

## **MEMORANDUM**

**To:** Mayor and City Council

**From:** Carl Thomas, Stormwater Utility Manager

**Date:** May 20, 2019

**Subject:** Memorandum - Approval of contract for street sweeping services to Sweeping Corporation of America (SCA)

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### **ITEM DESCRIPTION**

Request to award annual contract (renewable up to 3 years) for street sweeping services to Sweeping Corporation of America (SCA). Estimated annual cost of services is \$23,550.46.

### **BACKGROUND**

Street sweeping plays an important role in management of the City's transportation infrastructure. Sweeping provides a safer driving and biking system, reduces pollutants and dust, and is a mandated requirement of the City's National Pollutant Discharge Elimination System (NPDES) Phase II Stormwater permit.

The previous contract with Sweeping Corporation of America (SCA) expired on March 1<sup>st</sup>, 2019. The City of Dunwoody issued an Invitation to Bid on March 29<sup>th</sup>, 2019. SCA was the sole bidder and provided its proposal on April 26, 2019. The terms of the contract will provide sweeping services for 62.48 curb miles cleaned quarterly at an estimated annual cost of \$23,550.46 (\$94.23 per curb mile).

If approved by Council, these services would be funded from the Stormwater Repairs & Maintenance Budget.

### **RECOMMENDED ACTION**

Staff recommends awarding annual contract (renewable up to 3 years) for street sweeping services to Sweeping Corporation of America (SCA).

**INVITATION TO BID**  
**ITB 19-03**  
**STREET SWEEPING AND DEBRIS REMOVAL SERVICES**



Invitation to Bid  
**ITB 19-03**

The City of Dunwoody is soliciting competitive sealed bids from qualified contractors for the **Street Sweeping and Debris Removal Services** for the Department of Public Works Stormwater Division.

Bids should be typed or submitted in ink and returned in a sealed container marked on the outside with the ITB number and company name. Bids will be received until 2:00 P.M. local time on **4-26-2019** at the City of Dunwoody, 4800 Ashford Dunwoody Road, Dunwoody, Georgia 30338. Any bid received after this date and time will not be accepted. Bids will be publicly opened and read at 2:05 P.M. Apparent bid results will be available the following business day on our website [www.dunwoodyga.gov](http://www.dunwoodyga.gov).

Questions regarding bids should be directed to John Gates, Purchasing Manager, at [purchasing@dunwoodyga.gov](mailto:purchasing@dunwoodyga.gov) no later than 2:00 P.M. local time on 4-10-2019. Bids are legal and binding upon the bidder when submitted. All bids should be submitted in duplicate. The written bid documents supersede any verbal or written prior communications between the parties.

If a contract is awarded, it will be made to the lowest reliable bidder whose proposal shall have met all of the prescribed requirements. The City reserves the right to reject any or all bids to waive technicalities and to make an award deemed in its best interest. The low bid will be determined based on the sum of the base bid and any alternates selected by the City.

All companies submitting a bid will be notified in writing of award. We look forward to your bid and appreciate your interest in the City of Dunwoody.

John Gates  
Purchasing Manager

**BID FORM**  
**STREET SWEEPING AND DEBRIS REMOVAL SERVICES**

**SCOPE OF WORK**

The City of Dunwoody is seeking bids for regular street sweeping and debris removal services on designated city streets. The total mileage of required quarterly sweeping and debris removal is approximately **62.48** curb miles (See attached map). Trash and debris shall be swept from the area between the curb and the pavement consisting of the width of the sweeper itself. All debris, trash and litter will be removed for proper disposal in an appropriate landfill designated to receive these items. All debris, trash, and litter will be removed for proper disposal in an appropriate landfill designated to receive these items.

Work is expected to begin no later than June 1, 2019 and continue on a fixed quarterly cycle. The contract will be an annual contract that can be renewed automatically for up to 3 years.

**General Notes**

1. The contractor shall be responsible for providing and locating dumpsters for the disposal of debris, trash, and litter removed by the sweeping activities. The cost of the dumpster and debris removal shall be included in the unit cost per curb mile. No claims will be considered for extra compensation.
2. Work shall be performed so as to minimize traffic disruption. Work will be conducted between the hours of 8 PM and 7 AM, Monday through Friday.
3. Contractor shall have all vehicles marked with their company name.
4. The Contractor shall perform project housekeeping/clean-up on a daily basis. A 24-hour contact must be provided to the City of Dunwoody for all issues as needed in regards to the project for any safety, signage, or other emergency as needed.
5. The Contractor shall provide the City via written or verbal notice the scheduled date(s) & time(s) for sweeping to the Public Works Director or designee so that City personnel can perform on-site visits.
6. All chain of custody (disposal) receipts for pickup or disposal of waste material to the landfill shall be provided to the City for reporting purposes.
7. All services provided by contractor shall be performed in a workmanlike and professional manner to the satisfaction of the City.
8. Contractor shall adequately protect workers, land owners or tenants, adjacent property, and the public during operations.

**Insurance Requirements**

The contractor shall provide proof of commercial general liability insurance with coverage of not less than ONE MILLION DOLLARS (\$1,000,000.00) combined single limit per occurrence, and with contractual liability coverage for Contractor's covenants to and indemnification of the City under the Contract.

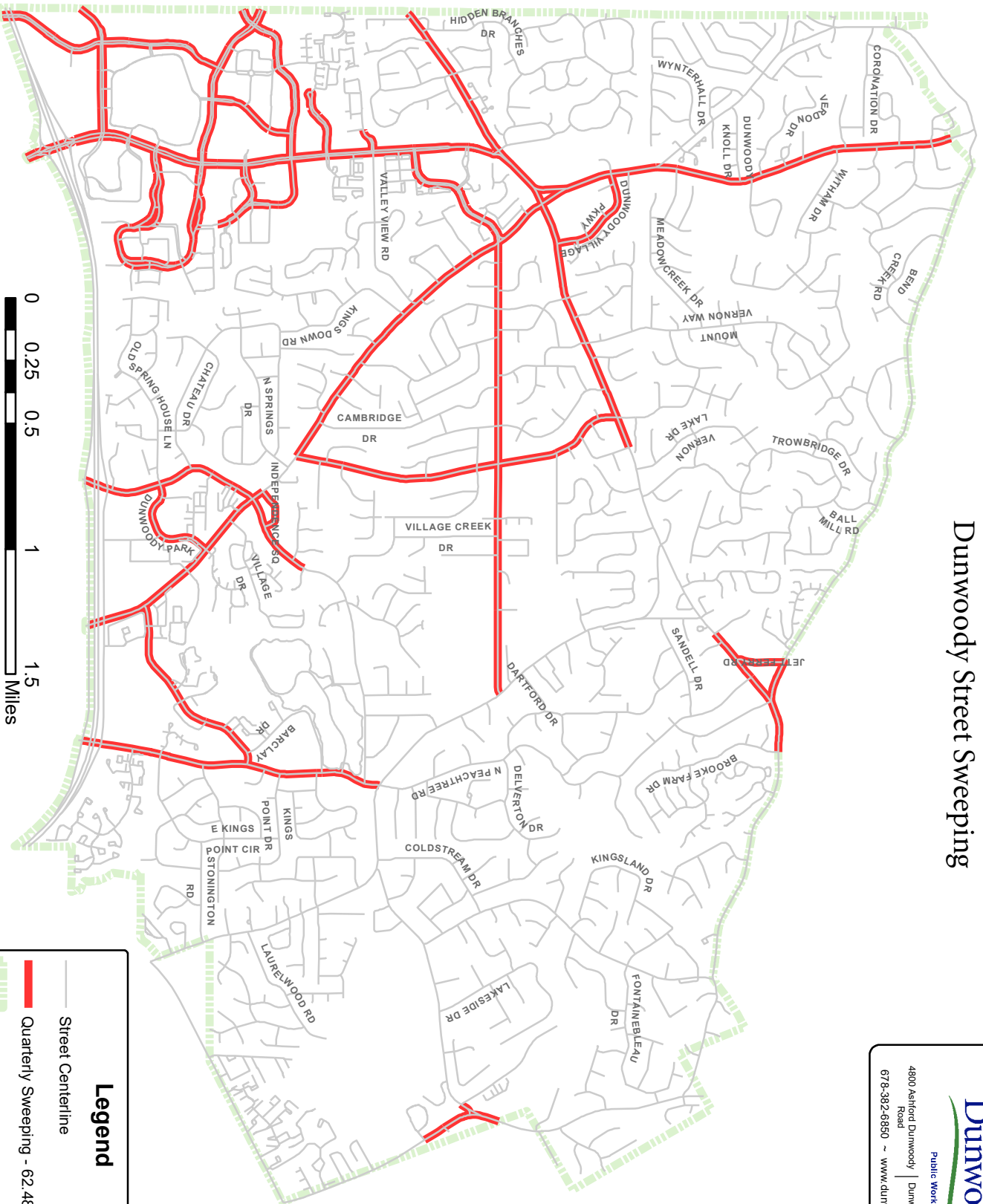
<b>STREET NAME</b>	<b>MILEAGE</b>
ASHFORD CTR PKWY	1.2
ASHFORD DUNWOODY RD	3.94
ASHFORD GABLES DR	0.17
ASHWOOD PKWY	0.58
CENTRAL PKWY	0.14
CHAMBLEE DUNWOODY RD	2.68
CROWN POINTE PKWY	0.47
DUNWOODY CLUB DR	0.17
DUNWOODY PARK	0.54
DUNWOODY VILLAGE PKWY	0.55
HAMMOND DR	0.98
INDEPENDENCE SQ	0.18
JETT FERRY RD	0.19
MEADOW LANE RD	1.18
MOUNT VERNON RD	2.75
N PEACHTREE RD	1.21
N SHALLOWFORD RD	0.84
NANDINA LN	0.13
PEACHFORD RD	0.82
PEELER RD	0.44
PERIMETER CTR E	2.98
PERIMETER CTR N	0.69
PERIMETER CTR PKWY	1.81
PERIMETER CTR PL	0.44
PERIMETER CTR W	1.44
ROBERTS DR	1.18
VERMACK RD	1.35
WINTERS CHAPEL RD	0.45
WOMACK RD	1.79
<b>TOTAL</b>	<b>31.29</b>
x2	+/- 62.48



# Dunwoody Street Sweeping



4800 Ashford Dunwoody | Dunwoody, Georgia  
Road 30338  
678-382-6850 ~ [www.dunwoodyga.gov](http://www.dunwoodyga.gov)



## Legend

- Street Centerline
- Quarterly Sweeping - 62.48 Curb Miles
- - - Dunwoody City Limits

Date: 3/26/2019

ITB 19-03

**BID FORM**  
**STREET SWEEPING AND DEBRIS REMOVAL SERVICES**

Annual Cost for 62.48 Curb Miles Cleaned Quarterly \$23,550.46 per year

Unit Cost for Additional Curb Miles Cleaned as needed \$94.23 per curb mile

Company Name: Sweeping Corporation of America, Inc.