



TOWN OF WINDERMERE
REQUEST FOR PROPOSALS
STREET SWEEPING SERVICES

RESPONSES ARE DUE BY 5:00 PM FEBRUARY 24, 2012

MAIL, EMAIL, OR DELIVER RESPONSES TO:

ATT: Craig McNeal, Public Works Director
614 Main St.
Windermere, FL 34786

CONTACT:

Craig McNeal, Public Works Director
614 Main St.
Windermere, FL 34786
Phone: (407) 876-6480, Fax (407) 876-0103
Email: cmcneal@town.windermere.fl.us

RFP #2012-03 Street Sweeping Services

1. OVERVIEW

The Town of Windermere is accepting written proposals from all qualified and interested firms to provide street sweeping services for the Town. All successful parties will demonstrate qualifications, experience, abilities, and cost to successfully accomplish and support all aspects of the prescribed scope of work.

Those firms interested in providing this service are instructed to submit a proposal of their qualifications and cost pertinent to the scope of work prior to 5pm on February 24, 2012, to the attention of Craig McNeal, Public Works Director 614 Main St. Windermere, FL 34786. Proposals received after this date and time will not be considered. The Town of Windermere reserves the right to reject any and all qualification documents received, to solicit new qualification documents, or take any other such actions that may be deemed to be in the best interest of the Town of Windermere. The Town of Windermere is an Equal Opportunity Employer. MBE/WBE/DBE businesses are encouraged to participate. The Town of Windermere strictly enforces open and fair competition.

RFP #2012-03 Street Sweeping Services

Scope of Services

PROJECT SCOPE

Services will include the following to the extent approved by the Town Council and/or Town Manager:

- To sweep and contain all debris on all brick roads, parking areas, center islands and roundabouts from 4th and Main Street to 7th and Main Street.
- Aux Main Street to be included in bid – Front of Town Hall from 5th to 6th Ave and front of Admin offices from 6th to 7th Ave.
- Curb edge debris in corners, parking areas, islands and road edge to be blown into sweep area for pickup
- Sweeper is to be sweep only – no vacuum
- Bid is to be based upon 17 cleanings per year
- Haul away all debris shall be included in proposal

Questions and Site Visits shall be directed to Craig McNeal.

Indemnification and Insurance

Indemnification and Hold Harmless

The Respondent agrees to indemnify and hold the Town harmless for any and all claims, liability, losses and causes of action which may arise out of its fulfillment of the contract awarded pursuant to this RFP. It agrees to pay all claims and losses, including related court costs and reasonable attorneys' fees, and shall defend all suits filed due to the negligent acts, error or omissions or Respondent employees and/or agents

In the event the completion of a project awarded pursuant to this RFP (to include the work of others) is delayed or suspended as a result of the Respondent's failure to purchase or maintain the required insurance, the Respondent shall indemnify the Town from any and all increased expenses resulting from such delay.

Insurance Requirements

Respondent must provide a certificate of insurance with their response.

SUBMISSION REQUIREMENTS

- Submission can be mailed, faxed, emailed to

Craig McNeal, Public Works Director

Re: RFP-2012-03: Street Sweeping Services

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Windermere, FL 34786

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