



# City of Parma, Ohio

**TIM DeGEETER**  
MAYOR



1440 Rockside Road, Suite 306  
Parma, Ohio 44134

**PUBLIC HOUSING**

Phone: 216-661-2015  
Fax: 216-661-2021

October 2, 2019

**REQUEST FOR QUOTES**  
**PROFESSIONAL SERVICES**  
**SNOW PLOWING SERVICE**

The Parma Public Housing Agency (PPHA) is requesting quotes for consideration in the selection for professional services to perform snow plowing services effective November 15, 2019 through April 15, 2020 for its Public Housing property (Chevybrook Estates) located in Parma, Ohio.

Interested contractors may visit/view the property located at 5617 Chevrolet Blvd., Parma, Ohio 44130 on **Thursday, October 10, 2019 between 10:00am and 12:00 noon.**

**Summary/Scope**

Parma Public Housing Agency manages a 60 unit property comprised of 10 residential buildings and 1 maintenance building. The property sits on 4 acres.

The agency is seeking snow plowing services on its Chevybrook Estates property. The scope of services required is the following:

1. Unlimited pushes during the winter/snow season (November 15, 2019 – April 15, 2020).
2. Plowing all driveway/parking lot areas and cul-de-sac of property any time there is more than 2 inches of snow fall – 24 hours a day/ 7 days a week.
3. Plowing of parking spaces on the property any time there is more than 2 inches of snow fall – 24 hours a day/ 7 days a week.
4. Snow removal around dumpsters located throughout the property.
5. Push snow into designated areas assigned by the PPHA (not to block handicap ramp areas and sidewalks on the property).
6. De-icing/salting of driveway and sidewalks will be done on an “On-Call Basis” decided by the Parma Public Housing Agency. **Please include a separate line item for cost of de-icing/salting per application.**

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## **Cost and Submission**

Please provide the following information with your quote submittal:

1. Quotes for snowplowing must include:
  - a. A separate line item for cost of de-icing/salting per application.
  - b. A separate line item for cost of "per push" of any snowfall before November 15, 2019 or after April 15, 2020.
2. Contact information for two (2) references.

Quotes are due by **Friday, October 18, 2019 by 4:30pm**. The agency will not accept quotes verbally or by telephone. Quotes can be emailed to [roman@parmahousing.org](mailto:roman@parmahousing.org), or faxed to the attention of Roman Fedkiw, Public Housing Asset Manager @ 216-661-2021.

The Parma Public Housing Agency reserves the right to cancel the Request for Quote at any time.

Prior to award (but not as a part of the quote submission) the successful quoter will be required to provide:

1. An original certificate evidencing the quoter's current industrial (worker's compensation) insurance carrier and coverage amount
2. An original certificate evidencing General Liability coverage
3. An original certificate showing the quoter's automobile insurance coverage in a combined single limit of \$500,000. For every vehicle utilized during the term of this project, when not owned by the entity, each vehicle must have evidence of automobile insurance coverage with limits of no less than \$50,000/\$100,000 and medical pay of \$5,000.
4. A copy of the quoter's business license allowing that entity to provide such services within the jurisdiction of the City of Parma/Cuyahoga County
5. A copy of the quoter's license issued by the State of Ohio licensing authority allowing the quoter to provide the services detailed herein.