



18349 Lappans Road Boonsboro, MD 21713  
301-745-5230 Office \* 301-745-6650 Fax  
Email: admin@botanicainc.biz

**SNOW REMOVAL PROPOSAL 2024-2025**

Town of Boonsboro  
21 North Main Street  
Boonsboro, MD 21713  
301-432-5141

We hereby submit a proposal for the snow removal as needed by the Town of Boonsboro:

**Street snow removal:**

Hourly rate for snow removal

Backhoe	<u>\$145.00 per hour</u>
Skid loader	<u>\$ 95.00 per hour</u>
Truck w/ plow	<u>\$ 85.00 per hour</u>

**Sidewalk snow removal:**

Snow blower	<u>\$ 43.00 per hour</u>
Laborer w/ shovel	<u>\$ 38.00 per hour</u>

BOTANICA ENTERPRISES, INC. will furnish all labor, equipment, and supplies, and perform all work in accordance with above specifications. **TERMS OF PAYMENT:** The undersigned agrees to pay Botanica Enterprises, Inc. interest in the amount of 18% per annum – 1 ½% per month – on any balance which is unpaid after 30 days from date of invoice. The undersigned also agree to pay Botanica Enterprises, Inc. attorney fees in the amount of 15% of the amount due Botanica Enterprises Inc. pursuant to this contract in the event the undersigned's account is placed in the hands of an attorney for collection, whether suit is filed or not, together with court costs and costs of collection.

Authorization: 

Date: 11/21/2024

Thank you,

Botanica Enterprises, Inc.

November 16, 2024

Town Of Boonsboro  
Attn: Greg Huntsberry  
21 North Main St  
Boonsboro, MD 21713

Subject: Letter of Transmittal/snow removal services

Dear Mr. Huntsberry,

Heelers Nursery, LLC presents a letter of transmittal for snow removal services in the town of Boonsboro, Maryland. Heelers Nursery would like to be considered as a contractor for the 2024-2025 snow removal season.

Heelers Nursery presents a proposal for the snow plowing and sidewalk clearing for the town of Boonsboro, Maryland. We are also located here in the town of Boonsboro and would be conveniently and promptly available upon request. We also have good vicinity knowledge of the town. We are experienced in snow removal services, with private and public entities, such as Meritus Medical Center in Hagerstown, MD.

This proposal shows a detail scope of equipment available, manpower availability and a breakdown of prices.

We hope that this request will merit your approval.

Sincerely,

James Bowers  
Owner/Operator  
Heelers Nursery, LLC  
601 N Main St  
Boonsboro, MD 21713  
[Heelersnursery@gmail.com](mailto:Heelersnursery@gmail.com)  
(301) 465-0503

November 16, 2024

Dear Mr. Huntsberry,

The following is a detail cost estimate of hourly rates and equipment to be used for snow removal services.

The cost for Heelers Nursery, will be \$195.00 per hour. Duties include but are not limited to shoveling, snow blowing and snowplow operator.

The break down of these duties are as follows....

\$50 per hr. for shoveling

\$50 per hr. for snow blowing man

\$75 per hr. for plow operator

Cost to be reimbursed by the Town of Boonsboro to Heelers Nursery LLC will be fuel and salt/deicer, unless provided by the Town of Boonsboro.

Thank you for considering Heelers Nursery, LLC.

James Bowers

Owner/Operator

Heelers Nursery LLC

Boonsboro, MD 21713

[heelersnursery@gmail.com](mailto:heelersnursery@gmail.com)

(301) 465-0503

Heelers Nursery LLC

Snow Removal Proposal

2024-2025 Season

I \_\_\_\_\_ represent the Town of Boonsboro, MD at 21 North Main St, Boonsboro, MD.

I agree to pay Heelers Nursery LLC the quoted price for the services mentioned.

**Plowing:** Contractor will plow when the Town of Boonsboro request services to be rendered.

**De-icing:** Shoveling and snow blowing will be performed along with concrete safe de-icing materials, of the contractor's choice. De-icer will also be applied to all walkways and pavement as desired. Customer is aware that weather conditions in the area may change rapidly and without notice. Changes in weather condition are an "Act of God" and the contractor assumes no liability as such.

**Repair:** If Heelers Nursery damages any turf by snow plowing, the contractor will re-seed the damaged turf in the spring.

**Damages:** The owner will report, in writing, any property damage caused by the contractor within 24 hours. Heelers Nursery will repair the damage property when the weather is fit to do so. A written notification of property damage within 24 hours is requested by owner or representative of the property. Otherwise, any repairs needed will be considered a forfeit.

**Liability:** The contractor will exercise reasonable care to avoid damage to pavement curbs, trees and shrubs. However, the contractor is not responsible for any damage to landscape caused by the piling of snow, or damage to items that are not visible due to snow accumulation or caused by equipment. Heelers Nursery LLC will not be responsible for any falls or slips due to Acts of God, including but not limited to extraordinary weather conditions.

**Hazards:** The representative/owner is aware that plowing may not clear their property to bare pavement. Slippery conditions may prevail even after plowing. All occupants are to use caution. Heelers Nursery LLC assumes no responsibility for slip and fall accidents or fleet accidents due to icy or snowy conditions.

**Indemnification:** The representative/owner shall indemnify, defend and hold harmless the contractor, its owners, employees and subcontractors from and against any and all claims, damages, reasonable attorneys fees, cost and expenses which the contractor incurs as a result of the claim or claims brought by the representative or any third party, arising out of any wrongdoing, negligence and/ or breach of contract by the representative alleged or otherwise, or and Act Of God, including but not limited to extraordinary weather conditions, that is related, in any manner whatsoever, to the premises or the representative's involvement with the premises or the services, including but not limited to personal injuries resulting from slip and fall accidents.

**Disclaimer:** Contractor will not plow or salt within 3 feet of any parked vehicles, equipment or other obstructions in parking lots. Please attempt to move obstructions prior to any weather events that would prevent Heelers Nursery from completing the snow removal task. Contractor is not liable for damage to pavement or to other surfaces contracted for snow removal. Damage can occur but we will do our best to prevent that with the help of the owner or representative. Depressed areas in pavement may accumulate snow that may not be able to be removed as well as snow that has been packed down by vehicle or foot traffic; contractor is not responsible for this but will make every attempt to remove the snow.

Invoices will be sent after every snow event and are expected to be paid within 30 days of billing. A 20% finance charge will be applied to any invoices being paid outside of the 30-day period. Checks should be made out to Heelers Nursery LLC.

This agreement is valid from date signed until April 1<sup>st</sup> 2025.

I have read and understand this document and disclaimer and agree to abide by the terms listed and hereby enter in to contract with Heelers Nursery LLC for the purposes listed above.

\_\_\_\_\_  
Town Representative

\_\_\_/\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
James Bowers-Heelers Nursery LLC

\_\_\_/\_\_\_/\_\_\_\_\_  
Date

**Pricing:**

The cost for Heelers Nursery, LLC will be \$195.00 per hour. The following is a break down of duties...

\$50 per hr. for shoveling

\$50 per hr. for snow blowing

\$75 per hr. for snowplow operator

Questions can be directed to [heelersnursery@gmail.com](mailto:heelersnursery@gmail.com) or to owner James Bowers at (301) 465-0503

Thank you for choosing Heelers Nursery LLC

**FROM:** JLN Construction Services, LLC  
1501 S. Edgewood Street  
Ste D  
Baltimore, MD 21227

**TO:** Town of Boonsboro  
Attn: Greg Huntsberry  
21 North Main Street  
Boonsboro, Maryland 21713

**“Snow Removal Proposals” by 2:00PM on Tuesday, November 19, 2024**





## **TOWN OF BOONSBORO, MARYLAND REQUEST FOR PROPOSAL 2024 – 2025 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.

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.

### **PROJECT OVERVIEW**

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

### **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.

### **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.

### **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, 2025.

### **SUBMITTAL REQUIREMENTS**

1. Proposal are to be submitted in a sealed package clearly marked **"Snow Removal Proposals"** by 2:00PM on **Tuesday, November 19, 2024** at the following address:

Town of Boonsboro  
Attn: Greg Huntsberry  
21 North Main Street  
Boonsboro, Maryland 21713





# CONSTRUCTION SERVICES, LLC

- Construction Management Division -

1501 S Edgewood St,  
Halethorpe, MD 21227  
Phone: 410-566-9114  
Fax: 410-566-9115

November 13, 2024

Attention: Greg Huntsberry  
Town of Boonsboro  
21 North Main Street  
Boonsboro, Maryland 21713

**RE: LETTER OF TRANSMITTAL  
2024-2025 SNOW REMOVAL**

Dear Greg Huntsberry:

JLN Construction Services, LLC (JLN) hereby submit this proposal for 2024-2025 Snow Removal to provide snow plowing and sidewalk clearing services as needed by the Town.

**SCOPE OF WORK:**

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

Please see the attached for your review.

Thank you for giving us the opportunity to submit this proposal. If you have any questions, please do not hesitate to contact us at 410.566.9114.

Sincerely,  
**JLN CONSTRUCTION SERVICES, LLC**

A handwritten signature in blue ink, appearing to read 'Namdi Iwuoha', written over the company name.

Namdi Iwuoha  
President  
410.365.2705  
niwuoha@avalon-jln.com

Attachment: As Stated

PROPOSAL - 2024-2025 SNOW REMOVAL TOWN OF BOONSBORO, MD

CONTRACTOR'S NAME: JLN Construction Services, LLC  
CONTRACTOR'S FEDERAL ID NO.: 13-4220735  
CONTRACTOR'S ADDRESS: 1501 S Edgewood Street, Ste D  
Baltimore, MD 21227  
CONTACT PERSON'S NAME: Namdi Iwuoha  
CONTRACTOR'S TELEPHONE NO.: 410.566.9114/410-365-2705  
CONTRACTOR'S EMAIL ADDRESS: niwuoha@avalon-jln.com

ITEMIZED COSTS TO PLOW AND SHOVEL TOWN STREETS AND SIDEWALKS AS NEEDED

Dump Truck with Operator	\$ 225 /hour
Skid Steer Loader with Operator	\$ 190 /hour
Backhoe/Loader with Operator	\$ 190 /hour
Four Wheel Drive Truck with operator	\$ 175 /hour
Shovel Sidewalks- as needed	\$ 40 /hour



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> PSA Insurance & Financial Partners, LLC 11311 McCormick Rd Suite 500 Hunt Valley MD 21031-8622		<b>CONTACT NAME:</b> Denyse Volpini <b>PHONE (A/C, No, Ext):</b> (410) 821-7766 <b>FAX (A/C, No):</b> (410) 828-0242 <b>E-MAIL ADDRESS:</b> DVolpini@psafinancial.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Palms Insurance Company, Ltd	<b>NAIC #</b> 17327
		<b>INSURER B:</b> Agency Holding Company of Maryland Inc	35173
		<b>INSURER C:</b> StarStone National Insurance Co	25496
		<b>INSURER D:</b> Chesapeake Employers' Insurance Company	11039
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 23-24 Master      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			DENV0000100-01	12/15/2023	12/15/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Contractors Pollution \$ 2,000,000
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA 0029365	11/09/2023	11/09/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$ 0			87864K221ALI	12/15/2023	12/15/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N	N / A	8010525	11/17/2023	11/17/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
Town of Boonsboro 21 North Main Street  Boonsboro MD 21713	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
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