



Request for Proposals (RFP)

Snow Removal

Metro Community Development Corporation/Delavan Grider Community Center

877 East Delavan Avenue, Buffalo, NY 14215

Issue Date: May 1, 2025

Proposal Due Date: May 31, 2025

Overview

The Metro Community Development Corporation/Delavan Grider Community Center seeks qualified contractors to submit proposals for snow and ice removal outside our community center located at 877 East Delavan Avenue in Buffalo, NY on an “as needed” basis. The removal must make it possible for our members and visitors to walk on the center’s grounds safely.

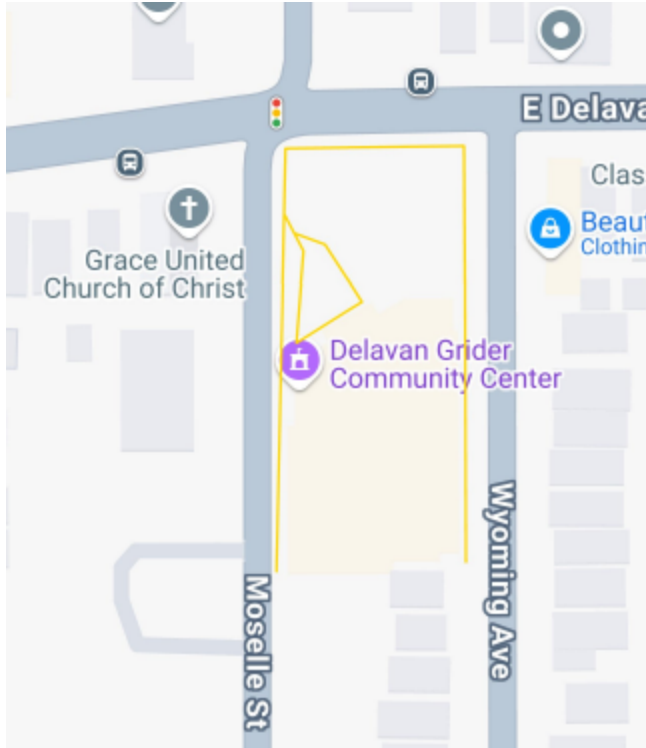
The terms of the contract shall be for one season. The season will run from October 1, 2025 to March 31, 2026. When 2” of snow or more has fallen, services will be needed prior to the Center opening at 10 am. If significant accumulation occurs throughout the day, the contractor will send a representative to clear sidewalks and walkways as soon as possible.

The successful contractor will be responsible for any damage to Metro CDC property while removing snow and ice on Center grounds. Metro CDC will not be responsible for damage to the contractor’s equipment under any circumstances.

Scope of Work

The scope of work includes:

- Plowing/removing snow and ice on the walkway to the front entrance of the Center, as well as the sidewalks surrounding the building (the block of E Delavan between Moselle and Wyoming, Moselle St up to the back of the building, and Wyoming St up to the back of the building) so that all entrances are cleared for our visitors.
- Salting the ground to prevent ice formation.
- Ensuring that all snow/ice is pushed to or placed in areas that will prevent melting water from draining back onto cleared surfaces and refreezing.
- A map of Delavan Grider Community Center grounds is below. The snow/ice removal areas are highlighted.



Proposal Requirements

Interested contractors must submit a proposal including the following:

1. Company information:
 - a. Name, address, and contact details
 - b. Brief company history and relevant experience
2. Proposed Snow/Ice Removal Methodology:
 - a. Description of equipment to be used
3. Costs (hourly rate or otherwise)
4. References:
 - a. At least **three** references from previous clients with similar projects
5. Additional Information:
 - a. Warranties and guarantees
 - b. Certificates of insurance

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Quality and suitability of the proposed snow removal equipment.
- Experience and qualifications of the contractor.
- Cost competitiveness and value.
- References and demonstrated success with similar projects.
- Possession of appropriate state and county business licenses.

Upon selection, contractors must:

- Provide a form W9 with Taxpayer Identification number.
- Provide a Certificate of Liability Insurance naming Metro Community Development Corporation/Delavan Grider Community Center as an additional insured.

Submission Details

Submit proposals by May 31, 2025.

Metro Community Development Corporation

Attn: Candace Moppins
877 East Delavan Avenue
Buffalo, NY 14215
Email: metrocdc877@yahoo.com
Phone: (716) 896-7021

Site Visit

Interested contractors have the option to attend a site visit to review the existing space and ask questions. Please contact Candace Moppins, Executive Director, to coordinate a date and time.

Terms and Conditions

- The Metro Community Development Corporation reserves the right to reject any or all proposals, waive informalities, or accept the proposal deemed in the best interest of the organization.
- All costs incurred in the preparation of a proposal are the sole responsibility of the contractor.

We look forward to receiving your proposal and working together to enhance the safety and accessibility of the Delavan Grider Community Center.