West Pikeland Township

October 2026

MEMORANDUM FOR SNOW AND ICE REMOVAL BID APPLICANTS

SUBJECT: 2026 - 2027 SNOW AND ICE REMOVAL BID

1. West Pikeland Township is seeking bids for the removal of snow and ice, as well as the application of melting agents to aid in the melting of snow and ice, for the period December 1, 2026 to April 30, 2027.

2. Contractor shall make every reasonable effort to commence cleanup operations within two (2) hours of notification by West Pikeland's Public Works Department. Contractor will provide all necessary equipment, materials, labor, and supervision to perform its duties in a timely and workmanlike manner as specified.

3. The following conditions apply to any bids submitted for 2026-2027 Snow and Ice Removal:

a. The quantities indicated on the Schedule for Equipment are estimated hours. The Township will call out the winning bidder (the "Contractor") on an as needed basis depending upon weather conditions. Since usage is dependent upon weather conditions, the actual usage may be more or less than the estimated hours. In either case, the Contractor shall be paid for the actual hours multiplied by the rate for the equipment used. The Contractor shall not seek additional compensation beyond the cost for the actual hours used.

b. Bids shall be for the type of equipment specified or their equivalent. Equipment shall be in good working order and shall include the services of an experienced operator with the license to operate the equipment.

c. The operator of each piece of equipment which has been called out and is being used in the Township shall have a working cell phone for contact by Township personnel. The Township shall be provided with the cell phone numbers for all operators who are performing work in the Township.

d. All bid equipment shall be delivered to the Public Works Complex in West Pikeland Township with an operator as needed and designated by West Pikeland's Public Works Department.

e. All bid equipment must be available for call-out exclusively for West Pikeland Township during snow and ice removal operations.

f. All equipment operators must be able to have direct communications with the Contractor's ownership when conducting snow and ice removal operations for the Township.

1645 Art School Road | Chester Springs PA 19425 | 610-590-5300 | office@westpikeland.com | westpikeland.com

g. The contractor must respond to a request by the Township for snow and ice removal services and be on-site within the Township within two (2) hours of being notified by the Township.

h. The Township reserves the right to inspect equipment to ensure that it meets the Schedule of Equipment specifications, is available, is in good working order, and is properly maintained. If the Contractor is unable to supply equipment on a timely basis, the Township reserves the right to find replacement equipment.

i. To the extent that a Contractor damages mailboxes or mailbox posts by hitting them with parts of the equipment, the Contractor shall promptly repair or replace the damaged items at its own expense within 2 days.

j. Any repairs needed to correct damage done by the Contractor's equipment is the responsibility of the Contractor.

k. All plows on pickup trucks must be power angle plows. This is optional for the larger dump truck.

l. The spreaders for the pickup trucks shall not be small poly/plastic tailgate spreaders.

m. All vehicles must have chains for traction if needed.

n. All equipment must meet all applicable Pennsylvania requirements for, among other things, state safety inspections, etc. (i.e. DOT compliant).

o. Bond must be provided once the bid is awarded.

p. Proof of insurance must be provided once the bid is awarded. *Note: West Pikeland Township must be listed as an additional insured.*

4. The successful bidders will be required to furnish the following bonds or other financial guarantee within 10 days of the bid award notification:

a. A performance bond, certified check, or letter of credit in the amount of 10% of the contract price conditioned upon the faithful performance of the contract in accordance with the plans, specifications, and conditions of the contract. If a certified check is submitted, it will be forfeited in the event the Board of Supervisors determines by written notice to the contractor that any equipment was not available when needed or that it's performance was unsatisfactory.

5. The successful bidders must provide the following insurance coverage:

a. Liability, with limits of at least 2 million per occurrence and 2 million aggregates. West Pikeland Township shall be shown as an additional insured on the insurance certificate;
b. Workmen's Compensation for all employees (whereby required by law), or a certificate of exemption from insurance from the Bureau of Workmen's Compensation of the Department of Labor and Industry. Self-employed contractors with no employees are not required to supply proof of workmen's compensation coverage.
c. Contractor shall provide a certificate of Insurance to the Township, naming the West Pikeland Township as an additional insured. All insurance shall remain in full force and effect throughout the contract term.
d. Proof of insurance must be presented when returning the Performance bond or certified check.

6. Spreaders shall be calibrated to the Township specifications and calibration form shall be completed. The contractor shall complete the calibration report form for each spreader and return it to the Township before use of equipment. Form is included in this bid package.

7. Bids shall be on forms supplied by the Township (see attached). The Township reserves the right to reject any or all bids. It also reserves the right to award the bids for portions of the Township to more than one contractor if it is deemed to be in the best interest of the Township.

8. Bids must be received by 12:00pm. on Tuesday, November 10, 2026, at the Township offices at 1645 Art School Road, Chester Springs, PA 19425. They will be opened at 1:00pm on Tuesday, November 10, 2026, at the Township offices. Bid award will be considered by the Board of Supervisors on Monday, November 16, 2026.

9. For questions and to visit the service area, contact the undersigned at 610.590.5300.

Joan Blatcher
Manager

Attachments:
1. Schedule of Equipment
2. Bid Cover Sheet
3. Hold Harmless Clause/Agreement
4. Calibration Chart

West Pikeland Township

Schedule of Equipment

TO BE FILLED IN BY MUNUCIPALITY BEFORE PROPOSALS ARE DISTRIBUTED		TO BE FILLED IN BY BIDDER			
DESCRIPTION OF EQUIPMENT INCLUDING SIZE AND/OR CAPACITY	ESTIMATED HOURS OF USE	MODEL OR SERIES ID	YEAR MFG.	HOURLY RATE BID	ESTIMATED TOTAL
4x4 truck w/ 9' plow (minimum) 8,500 minimum GVW w/ spreader & operator	100				
Dump Truck 26,000 (or greater) GVW w/ spreader, 10' plow & operator	100				
Dump Truck 33,000 (or greater) GVW w/ spreader, 10' plow & operator	100				
Dump Truck 1-ton GVW w/ spreader, 10' plow & operator	100				
4x4 Backhoe (85 HP or greater) w/ operator	25				
				TOTAL ESTIMATED BID	

CONTRACT NOTES:

This equipement and driver must be available to arrive at the Public Works Complex in Walnut Lane Park within two (2) hours of notification by Township Official at any time.

The contractor will use salt and anti-skid provided by the Township.

These are estimated hours, not a guarantee for hours needed.

I certify that the equipment described above will be made available to West Pikeland Township and meet all terms described in the agreement to which this schedule is attached.

_____

SIGN DATE

_____

CONTRACTOR

West Pikeland Township

Bid Cover Sheet

Bid Submitted For: 2026 - 2027 SNOW AND ICE REMOVAL BID

Period Covered: December 1, 2026 to April 30, 2027

Name of Bidder:
Address of Bidder:
Submitted By:
Office Phone #:
Cell Phone #:
Email:

Signature: _____

Date: _____

West Pikeland Township

HOLD HARMLESSS CLAUSE / AGREEMENT

The Township of West Pikeland, Chester County, Pennsylvania

_____ agrees to indemnify and hold harmless the Township of West Pikeland, its agents, officials, employees or any other person against loss or expense, including attorney's fees, by reason of the liability imposed by law upon the Township, except in cases of the Township's sole negligence, sustained by any person or persons, or on account of damage to property arising out of or in consequence of this Agreement, whether such injuries to persons or damage to property are due or claim to be due to any passive negligence of the Township, its employees or agents or any other person. It is further understood and agreed that the contractor shall, at the option of the Township, defend the Township of West Pikeland with appropriate counsel and shall further bear all costs and expenses, including but not limited to the expense of counsel, in the defense of any suit arising hereunder.

_____ hereby agrees to provide Certificates of Insurance to the Township providing proof that the contractor has the insurance necessary to cover its obligations to indemnify the Township as per this Agreement.

_____

Authorizing Signature Name/Title Date

_____

Attest Name/Title Date

CALIBRATION CHART

Agency: _____

Location: _____

Truck No: _____ Spreader No: _____

Date: _____ By: _____

Gate Opening _____ (Inches) (Hopper Type Spreaders)				POUNDS DISCHARGED PER MILE								
	A	B	C	MINUTES TO TRAVEL ONE MILE								
Control Setting	Shaft RPM (Loaded)	Discharge Per Revolution (Pounds)	Discharge Rate (Lbs/Min)	5 mph x 12.00	10 mph x 6.00	15 mph x 4.00	20 mph x 3.00	25 mph x 2.40	30 mph x 2.00	35 mph x 1.71	40 mph x 1.5	45 mph x 1.33
1			-	-	-	-	-	-	-	-	-	-
2			-	-	-	-	-	-	-	-	-	-
3			-	-	-	-	-	-	-	-	-	-
4			-	-	-	-	-	-	-	-	-	-
5			-	-	-	-	-	-	-	-	-	-
6			-	-	-	-	-	-	-	-	-	-
7			-	-	-	-	-	-	-	-	-	-
8			-	-	-	-	-	-	-	-	-	-
9			-	-	-	-	-	-	-	-	-	-
10			-	-	-	-	-	-	-	-	-	-
11			-	-	-	-	-	-	-	-	-	-

SPREADER CALIBRATION PROCEDURE

Calibration is simply calculating the pounds per mile discharged at various truck speeds by first counting the number of auger or conveyor shaft revolutions per minute, measuring the salt discharged in one revolution, then multiplying the two and finally multiplying the discharge rate by the minutes it takes to travel one mile.
With hopper type or spreaders with adjustable discharge openings you must calibrate for specific gate openings. Measure from floor of conveyor to edge of gate.
Each spreader must be calibrated individually; even the same models may vary widely at the same control setting.

Equipment needed:

1. Scale to weigh salt
2. Salt collection device
3. Marking device
4. Watch with second hand

Calibration steps:

1. Remove, by-pass or turn off spinner.
2. Warm truck's hydraulic oil to normal operating temperature with spreader system running.
3. Put partial load of salt on truck.
4. Mark shaft end of auger or conveyor.
5. Dump salt on auger.
6. Rev truck engine to operating RPM.
7. Count number of shaft revolutions per minute at each spreader control setting, record.
8. Collect salt for one revolution, weight, deducting weight of container. (For greater accuracy, collect salt for several revolutions and divide by this number of turns to get weight for one revolution.)
9. Multiply shaft RPM (Column A) by Discharge per Revolution (Column B) to get Discharge Rate in pounds per minute (Column C), then multiply Discharge Rate by Minutes to Travel One Mile at various truck speeds to get Pounds Discharged per Mile.*

*For example, at 20 MPH with 30 Shaft RPM and 7 lbs. Discharge – 30 x 7 = 210 x 3.00 = 630 lbs. Per mile.

CALIBRATION OF AUTOMATIC CONTROLS

Automatic controls may be calibrated using the following steps:

1. Remove, by-pass or turn of spinner.
2. Set control on given number.
3. Tie sack or heavy canvas under spreader discharge area.
4. Mark specific distance, such as 100 or 1,000 feet.
5. Drive that distance with spreader operating.
6. Weigh salt collected.
7. Multiply weight of salt by 5.2 (in case of 1,000 feet) or 52.8 (in case of 100 feet).

Answer will be salt discharged per mile, which remains constant regardless of speed, but calibration must be done for each control setting. Some automatic control manufacturers have "simulators" which eliminate need for on-road operation for calibration.