POHATCONG TOWNSHIP

50 Municipal Drive, Phillipsburg, NJ 08865
Phone: (908) 454-6121

REQUEST FOR QUOTES: SNOW PLOWING SERVICES

Pohatcong Township is currently seeking written, hourly quotes from qualified contractors to provide supplemental snow plowing and removal services for the upcoming winter season(s).

1. Contract Term Options

Contractors are requested to submit pricing for the primary upcoming season. Additionally, contractors have the option to submit a secondary quote to lock in rates for the following season:

- **Primary Season:** Winter 2026–2027
- **Optional Season:** Winter 2027–2028 (Please indicate if rates will remain identical or specify the adjusted rate for this period)

2. Scope of Work & Equipment

- Services will entail snow plowing, clearing, and/or removal on designated township roadways, municipal facility lots, and properties as directed by the Township Public Works Department.
- All quotes must specify the hourly rate per vehicle/piece of equipment.
- Vendors must utilize dependable, properly equipped 4WD trucks or heavy machinery capable of handling commercial/municipal snow removal.

3. Compensation & Billing Structure

- **Callout Only:** Compensation will be paid strictly for actual hours spent performing on-site plowing and active snow removal operations.
- **No Standby Pay:** The Township will **not** pay for standby time, wait times, pre-storm staging, or holding patterns. Billing begins upon arrival at the designated township site/route and ends upon release by the township supervisor.
- **Invoicing:** Invoices must be submitted promptly following the completion of the storm event and will be processed upon receipt and verification by the township.

4. Submission Requirements

Interested contractors must provide a formal proposal including:

- **Hourly Rate:** Broken down by equipment type (e.g., 4WD Truck with plow).

- **Proof of Registration/Insurance:** Copy of valid New Jersey Business Registration, NJ Contractor Registration, and proof of commercial liability insurance.
- **Contact Information:** Full business name, physical address, phone number, and a reliable emergency/after-hours contact number for storm deployment.

Quotes can be emailed to: clerk@pohatcongtwp.org
or mailed to:
Township of Pohatcong
50 Municipal Drive
Phillipsburg, NJ 08865

Please submit your quotes by July 17, 2026

QUOTE SUBMISSION FORM

Contractor Name: _____

Address: _____

Phone / Email: _____

NJ Reg. #: _____

Hourly Rates Provided:

Equipment Description	2026–2027 Hourly Rate	2027–2028 Hourly Rate (Optional)
4WD Truck w/ Plow	$ _____ / hr	$ _____ / hr
Heavy Equipment (Specify):	$ _____ / hr	$ _____ / hr
Other (Specify):	$ _____ / hr	$ _____ / hr

Acknowledgment: By signing below, the contractor agrees that the plowing charge is for actual plowing hours only and that no standby or holding charges will be billed to or paid by Pohatcong Township.

Authorized Signature: _____ Date: _____