

Town of York, Maine

Request for Proposals



Beach Cleaning Services

Long Sands Beach and York Harbor Beach

The Town of York, Maine is seeking proposals from interested and qualified independent contractors to provide beach cleaning services at Long Sands Beach and York Harbor Beach for the 2017, 2018, and 2019 seasons.

The Town will receive sealed proposals until 10:00 AM, Wednesday, February 22, 2017, Town Managers Office, 186 York Street, York, Maine 03909. There will be a mandatory pre-bid meeting scheduled for Wednesday, February 15th, 2017 at 10:00 AM at the bathhouse on Long Sands Beach.

The Town's contact person for this RFP is: Michael Sullivan, Director of Parks and Recreation, 186 York Street, York, Maine 03909 Telephone: 207-363-1040 Email: msullivan@yorkmaine.org

RFP documents may be obtained Monday through Friday between 8:30 AM and 4:30 PM at the Parks and Recreation office, 200 US Route 1, York, Maine or on line at www.yorkparksandrec.org.

**Town of York, Maine
Request for Proposals**

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The Town reserves the right to reject proposals with or without cause and for any reason, to waive any irregularities or informalities, and to solicit and re-advertise for other proposals. Incomplete or non-responsive proposals may be rejected by the Town as non-responsive. The Town reserves the right to reject any proposal for any reason, including, but without limitation, if the proposer fails to submit any required documentation, if the proposer is in arrears or in default upon any debt or contract to the Town or has failed to perform faithfully any previous contract with the Town or with other governmental jurisdictions. All information required by this RFP must be supplied to constitute a proposal.

Beach Cleaning Services

Town of York, Maine (RFP)

Part I – STATEMENT OF WORK

A. OBJECTIVE

The Town of York, Maine is a seaside community with a permanent population of about 14,000 that increases to about 45,000 during the summer season. The Town's beaches have great recreational value and are important to its economy. The Town is seeking to hire a qualified contractor to provide Beach Cleaning Services at Long Sands Beach and York Harbor Beach.

B. GENERAL INFORMATION

The Town is seeking to enter into a three (3) year agreement.

There are approximately 4,600 feet of beach divided into two service areas described in this RFP as Long Sands Beach and York Harbor Beach. The selected Contractor will be required to perform beach cleaning services for the Town in accordance with the RFP requirements.

C. SCOPE OF WORK

For the purpose of this RFP, the Town has identified two (2) separate beaches with specified service areas.

Long Sands Beach

The "Service Area" of Long Sands Beach is approximately 3,800 feet and stretches in length from the Sun and Surf Restaurant North to the Cutty Sark Motel. The width of the "service area" is 70 feet beginning at the seawall.

The "Dry Sand Portion" of Long Sands Beach is defined as that area outside the intertidal zone and not covered by the action of the previous tide. Beginning at the municipal bathhouse the "dry sand portion" runs approximately 500 feet to the north and 900 feet to the south for a total of approximately 1400 feet and varies in width from 60 feet to 20 feet. It shall be the contractor's responsibility to verify the measurements. (See attached diagram)

York Harbor Beach

The “Service Area” of York Harbor Beach is approximately 800 feet in length and is defined as the entire beach. The width is approximately 50 feet. (See attached diagram)

The “Dry Sand Portion” rarely exists at York Harbor because most of the beach is in the intertidal zone. The level of sand and certain tide cycles may allow dry sand portions to exist for periods of time and should be monitored by the contractor.

Schedule

2017

May 20th to June 11th (weekends only)

June 17th to September 4th (daily)

September 9th to September 24th (weekends only)

2018

May 19th to June 10th (weekends only)

June 16th to September 3th (daily)

September 8th to September 23rd (weekends only)

2019

May 18th to June 9th (weekends only)

June 15th to September 2nd (daily)

September 7th to September 22nd (weekends only)

Table 1 – Service Levels

Beach	Mechanical Cleaning	Sanitizing
Long Sands Beach	7 Days (Entire Service Area) Monday through Sunday	7 Days (Dry Sand Portion Only) Monday through Sunday
York Harbor Beach	7 Days (Entire Service Area) Monday through Sunday	

Mechanical Cleaning / Seaweed Management

The service areas shall receive mechanical cleaning (weed raking) from the seawall to a width of 70 feet. Seaweed shall be raked and integrated below the Mean High Water Line (MHWL). Seaweed should not be allowed to accumulate at the base of the seawall or trapped at the storm water outfalls. Contractor shall not stockpile seaweed above the High Water Line. All trash (wood, cups, cans, plastic, man-made debris, etc.) shall be removed before seaweed is integrated below the wrack line. Mechanical cleaning should be done first in order to prepare the dry sand portion for sanitizing.

Sanitizing

The “dry sand portion” shall be sanitized with a Barber Surf Rake (Sanitizer), or equivalent (defined as special mechanical beach cleaning equipment that grooms and physically removes trash from the beach, not a seaweed rake). The equipment shall pick up foreign objects including, but not limited to, plastics, cans, and objects that are approximately 3/8” in diameter and larger. The sanitizer shall penetrate into the sand at a depth of six (6) inches. The sanitizer should be equipped with a “Chicago Rake”, or equivalent (defined as a system of deep raking or tilling the sand and leaving it rough to expose as much as the sand as possible to the sun and air.

Major Seaweed Event

Periodically the beaches may experience a major seaweed event where feet of seaweed can get deposited across much of the beach. The stench and overall aesthetics of seaweed mounds can affect the beach experience and create a public health concern. The Town recognizes this is outside the scope of routine beach cleaning and not included as part of this contract. When a major seaweed event is declared the Town will mobilize its own equipment through the Department of Public Works. The Town’s policy is to use front end loaders to clear the beach and push the seaweed below the high tide line. Contractor will work with the Town to perform routine cleaning as the seaweed is cleared. It may take several tide cycles for the seaweed to be pushed off shore.

Trash Disposal

It shall be the responsibility of the contractor to remove and properly dispose of all trash and debris resulting from the mechanical cleaning or sanitizing of the beach. Contractor shall dispose of all debris in accordance with all Federal, State and Local laws and be responsible for all associated costs. Disposition of the trash in supplied containers along the beaches or that hand-picked by the Town is not part of these specifications or subsequent contract.

Work Times

Work should be done as early in the morning as possible so to cause minimal disruption to the public. Particular attention should be paid to the tide cycle because much of the service area is in the intertidal zone. Contractor should monitor the tides and clean the beaches at the most optimal time to achieve the best results. Beach cleaning should be completed by 6 AM.

Equipment

Contractor should be equipped with a variety of construction/landscape equipment. Each beach has different challenges and characteristics that will require the contractor to adapt and schedule services to be performed at the optimum times with the most effective results.

Contractor should own or have access to a minimum of the following equipment;

- (1) Class II dump truck with equipment trailer
- (1) 45hp or greater 4wd tractor with loader
- (1) Mid-size construction wheel loader (or equivalent)
- (1) Harbor Surf Rake Model 600 with Chicago Rake attachment (or equivalent)
- (1) Large Seaweed Rake

Proposers shall submit an equipment list demonstrating that the equipment the proposer owns or leases and proposes to use for this project meets the specified requirements. All equipment utilized by the Contractor shall comply with all Federal, State and Local laws. All equipment shall be in good operating condition at all times. All equipment will be subject to inspection by the project monitor prior to contract execution and at any time during the contract period. The Town will be the judge in determining the acceptability of the cleaning equipment and the effectiveness in meeting the criteria of this agreement. A demonstration of the cleaning equipment may be required on-site in York prior to contract execution.

Note: The Town may require the contractor to remove or replace a piece of equipment judged to be operating poorly, excessively noisy, dusty or in any way disturbing to the public.

Equipment breakdown shall not relieve the Contractor from performing obligations under this contract on a timely basis.

Insurance

The Contractor shall maintain in full force and effect during the active term of this agreement, a policy of liability insurance of all vehicles used under the terms of this agreement. Coverage shall be applicable to each and every accident, in the amount of not less than \$1,000,000 for the occurrence. Contractor shall be solely responsible for providing Workman's Compensation Insurance to his applicable employees, pursuant to State Law. A copy of said insurance policies shall be filed with the Town at least 14 before the beginning of operations.

Compensation

The Town shall compensate the Contractor for services rendered in five (5) separate payments. A total of five (5) payments will be made during the one (1) year contract. Each payment will represent 20% of the full annual contract. Payments will be made on the following schedule:

Payment schedule:

- 1st on or about July 4th
- 2nd on or about July 17th
- 3rd on or about August 7th
- 4th on or about August 28th
- 5th on or about September 25th

**Town of York, Maine
Parks and Recreation Department
Beach Cleaning Services**

Quotation Form

Name of company submitting proposal: _____

Address: _____

Telephone: _____

Name of company representative authorized to submit proposal:

Title: _____

Signature: _____

Date: _____

Total annual amount per year:

\$ _____
(Price in numerals)

\$ _____
(Price in words)

Total for three year contract:

\$ _____
(Price in numerals)

\$ _____
(Price in words)

**Town of York, Maine
Parks and Recreation Department
Beach Cleaning Services**

Equipment

Please provide a list of equipment (owned or leased) that will be used to perform the work specified in this RFP. Include the year, make and model when applicable.

Project Strategy

Please describe your strategy or plan for providing the beach cleaning services on a daily basis. The Town is interested in how you plan to approach the project so please be as specific as possible.

Example: (Do you plan to use one tractor and switch from the rake to the sanitizer each day or will you use multiple pieces of equipment? Will you have more than one equipment operator each day?)

Please submit this form with the quotation form