



**CITY OF LA PINE, OREGON**  
**Request for Proposals**  
**Snow Removal Services**

In accordance with ORS 279B.070 and the City of La Pine's Public Contracting Ordinance (Ordinance No. 2008-01), the City of La Pine is informally soliciting interested contractors to submit proposals for the performance of certain snow removal services. "Attachment A" identifies by sections the City and Deschutes County streets and roads upon which snow removal services will be performed. Attachment "B" identifies the Public Notice of Snow Removal Policy, Attachment "C" identifies road priorities within North La Pine and South La Pine routes.

- ❖ The City of La Pine will consist of (2) different Snow Removal Routes. **North La Pine** and **South La Pine**. Please specify which Route is of preference for services performed. The City intends on selecting (2) contractors to perform these services, (1) for the North La Pine route and (1) for the South La Pine route.
- ❖ Separately, the City is looking for interested contractors to perform work during severe weather events. The City will create a list of approved contractors and use them as-needed during these events.

**Services generally consist of:**

1. Plowing of snow from the entire width of each street or road so that the entire width of the street or road is available for vehicular travel.
2. Removal of snow from the street or road corners, intersections, turnarounds, and dead-ends.
3. Removal of any snow bank on the street or road side at or near an intersection that exceeds two feet in height to accommodate vehicle visibility.
4. This agreement will cover the 2019-20 winter season, with an option to extend for a longer duration.

**A company or person interested in performing snow removal services must submit a written proposal to the City containing the following information:**

1. Contractor's name, CCB license number (if applicable), address, contact information, and the name of the primary contact in reference to the proposal.

2. Brief information concerning the contractor (e.g., background, size, types of services provided, and types of similar engagements).
3. Identification of the person(s) who will be assigned and responsible to perform the snow removal services.
4. A total per hour cost for the performance of the snow removal services. The contractor will be required to furnish all materials, tools, equipment, labor, fuel, insurance, and supplies required to perform the snow removal services. Therefore, costs for materials, tools, equipment, labor, fuel, supplies, insurance, and general overhead must be included in the hourly rate.
5. Estimated hours for the completion of the snow removal services by section.
6. Equipment available to perform the snow removal services.
7. Specify which route(s) are of preference (North or South). Please specify if capable of performing both routes.
8. Specify interest in emergency services during severe weather events. This will be based on an hourly rate per equipment type.

To be considered, please submit your quote to Jake Obrist, Public Works Manager, via email at [jobrist@lapineoregon.gov](mailto:jobrist@lapineoregon.gov), by mail at PO Box 2460, La Pine, Oregon 97739, or by hand delivery at City Hall, 16345 Sixth Street, La Pine, Oregon 97739.

Please mark clearly on the outside of your proposal "CITY SNOW REMOVAL SERVICES PROPOSAL." Proposals must be received by the City on or before 5:00 p.m. on November 15, 2019. Proposals received after the deadline date/time may not be considered. The City reserves the right to reject any and all proposals and/or waive any and all formalities if in the City's best interest. The City reserves the right to change or modify the streets or roads requiring snow removal services. The City may award one or more contracts for the snow removal services. Contracts may be awarded by section or route.

If a contract is awarded, the City will award the contract to the proposer whose proposal will best serve the City's interests, taking into account price and various other considerations, including, without limitation, experience, capability, and expertise. Proposers responding to this solicitation do so at their own expense. The City is not responsible for any expenses associated with the preparation of any proposals.

If a contract is awarded, the City and the selected proposer will enter into a contract concerning the services. The contract will contain terms and conditions required under applicable law and will otherwise be in form and content satisfactory to the City. Without otherwise limiting the generality of the immediately preceding sentence, the contract will include terms and conditions concerning, among other things, acceptable standards of performance, compensation, minimum insurance requirements, compliance with laws, indemnification, and representations and warranties.

If you have any questions regarding this solicitation, please feel free to contact Jake Obrist, Public Works Manager, at (541) 536-1432.