

CITY OF GREENDALE

REQUEST FOR PROPOSALS (RFP)

Snow Removal and Ice Management Services

Issue Date: September 2025

Submission Deadline: October 17, 2025

Contract Term: October 17, 2025 – March 17, 2026, with up to two (2) one-year renewal options ending no later than March 17, 2028.

1. Introduction

The City of Greendale is soliciting proposals from qualified contractors to provide comprehensive snow removal, ice management, and salt treatment services for approximately eight (8) city blocks, one alley of approximately 100 feet, and the designated church parking lot. The contractor shall provide all labor, supervision, equipment, vehicles, materials, and supplies necessary to ensure safe road and pedestrian conditions throughout the snow season.

2. Scope of Work

The selected contractor will be responsible for:

- Plowing snow from all public streets and designated areas within the City of Greendale.
- Pre-treatment with anti-icing materials when temperatures are below 32°F and precipitation is expected.
- Salting after plowing operations are complete to maintain safe conditions.
- Storage and responsible handling of de-icing materials to prevent environmental damage.
- Timely response and completion of services according to performance standards.
- Complying with all ADA requirements and city ordinances.

3. Performance Standards

To ensure accountability and safety, the following performance standards shall apply:

- Contractor must begin snow removal within 60 minutes of notification by the City.
- All designated areas must be cleared within six (6) hours after the end of a storm event.
- Plowing will commence when snow accumulation reaches two (2) inches.
- The goal is safe and passable roads; bare pavement may not be achievable in all circumstances.

4. Environmental Protection

The contractor must follow Best Practices to minimize environmental harm from de-icing materials. This includes proper calibration of equipment, accurate application rates, and secure storage of salt and other materials. Contractor must maintain compliance with state and federal environmental regulations.

5. Insurance Requirements

The contractor shall maintain, at a minimum:

- \$1,000,000 combined single limit automobile liability coverage for bodily injury and property damage.
- \$1,000,000 commercial general liability coverage per occurrence.
- The City of Greendale must be named as an additional insured on all policies, with proof of coverage provided before contract execution.

6. Reporting Requirements

Contractor must provide digital documentation of all service activities within 24 hours of completion, including:

- Time and date of service.
- Areas serviced.
- Weather conditions and pavement temperatures.
- Materials applied and quantities used.

Monthly summary reports shall be submitted to the City for review.

7. Subcontractors

Use of subcontractors must be pre-approved by the City. All subcontractors must meet the same insurance and performance standards as the primary contractor.

8. Proposal Submission

Interested contractors must submit proposals including the following:

- Hourly rate schedule for each snow season year (2025, 2026, 2027).
- Detailed cost breakdown for materials, equipment, and labor.
- Proposed response time and staffing plan.
- Proof of insurance meeting City requirements.
- References from at least three (3) municipal clients.

Proposals must be delivered to:

Mayor Monica Jefferson
City of Greendale
2210 Normandy Drive
Greendale, MO 63121

9. Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications of contractor.
- Pricing and cost control measures.
- Ability to meet performance and reporting standards.
- Environmental protection practices.
- References and past performance.

10. Timeline

RFP Issue Date: September 2025

Submission Deadline: October 17, 2025

Contract Award: October 24, 2025

Service Start Date: October 25, 2025