

Request for Bid (RFB): Town of Alton Snow Removal Services – 3 or 5 Year Contract

Introduction

The Town of Alton is soliciting sealed bids from qualified contractors for comprehensive snow removal and ice control services for municipal roads and designated areas within the Town of Alton. The contract will be awarded for a term of either three (3) or five (5) years, commencing October 1, 2025. Contractors may submit bids for either or both contract durations.

Scope of Services

The successful bidder will be responsible for the following services:

- Plowing, sanding, and salting of specified roads and municipal properties, including but not limited to:
 - Argyle Road (Route 16 to Birch Stream Bridge)
 - Alton Tannery Road (Route 16 to Hudson Town Line)
 - Gerry Lane (off Alton Tannery Road)
 - Route 43 (Southern Hudson Town Line to just south of Pushaw Stream bridge)
 - Alton Municipal Building yard and the yard in front of the Alton Snowmobile Club
- Commence plowing and sanding when snow reaches a depth of 1 inch (wet) or 2 inches (dry), and as needed for icy conditions. Operations must continue until roads are cleared to the outside shoulders and two-way traffic is maintained during storms.
- Screen, deliver, and stockpile 1,000 cubic yards of ½-inch minus screened sand at the Town's Salt Shed before October 1 each year. Sand must be mixed with salt supplied by the Town.
- Remove compacted snow and ice to expose at least 3.5 feet of roadway on each side of the center line.
- Prioritize Town roads before any private contracts and follow maintenance priorities as set by the Board of Selectmen.
- Maintain and provide, at a minimum, the following equipment:
 - Single-axle truck with plow and sanding capability
 - Bucket loader
 - Pickup truck with plow and sander

Contract Term

- Three (3) years: October 1, 2025 – September 30, 2028
- Five (5) years: October 1, 2025 – September 30, 2030

The Town reserves the right to renew or renegotiate the contract upon expiration.

Bid Submission Requirements

- Company name, address, and contact information
- List of equipment to be used for contract fulfillment
- Description of experience and qualifications in municipal snow removal
- Proposed annual pricing for each year of the contract (separately for 3-year and 5-year terms, if bidding both)
- Proof of liability insurance (\$1,000,000 minimum) and workers' compensation coverage
- Ability to provide a performance bond (65% of the annual contract price)
- References from similar municipal contracts

Performance Bond

A contract bond satisfactory to the Town, equal to 65% of the annual contract price, must be furnished each year to guarantee performance of all contract obligations.

Insurance

The contractor must maintain liability insurance of at least \$1,000,000 for personal injury, death, and property damage claims arising from snow removal operations. Proof of workers' compensation insurance or equivalent financial resources is required

Payment Schedule

Payments will be made in four installments per year, as follows:

- 30% by November 9
- 20% by January 4
- 25% by February 15
- 25% by April 15

The Town reserves the right to modify the schedule in the event of a contract breach

Fuel Surcharge

If the average monthly price of diesel exceeds \$5.00/gallon (per EIA New England data), the contractor may charge a fuel surcharge for gallons used under the contract, subject to submission of receipts and mileage logs.

Breach of Contract

Failure to perform as specified constitutes a breach. The Town may terminate the contract, hire a substitute at the contractor's expense, and/or pursue other legal remedies.

Indemnification

The contractor shall hold the Town harmless from all claims resulting from performance of snow removal duties, including legal defense and indemnification for losses.

Bid Submission Deadline

All bids must be received by July 15th, at 5:00pm, at the Alton Town Office, 3352 Bennoch Rd, Alton, Me 04468. Late submissions will not be considered.

Bid Opening

Bids will be publicly opened July 15 at 6:00pm at the Alton Town Office.

Contact for Questions

For questions or to schedule a site visit, contact:

- John Belding, 207-394-3065
- Selectman2@myottmail.com
- Full example snow removal contract is available on request

Reservation of Rights

The Town of Alton reserves the right to reject any or all bids, to waive informalities, and to accept the bid deemed most advantageous to the Town.