

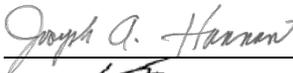
**CITY OF PALMER
ACTION MEMORANDUM NO. 14-070**

Subject: Authorize the City Manager to Award and Execute a Contract with Lifetime Investments, LLC in the Amount of \$970.42 per Event for Snow Removal Services for City Facilities

Agenda of: October 14, 2014

Council Action: Authorized

Approved for presentation by:

City Manager City Attorney City Clerk	  
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Certification of Funds:

Total amount of funds listed in legislation:	\$ _____
This legislation (√):	
<input type="checkbox"/> Has no fiscal impact	
Creates:	
<input checked="" type="checkbox"/> A negative fiscal impact in the amount of:	\$ <u>970.42/event</u>
<input type="checkbox"/> A positive fiscal impact in the amount of:	\$ _____
<input checked="" type="checkbox"/> Funds are budgeted.	
Funds are budgeted from this (these) line item(s):	
a) ➤ 01-17-40-6030	\$ _____
b) ➤	\$ _____
a) Funds originally budgeted in line item :	\$ <u>58,000.00</u>
Difference in budgeted funds:	\$ _____
b) Funds originally budgeted in line item :	\$ _____
Difference in budgeted funds:	\$ _____
<input type="checkbox"/> Funds are not budgeted.	
Budget amendment required in the total amount of:	\$ _____
Affected line item(s):	
➤	\$ _____
➤	\$ _____
➤	\$ _____
<input type="checkbox"/> General fund unassigned balance (after budget modification)	\$ _____
<input type="checkbox"/> Enterprise unrestricted net position (after budget modification)	\$ _____
Director of Finance signature certifying funds:	

Attachment(s):

- Bid Tabulations
- Lifetime Investments' Bid

Summary statement: The Department of Public Works has three full time equipment operators. These three operators are responsible for snow removal and sanding on 26 lane miles of roads within the City; 28 lane miles of runway and taxiway and 1,440,000 square feet of airport ramps and parking areas. It takes all three operators two full days to clear these miles of roads.

In recent years the City has hired temporary, on-call operators to perform snow removal in parking lots, bike paths, and sidewalks. However, this has proven to be an unreliable method. The work is not guaranteed, doesn't provide a lot of hours for the temporary employees and, often by the time the City calls these temporary employees; they have already taken another job. When this happens, other Public Works employees are pulled off their regular duties, which impacts utility, building and vehicle maintenance.

The City used to put parking lot snow removal out to bid. This was generally an efficient way to provide this service and it allowed Public Works staff to concentrate on their regular duties.

An invitation to bid was posted on September 12, 2014, was advertised twice in the Frontiersman newspaper and the bid closed on September 30, 2014. A total of four bids were received and reviewed by City staff.

Lifetime Investments, LLC had the lowest, responsive, responsible price per snow event and it is recommended that the contract be awarded to them. The Superintendent of Public Works will be responsible for overseeing the contractor's work.

Administration recommendation: Approve action memorandum 14-070.

BID TABULATIONS

	Bidder 1	Bidder 2	Bidder 3	Bidder 4	Bidder 5
	Dirtworks, Inc.	Lifetime Investments	White Knight Services	Glacierview Maintenance	
BID PROPOSAL	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount
Total Price Per Event for All Facilities Excluding Public Safety Building	\$ 3,170.00	\$ 738.42	\$ 981.00	\$ 995.00	
Total Price Per Event for Public Safety Building	\$ 827.00	\$ 232.00	\$ 268.00	\$ 305.00	
Signed Proposal (Y/N)	Y				
Bidder Qualification Form	Y				
Total Price Per Event For All Facilities (Basis of Bid Award)	\$ 3,997.00	\$ 970.42	\$ 1,249.00	\$ 1,300.00	

Lifetime Investments, LLC

Thomas Ledford/Shawn Fuller

Owners

2521 E. Mountain Village Dr.
Suite B, PMB 653, Wasilla AK 99654
907-715-5473
thomas@ltigc.com

City of Palmer

231 W. Evergreen Avenue
907-745-3271
gwickham@palmerak.org

September 29, 2014

Dear Greg Wickham,

Lifetime Investments has reviewed the snow removal bid 14-09W for the City of Palmer. We have read and understand all the outlined requirements defined for providing snow removal service for all facilities listed in the bid. Lifetime Investments, LLC looks forward to providing the City of Palmer with exceptional snow removal services. We have experience providing these types of services, and we would make the City of Palmer our number one priority for snow removal services if we are the selected vendor. We have a long history of providing the following services to clients around the valley:

Construction Services as a General Contractor (Residential Endorsement)
Maintenance Services for Commercial and Residential buildings along with snow & lawn maintenance.

We are excited to have the opportunity to provide Snow Removal Services to the City of Palmer. If you have any questions, please don't hesitate to call us to discuss our proposal.

If there are any additional services that the City of Palmer would be interested in discussing with Lifetime Investments outside of this contract, we would be happy to meet with you. For example, we would welcome discussion of snow removal for sidewalks, or other buildings that are not included in this particular bid.

Sincerely,



Thomas Ledford/Shawn Fuller

BID PROPOSAL FORM

TO: CITY OF PALMER
CITY HALL
231 WEST EVERGREEN AVENUE
PALMER, ALASKA 99645

SUBJECT: Invitation To Bid No. 14-09 PW

PROJECT TITLE: **Snow Removal Services – City Facilities**

Pursuant to and in compliance with subject Invitation to Bid, and other Special Provisions and Contract Documents relating thereto, the undersigned hereby proposes to furnish all materials, labor, and Technical Supervision as specified for the above referenced project in strict accordance with the Contract documents at the price established on this Proposal Form.

The Contractor agrees, if awarded the Contract, to commence and complete the Work within the time specified in the Contract documents.

The Contractor acknowledges receipt of the following Addenda:

Addendum # _____ Date _____ Addendum # _____ Date _____

Addendum # _____ Date _____ Addendum # _____ Date _____

Contractors Please Note: Before preparing this Bid, read the following carefully:

- 1) Insert a dollar sum below then amount in words.
- 2) Include completed Bidders Qualification Form.
- 3) Conditioned or qualified proposals will be considered non-responsive.
- 4) The contract award will be made on the basis of the following priority schedule:

Lowest Responsive, Responsible Price per Event for All Facilities



PROPOSAL FORM

The Contractor agrees, if awarded the Contract, to commence and complete the Work within the time specified in the Contract documents.

Total Price Per Event For All Facilities Excluding Public Safety Building	Numerals: \$ <u>738.42</u>
	Written: <u>Seven Hundred thirty-eight & ⁴²/₁₀₀</u>
Total Price Per Event For Public Safety Building	Numerals: \$ <u>232-</u>
	Written: <u>Two hundred thirty-two & ^{NO}/₁₀₀</u>
Total Price Per Event For All Facilities (Basis of Bid Award)	Numerals: \$ <u>970.42</u>
	Written: <u>NINE Hundred Seventy & ⁴²/₁₀₀</u>

Type of Business Organization

The Contractor, by checking the applicable box, represents that it operates as:

a corporation a joint venture an individual a partnership a nonprofit organization

If a partnership or joint venture, identify all parties on a separate page.

Contractor Name Lifetime Investments LLC
 Address of Contractor 2521 E Mtn. Village DR. Ste B PMB 653 WASILLA AK 99654
 Employer's Tax Identification Number: 46-3770434
 Signature Thomas W Ledford
 Printed Name Thomas W Ledford
 Telephone Number (907) 715-5473

BIDDERS QUALIFICATION FORM

The Bidder shall submit the data requested below as part of the bid package.

Contractor Business Name: Lifetime Investments LLC

Business Address: 2521 E. Mt. Village Dr. Ste B. PMB 653 Wasilla AK. 99654

Years in business as contractor under above business name: INC. (4) LLC (1) *MOVED INC. TO LLC LAST YEAR.

List six or more important or similar Snow Removal projects completed by Bidder with date, approximate cost, and name and phone number of owner.

Project: 1 Business location Plow/sand Project: 1-Business location Sand/Plow

Owner: Dog Wash

Owner: Micro Com

Date: 2013-2014 Cost: \$95-

Date: 2013-2014 Cost: \$275⁰⁰

Contact Name: Jill Raes

Contact Name: Heather Holliday

Contact Phone: 907-376-9274

Contact Phone: 877-696-3474

Project: 1-Business location Plow/sand

Project: 1-Business location Plow/sand

Owner: Wasilla Veterinary Clinic

Owner: Selah Spa

Date: 2013-2014 Cost: \$265⁰⁰

Date: 2013-2014 Cost: \$80-

Contact Name: Mary Ler

Contact Name: Jennifer Cramer

Contact Phone: 907-376-3993

Contact Phone: (907) 841-4258

Project: 48 unit Condo Plow/sand

Project: 7-locations Rental Properties

Owner: Lakeview Condo Estates

Owner: Fuller Properties

Date: 2013-2014 Cost: 1800⁰⁰ mo

Date: 2013-2014 Cost: 1500⁰⁰ mo

Contact Name: Chrystal

Contact Name: Shawn Fuller

Contact Phone: 907-562-2929

Contact Phone: (907) 863-8038