

TOWN OF KEEDYSVILLE, MARYLAND

"Where Northern Thrift and Personality Blend with Southern Charm and Hospitality"

P.O. Box 359
19 South Main Street
Keedysville, MD 21756
301-432-5795
townhall@keedysvillemd.com
www.keedysvillemd.com



Ken Lord, Mayor
Brandon Sweeney, Assistant Mayor
Judy Kerns, Council
Matthew Hull, Council
Sarah Baker, Council

2025

Snow Removal

Bid Packet

Town of Keedysville

2025 SNOW REMOVAL BID SPECIFICATIONS

Bids for snow removal of Town-owned property for the period **September 1, 2025 through August 30, 2026** will be received until **Friday, August 1, 2025 at 12:00pm** at Keedysville Town Hall, 19 S Main St, Keedysville, Maryland. All bids shall be in accordance with and subject to the following specifications:

1. All bids shall be valid from **September 1, 2025 through August 30, 2026**.
2. The Mayor and Council request all bidders to provide a price for automatic renewal of the awarded Contract, at the sole discretion of the Town of Keedysville, for two (2) successive years **(through August 2027 and August 2028)**. *Nothing contained herein shall obligate the Town to renew the Contract beyond August 30, 2026.*
3. Contractor shall be responsible for furnishing all equipment and personnel necessary to perform the contracted work in a timely and workmanlike fashion.
4. Road salt/ice melt will be available for the contractor's use at the County's property on Coffman Farms Road. The Town purchases it directly from Washington County.
5. Contractor will provide salt/ice melt for sidewalks.
6. Contractors are responsible for knowing all areas to be cleared.
7. Contractor shall carry worker's compensation insurance for all personnel used to perform the contract and shall provide Town with proof of said insurance and the personnel covered.
8. Contractor shall not assign or subcontract any of the work hereunder without the prior written consent of Town.
9. Contractor shall carry a minimum of one million dollars liability insurance.
10. Contractor shall furnish Town with certificates of insurance showing type, amount, class of operation, personnel covered, effective dates, and expiration dates.
11. The following areas are to be cleared. All Town-owned streets, alleys, parking areas, and sidewalks, including:

Downtown

Keedy Drive
Felfoot Drive
Bell Lane
Taylor Drive
Park Lanes (two)
Columbine Drive
Bedrock Lane
Bedrock Circle
Alley 2
Antietam Drive
Millrace Lane
Mallard Lane
Mt. Vernon Lane
Mt. Vernon Drive
Mt. Vernon Reformed
Church Alley

Cannon Ridge

Yankee Drive
Sumter Drive
Rebel Lane
Appomattox Court
Farragut Drive

Rockingham

Rockingham Drive
Audubon Way
Village View Court
Skyline Court
Turkey Tract Lane
Hoot Owl Court
Bunny Lane

Stonecrest

Stonecrest Circle

Parking Lots

Library
Ball Field Lot
Town Hall

Sidewalks

Library (22 Taylor Dr)
Taylor Park, in park and along Main St
Main Street Bridge
Town Hall (19 S Main St)
15 S Main St
Stonecrest Entrance
Mt. Vernon Reformed Church (64 S Main St)

12. The start date and end date of the snow removal responsibilities shall be from **September 1, 2025 through August 30, 2026** or any extension hereunder.
13. All bids shall be submitted to the Town Administrator in writing by **12:00pm, Friday, August 1, 2025**.
14. Town shall only be required to pay Contractor after the work has been performed and submission of an invoice. Town reserves the right, within its sole discretion, to direct Contractor **not** to remove snow during any given weather event, in which case Contractor shall **not** be entitled to any compensation.
15. All bids must be in accordance with the specifications set forth herein and delivered by carrier or in-person in a clearly marked sealed envelope to the Town Administrator, 19 S Main St, PO Box 359, Keedysville, MD 21756, no later than **12:00 pm on Friday, August 1, 2025**. Any bids delivered after the specified date and time will not be considered.
16. The Town of Keedysville reserves the right to accept or reject any and/or all bids submitted.

Keedysville 2025 Snow Removal

BID APPLICATION

Bidder shall fill in the information requested below in order for this bid to be accepted. Deliver in sealed envelope marked "**Snow Removal Bid**" to:

Town of Keedysville
Attn: Lisa Riner, Town Administrator
PO Box 359
19 S Main St
Keedysville, MD 21756

Bids will be received until **12:00pm on Friday, August 1, 2025**

Bidders' Name and Address:

Bidder's FEIN # _____

Bidder's MD Contractor # _____

Name of Contact Person _____

Contact Person Phone # _____

Emergency Phone # _____

The following documents **must** be attached to the bid form:

1. A list of all available equipment
2. Bid Sheet that includes -
Hourly rate bids for the following equipment (if available):
 - Truck & Plow
 - Tractor or Skid Loader
 - Tractor with Snow Blower
 - Side Walk Clearing
 - Dump Truck for Hauling Snow
 - Ice Melt Application on Streets
 - Ice Melt Application on SidewalksUnit bids for the following:
 - Ice Melt per Ton (for sidewalks only)
 - Fuel Surcharge, if any
3. Certificate of Insurance

Keedysville 2025 Snow Removal
BID SHEET

	2025-2026 Hourly Rate	2026-2027 Hourly Rate	2027-2028 Hourly Rate
Truck & Plow			
Tractor or Skid Loader			
Tractor with Snow Blower			
Side Walk Clearing			
Dump Truck for Hauling Snow			
Ice Melt Application on Streets			
Ice Melt Application on Sidewalks			
	2025-2026 Unit Price	2026-2027 Unit Price	2027-2028 Unit Price
Ice Melt per Ton (for sidewalks only)			
Fuel Surcharge, if any			

*Nothing contained herein shall obligate the Town to renew the contract beyond **August 30, 2026**.*

NOTICE OF AWARD AND ACCEPTANCE

August 7, 2025

Re: **2025 Snow Removal**

Dear _____:

This letter is to advise you that the Mayor and Council have accepted your proposed Bid to provide **2025 Snow Removal** services, as specified in the Snow Removal Bid you submitted to the Town of Keedysville.

This letter is to advise you that you are to commence work in accordance with the plans, specifications and proposals submitted to the Mayor and Council for the time period of **September 1, 2025 through August 30, 2026**.

On or prior to the date of the commencement of the work, the Town of Keedysville **must** have your Certificates of Insurance reflecting that you have the Town named as a Loss Payee under your liability insurance policy and that you are carrying appropriate Workers' Compensation Insurance as required by the State of Maryland. In addition, you must provide the Town with proof that any sub-contractors that you are utilizing carry liability and Workers' Compensation Insurance and/or same are insured under your policies.

This letter, the Request for Bids for Snow Removal 2025 for the Town of Keedysville, and your submitted Bid, constitute the terms and conditions of the contract between you and the Town of Keedysville.

Please direct any questions and/or inquiries via mail to Lisa Riner, Town Administrator, Town Hall, PO Box 359, 19 S Main St, Keedysville, Maryland, 21756, via email to townhall@keedysvillemd.com, or via phone to 301-432-5795.

Sincerely,
Town of Keedysville, Maryland

Ken Lord, Mayor

Lisa Riner, Town Administrator

By signing below, you indicate acceptance of the award and the above terms and conditions.

Awarded Contractor Name, Company