

City of Powder Springs

P.O. Box 46/4484 Marietta Street Powder
Springs, Georgia 30127

INVITATION TO BID: **Request For Proposals (RFP# 25-006)** **Street Sweeping Services**

OVERVIEW

This Scope of Work (“Agreement”) sets forth the terms and conditions under which the Service Provider (“Provider”) shall furnish all labor, equipment, materials, and supervision necessary to perform street sweeping services at designated locations within the City of Powder Springs (“City”). The Provider shall adhere to the means, methods, and standards described herein to ensure thorough cleaning of the City’s roads on a monthly basis or as otherwise directed by the City.

The deadline for submission of questions shall be **12:00 noon EST on Monday, March 31, 2025**. All questions shall be submitted to the attention of Kelly Axt, City Clerk, at kaxt@CityofPowderSprings.org. Vendors shall submit an original and four (3) copies of the proposal along with an electronic copy of the proposal.

Sealed proposals shall be submitted to City Hall at 4426 Marietta Street, Powder Springs, Georgia 30127, prior to **12:00 noon EST, Friday, April 4, 2025**. No proposals will be accepted after the 12:00 noon deadline. Proposals shall be sent to the attention of:

Dwayne Eberhart, Public Works Director
4426 Marietta Street
Powder Springs, GA 30127

DESCRIPTION OF WORK

The Provider’s work under this Agreement includes (but is not limited to):

1. Sweeping all designated roads, curbs, intersections, corners, bicycle lanes, and any additional areas the City deems necessary.
2. Removing and disposing of collected debris in compliance with all applicable local, state, and federal regulations.
3. Manually removing obstructions that can be handled by the sweeper operator before proceeding, to ensure a clear, continuous sweep path.
4. Reporting any larger, immovable objects in the roadway or right-of-way to the City immediately.

SERVICE LOCATIONS & FREQUENCY

All street and intersection locations listed below shall be serviced **monthly** (approximately once per month), unless the City designates an alternate schedule in writing.

Roads to be serviced include (but are not limited to):

- Powder Springs Road
- Marietta Street
- Austell-Powder Springs Road
- Frank Aiken Road
- Old Austell Road
- Richard Sailors Parkway (labeled “Richard Sailors”)
- Florence Road
- Dallas/Powder Springs Road
- Shipp Road
- Hopkins Road
- Old Lost Mountain Road
- Lewis Road
- Oglesby Road
- Brownsville Road
- New Macland Road
- Macedonia
- Atlanta Street
- Lynn Dr.
- Forest Hill

Intersections to be serviced include (but are not limited to):

- Richard D. Sailors Parkway & New Macland Road
- Richard D. Sailors Parkway & Old Lost Mountain Road
- Old Lost Mountain Road & Dallas-Powder Springs Road
- Richard D. Sailors Parkway & Powder Springs Road
- New Macland Road & Macedonia Rd.
- Richard D. Sailors Parkway & US 278

- Florence Road & US 278
- Austell-Powder Springs Road & Marietta Street
- Hopkins Road & Powder Springs Road
- Brownsville Road & US 278
- Atlanta Street & Lewis Road (Turnaround)
- Lewis Rd & US 278
- Intersection of R.D Sailors and 278 Triangle debris removal

Additional or on-call sweeping may be requested by the City for emergencies or special events. Such work shall be compensated per the agreed-upon rate schedule

SWEEEPING METHODS & STANDARDS

1. **Clean Sweep Standard:** The sweeping program will be performed to a “clean sweep” standard, not merely a single pass. Provider must make additional passes where needed to remove dirt, sand, vegetation, and other debris without extra charge.
2. **Equipment Operation:**
 - The Provider’s sweeper(s) must be operated at speeds recommended by the manufacturer to maximize debris removal.
 - The Provider must use sufficient water for dust suppression at all times and shall ensure no pollutants or dirty water are discharged into storm drains.
3. **Manual Removal of Obstructions:**
 - Small debris (e.g., palm fronds, cardboard, trash, etc.) must be manually removed by the sweeper operator.
 - Large or immovable items (e.g., construction debris, fallen branches too large to move) must be reported immediately to the City for removal.
4. **Drainage & Standing Water:**
 - The Provider shall make multiple passes in areas prone to standing water, if feasible, to remove debris.
 - If water is over the top of the curb, the Provider shall not be responsible for sweeping that specific area; however, it must be documented and reported to the City.

MANUAL SWEEEPING & HAND WORK

- **Drainage Structure Inlets**

The Provider will manually remove debris from drainage inlets or grates up to six (6) inches in front of the opening. If an inlet is inaccessible or obstructed, Provider shall notify the City.

REPORTING OF HAZARDS & OBSTRUCTIONS

- The Provider shall **immediately** call or email the City's designated representative(s) to report hazards, large debris, or any condition that prevents proper sweeping.
- The Provider must keep a daily log of such occurrences and provide it to the City upon request.

SCHEDULE & ROUTING

- **Monthly Sweeping:** The Provider shall sweep the listed roads and intersections once per month. If inclement weather or other hazards prevent sweeping, the Provider shall coordinate with the City to reschedule as soon as practicable.
- **Route Maps & Adjustments:** The Provider may propose an orderly route for monthly sweeping, subject to the City's approval. The City reserves the right to modify routes or schedules for efficiency or public convenience.

INCLEMENT WEATHER & HAZARDOUS CONDITIONS

- **Weather Cancellations:** The City or its designee may cancel or postpone scheduled sweeping due to inclement weather or hazardous conditions. The Provider shall not be paid for curb miles not swept because of weather cancellations, but the City may direct the Provider to reschedule for a later date.
- **Hazardous Conditions:** Should conditions such as accidents, flooding, hazardous spills, or road closures make it unsafe or impractical to sweep, the Provider shall notify the City. Sweeping shall resume as soon as conditions allow.

EQUIPMENT REQUIREMENTS

- **Equipment Inventory:** The Provider shall supply the City with a list of all sweepers and support vehicles, including make, model, and year.
- **Maintenance & Condition:** The Provider is responsible for keeping all equipment in good working order and compliant with applicable regulations.
- **Vehicle Spills:** Any fluid leaks or spills from Provider's equipment shall be cleaned up immediately. The Provider shall carry absorbents on each vehicle for such emergencies and ensure that no pollutants enter the storm drain system.

DISPOSAL OF DEBRIS

- All debris collected by the Provider must be disposed of in accordance with applicable laws and regulations.
- The Provider shall bear responsibility for ensuring full compliance with disposal requirements.
- The City will not provide dumping locations or storage facilities unless expressly stated in writing.

STAFFING & SUPERVISION

- **Experience:** Operators assigned to street sweeping must have experience with municipal sweeping or similar road-maintenance operations.
- **Supervision:** The Provider shall have a qualified supervisor on duty whenever sweeping is performed. This supervisor shall have full authority to make operational decisions and must be reachable by the City during scheduled work.
- **Communication:** Sweepers and supervisors shall be reachable via cell phone or other real-time communication method to coordinate with City staff.

COMPENSATION & INVOICING

1. **Rates:** The Provider shall be compensated at the agreed-upon monthly rate or per-service rate for the streets listed in this Agreement. Any additional or special sweeping (e.g., after-hour emergencies, special events) will be billed according to rates pre-approved by the City.
2. **Invoicing:**
 - The Provider shall invoice the City monthly upon completion of scheduled sweeps.
 - Invoices must clearly identify the service date(s), roads/intersections swept, total mileage (if applicable), and the amount due.
 - The Provider shall include documentation (e.g., daily/weekly logs) showing completion of work.
3. **Non-Swept Areas:** The City will not pay for areas the Provider fails to sweep (e.g., if work is missed or incomplete). The Provider must coordinate any makeup sweeps with the City.

RECORDKEEPING & REPORTING

- **Monthly Report:** Upon request by the City, the Provider will submit a monthly summary that may include:
 1. Total mileage swept (if tracked by miles).
 2. Debris tonnage (estimated or measured).
 3. Missed sweeps or cancellations (with reasons: inclement weather, road closures, etc.).
 4. Issues encountered (e.g., blocked streets, large debris, hazards).

COMPLAINTS & CUSTOMER SERVICE

- **Complaints:** All inquiries or complaints from City residents and businesses regarding street sweeping shall be referred to the Provider's supervisor, who must respond promptly (within the same business day or sooner, if possible).
- **Resolution:** The Provider shall document each complaint and resolution, informing the City of the outcome.

PROPERTY DAMAGE

- The Provider shall promptly notify the City of any damage caused by its operations to private or public property (including City-owned infrastructure).
- The Provider is solely responsible for repairing or covering the cost of such damage. Failure to report damage within 24 hours may result in penalties or termination of this Agreement.