

Attachment(s):

- Bid Tabulations
- Lawn Ranger Bid

Summary statement: Approval of this action will return the City's facilities snow plowing to contract work rather than using on-call temporary employees.

The facilities involved are the parking lots and sidewalks at the Public Safety Building, Depot, City Hall, Museum/Visitor Center, Library and the MTA Events Center.

In the past, the City 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.

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. This has proven to be an unreliable method. The work does not provide a consistent number of hours for the temporary employees. Often by the time the City calls these workers they have taken another job and are not available. When this happens, we must pull other Public Works employees from their regular duties to assist with plowing.

The City posted an invitation to bid for these plowing services on October 11, 2013, and advertised twice in the *Frontiersman* newspaper. The bid closed on October 29, 2013. One bid was received and reviewed by City staff. Lawn Ranger of Alaska, LLC had the lowest, responsive, responsible bid price per snow event at \$995. It is recommended that the contract be awarded to them. This bid amount is in the range of the last snow plowing contract the City had given higher fuel costs and inflation. The Superintendent of Public Works will be responsible for overseeing the contractor's work.

Administration recommendation: Approve action memorandum 13-078.

BID TABULATIONS

	Bidder 1	Bidder 2	Bidder 3	Bidder 4	Bidder 5
	Lawn Ranger of Alaska 3060 N Lazy Eight Ct Ste 2 Wasilla, AK 99654				
BID PROPOSAL	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount
Acknowledged Addenda (Y/N)	N/A				
Signed Proposal (Y/N)	Y				
Bidder Qualification Form	Y				
Total Price Per Event for All Facilities	\$ 995.00				
Total Bid	\$ 995.00				

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	Numerals: \$ <u>995.00</u>
Total Price Per Event For All Facilities	Written: <u>nine hundred ninety five</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 Lawn Rangers of Alaska, LLC

Address of Contractor 3060 N. Lazy Eight Ct. Ste 2 PMB #511 Wasilla, AK 99654

Employer's Tax Identification Number: 20-2722018

Signature Stephen James Spikes

Printed Name Stephen James Spikes

Telephone Number (907) 841-1935

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BID PROPOSAL FORM

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

SUBJECT: Invitation To Bid No. 13-14PW

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 # None Date _____ Addendum # None Date _____

Addendum # None Date _____ Addendum # None 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