

**To: Interested Snow Removal Companies**

**From: City of Fremont / Fremont Department of Utilities**

**Subject: Request for Proposal (RFP) for Snow Removal Services**

**Issue Date: October 27, 2016**

**Due Date: November 10, 2016**

The City of Fremont, Nebraska Department of Utilities invites interested Snow Removal Companies who are qualified in snow removal of commercial type facilities and parking lots to provide their services in providing Snow Removal Services for the Fremont Department of Utilities.

**SCOPE.** All work is to be conducted within the City of Fremont, Nebraska. Scope of work is outlined in the "Specifications for Snow Removal" for all properties shown on Attachment "A" – Snow Removal Locations.

**DURATION.** The contractor agrees to perform all services for 3 years (winter 2016/2017 to winter 2018/2019). The Utility and Contractor may agree to extend the contract two additional years.

**QUALIFICATIONS.** The contractor shall have experience in projects of similar size and scope as the proposed project.

**INSURANCE.** Contractor shall maintain insurance of the required types and with such minimum limits as follows:

Workers Compensation	Statutory Limits
Employers Liability	\$ 500,000 – Each Occurrence \$ 500,000 – Disease: Each Employee \$ 500,000 – Disease: Policy Limit
Commercial General Liability (Including but not limited to coverage for completed operations and contractual liability)	\$1,000,000 – Each Occurrence (property damage/bodily injury combined limit)
Automobile Liability (Covering owned, hired and non-owned vehicles)	\$1,000,000 – Each Occurrence (property damage/bodily injury combined limit)

**BID REQUIREMENTS.** The bidder shall provide, with his bid, the name and contact information of 3 business references that can verify experience and quality of work.

**INVOICE / PAYMENT.** The Contractor shall submit invoices monthly and will be paid within 30 days of receipt of invoice. Contractor will not be paid when no services are performed.

The lowest bidder who meets the qualifications will be selected.  
Once the successful bidder is selected by the Department of Utilities and all contracts have been signed, commencement of snow removal as needed may begin.

Submittals shall be delivered to:  
Mr. Troy Schaben, Assistant General Manager Fremont Department of Utilities  
400 East Military Avenue  
Fremont, Ne 68025.

Submittals shall be delivered no later than November 10, 2016.

Questions regarding submittals to:  
Mark Vyhldal (402) 727-2691  
[Mark.vyhldal@fremontne.gov](mailto:Mark.vyhldal@fremontne.gov)