

**REQUEST FOR PROPOSALS**

**City of Frontenac - Leaf Vacuuming Services**

**DUE: April 7, 2023 by 10:00 am**

**Frontenac City Hall, 10555 Clayton Road, St. Louis MO**

**SPECIFICATIONS, CONDITIONS AND WARRANTY REQUIREMENTS**

The following specifications are considered to be minimum requirements by the City of Frontenac for Leaf Vacuuming Services. If for some reason a bidder cannot meet any of these minimums, any deviation is to be noted.

**DESCRIPTION OF SERVICES**

The City of Frontenac contracts to have leaf vacuuming services provided to all residents. Under this proposal, four pickups will be provided to every resident. Pickups should run from late October until late December. The selected contractor will be required to contact the City of Frontenac and determine a mutually appropriate pick up schedule by October 1 of 2023, and 60 days in advance during subsequent years. The schedule will be published, and the contractor must adhere to the schedule unless a change is authorized by the City due to extreme weather. The City anticipates awarding the contract on May 1, 2023.

The City will determine the selected contractor based on economics, reliability, references, and history of doing like work. To that extent, respondents to this RFP will provide three contacts of like work performed with current phone numbers and e-mail as references. The selected contractor will be required to provide a phone number that City staff can instantly contact the contractor to respond to customer concerns during pick up times. The contractor will be required to work with the City on any "missed" pickups.

At the end of the December pick up, the contractor will be required to submit a report which totals number of pickups and number of cubic yards of leaves collected.

The contractor shall furnish all labor, materials, tools, equipment, fuel, insurance and customer service to fully complete all work in accordance with the contract documents. All bids should include all dumping fees and all refuse should be disposed in a safe lawful manner.

This contract is a three-year contract with the following two years extendable upon the decision of the City on a year-by-year basis.

Selected contractor will be required to enter into an agreement substantially in the form of Exhibit C attached.

**Optional Extension**

\$ \_\_\_\_\_ 1<sup>st</sup> 2023 pickup cost

\$ \_\_\_\_\_ 1<sup>st</sup> 2026 pickup cost

\$ \_\_\_\_\_ 2<sup>nd</sup> 2023 pickup cost

\$ \_\_\_\_\_ 2<sup>nd</sup> 2026 pickup cost

\$ \_\_\_\_\_ 3<sup>rd</sup> 2023 pickup cost

\$ \_\_\_\_\_ 3<sup>rd</sup> 2026 pickup cost

\$ \_\_\_\_\_ 4<sup>th</sup> 2023 pickup cost

\$ \_\_\_\_\_ 4<sup>th</sup> 2026 pickup cost

\$ \_\_\_\_\_ Total 2023 cost

\$ \_\_\_\_\_ Total 2026 cost

\$ \_\_\_\_\_ 1<sup>st</sup> 2024 pickup cost

\$ \_\_\_\_\_ 1<sup>st</sup> 2027 pickup cost

\$ \_\_\_\_\_ 2<sup>nd</sup> 2024 pickup cost

\$ \_\_\_\_\_ 2<sup>nd</sup> 2027 pickup cost

\$ \_\_\_\_\_ 3<sup>rd</sup> 2024 pickup cost

\$ \_\_\_\_\_ 3<sup>rd</sup> 2027 pickup cost

\$ \_\_\_\_\_ 4<sup>th</sup> 2024 pickup cost

\$ \_\_\_\_\_ 4<sup>th</sup> 2027 pickup cost

\$ \_\_\_\_\_ Total 2024 cost

\$ \_\_\_\_\_ Total 2027 cost

\$ \_\_\_\_\_ 1<sup>st</sup> 2025 pickup cost

**2 YEAR OPTION TOTAL \$ \_\_\_\_\_**

\$ \_\_\_\_\_ 2<sup>nd</sup> 2025 pickup cost

\$ \_\_\_\_\_ 3<sup>rd</sup> 2025 pickup cost

\$ \_\_\_\_\_ 4<sup>th</sup> 2025 pickup cost

\$ \_\_\_\_\_ Total 2025 cost

**3 YEAR TOTAL \$ \_\_\_\_\_**

