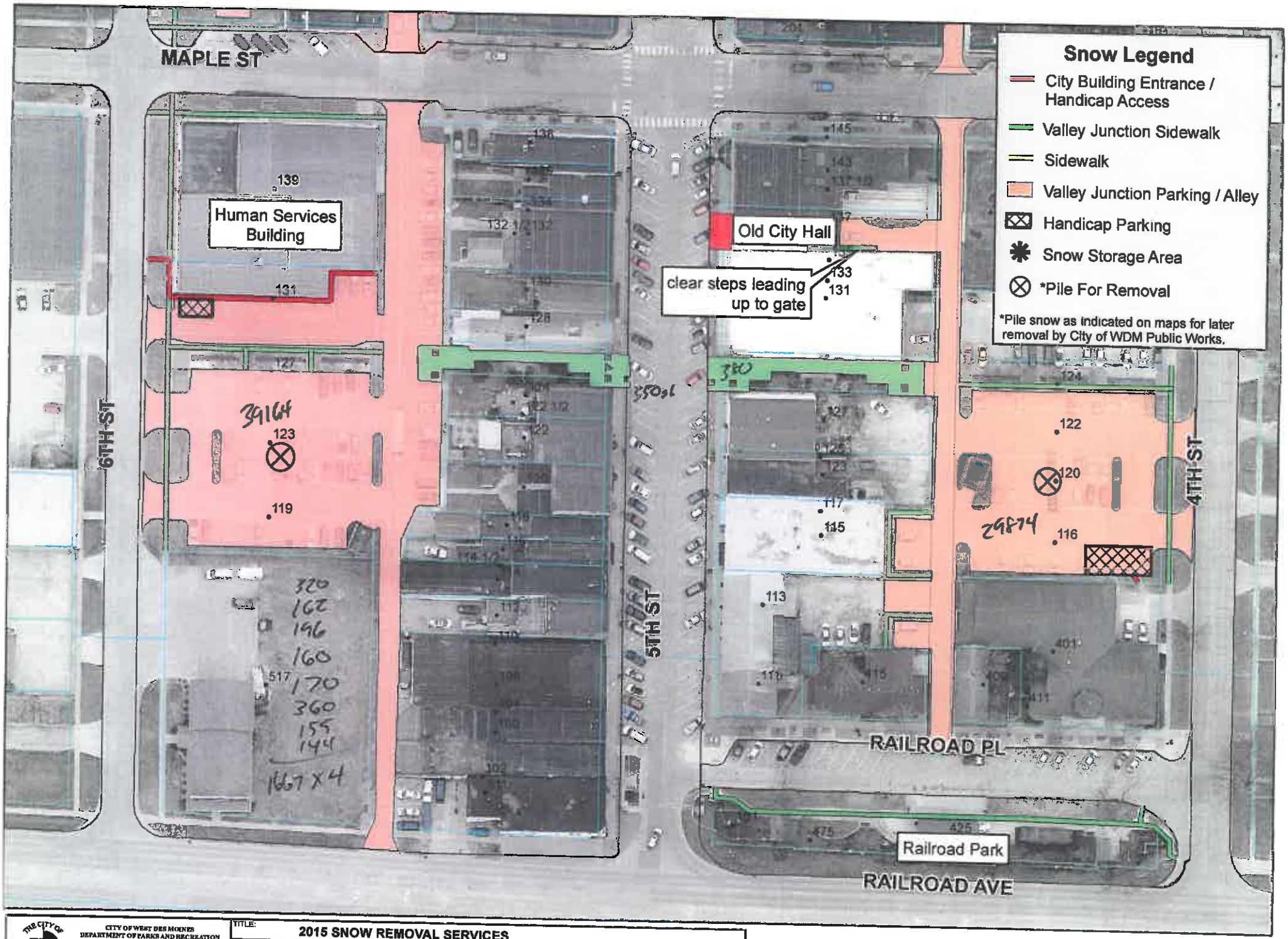


THE CITY OF WEST DES MOINES	TITLE	2015 SNOW REMOVAL SERVICES			Snow Legend
CITY OF WEST DES MOINES DEPARTMENT OF PARKS AND RECREATION PARKS DIVISION 4190 MILLER CIVIC PKWY (515) 222-3464 WEST DES MOINES, IOWA 50265 FAX NO. (515) 222-3469	LOCATION	SCHOOL CROSSING GUARD AREAS			School Crossing Guard Area
	AUTHOR maa	DATE 8/3/2015	SCALE NA	SHEET 3 of 9	



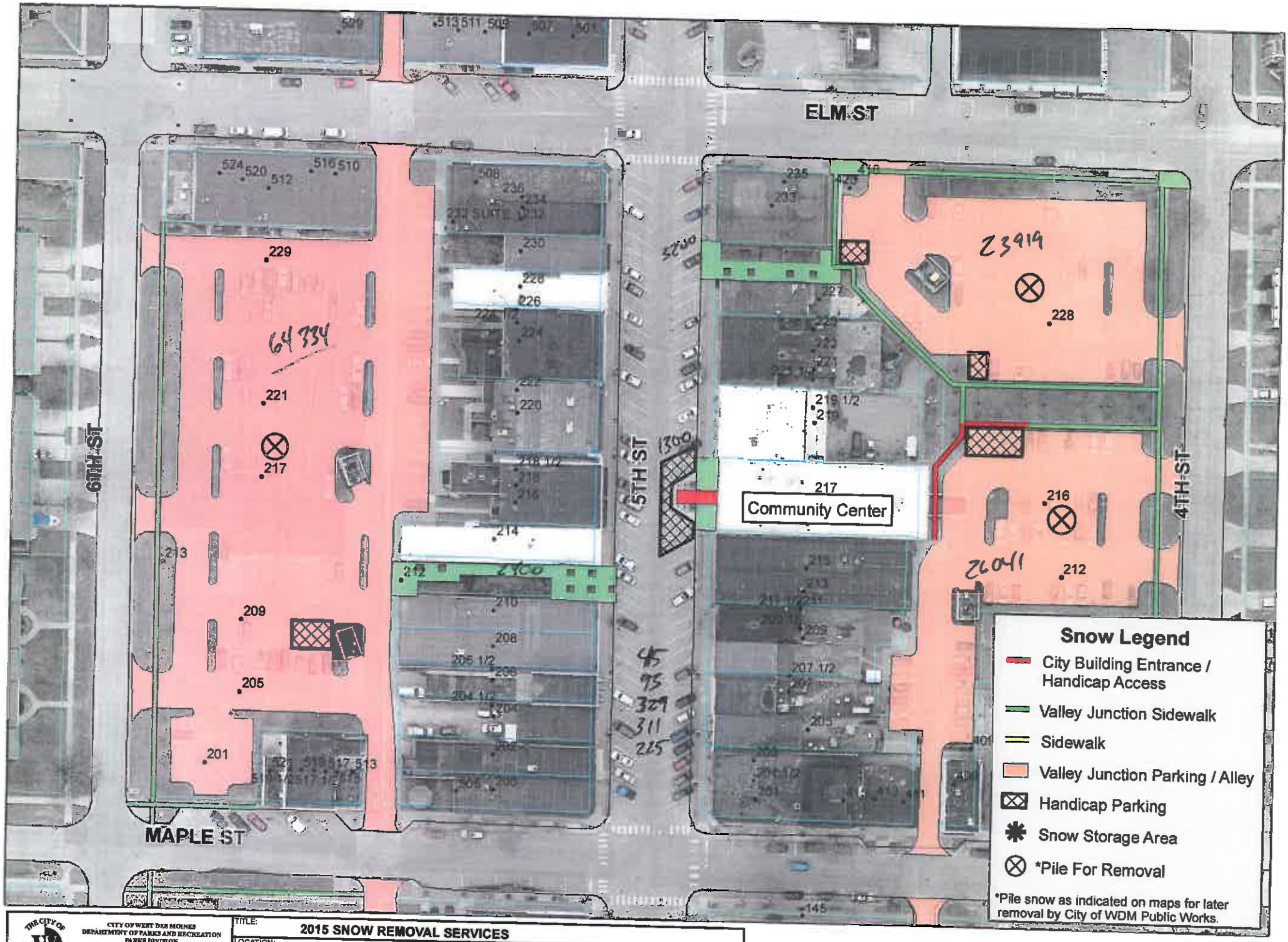


CITY OF WEST DES MOINES DEPARTMENT OF PARKS AND RECREATION PARKS DIVISION	TITLE 2015 SNOW REMOVAL SERVICES				Snow Legend: Sidewalk
	LOCATION				
	AUTHOR maa	DATE 8/3/2015	SCALE NA	SHEET 4 of 9	



CITY OF WEST DES MOINES DEPARTMENT OF PARKS AND RECREATION PARKS DIVISION 4200 MILLS CIVIC PKWY (515) 222-3444 WEST DES MOINES, IOWA 50265 FAX. NO. (515) 222-3459	TITLE: 2015 SNOW REMOVAL SERVICES			
	LOCATION: VALLEY JUNCTION BUSINESS DISTRICT (100 BLOCK)			
	AUTHOR: maa	DATE: 8/4/2015	SCALE: NA	SHEET: 5 of 9

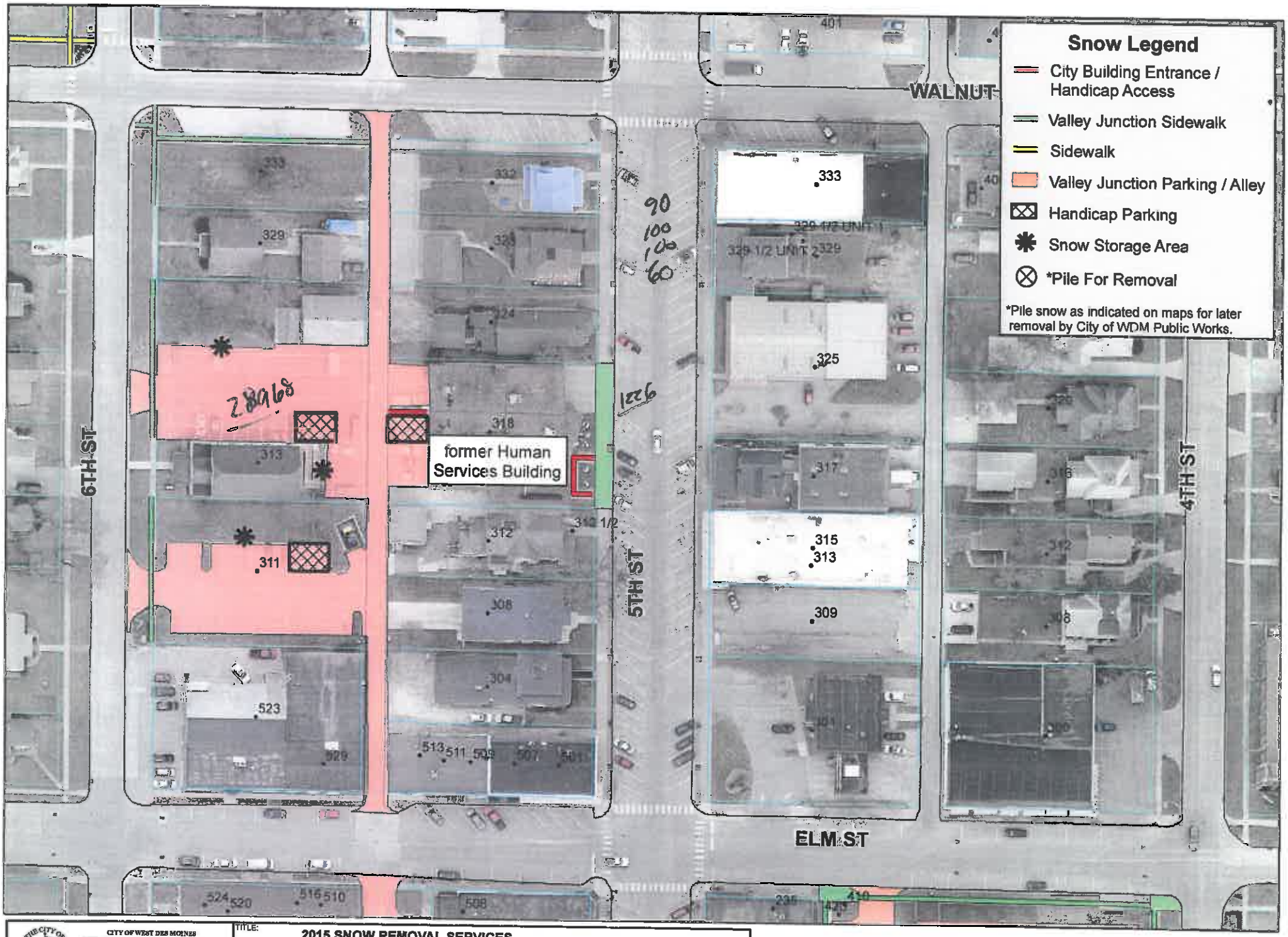
0 50 100 200 Feet



CITY OF WEST DES MOINES
DEPARTMENT OF PARKS AND RECREATION
PARKS DIVISION
4200 MILLS CIVIC PKWY (515) 222-3444
WEST DES MOINES, IOWA 50265
FAX. NO. (515) 222-3459

TITLE:	2015 SNOW REMOVAL SERVICES
LOCATION:	VALLEY JUNCTION BUSINESS DISTRICT (200 BLOCK)
AUTHOR: maa	DATE: 8/4/2015
SCALE: NA	SHEET: 6 of 9

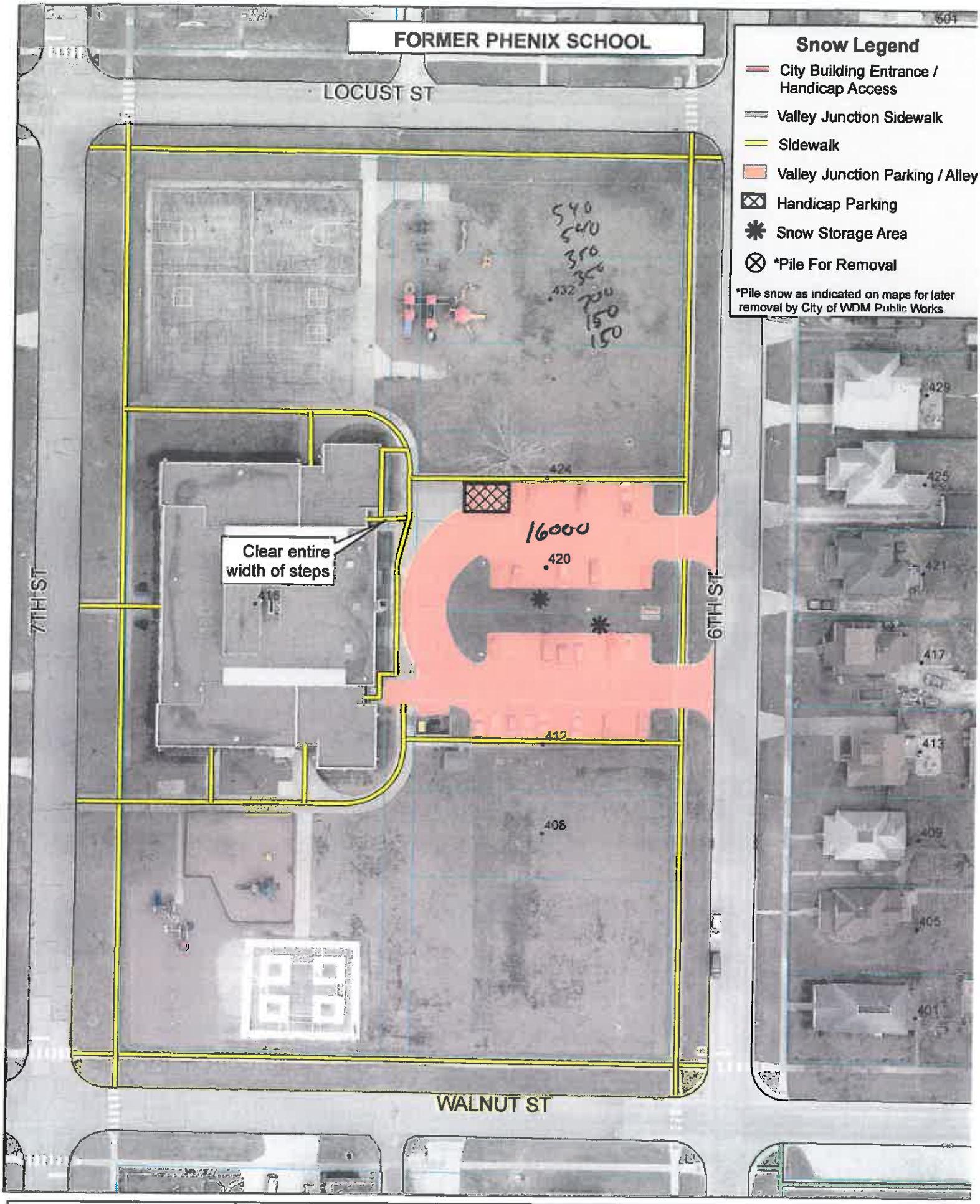
0 50 100 200 Feet



CITY OF WEST DES MOINES DEPARTMENT OF PARKS AND RECREATION PARKS DIVISION 4200 MILLS CIVIC PKWY (515) 222-3444 WEST DES MOINES, IOWA 50265 FAX. NO. (515) 222-3459	TITLE: 2015 SNOW REMOVAL SERVICES			
	LOCATION: VALLEY JUNCTION BUSINESS DISTRICT (300 BLOCK)			
	AUTHOR: maa	DATE: 8/4/2015	SCALE: NA	SHEET: 7 of 9

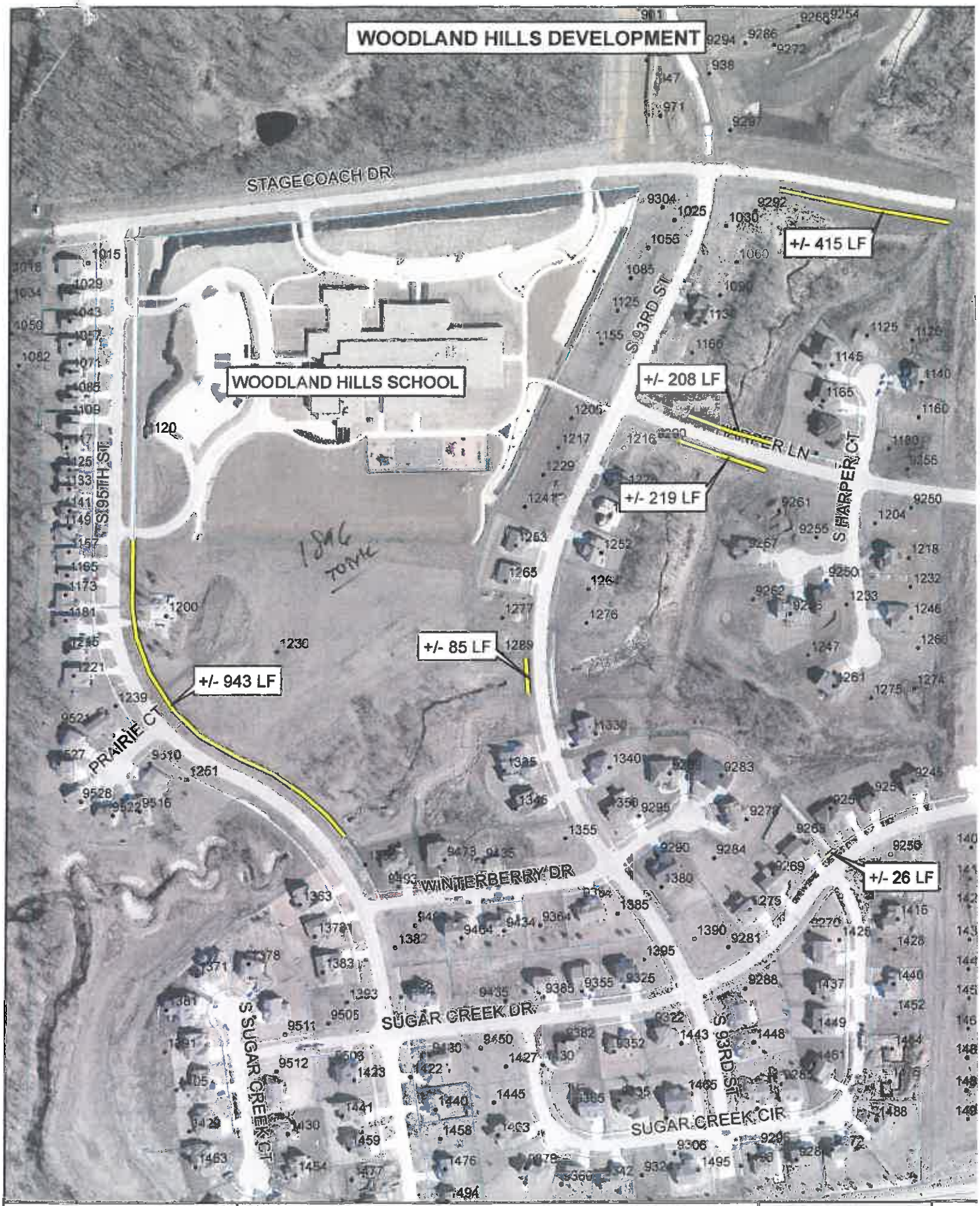
0 50 100 200 Feet

N



CITY OF WEST DES MOINES DEPARTMENT OF PARKS AND RECREATION PARKS DIVISION 4200 MILLS CIVIC PKWY (515) 222-3444 WEST DES MOINES, IOWA 50265 FAX. NO. (515) 222-3459	TITLE: 2015 SNOW REMOVAL SERVICES			
	LOCATION: FORMER PHENIX SCHOOL (415 7TH ST)			
	AUTHOR: maa	DATE: 8/4/2015	SCALE: NA	SHEET: 8 of 9

0 15 30 60 Feet



CITY OF WEST DES MOINES DEPARTMENT OF PARKS AND RECREATION PARKS DIVISION 4200 MILLS CIVIC PKWY (515) 222-3444 WEST DES MOINES, IOWA 50265 FAX. NO. (515) 222-3469	TITLE: 2015 SNOW REMOVAL SERVICES				Snow Legend Sidewalk
	LOCATION: WOODLAND HILLS DEVELOPMENT				
	AUTHOR: maa	DATE: 8/4/2015	SCALE: NA	SHEET: 9 of 9	