

**SNOW REMOVAL SERVICES**  
CITY OF SHUEYVILLE, IOWA  
REQUEST FOR PROPOSAL

Notice is hereby given that the City of Shueyville is accepting proposals for snow removal services for the period of November 12, 2024, to May 30, 2026. Sealed proposals must be submitted to the City Clerk no later than 12:00 p.m. November 12, 2024, at the following address:

City of Shueyville  
2863 120<sup>th</sup> St NE  
Swisher, Iowa 52338  
ATTN: Snow Removal Services

**SCOPE OF SERVICES**

Using your own equipment, provide snow removal, sanding, and ice removal to the Shueyville Community Center and all city owned streets.

The Contractor shall, during the term of this Proposal/ Agreement, provide the following snow removal services to the following areas by;

- (a) Remove snow and ice and supply and operate snow removal equipment for that purpose.
- (b) Keep snow and ice cleared from all fire lanes or emergency exits during any major storm warnings during normal operating times.
- (c) Deliver and apply salt and sand during or immediately after snow and ice are removed.
- (d) Pile or deposit all snow and ice removed from the Exterior Areas in such areas as the city reasonably directs.

**SNOW REMOVAL REQUIREMENTS**

The Contractor shall provide snow removal services for the following areas in order of importance. If the Community Center is rented or will be in use before the following 7:00am time frame, a phone call will be made by the city to the Contractor informing them that the time frame will need to be adjusted. A map will be provided to Contractor for proper streets served in the boundaries of Shueyville, Iowa. Not all streets in the City of Shueyville are city owned streets and some may be privately owned. It is the duty of the Contractor to familiarize themselves with the proper streets that need to be cleared. Below is the order of importance for snow, sanding, and ice removal.

- **Main streets owned by the City of Shueyville, Iowa**
- **City Hall/ Community Center main front asphalt parking lot.**  
(Cleared by 7:00am latest)
- **City Hall/ Community Center front entry way, sidewalk and back door deck.** (Hand Shovel, hand snow blower only. No truck plows or skid loader use and **cleared by 7:00am at the latest.**)
- **Streets owned by the City of Shueyville, Iowa.**
  - 120<sup>th</sup> Street
  - Curtis Bridge Road
  - Club Road
  - James Avenue south to county line
  - Corridor Ridge Development (N. James Ave, Sunset Dr, Sunset Ct., Jefferson Ct., Prairie View Dr.)
  - Steeple Lane
  - Dean Street
  - Mill Street
  - Council Street
  - Water Street
  - Windy Ridge Road
  - Skyview Lane
  - Southview from Curtis Bride to mailboxes
- **City Hall/ Community Center back parking lot.**
- **Emergency exits and other sidewalks at City Hall/ Community Center.** (Hand shovel, hand snow blowers only.) If it is evident that blowing snow will cause drifting throughout the day, Contractor is allowed to delay snow removal to these sidewalk areas, but must be done within 24 hours of snow fall.

### **PROPOSAL SUBMITTALS**

Proposals and all required attachments must be submitted in a sealed envelope clearly marked with:

1. “Snow Removal Services”
2. Name and Return Address of the Vendor.

### **PROPOSAL DOCUMENTATION REQUIREMENTS**

Vendor's Attached Proposal for Price per hour and Materials Used. **\*Please note that a minimum of ½ hour call in will be used for billing purposes. \***

A list of two (2) current customers of the vendor with phone numbers

Equipment list and items to be used at this property or within the City.

### **PROPOSAL EVALUATION AND ACCEPTANCE**

All snow removal quotations will be evaluated on the basis of the vendor's references, proper equipment, service, insurance, and price.

The City reserves the right to reject any or all proposals, and accept that proposal that it deems to be in the best interest of the City.

**LIABILITY INSURANCE:** Contractor shall provide a copy of Insurance Carrier and provide a Certificate of Insurance once contract is accepted by the City of Shueyville, Iowa.

The Contractor shall provide a Certificate of Insurance and have the "City of Shueyville and its employees" named as an insured party in the amount of \$1,000,000.00 liability for bodily injury and property damage. All certificates and or policies of insurance furnished by the contractor will be filed with the City Clerk before any work is started.

**PAYMENT:** Invoices for work should be submitted at the end of each month. Payment will be made in a timely manner provided invoices are received at City Hall by the 1<sup>st</sup> of the preceding month.

**City of Shueyville**  
**Snow Removal and Sanding Proposal Sheet**

Proposal from \_\_\_\_\_

	Per hour	or	Material Used
Small Plow (1ton truck or less)	_____		_____
Large Plow (Dump truck or larger)	_____		_____
Skid Loader	_____		_____
Large End Loader	_____		_____
Road Grader with Side Plow	_____		_____
Road Grader with Under Plow Only	_____		_____
Sand Truck	_____		_____
Manual Work/Hand Snow Blower Use	_____		_____
Sand	_____		_____
Sand and Salt Mix	_____		_____
Employee's Available _____			

Cost for 2024-2025 year \_\_\_\_\_

Cost for 2025-2026 year \_\_\_\_\_

Signature of Authorized Representative. \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

Authorized by City Council Member \_\_\_\_\_

Date \_\_\_\_\_

**CURRENT CUSTOMER REFERENCES**

NAME OF COMPANY OR PERSON \_\_\_\_\_

TYPE OF BUSINESS \_\_\_\_\_

NAME OF CONTACT PERSON \_\_\_\_\_

PHONE \_\_\_\_\_

NAME OF COMPANY OR PERSON \_\_\_\_\_

TYPE OF BUSINESS \_\_\_\_\_

NAME OF CONTACT PERSON \_\_\_\_\_

PHONE \_\_\_\_\_

**LIST OF EQUIPMENT**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
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11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_

# Shueyville

52 - 7007

Roads Current as of January 1, 2024  
Bridges Current as of August 27, 2024

## BRIDGES

- Bridges
- 500360 FHWA Number
- 500360 Bridge ID

## SURFACE TYPE

- Portland Cement Concrete
- Asphalt
- Bituminous
- Gravel
- Brick
- Combination
- Earth
- Unknown

## SURFACE WIDTH

- Less than or equal to 21 feet
- 22 to 23 feet
- 24 to 25 feet
- 26 to 31 feet
- Greater than or equal to 32 feet

## SHOULDER WIDTH

- Less than or equal to 2 feet
- 3 to 4 feet
- Greater than or equal to 5 feet

## MEDIAN TYPE

- Hard Surface without barrier
- Grass Surface without barrier
- Hard surface with barrier
- Grass surface with barrier
- Barrier

## MEDIAN WIDTH

- Less than or equal to 6 feet
- 7 to 9 feet
- 10 to 15 feet
- 16 to 24 feet
- Greater than or equal to 25 feet

## CURBS

- Right shoulder has curbs
- Left shoulder has curbs

Incomplete Road Data

