

REQUEST FOR PROPOSAL (RFP)
ROAD BRUSHING
BY
CITY OF COFFMAN COVE
PO Box 18135
COFFMAN COVE, AK 99918

SUMMARY

The City of Coffman Cove is currently accepting proposals to brush approximately 13.69 miles of road located within City limits. Trees and other vegetation have become hazardous to electrical lines, and it is the City's intent to properly maintain these areas with brushing, ensuring that the project is executed in a safe, knowledgeable and tidy manner.

The purpose of this Request for Proposal (RFP) is to solicit proposals from interested parties. All proposals will be evaluated based on criteria listed herein.

1. PROJECT DESCRIPTION AND SCOPE

The City of Coffman Cove is seeking a Contractor to brush the above mentioned 13.69 miles of road in the areas that pose a safety hazard and are on the opposite side of streets from power lines within Coffman Cove. This project will begin at "The Point" neighborhood and terminate at the intersection of the Higgins, Olson and unnamed driveways.

Any equipment or tools needed to complete the work must be provided by the Contractor and be included in the total price of the proposal.

Project cost total not to exceed \$15,000.00.

Parameters:

- Haul away all excess brush that has been cut, leaving work areas in an orderly, aesthetically pleasing manner.

2. REQUEST FOR PROPOSAL AND PROJECT TIMELINE

Request for Proposal Timeline:

All proposals in response to this RFP are due no later than **2:00 pm on Monday, August 2nd, 2021.**

Contingent upon submissions, a selection will be made no later than Thursday, August 15th, 2021.

Project Timeline:

Work awarded under this RFP must begin within 10 days after notice to proceed is given.

All design work awarded under this RFP must be completed by within the agreed upon timeframe.

3. PROPOSAL SUBMISSION

This Request for Proposal represents the requirements for an open and competitive process.

Proposals will be accepted until 2:00 pm, August 2nd, 2021. The proposals shall be submitted to the Coffman Cove City Office via email, USPS or hand delivery using the information below:

City of Coffman Cove
City Clerk
102 Denali Alley

Any proposals received after this date and time will be returned to the sender. All proposals must be signed by an official agent or representative of the company submitting the proposal.

If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organizations being contracted.

All proposals must include proposed costs to complete the tasks described in the project scope. All costs must be itemized to include an explanation of all fees and costs.

Please also provide the following information as part of the proposal for consideration:

- Identify necessary steps for brushing.
- A brief description of relevant experience.
- List other contracts awarded, most comparable to the work described in this RFP with reference contact information.
- A statement of commitment that the candidate will be available for the duration of the project and is able to meet the schedule as outlined in this RFP.
- A chart of hourly fees for services.
- Schedule or timeframe for completion of the project.
- Proposed costs to complete the tasks described in the project scope; costs must be itemized to include an explanation of all fees and costs.

4. PROPOSAL EVALUATION

The award of this contract, if it is awarded, shall be to the candidate whose proposal is determined by the City to be in the best interest of the City. The proposals will be evaluated based on similar work experience, ability to meet schedules and price. The City has the authority to reject all proposals or parts of proposals (CC 4.04.080 A).