

1 **BILL NO. S-25-05-13**

2 **SPECIAL ORDINANCE NO. S-_____**

3 **AN ORDINANCE** approving the increase of the ITB
4 #8294491 – SNOW REMOVAL CONTRACT - by the
5 City of Fort Wayne, Indiana, by and through its
6 Department of Purchasing and MulchWorx LLC Inc for
the Property Management Department.

7 **NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF**
8 **THE CITY OF FORT WAYNE, INDIANA;**

9 **SECTION 1.** That ITB #8294491 – SNOW REMOVAL CONTRACT - by the
10 City of Fort Wayne, Indiana, by and through its Department of Purchasing and
11 MulchWorx LLC Inc for the Property Management Department, respectfully for:

12 increasing the contract \$71,000.00 for above average frequency of
13 ice related events on sidewalks and parking lots;

14 involving a total cost of not to exceed ONE HUNDRED SEVENTY-ONE
15 THOUSAND AND 00/100 DOLLARS - (\$171,000.00) all as more particularly set
16 forth in said ITB #8294491 – SNOW REMOVAL CONTRACT which is on file in the
17 Office of the Department of Purchasing, and is by reference incorporated herein,
18 made a part hereof, and is hereby in all things ratified, confirmed and approved.

19 **SECTION 2.** That this Ordinance shall be in full force and effect from
20 and after its passage and any and all necessary approval by the Mayor.

21
22
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24 _____
Council Member

25
26 APPROVED AS TO FORM AND LEGALITY

27
28 _____
Malak Heiny, City Attorney

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City of Fort Wayne
Thomas C. Henry, Mayor
Purchasing Department
Invitation to Bid



Vendor Submission

ITB..... #8294491
Description..... 2022 Snow Removal Contract for Several City Properties
Pre-Bid Meeting Tuesday, September 20, 2022 @ 11:00 a.m.- MANDATORY
Pre-Bid Location Citizens Square: 200 E Berry Street, Fort Wayne IN- Garden Level (Basement)
ITB Due Date..... Tuesday, October 4, 2022 at 11:00 a.m.

Bids will be received electronically through QuestCDN vBid Online Bidding ONLY. The online bid portal will be open for vBid through the listed due date/time.

By mutual agreement between the City of Fort Wayne and the supplier, the contract period may be extended for an additional like or lesser time period. However, the agreement to extend must be completed in written form at the original price and under the original conditions governing the contract.

This Invitation to Bid is issued to establish a contract to supply the City of Fort Wayne with a commodity in accordance with accompanying specifications. The execution hereof by the bidder is acceptance of all terms and conditions herein and in that regard the bidder agrees to be bound by same and be bound to the amount of the bid for a period of ninety (90) days.

Company: Wore Companies

Address: P.O. Box 15625

City/State/Zip: Fort Wayne, IN 46885

Printed Name: Gary Morrill

Email: gmorrill@icloud.com

Specifications for City of Fort Wayne 2022-2023 Snow Removal Contract;

GENERAL WORK SCOPE: The work scope for this contract is snow removal and salt and/or ice-melt application at multiple locations owned or operated by the City of Fort Wayne (Owner). The primary objective is to maintain pedestrian and vehicular safety at all the addresses indicated in this document.

The Contractor will supply a list of names and emergency numbers with the contract.

Open communication with Owner or designated Owner's Representative will be required to maintain a team effort to accomplish the work most effectively and efficiently. It is understood that the task of snow removal should not require Owner's directive or instruction, but with unpredictable winter weather events it will be necessary at times to discuss best strategy to perform the work with respect to timing, storm track observations, temperature trends, etc...with the goal of optimizing time and material for highest facility safety outcomes. ***Owner reserves the right to adjust schedules on a per address and event basis. Owner may also remove or add addresses to the work scope. In the case of an added address, Contractor will quote service costs in the same format as original cost matrix.***

All work is to be performed with acknowledgement of and compliance with all applicable safety requirements. All work is to be performed in a workmanlike manner following all applicable industry best practices. All workers, vehicles, and equipment associated with the work are to be easily identifiable by company name. All vehicles and equipment are to be in good repair and in a state readiness for effective use. The Contractor will furnish complete maintenance, insurance, fuel and oil for safe and efficient operation of said equipment day or night, under all weather conditions.

The Contractor will be responsible for any damage to curbing, light poles, fencing, gates, grass and/or landscaping due to carelessness and will be notified within twenty-four (24) hours after snow removal.

In general, all facilities are expected to be safely accessible by 6:00am following a snow or ice event. All addresses require applicable services 7 days per week including holidays and weekends unless otherwise specified by Owner.

All parking meters associated with any of these addresses are to be easily and safely accessible from the street with a clear path to the sidewalk including any piled snow obstructed on the street.

Heat Wave (-6 degree) or an equivalent approved Ice Melt will be applied at rates recommended by the product manufacturer for the prevailing conditions on all other surfaces included within this agreement.

Owner will coordinate with awarded contractor the site-specific locations for piling snow at each address.

Contractor will work intentionally to avoid plowing snow and applying ice-melt or salt into or near storm drains.

CONTRACT TERMS:

Contract is for one snow removal season -- October 30, 2022 through April 15, 2023.

QUALIFICATIONS:

CONTRACTOR EXPERIENCE:

Contractor must be licensed and registered in the State of Indiana for at least three (3) years under the same company name, have appropriate expertise and experience as required to perform the work scope in a professional manner, including safety and industry best practices training for all staff involved in the performance of the work. Submit supporting documentation for the business registration and any and all associated training certifications.

APPROPRIATE EQUIPMENT AND STAFFING:

Contractor needs to provide a list of equipment required for the scope of work to demonstrate that the combination of staffing and equipment is sufficient to fulfill the expectations of the contract.

CONTRACTOR'S REFERENCES: Provide two (2) references of contracts similar in size and scope

The City reserves the right to contact contractor provided references to confirm contractor's past performance with work scope comparable to the current contract being contemplated?

INVOICING AND BILLING

Billing will be based on a combination of "Event" and "Per Push" rates as listed on your quotes per the following definitions and commentary:

SERVICE CATEGORIES:

- 1) *Snow and / or ice removal from parking lot and associated driveways and accesses as specified for each address*
- 2) *Application of salt per manufacturer recommendations (road and parking surfaces only) as specified for each address*
- 3) *Snow and / or ice removal from sidewalks, walkways and other pedestrian accesses as specified for each address*
- 4) *Application of Owner approved ice-melt per manufacturer recommendations and as required to provide safe walking surfaces as specified for each address*

On Call Services –services requested by owner outside of defined categories. example: At some addresses the sidewalks are affected when the Street Department plows the streets adjacent to the sidewalks and walking surfaces. This will require snow and / or ice removal and reapplication of ice-melt for the affected areas only

Relocation of snow piles – With major accumulation events, or several back-to-back events, it may be necessary to remove the snow from the site. This will require a front loader and dump truck, and will be done at the approval of Owner for each address as required

EVENT *is defined as a snowfall with measured accumulation on sidewalks and / or parking lots*

OR

Snow accumulation due to blowing and drifting snow

OR

Sleet, freezing rain, freeze – thaw – refreeze of existing snow or ice which causes sidewalks and parking lots to be slick and hazardous.

PUSH *is defined as provision of one or more service(s) 1 through 4 defined under CATEGORIES above for each address. Because of wide variation in winter weather events, each event may require different combinations of the defined categories of service including multiple services of the same category as required to optimize the pedestrian and vehicular safety at each address. Some examples below illustrate how certain events could be serviced and billed. This is not an exhaustive list but shows the intent of*

combining categories of service appropriately for billing for services at each address. The success of this manner of providing service and billing appropriately is dependent on the best possible communication between the Owner (and designated representatives) and the contractor in cases where discretionary decisions are made; and with reliance on contractor's experienced professional judgement in untypical weather scenarios.

Example (1): 6" snow event after occupied hours requires one 6" push with all four categories: remove snow from parking lot; apply salt to parking lot; remove snow from sidewalks; apply ice-melt to sidewalks for each address prior to 6:00am following morning

Example (2): Freezing rain during morning commute during occupied hours requires two categories: apply salt to parking lot; apply ice-melt to sidewalks for each address immediately upon surfaces becoming slick

Example (3): 6" snow event beginning during afternoon occupied hours may require repeated services of a combination of all four categories - one 2" push with two categories: remove snow / ice from sidewalk; apply ice-melt to sidewalks to keep the property as safe as possible for building occupants and visitors; event may require an additional category: apply salt to parking lot (to the extent possible with cars and traffic on the parking lot) PLUS one 4" push with all four categories after the snow event is finished and prior to 6:00am the following morning

Example (4): 4" Blowing and Drifting snow on two sidewalks of one address is an example of On-Call Services since the remainder of the sidewalks in this example need no services.

BILLING AND INVOICING EMAMPLES:

Service(s) provided are to be billed per each address and all categories of service provided for a single EVENT.

Example (1): 6" Snow event

Each address would be billed for One 6" push with categories 1, 2, 3, & 4

Example (2): Freezing Rain event

Each address would be billed for One freezing rain push with categories 2 & 4

Example (3): 6" Snow Event beginning during occupied hours

Each address would be billed for One 2" push with category 3 & 4 + One 4" Push with Category 1,2,3, & 4

Example (4): 4" Blowing and drifting snow on two sidewalks (partial service)

This address would be billed for On-Call Services since the condition does not require a complete service of any one Category

INVOICES:

Invoices will be sent to: Claudia.Foss@CityofFortWayne.org

Billing Address is:

City of Fort Wayne Property Management
200 E. Berry Street, Suite 510
Fort Wayne, IN 46802

Single invoice may include multiple addresses providing the invoice is for the same weather event.

Salt and Ice-melt Cost is to be included in the service category cost, but quantity used at each address is to be included on the invoice for tracking purposes.

Invoice must contain ALL the following:

- 1) Date(s) of weather event. Condition due to event (i.e. – 6" snow)
- 2) Address of service
- 3) Services provided during ONE weather event only
- 4) Cost breakdown by service category(ies) for each address
- 5) Describe details of any **on-call services**
- 6) Name of Owner's representative approving On-Call or Relocation services
- 7) Quantity of salt and / or Ice-melt used at address
- 8) Official weather report for date of billable service attached to invoice
- 9) No Tax – City is tax Exempt

Invoices are to be received by Property Management within 30 days following the weather event.

BID: The BID comparison basis of award is a single number based upon the sum of the costs of the Quantity and Category and Weather Event Type and On-Call Services indicated below. The number of events used for this comparison does not indicate the actual number of services to be performed throughout the season. It is a model for the purpose of accounting for the weight of each service category cost based on variation of frequencies of weather events while providing a fixed point of reference for a single cost value to be appropriate for fair comparison of costs presented by multiple contractors. Costs for all Events, Categories, and Addresses must be completed in this bid.

Contractor will fill out the cost spreadsheet to include cost of each of four Categories of services for each address, and hourly rates for several types On-Call services and Snow Relocation. The basis of cost comparison will be the total of:

- (6) Ice/Refreeze Events for all addresses*
- + (4) 1" to 2" Snow Events for all addresses*
- + (4) 2.1" to 4" Snow Events for all addresses*
- + (2) 4.1" to 7" Snow Events for all addresses*

- + (1) 7.1" to 10" Snow Events for all addresses
- + (1) 10.1" to 14" Snow Event for all addresses
- + (4) hours of EACH On-Call service including Snow Relocation (4 hours over)

LOCATIONS/ADDRESSES & PRIORITY ORDER OF PLOWING (*abbreviation on Quest's Bid Worksheet)

Citizens Square – 200 E. Berry St. *CSQ

Public Safety Academy – 7602 Patriot Crossing *PSA

Parking Lot SE corner of E. Wayne St. & Clinton St. – 200 E. Wayne. *Wayne

History Center Parking Lot – 326 E. Berry St. *HC

Barr St. Parking Lot – Between E. Wayne St. & E. Washington Blvd. *Barr

Police Building – 3220 Ciera Court *Police

Animal Care and Control – 3020 Hillegas Road *ACC

Freimann Square – Parking Lot Between Barr & Clinton Streets *FSQ

Safety Village – 1270 S. Phoenix Parkway *SV

Science Central North (Employee Parking) – 1950 N. Clinton St. *SCN

Science Central South (Public Parking) – 1950 N. Clinton St. *SCS

713 Wilt Street Parking Lot *Wilt

Worx Companies

2022 Snow Removal Contract ITB #8294491

Equipment Owned:

924 G - Wheel Loader

3 938 Wheel Loaders

Volvo L 70 Wheel Loader

John Deere 304 K Wheel Loader

Kubota 640 Wheel Loader

Caterpillar 259 Skid Loader

Caterpillar 299 Skid Loader

Kubota 6060 farm tractor with loader

John Deere 328 E Skid Steer Loader

Kubota M6 4X4 tractor with loader

6 4X4 plow trucks with 10' plows

3 4x4 plow trucks with 8' plows

1 Case 621 Wheel Loader

1 Case 521 Wheel Loader

2 John Deere 333 Skid Steer Loaders

3 Snow Rator Sidewalk Clearing and Salting Machines

10 Sidewalk laborers

Various Snow blowers, shovels and salters

Quantity 2 - 10 ton salt trucks

3 Tri Axle dump trucks

1 Kenworth T880 Roll off



PO BOX 15625 Fort Wayne, IN 46885 • 260-490-9838 • www.worxcompanies.com

References:

Chris Carmichael

Property manager City of Fort Wayne

260-427-5402

Over 200,000 sq. ft.

Garland Kimble

Facilities Director

Holy Cross Lutheran Schools

260-483-3173

Adam Vetter

Maintenance Director YMCA

260-702-5053

Over 200,000 sq. ft.

Darren Hess

Manager

Fort Wayne Community Schools

260-705-2490

David Butler

Ivy Tech

260-480-4299

Over 200,000 sq. ft.

Craig Bradley

C&R Shambaugh Family LLC/Bradley Co.

260-580-7575

Jack Close

Fort Wayne Mobile Home Community

260-450-4322

Aaron Escobosa

Impact Communities/ Haven Park
Management dba Ridgebrook Hill

260-433-1060

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #:	ITB #8294491
Awarded To:	MORRICAL/MULCHWORX LLC INC
Amount:	
Conflict of interest on file?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Number of Registrants:	2
Number of Bidders:	1
Required Attachments:	ITB- Bids – attach WorkSheet

EXTENSIONS

Date Last Bid Out:	10/04/2022
# Extensions Granted To Date:	TWO

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback, Authority):	
Sole Source/Compatibility Justification:	

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible/Responsive Lowest:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, explain below</i>
If not lowest, explain:	

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years for annual purchase (if available).</i>	INCREASE \$71,000.00 MORE THAN PRIOR YEARS
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	INCREASE IN ABOVE AVERAGE FREQUENCY OF ICE RELATED
	EVENTS FOR SIDEWALKS AND PARKING LOTS THIS SEASON MORE
	THAN PRIOR YEARS

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	

FUNDING SOURCE

<i>Account Information.</i>	PROPERTY MANAGEMENT BUDGET – 00022303-5369

Snow Removal ITB #8294491					
Owner: Purchasing					
Solicitor: Fort Wayne IN, City of					
10/04/2022 11:00 AM EDT					
				Worx Companies	
Line	Item Code	Item Description	Qty	Unit Price	Extension
1	CSQ	Ice/Refreeze Events	6	\$395.00	\$2,370.00
2	CSQ	1" to 2" Snow Events	4	\$760.00	\$3,040.00
3	CSQ	2.1" to 4" Snow Events	4	\$950.00	\$3,800.00
4	CSQ	4.1" to 7" Snow Events	2	\$1,425.00	\$2,850.00
5	CSQ	7.1" TO 10" Snow Events	1	\$1,425.00	\$1,425.00
6	CSQ	10.1" TO 14" Snow Events	1	\$1,425.00	\$1,425.00
7	PSA	Ice/Refreeze Events	6	\$1,925.00	\$11,550.00
8	PSA	1" to 2" Snow Events	4	\$3,430.00	\$13,720.00
9	PSA	2.1" to 4" Snow Events	4	\$4,290.00	\$17,160.00
10	PSA	4.1" to 7" Snow Events	2	\$6,435.00	\$12,870.00
11	PSA	7.1" TO 10" Snow Events	1	\$6,435.00	\$6,435.00
12	PSA	10.1" TO 14" Snow Events	1	\$6,435.00	\$6,435.00
13	WAYNE	Ice/Refreeze Events	6	\$395.00	\$2,370.00
14	WAYNE	1" to 2" Snow Events	4	\$760.00	\$3,040.00
15	WAYNE	2.1" to 4" Snow Events	4	\$950.00	\$3,800.00
16	WAYNE	4.1" to 7" Snow Events	2	\$1,425.00	\$2,850.00
17	WAYNE	7.1" TO 10" Snow Events	1	\$1,425.00	\$1,425.00
18	WAYNE	10.1" TO 14" Snow Events	1	\$1,425.00	\$1,425.00
19	HC	Ice/Refreeze Events	6	\$340.00	\$2,040.00
20	HC	1" to 2" Snow Events	4	\$615.00	\$2,460.00
21	HC	2.1" to 4" Snow Events	4	\$770.00	\$3,080.00
22	HC	4.1" to 7" Snow Events	2	\$960.00	\$1,920.00
23	HC	7.1" TO 10" Snow Events	1	\$960.00	\$960.00
24	HC	10.1" TO 14" Snow Events	1	\$960.00	\$960.00
25	BARR	Ice/Refreeze Events	6	\$185.00	\$1,110.00
26	BARR	1" to 2" Snow Events	4	\$370.00	\$1,480.00
27	BARR	2.1" to 4" Snow Events	4	\$465.00	\$1,860.00
28	BARR	4.1" to 7" Snow Events	2	\$579.00	\$1,158.00
29	BARR	7.1" TO 10" Snow Events	1	\$579.00	\$579.00
30	BARR	10.1" TO 14" Snow Events	1	\$579.00	\$579.00
31	POLICE	Ice/Refreeze Events	6	\$185.00	\$1,110.00
32	POLICE	1" to 2" Snow Events	4	\$370.00	\$1,480.00
33	POLICE	2.1" to 4" Snow Events	4	\$465.00	\$1,860.00
34	POLICE	4.1" to 7" Snow Events	2	\$579.00	\$1,158.00
35	POLICE	7.1" TO 10" Snow Events	1	\$579.00	\$579.00
36	POLICE	10.1" TO 14" Snow Events	1	\$579.00	\$579.00
37	ACC	Ice/Refreeze Events	6	\$272.00	\$1,632.00
38	ACC	1" to 2" Snow Events	4	\$508.00	\$2,032.00
39	ACC	2.1" to 4" Snow Events	4	\$635.00	\$2,540.00
40	ACC	4.1" to 7" Snow Events	2	\$794.00	\$1,588.00
41	ACC	7.1" TO 10" Snow Events	1	\$794.00	\$794.00

42	ACC	10.1" TO 14" Snow Events	1	\$794.00	\$794.00
43	FSQ	Ice/Refreeze Events	6	\$172.00	\$1,032.00
44	FSQ	1" to 2" Snow Events	4	\$328.00	\$1,312.00
45	FSQ	2.1" to 4" Snow Events	4	\$410.00	\$1,640.00
46	FSQ	4.1" to 7" Snow Events	2	\$514.00	\$1,028.00
47	FSQ	7.1" TO 10" Snow Events	1	\$514.00	\$514.00
48	FSQ	10.1" TO 14" Snow Events	1	\$514.00	\$514.00
49	SV	Ice/Refreeze Events	6	\$172.00	\$1,032.00
50	SV	1" to 2" Snow Events	4	\$328.00	\$1,312.00
51	SV	2.1" to 4" Snow Events	4	\$410.00	\$1,640.00
52	SV	4.1" to 7" Snow Events	2	\$514.00	\$1,028.00
53	SV	7.1" TO 10" Snow Events	1	\$514.00	\$514.00
54	SV	10.1" TO 14" Snow Events	1	\$514.00	\$514.00
55	SCN	Ice/Refreeze Events	6	\$264.00	\$1,584.00
56	SCN	1" to 2" Snow Events	4	\$480.00	\$1,920.00
57	SCN	2.1" to 4" Snow Events	4	\$598.00	\$2,392.00
58	SCN	4.1" to 7" Snow Events	2	\$748.00	\$1,496.00
59	SCN	7.1" TO 10" Snow Events	1	\$748.00	\$748.00
60	SCN	10.1" TO 14" Snow Events	1	\$748.00	\$748.00
61	SCS	Ice/Refreeze Events	6	\$264.00	\$1,584.00
62	SCS	1" to 2" Snow Events	4	\$480.00	\$1,920.00
63	SCS	2.1" to 4" Snow Events	4	\$598.00	\$2,392.00
64	SCS	4.1" to 7" Snow Events	2	\$748.00	\$1,496.00
65	SCS	7.1" TO 10" Snow Events	1	\$748.00	\$748.00
66	SCS	10.1" TO 14" Snow Events	1	\$748.00	\$748.00
67	WILT	Ice/Refreeze Events	6	\$172.00	\$1,032.00
68	WILT	1" to 2" Snow Events	4	\$328.00	\$1,312.00
69	WILT	2.1" to 4" Snow Events	4	\$410.00	\$1,640.00
70	WILT	4.1" to 7" Snow Events	2	\$514.00	\$1,028.00
71	WILT	7.1" TO 10" Snow Events	1	\$514.00	\$514.00
72	WILT	10.1" TO 14" Snow Events	1	\$514.00	\$514.00
73	ONCALL	Parking Lot/Driveways - Shovel/Plow	1	\$90.00	\$90.00
74	ONCALL	Parking Lot/Driveways - Apply Salt	1	\$235.00	\$235.00
75	ONCALL	Sidewalk/Pedestrian Walkways - Shovel/Plow	1	\$55.00	\$55.00
76	ONCALL	Sidewalk/Pedestrian Walkways - Ice Melt	1	\$16.00	\$16.00
77	ONCALL	Relocate Snow - Front Loader Per Hour	1	\$195.00	\$195.00
78	ONCALL	Relocate Snow - Dump Truck Per Hour	1	\$110.00	\$110.00
					\$168,919.00



CITY OF FORT WAYNE

SHARON TUCKER, MAYOR

Property Management Department
200 E. Berry St., Suite 510
Fort Wayne, IN 46802
(260) 427-1457

May 13, 2025

City Council Members
City of Fort Wayne

RE: ITB #8294491 Snow Removal Contract

Dear Council Members:

The above City snow removal contract was extended for the second year 2024-2025 season with an estimated budget of \$80,000.00, based on costs over previous years. Due to above average frequency of ice related events on sidewalks and parking lots, the total cost this year is exceeding \$100,000 thus requiring your approval. Property Management Department needs to increase the Purchase Order to \$171,000 to cover the remainder invoices.

We are asking for City Council approval of this increase. The funds for this expenditure will be appropriated out of Property Management Fund 00022303-5369.

If you have any questions on the above, please feel free to contact me at 427-1457.

Sincerely,

Barry C. Marquart
Director of Buildings and Grounds
City of Fort Wayne.

ENHANCED QUALITY OF LIFE FOR ALL

CITIZENS SQUARE

200 E. Berry St. • Fort Wayne, Indiana • 46802 • cityoffortwayne.org

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