



**CHURCH
STREET
MARKETPLACE**

October 24, 2013

TO: Board of Finance and City Council
FROM: Church Street Marketplace Department
RE: AUTHORIZE CITY OF BURLINGTON TO EXECUTE CONTRACT
WITH A. MACELINO & COMPANY FOR SNOWPLOWING AND
REMOVAL FOR THE CHURCH STREET MARKETPLACE DISTRICT,
2013 – 2016.

Beginning July 1, 2013, area contractors were invited to submit a fixed-price cost proposal for a three-year term for plowing and removal of snow on the Church Street Marketplace District. (Fall 2013 – Spring, 2016) The RFP was posted on the City's website, State and Federal Bids.com, Works in Progress.com, Construction Journal. Criteria for selection: 1) cost; 2) available equipment; and 3) experience managing snow removal in an urban environment.

Two proposals were received by the July 31, 2013 deadline:

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| 1. All Seasons Excavating, Inc., Colchester | 2. A. Marcelino & Sons, South Burlington |
| Year One: \$89,500 | Year One: \$45,000 |
| Year Two: \$91,500 | Year Two: \$45,000 |
| Year Three: \$93,500 | Year Three: \$45,000 |

Marketplace staff selected A. Marcelino & Sons as the best proposal for Church Street based on price, equipment and experience (they have plowed Church Street since the 1980s.

In the agreement between the City of Burlington and A. Marcelino & Co., A. Marcelino will do the following:

1. charge a fixed price for each season.
2. develop a work plan designated each year by a walkabout with Marketplace staff.
3. be responsible for the provision of backup plowing and removal of equipment in the event of breakdowns or other unforeseen circumstances.
4. be responsible to monitor the snow accumulation on the Marketplace and plow only when the Marketplace is 1" or greater.
5. remove snow upon notification.
6. remove all snow as specified and directed above within 36 hours after the completion of the plowing, unless otherwise directed to remove or not to remove the snow. The removal shall occur between the hours of 9:30 p.m. and 8:00 a.m. unless otherwise requested.
7. remove to within not more than 6" of all obstructions except trees. The radius around trees shall not be less than three feet. The removal of snow, if effected, from those areas, shall be accomplished by Marketplace personnel.
8. provide supervision at all times the contractor is present on the Marketplace to ensure efficient performance of work.
9. meet for a physical walk of the Marketplace with the maintenance supervisor or his designee to determine damage and quality assessment of work performed after each removal.
10. provide a certificate of insurance for workmen's compensation, for general liability coverage of not less than \$1,000,000; and, for automobile coverage of not less than \$1,000,000.