



## TOWN OF BOONSBORO, MARYLAND REQUEST FOR PROPOSAL 2019 – 2020 SNOW REMOVAL

The Town of Boonsboro, Maryland is requesting proposals from qualified contractors for snowplowing and sidewalk clearing. The cost proposal is to be prepared in accordance with the provisions contained in this request for proposal.

Proposals must be received no later than 3:00PM on Wednesday, October 23, 2019 at the following address:  
Town of Boonsboro  
Attn: Greg Huntsberry, PW Superintendent  
21 North Main Street  
Boonsboro, Maryland 21713

Any proposals received after the above time will not be accepted under any circumstances. *All proposals will be presented to the Mayor and Council of Boonsboro for final review and contract approval.* Please direct any questions regarding this project to Greg Huntsberry at 301-992-3714 or [publicworks@townofboonsboro.com](mailto:publicworks@townofboonsboro.com)

The Mayor and Council of Boonsboro, Maryland reserves the right to reject any and/or all bid proposals if the bid proposals received are not in the best interest of the Town of Boonsboro. The Mayor and Council also reserve the right to waive any informalities or irregularities in the proposal process.

### I. PROJECT OVERVIEW

The Town is requesting proposals from qualified contractors to provide snow plowing and sidewalk clearing services as needed by the Town.

### II. SCOPE OF WORK

1. Itemized costs to plow Town Streets as needed by the Town.
2. Itemized costs to shovel Town Sidewalks as needed by the Town.

### III. PROPOSAL FORMAT AND CONTENT

1. Letter of Transmittal
2. Detailed Cost Estimate of hourly rates and equipment used.
3. Insurance Certification which includes general liability and worker's compensation.

### IV. RENEWAL

Contractor may be granted the right and privilege of renewing said contract for a period of no longer than one (1) year, with the contract terms and conditions to be approved at the discretion of Town by giving written notice of Contractors request to renew to the Town on or before September 1, 2020.

### IV. SUBMITTAL REQUIREMENTS

1. Three (3) Copies of the proposal are to be submitted in a sealed package clearly marked "**Snow Removal Proposals**" by 3:00PM on Wednesday, October 23, 2019 for public opening:

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