

**Item #6:**  
**Resolution Approving Contract For Snow/Ice Removal**

VILLAGE OF LONG GROVE  
RESOLUTION NO. 2011-R-\_\_\_\_

**RESOLUTION AWARDING A CONTRACT FOR  
SNOW AND ICE REMOVAL**

**WHEREAS**, the Village requested proposals for the removal of snow and ice from Village streets, Municipal Parking Lots/sidewalks, IL 83 Water Plant Parking Lot and Village Hall parking lot/sidewalks; and

**WHEREAS**, the Village has reviewed the proposals received and determined that the proposal of \_\_\_\_\_ was the most favorable to the interests of the Village;

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LONG GROVE, LAKE COUNTY, ILLINOIS, AS FOLLOWS:**

**Section 1: Recitals.** The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

**Section 2: Award.** The Village of Long Grove hereby awards the contract for snow and ice removal from Village Streets, Municipal Parking Lots/sidewalks, the IL 83 Water Plant Site, and Village Hall parking lot/sidewalks ("**Contract**") to \_\_\_\_\_ conditioned upon the receipt of all contractually required documentation and such other additional information that may be requested by the Village Manager in accordance with the Contract that is acceptable to the Village of Long Grove.

**Section 3: Effective Date.** This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED THIS 25<sup>TH</sup> DAY OF OCTOBER, 2011.

AYES: ( )

NAYS: ( )

ABSENT: ( )

APPROVED THIS 25<sup>TH</sup> DAY OF OCTOBER, 2011.

\_\_\_\_\_  
Village President, Maria Rodriguez

ATTEST:

\_\_\_\_\_  
Village Clerk, Karen Schultheis



3110 RFD, ILLINOIS 60047-9613

**ROADWAY SNOW/ICE REMOVAL**  
**REQUEST FOR PROPOSAL (RFP)**

**I. INTRODUCTION AND INSTRUCTION FOR SUBMISSION OF PROPOSALS.**

The Village of Long Grove (Village) is soliciting proposals from firms or contractor teams to provide snow/ice removal and salting services for the Village's Roadway System along with the Village Hall Drives and Parking Lot and Municipal Parking Lots.

The Village of Long Grove is located approximately 30 miles north of the City of Chicago, and is located in southwest Lake County, Illinois. Long Grove differs from its suburban neighbors because of its narrow streets, of which several streets dead end without cul-de-sac. Snow/ice removal is required to make the roadway system and Village Hall Drive and Parking Lot and Municipal Parking Lots fully usable and free of snow and ice during the winter season.

All firms submitting proposals should have a strong background in snow plowing and ice prevention/removal.

- A. All proposals must be submitted **no later than October 4, 2011 at 12:00 noon** to:

David Lothspeich, Village Manager  
 Village of Long Grove  
 3110 Old McHenry Road  
 Long Grove, IL 60047

- B. All proposals shall be submitted in sealed envelopes carrying the following information on the face:

**PROPOSER'S NAME, ADDRESS, DESIGNATED DATE AND HOUR OF PROPOSAL OPENING,  
 AND "PLOWING/SHOVELING/ICE REMOVAL PROPOSAL".**

- C. Four (4) copies of proposal is required to be submitted, measuring no larger than 8 1/2" x 11".
- D. The selection of the successful candidate will be based upon responses received to the information and criteria included in the proposal and your proposed cost of services. The Village reserves the right to accept or reject any and all proposals and to waive technicalities.
- E. David Lothspeich, Village Manager, will be coordinating proposals. Contact Village Manager Lothspeich at (847) 634-9440 or [dlothspeich@longgrove.net](mailto:dlothspeich@longgrove.net) should you require additional information.

**II. SCOPE OF THE WORK.**

The Contractor will perform all work associated with the project that is required for successful snow removal and salting of approximately 30 miles of Village Roads, Village Hall Drive and Parking Lot & Municipal Parking Lots.

The Village Roads and Municipal Parking Lots includes the following:

Street Name	From	To	Class	Length	Width	Area
Arrowhead Court	Creekside Dr.	Cul-de-sac	Local	610	21	1
Creekside Drive	Indian Creek Rd.	Cul-de-sac	Local	2050	21	1
Estate Lane	Indian Creek Rd.	Cul-de-sac	Local	1430	21	1
Indian Creek Road	Diamond Lake Rd.	W. Village Limits	Collector	4150	22	1
Lakeridge Court	Lakeridge Dr.	Cul-de-sac	Local	490	21	1
Lakeridge Drive	Indian Creek Rd.	Cul-de-sac	Local	1830	21	1
Meadow Lane	Osage	IL Rte. 83	Local	1900	21	1
Meadow Lane	Osage	IL Rte. 83	Local	1900	21	1
Osage Lane	Willow Spring Rd.	Route 83	Local	2200	21	1
Tribal Court	Creekside Dr.	Cul-de-sac	Local	520	21	1
Willow Spring Road	N. Village Limits	Cul-de-sac	Local	1900	21	1
Hampton Drive	Port Clinton	IL Rte 22	Local	2600	23	2
N. Krueger Road	Glimmer Rd.	3200'S of Gilmer Rd.	Collector	3200	22	2
N. Krueger Road	IL Rte. 22	2640 feet North	Collector	2640	22	2
Oak Grove Circle	CEC ROW	Ill. Rte. 22	Local	4700	24	2
Oak Grove Drive	IL Rte. 83	CEC ROW	Local	3825	24	2
Oakwood Circle	Oakwood Road	Oakwood Road	Local	1600	22	2
Oakwood Road	500'E of IL 83	Teal Ln.	Local	4200	20	2
Port Clinton Road	IL Rte. 83	E. Village Limits	Local	3100	20	2
Tall Oaks Drive	IL Rte.22	Port Clinton Rd.	Local	4000	20	2
Wildlife Way	Gilmer Rd.	Cul-de-sac	Local	1440	21	2
Arlington Heights Road	Thompson Dr.	Cul-de-sac	Local	1900	20	3
Crestview Drive	Cuba Rd	Cul-de-sac	Local	1490	19	3
Cuba Road	S. Krueger Road	1320 feet East of S. Krueger Rd	Collector	1320	23	3
Cuba Road	Old McHenry Road	1320 feet East of S. Krueger Rd	Collector	9130	23	3
Golf Lane	Hilltop Rd.	Sunshine Ln.	Local	940	22	3
Hilltop Road	IL Rte. 83	Cul-de-sac	Local	2300	20	3
Robert Parker Coffin Road	Schaeffer Rd.	IL Rte. 83	Collector	1000	30	3
Robert Parker Coffin Road	Schaeffer Rd.	IL Rte. 53	Collector	1700	24	3
Rolling Glen Road	Crestview Dr.	Cul-de-sac	Local	720	15	3
Schaeffer Road	IL Rte. 53	RP Coffin Road	Gravel	700	12	3
Sunshine Lane	Golf Ln	Cul-de-sac	Local	350	16	3
Three Lakes Court	Three Lakes Dr	Cul-de-sac	Local	800	21	3
Three Lakes Drive	RP Coffin Rd	Cul-de-sac	Local	2240	21	3

Cavalry Court	Lincoln Ave.	Cul-de-sac	Local	400	21	4
Coach Road	Old Hicks Rd.	Old Hicks Rd.	Local	1750	22	4
Cumberland Circle	Lexington Dr.	Lexington Dr.	Local	2175	22	4
E. Marden Drive	Marden Dr.	Monitor Dr.	Local	1800	20	4
East Monitor Lane (East)	Middlesax Dr.	East Monitor End	Local	2120	21	4
Federal Court	Lexington Dr.	Cul-de-sac	Local	400	21	4
Knoll Court	Knoll Dr.	Cul-de-sac	Local	500	21	4
Knoll Drive	Knoll Court	Cul-de-sac	Local	1360	21	4
Knoll Drive	Long Grove Rd.	Knoll Ct.	Local	750	21	4
Lexington Drive	Lincoln Ave.	Coach Rd	Local	2700	22	4
Lincoln Avenue	Checker Rd	Shenandoah Ln	Local	2150	21	4
Lincoln Avenue	Lexington Dr.	Cul-de-sac	Local	4450	22	4
Long Grove Road	W. Village Limits	Il Rte 53	Collector	4000	24	4
Marden Drive	IL Rte 53	East Marden Dr.	Local	300	22	4
Mayflower Lane	Middlesax Dr.	Cul-de-sac	Local	400	21	4
Merrimac Lane	Middlesax Dr.	Cul-de-sac	Local	500	21	4
Middlesax Drive	IL Rte. 53	Monitor Dr.	Local	1800	22	4
Monitor Lane (West)	Middlesax Dr.	Hidden Valley	Local	1920	21	4
Monticello Lane	Middlesax Dr.	Cul-de-sac	Local	500	21	4
Old Hicks Road	Route 53	Checker Road	Collector	4455	22	4
Shenandoah Lane	Checker Rd	Lincoln Ave.	Local	1850	23	4
Sheridan Court	Shiloh Dr.	Cul-de-sac	Local	870	21	4
Shiloh Drive	Old Hicks Rd.	IL Rte. 83	Local	2670	22	4
W. Marden Drive	Marden Dr.	Monitor Dr.	Local	1800	20	4
Antietam Drive	Schaeffer Rd.	Cul-de-sac	Local	1700	23	5
Brittany Court	Brittany Ln	Cul-de-sac	Local	700	24	5
Brittany Lane	Arlington Hts Rd.	Picardy Ct.	Local	1050	24	5
Checker Road	Arlington Hts Rd.	Old Hicks Rd.	Collector	9085	22	5
Chickamauga	Sumter Ct.	Sumter Ct.	Local	3380	24	5
Country Club Drive	Checker Rd.	Tanager Way	Local	1700	23	5
Dawn Court	Schaeffer Rd.	Cul-de-sac	Local	350	22	5
Grant Court	Grant Pl.	Cul-de-sac	Local	160	20	5
Grant Place	Schaeffer Rd.	Grant Ct.	Local	380	20	5
Holly Court	Schaeffer Rd.	Cul-de-sac	Local	520	21	5
Holly Court	Tanager Way	Schaeffer Rd.	Local	700	23	5
Manassas Lane	Schaeffer Rd.	Cul-de-sac	Local	1120	20	5
Picardy Court	Picardy Ln	Cul-de-sac	Local	1000	24	5
Picardy Lane	Picardy Ct.	Brittany Ct.	Local	800	24	5
Pottawatomie Court	Antietam Dr.	Cul-de-sac	Local	780	23	5
Roanoke Court	Schaeffer Rd.	Cul-de-sac	Local	350	22	5
Schaeffer Road	Holly Court	Grant Place	Collector	3360	20	5
Schaeffer Road	Checker Rd.	Lake Cook Rd	Collector	2570	21	5
Schaeffer Road	Checker Rd	Roanoke Ln	Collector	1250	22	5
Schaeffer Road	IL Rte. 53	Grant Place	Collector	400	23	5
Sumter Court	Sumter Drive	Cul-de-sac	Local	560	21	5
Sumter Drive	Sumter Ct.	Cul-de-sac	Local	560	21	5
Sumter Drive	Schaeffer Rd.	Sumter Ct.	Local	2350	24	5
Tanager Way	Country Club	Holly Ct.	Local	1050	23	5
Union Court	Lincoln Ave.	Cul-de-sac	Local	400	21	5
Municipal Parking Lot (East) - Archer			Local	430	300	6
Municipal Parking Lot (West) - Stempel			Local	325	200	6
Village Hall	Roadway		Local	950	180	6
Village Hall	Parking Lot		Local	165	70	6
				<b>Total Footage</b>	<b>154640</b>	
				<b>Total Miles</b>	<b>29.29</b>	

Please note that the streets have been divided into six (6) different areas (highlighted). In order to ensure adequate service throughout the Village, it is suggested that a minimum of one (1) truck with one (1) truck back-up (separate from other areas within or outside the village until the area within the village is completed) be assigned to each area. A detailed snow removal route and back-up plan is requested each area. In addition, it is suggested that a minimum of one (1) supervisor (separate from the trucks plowing) be assigned for oversight of all routes within the Village.

Minimum suggested equipment includes 2.5 minimum ton for cul-de-sacs and 5.0 ton minimum for roads other than cul-de-sacs.

It is strongly suggested that each Contractor personally review the Village Roads, Village Hall Drive and Parking Lot & Municipal Parking Lots prior to submitting the proposal. The Village will furnish the street maps to the Contractor for use in performing the work under this proposal.

### III. INFORMATION REQUESTED FROM THE PROPOSER.

- A. Title Page - List name of the contractor; address, telephone number and contact person. If several subcontractors comprise a snow/ice removal team, identify the prime contractor as well as all other contractors participating in the team.
- B. Table of Contents - List all materials included in proposal with page number.
- C. Letter of Transmittal - Proposers may use this section to present any information that they consider essential to the proposal.
- D. Profile of the Proposing Contractor - Provide a description of the contractor's practice at the proposing office (or the practice of each subcontractor comprising a snow/ice removal team) to include at least the following detail:
  - 1. List of current clients, including municipalities.
  - 2. Describe prior snow plowing/road salting experience.
  - 3. Provide an overview of the contractors' experience.
  - 4. Describe supervision and review procedures within your firm.

- E. Service of the Proposer - Provide the following information for the servicing office. Provide the number of your professional snow plowing/salting staff by employee classification (including what equipment each such employee is licensed to operate) and snow plowing and salting equipment as follows:

<u>Employee Classification &amp; Equipment</u>	<u>Total Number</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**IV. CONFERENCES AND SCHEDULE OF SERVICES.**

A. GENERAL:

1. Prior to commencement of the winter season, but no later than October 31<sup>st</sup>, the contractor will be required to meet with the Village Manager for a conference at which time we will agree upon the prioritization of plowing routes.
2. Constant personal communication by means of cellular phone shall be available to the Village during snow emergencies in excess of 2 inches accumulation or ice storms. Contractor's personnel assigned to the Village will be thoroughly familiar with the Village and knowledgeable as to the location of fire hydrants, landscape islands, etc.
3. Contract shall submit sufficiently detailed invoicing within 24 hours of service as a condition of the Agreement.
4. The proposer shall make every effort to avoid conflicts of interest or the appearance of a conflict of interest. The proposer shall make full disclosure of any existing or potential conflict of interest that may or could exist between itself, its current clients and the Village of Long Grove or any of its elected or appointed officials. This includes any future conflicts that may develop during the term of this contract.

B. SNOWPLOWING:

1. Snowplowing shall commence within thirty (30) minutes following notification by the Village, Lake County Sheriff's Department or Long Grove/Countryside Fire Protection District and without further notification when 2 inches of snowfall accumulates.
2. Snow will be plowed from all roadway and parking areas with primary emphasis placed on "Collector Routes" agreed upon following selection of the contractor.
3. During persistent snowfalls or period of blowing or normal snow clearing operations, no more than 2 inches of snow shall be allowed to accumulate on the Collector Routes at any given time.
4. Special snow handling equipment (i.e., end loaders, bobcats, tractors) requiring special charges above and beyond contractor's normal snow plowing rates shall be utilized only with the Village's prior authorization.
5. All roadway and parking area plowing will be completed within 4 hours of the end of the snowfall; in addition, plowing is expected to be completed by 6:00 a.m. on any weekday.
6. Fire hydrants, shutoff valves, extruding curb points or similar obstacles may or may not be flagged by the Village at the Village's sole discretion. Any damage to such items shall be repaired or replaced by the Village at the Contractor's expense.
6. Any damage to mail boxes shall be repaired or replaced by the Contractor at the Contractor's expense within 24hrs. of being damaged.
7. Contractor is to clear and maintain all Village Roads, Village Hall Drive and Parking Lot & Municipal Parking Lots as free as possible from snow and ice.

C. SALTING AND/OR CHEMICALS:

1. The Village of Long Grove desires to limit the use of rock salt and prefers the use of alternatives when practical. Identify rock salt alternatives (sand, , brine, beet juice, saline pre-mix, etc.) your company has previously implemented, your experience and how these measures would be implemented in the Village of Long Grove.
2. The Village shall purchase rock salt through the State of Illinois Purchase Program, if available. Identify alternative rock salt providers and the cost per ton from last season.
3. Contractor shall obtain and maintain 24 hr. access to a properly enclosed storage area capable of storing a minimum of 600 tons (30 truckloads) of rock salt for the Village of Long Grove. The Contractor shall provide the Village a detailed monthly inventory of the Village's salt purchased through the State of Illinois Purchase Program.
4. If available to the Village through the State of Illinois Purchase Program, Contractor shall request additional rock salt from the Village a minimum of five (5) weekdays prior to the proposed date for delivery.
5. Contractor shall apply rock salt or chemical at all collector roadways and intersections when plowing or salting as warranted and throughout the local as directed by the Village. Contractor shall apply rock salt or chemical simultaneously with snow removal

as conditions warrant. The Contractor will minimize applying rock salt or chemical separate from snow removal in order to minimize costs to the Village.

6. Contractor shall apply rock salt and/or chemicals on all icy areas on roadways, driveways, entries and exits with particular emphasis on intersections, but only as prioritized by the Village.
7. During the existence of chronic ice, Contractor shall implement an ongoing program for applying rock salt and/or chemicals to assure maximum safety.

## **V. EVALUATION OF THE PROPOSER.**

The evaluation of contractor proposals requires more than a comparison of service fees. It is the intention of the Village of Long Grove to evaluate the following criteria of each proposing firm:

- A. Maximum fee proposed for proposals.
- B. Responsiveness of the written proposal to the purpose and scope of the project.
- C. The firm's size, make-up, experience, and capability to serve the Village promptly and efficiently.
- D. Adequate general liability (\$2 million minimum)/automotive (\$1 million minimum)/worker's comp insurance (minimum statutory amounts) naming the Village of Long Grove as an additional insured.

Please provide not to exceed service fees, including expenses, and the hourly rates of the professional staff as requested in the following pages. The successful proposer will be required to provide itemized hours and billing rate on all invoices.

## **VI. OTHER INFORMATION.**

- A. Proposals will be initially reviewed by the Village of Long Grove staff for preparation of the appropriate documentation to be distributed to the Village President and Board of Trustees with recommendations. Following a preliminary evaluation of the recommendations, one or more of the contractors will be required to attend an interview, which interview will be a material consideration in the selection process. The first possible meeting would be held on Thursday, October 6, 2011 at 2:00 p.m.

Following the interview, a final recommendation will be submitted to the Village President and Board of Trustees, and the successful firm shall be notified in writing by the Village Manager by Thursday, October 13, 2011 and will be required to execute a written contract and deliver other required submittals within ten (10) business days of such notification.

The successful proposer shall, within ten (10) calendar days after acceptance of the proposal by the Village, furnish a performance bond in the full amount of the contract, in a form acceptable to the Village. In the event that the proposer fails to furnish the performance bond with ten (10) calendar days after acceptance of the proposal by the Village, then the proposal deposit of the proposer shall be retained by the Village as liquidated damages and not as a penalty, it being agreed by the proposer that said sum is a fair estimation of the amount of damages that said Village will sustain due to the proposer's failure to furnish said bond.

- B. No contract awarded by the Village of Long Grove shall be assigned, in whole or in part, or any part or the same sub-contracted without the written consent of the Village Manager. In no case shall such consent relieve the proposer from his obligations or change the term of the contract. Any and all subcontractors shall be bound by contract to the same terms as the proposer. Prior to commencing any work, subcontractors must place on file with the Village a certificate of insurance as outlined in paragraph 14 herein. The proposer shall not transfer or assign any contract funds or claims due or to become due without the written approval of the Village Manager having first been obtained.
- C. The equipment used by the successful proposer must comply with all requirements and standards specified by the Occupational Safety and Health Act. The successful proposer will strictly comply with all ordinances of the Village of Long Grove, the laws of the State of Illinois and the United States of America, including, without limitation, the Americans with Disabilities Act.
- D. The Village shall have the right to inspect any material to be used in carrying out the contract. The Village does not assume any responsibility for the availability of any materials and equipment required under the contract.
- E. The successful bidder shall notify the Village of, and provide material safety data sheets for all substances used or supplied in connection with the contract, which are defined as toxic under the Illinois Toxic Substances Disclosure to Employees Act. Materials, components, or complete work not complying therewith, may be rejected by the Village and shall be replaced by the successful proposer at no cost to the Village. Any materials or components rejected shall be removed within a reasonable time from the premises of the Village at the expense of the successful proposer.
- F. In the event the Village terminates the contract in whole or in part as provided in Paragraph (A) of this clause, the Village may procure, upon such terms in such manner as the Village Manager may deem appropriate, supplies or services similar to those so terminated, and the successful proposer shall be liable to the Village for any excess costs for such similar supplies or services, provided that the proposer shall continue the performance of the contract to the extent not terminated under the provisions of this clause.
- G. In the event of accidents of any kind, the successful proposer shall notify the Village immediately and furnish the Village with copies of all reports of such accidents at the same time that the reports are forwarded to any other interested parties.

- H. To the fullest extent permitted by law, the successful proposer hereby agrees to defend, indemnify and hold harmless the Village, its officials, agents, employees, and volunteers, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, costs and expenses, which may in anywise accrue against the Village, its officials, agents, employees, and volunteers; arising in whole or in part or in consequence of the performance of the work by the successful proposer, its employees, or subcontractors, or which may in anywise result therefore, except that arising out of the sole legal cause of the Village, its officials, agents, employees, and volunteers, and the successful proposer shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the Village, its officials, agents, employees, and volunteers, in any such action, the successful proposer shall, at its own expense, satisfy and discharge same.

The successful proposer expressly understands and agrees that any performance bond or insurance policies required by the contract, or otherwise provided by the successful proposer, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village, its officials, agents, employees, and volunteers, as herein provided.

The successful proposer further agrees that to the extent that money is due the successful proposer by virtue of the contract, an amount of said money, as shall be considered necessary in the judgment of the Village, may be retained by the Village to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that effect shall have been furnished to the satisfaction of the Village.

- I. The Village of Long Grove reserves the right to cancel the contract upon giving the firm thirty (30) days written notice.
- J. The Roadway, Village Hall, and Municipal Parking Lots plowing/salting services described in Parts II, III, IV, V constitutes the scope of services to be provided by the contractor. However, the agreement will not be an exclusive one. The Village of Long Grove reserves the right to assign similar work to other parties if the Village of Long Grove so desires.

Contractor Name: \_\_\_\_\_

**EXHIBIT A**  
**COMPENSATION SCHEDULE**

**SNOW REMOVAL ONLY (NO SALT, SALT/SAND, OR CALCIUM CHLORIDE/SALT)**

1. 2"-5" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

2. 5"-8" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

3. 8"-10" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

4. Greater than 10" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

5. \$ \_\_\_\_\_ per ton for mechanical spreading of rock salt, sand/salt mix, or other material on icy areas, including equipment and labor.



Contractor Name: \_\_\_\_\_

**SALT APPLICATION ONLY.**

1. 2"-5" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

2. 5"-8" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

3. 8"-10" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

4. Greater than 10" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

5. \$ \_\_\_\_\_ per ton for mechanical spreading of rock salt on icy areas, including equipment and labor.



Contractor Name: \_\_\_\_\_

**CHLORIDE/SALT (OR OTHER ALERNATIVE(S) TO ROCK SALT) APPLICATION ONLY.**

1. 2"-5" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

2. 5"-8" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

3. 8"-10" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

4. Greater than 10" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

5. \$ \_\_\_\_\_ per ton for mechanical spreading of other material on icy areas, including equipment and labor.



Contractor Name: \_\_\_\_\_

**SNOW & SALT, CALCIUM CHLORIDE/SALT COMBINED.**

1. 2"-5" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

2. 5"-8" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

3. 8"-10" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

4. Greater than 10" Snowfall Accumulation Over 24 hr. Period.

\$ \_\_\_\_\_ accumulation for all Roadways and

\$ \_\_\_\_\_ for the Village Hall and Park Lot and all Village Hall sidewalks, pedestrian areas and

\$ \_\_\_\_\_ for the Municipal Parking Lots.

5. \$ \_\_\_\_\_ per ton for mechanical spreading of salt/sand material on icy areas, including equipment and labor.



**PUBLIC NOTICE  
VILLAGE OF LONG GROVE, ILLINOIS**

**NOTICE OF REQUEST FOR PROPOSALS  
FOR ROADWAY SNOW/ICE REMOVAL  
FOR THE VILLAGE OF LONG GROVE**

PUBLIC NOTICE IS HEREBY GIVEN that the Village of Long Grove, Lake County, Illinois will be asking proposals for its roadway snow/ice removal services.

Completed proposals are due at the Long Grove Village Hall, 3110 Old McHenry Rd, no later than 12:00 Noon, on Tuesday, October 4, 2011. Please refer to the detailed Request for Proposal (RFP) and respond as outlined. RFP's are available at the Long Grove Village Hall, located at 3110 Old McHenry Rd., Long Grove, Illinois 60047 between 8:00 a.m. and 5:00 p.m., local time, Monday through Friday or from the Village's web site [www.longgrove.net](http://www.longgrove.net).

The Village of Long Grove reserves the right to reject any or all proposals, to waive technicalities or to accept any proposal, which, in its judgment, will be in the best interest of the public. Proposals may not be modified after submittal. Proposals may be withdrawn by written request at any time before the hour set for the proposal deadline. No proposals may be withdrawn after the proposal opening. Only proposals responsive to the specifications will be considered. Please direct all questions to David Lothspeich, Village Manager at (847) 634-9440 or [dlothspeich@longgrove.net](mailto:dlothspeich@longgrove.net).

David A. Lothspeich  
Village Manager  
Village of Long Grove

**EXHIBIT B – XXXXXXXXXXXX PROPOSAL SUMMARY**

**EXHIBIT C – XXXXXXXXXXXX CONTRACT**

**CONTRACT FOR SNOW AND ICE REMOVAL FROM VILLAGE ROADS,  
MUNICIPAL PARKING LOTS, AND VILLAGE HALL PROPERTY**

**Full Name of Contractor:** \_\_\_\_\_ (***Contractor***).

**Local Office Address:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

TO: Village of Long Grove (***Owner***)  
3110 R.F.D.  
Long Grove, Illinois 60047  
Attention: Village Manager

*Contractor warrants and represents that Contractor has carefully examined the Work Sites described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Exhibits A and B which are securely stapled to the end of this Contract.*

## 1. Work

A. Contract and Work. Contractor agrees that Contractor shall, at its sole cost and expense, provide, perform, and complete, in the manner specified and described, and upon the terms and conditions set forth, in this Contract, all of the following, all of which is herein referred to as the "Work":

1. Labor, Equipment, Materials, and Supplies. Provide, perform, and complete, in the manner specified and described in this Contract, all necessary work, labor, services, transportation, equipment, materials, supplies, information, data, and other means and items necessary for snow and ice removal, including without limitation the plowing, shoveling, salting, and application of de-icing treatment of Village roads, municipal parking lots, and Village Hall property ("**Work**") located in the Village of Long Grove ("**Work Sites**"), which Work is described in more detail in the Village of Long Grove Roadway Snow/Ice Removal Request for Proposal, attached to this Contract as **Exhibit A ("RFP")** and the Contractor's Proposal attached to this Contract as **Exhibit B ("Proposal")**;

2. Permits. Procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith;

3. Bonds and Insurance. Procure and furnish all bonds and all insurance certificates and policies of insurance specified in this Contract;

4. Taxes. Pay all applicable federal, state, and local taxes;

5. Miscellaneous. Do all other things required of Contractor by this Contract; and

6. Quality. Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with highest standards of professional and construction practices, in full compliance with, and as required by or pursuant, to this Contract, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged, and first quality equipment, materials, and supplies.

B. Performance Standards. Contractor agrees that all Work shall be fully provided, performed, and completed in accordance with the specifications listed in the RFP attached as Exhibit A and the Proposal attached as Exhibit B. In the event of a conflict between the terms of this Contract and the attached RFP and Proposal, the terms of this Contract shall control.

C. Responsibility for Damage or Loss. Contractor agrees that Contractor shall be responsible and liable for, and shall promptly and without charge to Owner repair or replace, damage done to, and any loss or injury suffered by, Owner, the Work, the Work Site, or other property or persons as a result of the Work, including without limitation any damages to landscaping; provided, however, that the Contractor shall not be liable for any damage or loss that occurred prior to the effective date of this Contract.

D. Inspection/Testing/Rejection. Owner shall have the right to inspect all or any part of the Work and to reject all or any part of the Work that is, in Owner's judgment, defective or damaged

or that in any way fails to conform strictly to the requirements of this Contract and Owner, without limiting its other rights or remedies, may require correction or replacement at Contractor's cost, perform or have performed all Work necessary to complete or correct all or any part of the Work that is defective, damaged, or nonconforming and charge Contractor with any excess cost incurred thereby, or cancel all or any part of any order or this Contract. Work so rejected may be returned or held at Contractor's expense and risk.

E. Removal of Obstructions. The Contractor shall be permitted to remove boulders and other obstructions from the right of way that interfere with the Contractor's performance of the Work under this Contract, provided that the Contractor has obtained the Village Superintendent's prior approval for such removal.