

September 5, 2025

To: Winter Operations Contractors

RE: **Registration for Winter Operations 2025/2026**

Dear Contractor,

Thank you for considering working with the Medford Department of Public Works for another winter season. As we continue to transition towards requiring commercial liability insurance for contracted plow drivers, we also want to continue to provide a level of service the public expects. This may include drivers that do not yet have commercial liability coverage and plowed with us last season.

For the 2025/2026 season, plow drivers that we worked with last season will receive two application packages with this letter. One is for **Commercial** applicants and the other is for **Non-Commercial** applicants. Please return one (1) application package with all the items listed. If you do not have commercial liability insurance, you are a Non-Commercial applicant. A Commercial applicant receives a significantly higher pay rate, as this relationship has more value for the city, and involves higher overhead costs for the Contractor. For example, a Commercial applicant will receive \$110 per hour for a ¾ ton pickup with a plow, but a Non-Commercial applicant will receive \$98 per hour for the same size truck.

Please return **one (1) complete application** package to the DPW office, Room 304, 85 George P. Hassett Drive, Medford, MA, and Attention: DPW Office Manager.

Completed application packages must be received by October 31, 2025. Incomplete packages will not be considered and will be mailed back to you. It is the responsibility of the Contractor to ensure that all required documents are included.

NEW THIS YEAR – EARLY SIGN-UP BONUS

Completed applications received by **September 30, 2025** will receive a **\$500** bonus added to their first payment. Applications must be complete, signed, and at the DPW office by close of business.

Sincerely,

Tim McGivern, PE
Commissioner of Public Works

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