



Purchasing Division
Finance Department
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Addendum 3
Solicitation # 21-99791
Parking Lot Plowing for Snow Emergencies

This addendum serves to notify all bidders of the following changes to the solicitation documents:

1. There are AGAIN significant changes to the scope of work provided. A revised scope of work is attached with changes highlighted.
2. A revised bid form allowing for acknowledgment of all three addenda is also attached.

Please acknowledge receipt of this Addendum by initialing and dating Addendum **#3** below the bid form on the invitation for bids.

Posted: **November 17, 2021**

Quotes Due: **Monday, November 22, 2021 by 2:00 pm**

SNOW EMERGENCY PARKING LOT PLOWING
SCOPE OF WORK REVISED PER ADDENDUM 3

QUOTES DUE MONDAY, NOVEMBER 22, 2021 AT 2:00 PM

The City seeks contract services to keep designated parking areas clear for off-street parking this winter season from November 2021– May 2022.

LOCATIONS

Wheeler Athletic Complex
35th Avenue West and Grand Avenue
Duluth, MN 55807X

Wade Stadium
35th Ave W & 1st St.
Duluth, MN 55807

SCOPE OF SERVICES

Contractors will be responsible for clearing the parking lots and walkways identified in the attached maps by 4:00 pm local time when the City declares a Snow Emergency.

Additional plowing is required within 72 hours after each snow event of three (3) inches or more. This timeline may be adjusted based on communication between the City and the Contractor. The City reserves the right to request additional clearing when a series of smaller snow events necessitate plowing.

Per City Code, a Snow Emergency must be declared by 4:00 pm local time on any given day. It may be made earlier in the day, but must be made by 4:00 pm. Regardless of how early the declaration is made, the designated parking areas and walkways must be cleared by 4:00 pm. The City will give the contractor as much advance notice as possible. For heavier snow events, additional plowing may be required to allow residents to access and remove their vehicles from the lots during or after the snow event.

On the maps provided, areas in green are to be plowed; areas in yellow indicate where snow should be piled; areas in red must remain clear to allow access; and walkway areas (in orange) should be cleared by hand shoveling or with a small snow blower. This plan is subject to negotiation with awarded contractor as indicated in the Communication section below.

City vehicles may utilize some of the parking area. Contractor will not be responsible for snow removal in this area(s), but must not block the vehicles with snow piles. Awarded bidder will be notified of any City vehicle parking areas.

EQUIPMENT

Due to the condition and age of the parking lots, only lighter equipment such as rubber tracked or wheeled skid-steer loaders, passenger trucks up to 1-ton, compact wheel loaders or rubber-tired

backhoes with an Operating Weight not to exceed 18,500 pounds are acceptable equipment. **No equipment with steel tracks or which exceeds 18,500 pounds Operating Weight shall be used to remove snow without prior City approval.**

The Contractor may park equipment used to plow the designated areas onsite. In addition, the City can accommodate an electrical hookup at both locations for equipment used to plow the designated lots. Contractor will be responsible for any electrical fees. Should the Contractor elect to park or keep equipment used to plow the designated areas onsite, they do so at their own risk. The City is not responsible for any damage, theft or other harm that occurs as a result of the equipment being stored onsite. Equipment that is not used specifically for plowing the designated areas may not be stored onsite.

COMMUNICATION

Awarded contractor's snow removal plan must be approved ahead of time by the Property and Facilities Manager and the Park Maintenance Manager.

Contractor should contact City staff prior to plowing. Contact information will be provided to the awarded bidder.

Contractor will be required to:

1. Pile snow in designated spaces as defined in the attached maps or as directed by the City.
2. Utilize special equipment where needed.
3. Salt/sand when necessary at Contractor's best judgment or as directed by the City. Application rates of material must be approved by the City.
4. Clear and salt/sand lot entrances and sidewalks in areas designated on associated map(s).

Due to changing regulations, contractors may need to report the type and quantity of sand, salt or mixture applied each time at each location.

INSURANCE

Awarded bidder will need to provide insurance as outlined in paragraph 5 of the attached Services Agreement.

INVOICING/PAYMENT TERMS

Payment terms are net 30. Invoices must be submitted at least monthly and can be emailed to AccountsPayable@DuluthMN.gov or mailed to 411 W. 1st St., Room 120, Duluth, MN 55802.

QUOTE SUBMISSION

Quotes must be received by the submission time and may be emailed to Purchasing@DuluthMN.gov or mailed or dropped off in person at 411 W. 1st St., Room 120, Duluth, MN 55802.

REVISED QUOTE FORM
REQUEST FOR QUOTE 21-99791
PARKING LOT SNOW REMOVAL FOR DECLARED SNOW EMERGENCIES

All prices below are to include all costs to perform the service, including labor, equipment, overhead, insurance, salt/sand, and anything else required.

ITEM	PRICE
Lump sum price for ONE clearing of Wade Stadium parking and walkway areas	\$
Lump sum price for ONE clearing Wheeler Sports Complex parking and walkway areas	\$
TOTAL PRICE	\$

TOTAL BASE PRICE IN WRITING

A LA CARTE ITEMS (to be performed upon request only)	PRICE
Lump sum price for clearing Wade Stadium parking area only	\$
Lump sum price for clearing Wade Stadium walkways only	\$
Lump sum price for clearing Wheeler Athletic Complex parking area only	\$
Lump sum price for clearing Wheeler Athletic Complex walkways only	\$
Hourly price for snow hauling/removal	\$

ACKNOWLEDGMENT OF ADDENDA

ADDENDUM # INITIAL/DATE

ADDENDUM # INITIAL/DATE

ADDENDUM # INITIAL/DATE

Signature _____ Date _____

Name/Title _____

Company Name _____

Address _____

City, State, Zip _____

Tel. _____ E-Mail _____