



ROXBOROUGH PARKING LOT SNOW REMOVAL REQUEST FOR PROPOSALS

Issued: Friday, October 15, 2021

Bid Date & Time: Friday, November 5, 2021 – 5:00 p.m.
(Extended to Wednesday, November 24, 2021 – 5:00 p.m.)

Anticipated Contract Award Date: Friday, December 3, 2021 – 5:00 p.m.

Anticipated Notification of Contractor Selection: Friday, December 3, 2021 – 5:00 p.m.

The Roxborough Development Corporation is arranging a new snow plowing contract for the winter of 2021 to 2022 for below named Premises which include the Dupont Street and Leverington Avenue Parking Lots as well as the Roxborough Pocket Park.

If you are interested in this offer, please fill out the enclosed forms for each parking lot respectively and return it to the RDC office by Wednesday, November 24, 2021, along with your cost estimates and a copy of your snow-removal insurance policy as outlined in the contract. The RDC's Executive Committee will evaluate all bids and notify the winner.

If you have any questions, please contact me at 215-508-2358 or michael@roxboroughpa.com. An electronic set of the project documentation will also be available at www.roxboroughpa.com/about/request-for-proposals.

Submitted,

Michael Devigne,
Executive Director
michael@roxboroughpa.com



DUPONT STREET PARKING LOT SNOW REMOVAL CONTRACT 2021-2022

Responsibilities: Plow and salt Dupont Street Parking Lot

Premises: 514 Dupont Street, Philadelphia, PA 19128

Enactment: Begin with the first snowfall in the 2021-22 winter season and end on May 30, 2022. Contractor will plow and salt the above mentioned Premises, including the entrance and exit driveways, the pedestrian walkway, the sidewalk in front of the parking lot, and area around pay station. After the initial salting (when lot is first plowed), contractor will consult with Roxborough Development Corporation before re-salting the entire parking lot. However, contractor should salt the aforementioned area around both the entrance and exit driveways, the sidewalk in front of parking lot, the pedestrian walkway and area around pay station as the contractor deems necessary.

Measurement: For purposes of determining the total charges due, measurements shall be based on the snowfall report issued by the National Oceanic and Atmospheric Administration's National Weather Service for Northwest Philadelphia.

Charges:

<i>Snow Plowing:</i>	Initial 2"- 4" (Do not plow under 2"): \$ _____
	After initial 4", each additional 2": \$ _____
<i>Salting:</i>	Price per bag: \$ _____

Insurance: Applicant must provide proof of liability insurance for at least one million dollars (\$1,000,000.00) per occurrence and proof of workers' compensation insurance at the submission of the proposal. Contractor shall be obligated to show continued proof of liability and workers' compensation insurance upon request from the RDC. On the certificate of insurance, the applicant must include in the Special Provision Section that the Roxborough Development Corporation, its officers, employees and agents are named Endorsed Additional Insured without restriction and that coverage afforded these parties, as additional insured for snow removal of the Dupont Street Parking Lot. In addition the

applicant must include in the Special Provision Section that the City of Philadelphia, its officers, employees and agents are named Endorsed Additional Insured without restriction and that coverage afforded these parties, as additional insured for snow removal of the Dupont Street Parking Lot. In addition, the applicant must include in the Special Provision Section that Park America, Inc., its officers, employees and agents are named Endorsed Additional Insured without restriction and that coverage afforded these parties, as additional insured for snow removal of the Dupont Street Parking Lot. If the contractor does not have workers' compensation insurance, the contractor must provide a letter to the RDC at the submission of the proposal stating that he is an independent contractor and will be the only person performing the contracted work and will not hire or contract any help for the snow removal or salting of the Dupont Street Parking Lot.

Legal: If Contractor utilizes employees or other agents in performing these services, Contractor shall be responsible for all salaries or wages, tax and insurance obligations for such employees or agents, and all other federal, state and local employment requirements including workers' compensation insurance. If the Contractor utilizes any subcontractors in performance of these services, Contractor acknowledges that such subcontractors will be subject to the terms of this agreement. Contractor will not discriminate against employees or agents because of race, religion, sex or national origin. Contractor will comply with all other applicable federal, state and local laws, ordinances and codes.

Contractor: _____

Address: _____

Phone Number: _____

Name of Owner: _____

Signature: _____

Date: _____

Accepted by Roxborough Development Corporation:

Michael Devigne, Executive Director

Date



LEVERINGTON AVENUE PARKING LOT SNOW REMOVAL CONTRACT 2021-2022

Responsibilities: Plow and salt Leverington Avenue Parking Lot
Premises: 463-465 Leverington Avenue, Philadelphia, PA 19128
6170-72 Ridge Avenue Philadelphia, PA 19128

Enactment: Begin with the first snowfall in the 2021-22 winter season and end on May 30, 2022. Contractor will plow and salt the parking lot at 463-465 Leverington Avenue, including the entrance and exit driveways, sidewalk, and area around pay stations on Leverington Avenue and Mitchell Street. Contractor will also plow and salt a 3' path at the Roxborough Pocket Park including the entrance and exit driveways and sidewalk. After the initial salting (when lot is first plowed), contractor will consult with Roxborough Development Corporation before re-salting the entire parking lot. However, contractor should salt the aforementioned area around both the entrance and exit driveways, the sidewalk in front of parking lot, the pedestrian walkway, and areas around pay stations as the contractor deems necessary.

Measurement: For purposes of determining the total charges due, measurements shall be based on the snowfall report issued by the National Oceanic and Atmospheric Administration's National Weather Service for Northwest Philadelphia.

Charges:

Snow Plowing: Initial 2" - 4" (Do not plow under 2"): \$ _____
After initial 4", each additional 2": \$ _____
Salting: Price per bag: \$ _____

Insurance: Applicant must provide proof of liability insurance for at least one million dollars (\$1,000,000.00) per occurrence and proof of workers' compensation insurance at the submission of the proposal. Contractor shall be obligated to show continued proof of liability and workers' compensation insurance upon request from the RDC. On the certificate of insurance, the applicant must include in the Special Provision Section that the Roxborough Development Corporation, its officers, employees and agents are named Endorsed Additional Insured without restriction and that coverage afforded these parties, as additional insured for

snow removal of the Leverington Avenue Parking Lot. In addition, the applicant must include in the Special Provision Section that the City of Philadelphia, its officers, employees and agents are named Endorsed Additional Insured without restriction and that coverage afforded these parties, as additional insured for snow removal of the Leverington Avenue Parking Lot and Roxborough Pocket Park. In addition the applicant must include in the Special Provision Section that Park America, Inc., its officers, employees and agents are named Endorsed Additional Insured without restriction and that coverage afforded these parties, as additional insured for snow removal of the Leverington Avenue Parking Lot and Roxborough Pocket Park. If the contractor does not have workers' compensation insurance, the contractor must provide a letter to the RDC at the submission of the proposal stating that he is an independent contractor and will be the only person performing the contracted work and will not hire or contract any help for the snow removal or salting of the Leverington Avenue Parking Lot.

Legal: If Contractor utilizes employees or other agents in performing these services, Contractor shall be responsible for all salaries or wages, tax and insurance obligations for such employees or agents, and all other federal, state and local employment requirements including workers' compensation insurance. If the Contractor utilizes any subcontractors in performance of these services, Contractor acknowledges that such subcontractors will be subject to the terms of this agreement. Contractor will not discriminate against employees or agents because of race, religion, sex or national origin. Contractor will comply with all other applicable federal, state and local laws, ordinances and codes.

Contractor: _____

Address: _____

Phone Number: _____

Name of Owner: _____

Signature: _____

Date: _____

Accepted by Roxborough Development Corporation:

Michael Devigne, Executive Director

Date