



CITY OF OTTAWA
ELECTRIC DISTRIBUTION DEPARTMENT

REQUEST FOR PROPOSALS FOR TREE TRIMMING FROM
POWER LINES, QUADRANT #2

Bid Opening Scheduled for July 8, 2024 in the Commission Chambers, in Ottawa City Hall at 101 S. Hickory Ottawa, KS

Request for proposals will be received by the City Clerk prior to 10:00 am on July 8, 2024. Late submissions will not be considered. Bid proposals should be clearly marked with "Power Line Tree Trimming Proposal, Quadrant #2" to the following:

By mail or hand delivery to:

City of Ottawa
Attn: City Clerk
PO Box 60
101 S Hickory Street
Ottawa, KS 66067

By email to:
cityclerk@ottawaks.gov

GENERAL INTENT:

Trimming of trees from power lines located within the boundaries of quadrant #2 on the attached map. The lines will be trimmed to industry standards for line clearance. All brush under the lines will be properly disposed of.

LOCATION OF WORK TO BE PERFORMED:

Trimming to occur to industry standards at electrical distribution lines indicated by the purple lines on attached map.
Chipped materials will be dumped at the city chip pile, located on west 2nd street.

REQUIREMENTS:

Bidders need to provide proof of insurance and need to be bonded. See attached insurance requirements.

SCHEDULE:

All work, weather permitting, should be completed by the end of December 2024. Bid documents can be found on the City of Ottawa website at <https://www.ottawaks.gov/public-request>

For further information contact:

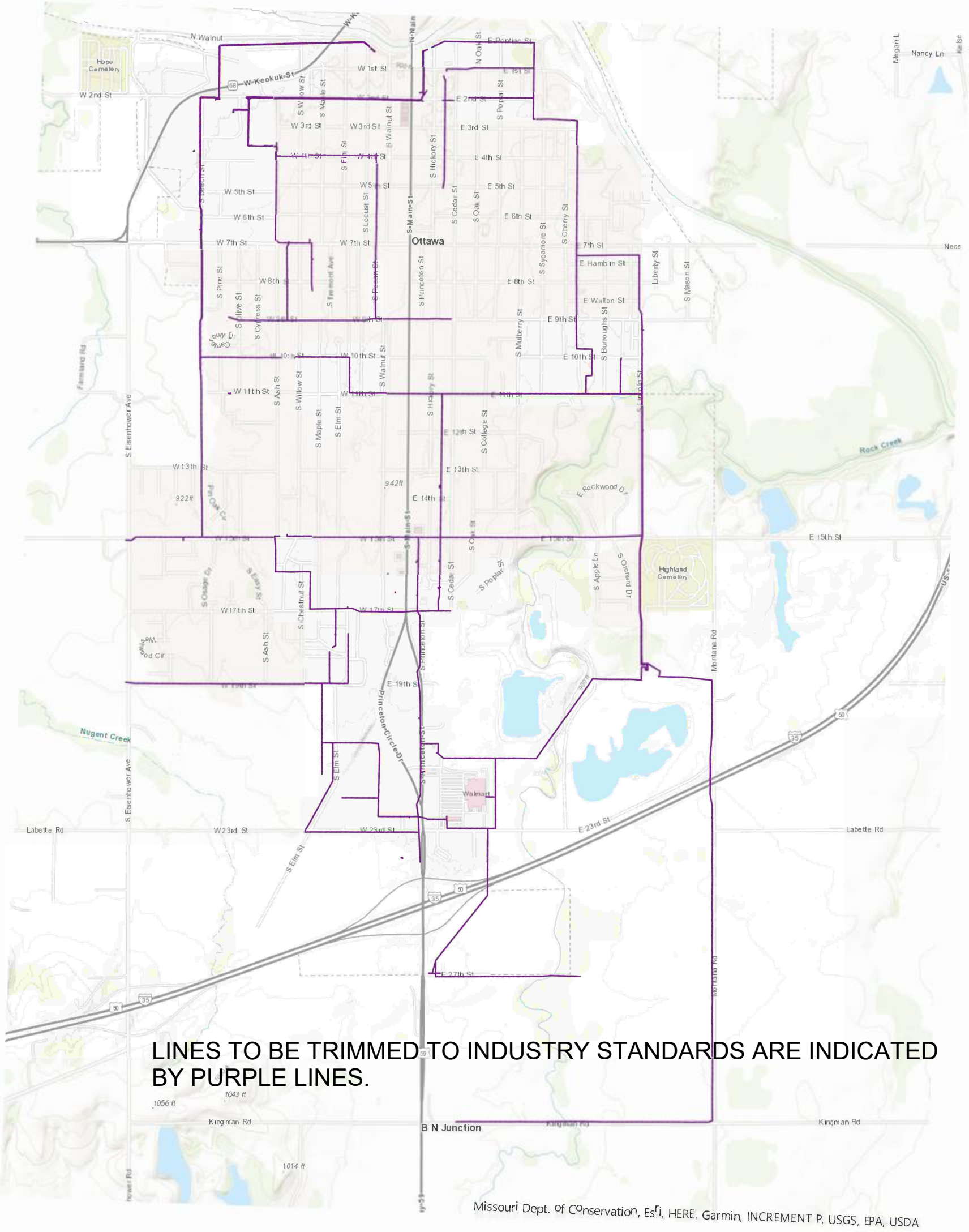
Ed Thompson
Electric Distribution Superintendent
City of Ottawa
Office 785-229-3711

City of Ottawa

101 S. Hickory
Ottawa, KS 66067

785.229.3600

www.ottawaks.gov



LINES TO BE TRIMMED TO INDUSTRY STANDARDS ARE INDICATED BY PURPLE LINES.

CONTRACTOR INSURANCE REQUIREMENTS

CITY OF OTTAWA, KS MINIMUM INSURANCE REQUIREMENTS

Contractor shall acquire and maintain insurance as shown below for the duration of the contract, and the cost of such insurance shall be included in the rates charged by the Contractor.

- 1) **COMMERCIAL GENERAL LIABILITY:** A combined single limit of liability of \$1,000,000 Per Occurrence/\$2,000,000 aggregate including products and completed operations, written on ISO occurrence form CG 0001 or its equivalent. Endorsements limiting contractual liability are not acceptable. Policy shall contain a “per job/per project” aggregate endorsement.
- 2) **BUSINESS AUTOMOBILE LIABILITY:** A combined single limit of liability of \$1,000,000 Per Occurrence / Accident to apply all owned, hired, and/or non-owned autos used in the completion of the contract.
- 3) **WORKERS COMPENSATION & EMPLOYEES LIABILITY:** Workers Compensation coverage should be statutory for the State of Kansas and apply to all workers involved in the work, including the owner, sole proprietor, partners, members of an LLC, and officers of a corporation, regardless of whether such persons come under the statutory requirements to carry this coverage. Employers Liability limits must be at least \$100,000/\$500,000/\$100,000.
- 4) **OTHER INSURANCE REQUIREMENTS:**
 - a. Contractor agrees to name the City as additional insured on a primary basis, not contributing with any insurance carried by the additional insureds, for ongoing and completed operations in its Commercial General Liability policy with respect to the work performed under the contract. All policies shall also contain a waiver of subrogation in favor of the City. The Certificate of Insurance must reflect these requirements. If the Certificate states that an endorsement to the policy is required to make the designation of additional insured and/or the waiver of subrogation effective and binding on the insurance company, then the policy endorsement(s) shall be provided in addition to the Certificate.
 - b. Prior to commencing the work, Contractor’s insurance agent shall furnish the City with an acceptable Accord 25 (2010/05) Certificate of Insurance form containing the above required provisions and containing a provision that obligates the insurance company(ies) issuing such policies to notify the City in writing at least 30 days prior to an cancellation (10 days for non-payment of premium), non-renewal, or material alteration which would have an adverse effect on the coverage pertaining to this contract. This cancellation provision shall be indicated on the Certificate of Insurance. If the Certificate states that the provisions of the policy control over any notice requirement stated in the Certificate, then the policy provisions stating the notice that will be given must also be provided with the Certificate, confirming such notice will be given. The notice to the City as Certificate holder can be sent to the following:

City of Ottawa, KS
Attn: Michelle Stegman
P.O. Box 60
Ottawa, KS 66067
mstegman@ottawaks.gov

- c. All insurance policies shall be written by insurance company(ies) acceptable to City and with a current A.M. Best's Guide Rating of A- and Class VIII or better and authorized to do business in the state of Kansas.
- d. The fact that insurance is obtained by the Contractor shall not be deemed to release or diminish the liability of Contractor. Damages recoverable by City shall not be limited by the amount of the required insurance coverage.
- e. Contractor shall notify a City Department Manager as soon as possible after:
 - 1) Receiving notice of, or knowledge of, any demand, claim, lawsuit, or action arising out of the work performed, or
 - 2) Any bodily injury or property damage occurrence that could potentially lead to any claim or lawsuit.
- f. The City reserves the right, at any time, to require complete, certified copies of all required policies.
- g. The City reserves the right, at any time, to amend or modify the insurance to be acquired and maintained by Contractor.
- h. Subcontractors. The Contractor shall include all subcontractors as insured under its policies and shall furnish to the City separate Certificates for each subcontractor. All coverage for subcontractors shall be subject to the requirements stated herein.