

City of Upper Arlington – Public Service Department  
Street Sweeping Contract  
Specifications

**Bid UA22-6**

Release Date: January 20, 2022  
Opening Date: February 3, 2022 @ 11:00 AM  
Question Cutoff Date: January 25, 2022 @ 8:00 AM

This Bid contains:

- ✓ Bid Requirements and Specifications
- ✓ Required Contract Terms
- ✓ Information to Bidders
- ✓ Local Business Preference
- ✓ District Summary for Lane Miles
- ✓ Cost Summary

**Submission Requirements**

All bids must be submitted through the on-line bidding system for the City of Upper Arlington.

<https://uaohbid.ionwave.net/CurrentSourcingEvents.aspx>

In the online submittal, Bidders must upload a PDF document that clearly addresses the various components required in this bid below.

1. Standalone PDF including:
  - Experience Record/References;
  - Equipment; and
  - Local Business Preference, if applicable.
2. Cost Summary in Excel format.

**Scope of Work**

This contract requires the successful bidder to furnish all services, labor, material and equipment to perform **Street Sweeping** as identified in these specifications, on **311.77 lane miles** of curbed streets by sweeping all lanes within the corporation limits of the City of Upper Arlington Ohio to the approval of the City Manager or the assigned representative. The locations and the distances included in this bid package reflect both directions of travel. The bid price for “Street Sweeping” must be the cost for a complete sweep of all streets, as specified.

# City of Upper Arlington – Public Service Department

## Street Sweeping Contract

### Specifications

This is a one (1) year contract to commence after notice to proceed and no later than April 11, 2022. Due to weather limitations and future sweeping schedule by City work crews; this timeframe may not be changed without City approval. The City may renew this Contract for up to two additional one (1) year term(s).

Street sweeping consists of cleaning the roads from curb to curb including center lanes, inside curbs, outside curbs, and turn lanes. Intersections and places in the street where debris is deposited due to traffic patterns will also be cleaned. **To control dust particles while sweeping, water must be used in all sweeping operations to wet the road prior to cleaning.** The equipment utilized to sweep must be equipped with curb brushes as well as main brushes or other systems/devices to insure debris is removed from all paved surfaces. The equipment must have legal markings to warn other roadway users of a slow moving vehicle. Strobes, beacons, and flashing lights must be visible from all directions. An arrow board must be utilized when required by traffic control standards.

#### **Contract Completion**

After notice to proceed has been issued, this contract must be completed in **75 days** unless an extension of time has been requested and approved by the Public Service Director.

#### **Maintenance of Traffic**

The Contractor must perform work so that it does not interfere with the safe flow of traffic. The contract unit bid price for Street Sweeping must include all costs associated with the maintenance of traffic in accordance with the Ohio Manual of Uniform Traffic Control Devices (current edition). Copies may be obtained from the Ohio Department of Transportation, Office of Traffic, 1980 West Broad Street, Columbus, Ohio 43223.

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**Personnel**

Personnel operating the sweepers under this contract must be competent, experienced and trained operators whose sole responsibility is sweeping. Adequate supervision must be provided to ensure proper performance of all contract requirements.

**Experience Record**

The Bidder must list previous or current contract work, identify a minimum of three (3) references, and provide such information that will enable the City to determine the contractor’s capability for this contract. Include the number of years that the Bidder has been in existence and evidence that the Bidder possesses actual operating experience in municipal street sweeping (minimum 5 years of municipal street sweeping experience is preferred).  
Name, address, and telephone number is required for all references.

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**Equipment**

Bidders must provide adequate equipment to maintain the requested sweeping schedule. Equipment must be of a type that will not leave debris after the equipment has made the sweeping pass. Debris left on the pavement or gutter after the sweeping will require an additional re-sweep. **Four-wheel mechanical sweepers are required for this contract.**

**List of machinery and equipment available**

It is represented as part of this bid that the items of machinery and equipment listed are available for use on the work covered by this bid. Being available will be interpreted to mean that the equipment is owned or under the control of the contractor submitting this bid.

Units	Type of Equipment	Model Year	Condition

**Schedule and Notification**

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## Street Sweeping Contract

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The successful bidder must submit weekly written schedules of work locations and respective time frames no later than 8:00 A.M. each Monday of each week, of work planned to be performed on this project, to the City of Upper Arlington's Public Works Division at 4100 Roberts Road. Schedules should be emailed to [jmckenzie@uaoh.net](mailto:jmckenzie@uaoh.net).

Changes to your weekly schedule will require additional notifications 24 hours in advance of the commencement of this work. Work performed without proper notice will be considered incomplete and subject to non-payment, **no exceptions**. The location list will serve as a checklist for the awarded sweeping company. Once a district is complete, this list must be emailed with completion dates included. Failure to report completed areas accurately will result in non-payment of street sweeping, **no exceptions**. The bidder must review the locations as shown in "Exhibit A" and the bid price must include work required for sweeping the entire list provided. In the event the awarded sweeping company cannot fulfill the contractual obligations, the City of Upper Arlington has the right to pursue the option of retaining the services of another sweeping company.

# City of Upper Arlington – Public Service Department

## Street Sweeping Contract

### Specifications

#### **Documentation Required of the Sweeping Company**

The sweeping company is required to complete forms documenting work completed each day. These forms include the name of the street, date, time-in, time-out and comments. At the close of each day's work, the sweeping company must email the completed forms to [jmckenzie@uaoh.net](mailto:jmckenzie@uaoh.net)

#### **Water for Sweepers**

Water is available at no cost to the contractor at 4100 Roberts Road Columbus Ohio 43228 through a standard connection from a privately owned hydrant located on the premises. If the sweeping company requires water while sweeping within the City, they are required to obtain a permit from the Upper Arlington Fire Division located at 3861 Reed Road Upper Arlington, Ohio 43220. Several hydrants throughout the City have been identified for Upper Arlington use.

#### **Debris Dump Area**

All debris may be disposed of at no cost to the sweeping company at 4100 Roberts Road, Columbus Ohio 43228, Monday through Friday from 7:00 AM to 3:00 PM, excluding holidays.

#### **Street Sweeping Services for Storm Cleanup**

The sweeping company agrees to perform street sweeping services on an "As Needed" basis. Emergency sweeping services can occur following a storm event and usually will be assigned to the contracted sweeping company in conjunction with debris removal operations. The sweeping company will provide a cost for emergency services based on a "lane mile" cost on the appropriate line item on the bid sheet. The storm event cleanup quantities are estimated and can increase based on the size of the storm and area of the City affected.