

IMPORTANT INFORMATION TO BIDDERS

It is YOUR responsibility to register with the office of Town Manager if you use the TOWN WEB SITE to download this BID. Failure to register may prevent you from receiving important addendums, changes or answers to questions submitted by other vendors regarding the specifications. The Town of Clinton assumes no responsibility for defects and/or omissions in Bid responses due to failure to register with the Office of the Town Manager.

It is strongly recommended that you e-mail the following information to mschettino@clintonct.gov: company name, contact name, mailing address, phone number, and e-mail address.

SPECIFICATIONS

FOR

ACCEPTANCE, DISPOSAL AND PROCESSING OF

MUNICIPAL SOLID WASTE (MSW) AND SINGLE-STREAM RECYCLABLE
MATERIALS

A COOPERATIVE BID — TOWN OF CLINTON (LEAD TOWN) AND TOWN OF OLD SAYBROOK

THREE (3) YEAR CONTRACT — JULY 1, 2027, THROUGH JUNE 30, 2030

*WITH TWO (2) ADDITIONAL ONE (1) YEAR RENEWAL OPTIONS AT THE TOWN'S SOLE
DISCRETION*

TOWN MANAGER:	MICHELLE BENIVEGNA
PUBLIC WORKS DIRECTOR:	TODD HAJEK
BID #:	PW2026-002

LEGAL NOTICE
TOWN OF CLINTON

SEALED BIDS will be received until 11:00 A.M., Friday, Thursday November 5th, 2026, at the Office of the Town Manager, Andrews Memorial Town Hall, 54 E. Main Street, Clinton, Conn. 06413, at which time they will be opened and read aloud for:

**ACCEPTANCE, DISPOSAL AND PROCESSING OF MUNICIPAL SOLID WASTE (MSW) AND
SINGLE-STREAM RECYCLABLE MATERIALS**

A Cooperative Bid — Town of Clinton (Lead Town) and Town of Old Saybrook

*Three (3) Year Contract, with the Town holding the option to renew for up to two (2) additional one (1)
year periods.*

Bids received after the above date and time will be rejected. Bid Documents will be available for download on the Town of Clinton website at www.clintonct.gov, and at the Office of the Town Manager.

The Town Manager reserves the right to reject any, or any part of, or all proposals; to waive informalities and technicalities and to accept the Bid which the Town deems to be in the best interest of the Town, whether or not it is the lowest dollar amount.

Michelle Benivegna, Town Manager

PUBLISH: New Haven Register

DATE: October 2, 2026

TOWN OF CLINTON

INFORMATION TO BIDDERS

SEALED BIDS will be received at the Office of the Town Manager, Andrews Memorial Town Hall, 54 E. Main Street, Clinton, Conn. 06413 until 11:00 A.M., Thursday, November 5, 2026, at which time they will be opened and read aloud for:

Acceptance, Disposal and Processing of Municipal Solid Waste (MSW) and Single-Stream Recyclable Materials

A Cooperative Bid — Town of Clinton (Lead Town) and Town of Old Saybrook

Bids received after the above stated time will be rejected. Bid Documents are available for download on the Town of Clinton website at www.clintonct.gov beginning Monday, October 5, 2026.

Certificates of Insurance in a form acceptable to Town Counsel will be submitted by the successful bidder upon written or verbal notification that the proposal has been accepted. Required insurance must be maintained for the duration of the contract, including any exercised renewal periods.

Terms of payment, except when specified in the proposal, will be net 45 days after receipt of an approved invoice. The Town of Clinton is exempt from taxes imposed by the Federal and State Governments, including the Federal Transportation Tax. Such taxes should not be included in your proposal.

All scales, receiving equipment, and processing equipment used in the performance of this contract must be maintained in safe, clean working condition as intended by the manufacturer and in conformance with all OSHA regulations. All vehicles operated by the Contractor in connection with this contract must meet Federal and State Department of Transportation rules and regulations governing their use in Connecticut. Violation of this provision may result in immediate termination of the contract.

The Contractor assumes responsibility to conform to all local ordinances and to obtain, at its own expense, all necessary permits and licenses — including any permit(s) required by the Connecticut Department of Energy and Environmental Protection (CT DEEP) — before accepting any material under this contract. Certificates of Insurance shall include the Town of Clinton and the Town of Old Saybrook as additional insureds for the life of the Contract.

Pursuant to Section 10-6 of the Town of Clinton Charter, the Town Manager may reject any and all bids or waive informalities and technicalities. Bids received after the above stated time will be rejected. No bid shall be accepted from or contract awarded to any person who is in arrears to the Town of Clinton on any tax, debt, or contract.

GENERAL INFORMATION TO ALL RESPONDENTS

- 1.** The first page of each BID must be clearly labeled with the proposer's name, the name of a contact person within the proposer's organization, and the proposer's mailing address, telephone number, webpage address, and email address.
- 2.** To be considered, a vendor must submit a complete BID that satisfies all requirements and addresses all information requested or specified in this BID.
- 3.** The Town reserves the right to amend or withdraw this BID at any time prior to the deadline for submission of proposals. If this BID is amended, the Town will notify each REGISTERED proposer in writing, via email.
- 4.** When quantities are listed in these specifications, they may be increased or decreased by the Participating Towns (Town of Clinton and Town of Old Saybrook), depending upon their actual requirements. The tonnage figures provided in this bid are estimates only, including figures for the Town of Old Saybrook which are averaged from that Town's actual 2025 and 2026 tonnages, and are not a guarantee of minimum or maximum volume.
- 5.** The Town of Clinton is an equal opportunity employer, and we advise you of our intent to negotiate business only with other equal opportunity employers. All Contractors and subcontractors with whom we contract are obligated to provide equal opportunity without regard to race, creed, color, national origin, age, sex or handicap. If this contract is funded in whole or in part with State of Connecticut funds, the successful bidder shall also execute the State of Connecticut Office of Policy and Management "Nondiscrimination Certification" pursuant to Connecticut General Statutes §§ 4a-60 and 4a-60a.
- 6.** Bids must be submitted on the proposal forms attached hereto. Bids received later than the time and date specified will not be considered.
- 7.** No bid shall be accepted from, or contract awarded to, any person who is in arrears to the Town of Clinton on any tax, debt, or contract.
- 8.** All questions are to be submitted by email. Only questions submitted in this manner will be answered. All bidders will receive copies of questions and answers upon request. (See Questions, below.)
- 9.** All bid prices must be quoted as a firm, fixed price per ton for the acceptance and disposal of Municipal Solid Waste and for the acceptance and processing of Single-Stream Recyclable Materials, inclusive of all costs of receiving, weighing, handling, and lawfully disposing of or processing the material at the Contractor's facility. Bid prices are to be submitted on the Bid Proposal Form provided in this bid.
- 10.** Bidders offering services under this bid must meet and be in compliance with all local, state and federal specifications, regulations and requirements pertaining to the acceptance, handling, transportation, storage, and disposal or processing of solid waste and recyclable materials, including all applicable CT DEEP regulations.
- 11.** Default – It shall be understood that the Contractor will be considered in default if/when it fails to accept conforming deliveries of MSW and/or Single-Stream Recyclables in accordance with the Scope of Services, refuses Town delivery vehicles during posted hours of operation without the Town's prior written approval, or ceases acceptance operations for a period of fifteen (15) working days, cumulative or consecutive, without the Town's written consent.

12. The Town of Clinton or its designated representative reserves the right to reject any proposal, in whole or in part, offering a facility or service that, in its opinion, does not meet the quality, licensing, or capacity standards required. Such decision will be considered final and not subject to further recourse by the bidder.

13. The Town of Clinton or its designated agent reserves the right to award or reject by item, or part thereof, groups of items, or all items of the bid, and to reject any and all bids in whole or in part, and to waive technical defects, irregularities and omissions if, in its judgment, the best interest of the Town will be served.

14. The Town of Clinton specifically reserves the right to reject any and all bids until a purchase order and/or contract has been awarded; no bidder can claim any contract rights by virtue of bidding alone. Awarding of the contract means actual written notice by letter and a properly executed contract to the bidder that the contract has been awarded.

15. It is the intent of the Town to award this bid, in total, to a single Contractor for both the MSW and Single-Stream Recycling material streams; however, the Town of Clinton reserves the right to award the two material streams to separate Contractors, or to reject all or part of the bid, if deemed by the Town to be in the best interest of the Town.

16. WHERE A BID BOND IS REQUIRED, IT IS TO BE SUBMITTED WITH THE BID AT THE TIME OF SUBMISSION. (See Bid Directions, below.) Bid Bond – shall be in an amount equivalent to ten percent (10%) of the estimated first Contract Year value, made out in favor of the Town of Clinton and issued by a surety company acceptable to and approved by the Town of Clinton.

17. WHERE A PERFORMANCE BOND IS REQUIRED, IT IS TO BE SUBMITTED AFTER AWARD OF BID AND PRIOR TO CONTRACT EXECUTION. Performance Bond – the bidder whose proposal is accepted shall file a performance bond and execute the contract within fifteen (15) days from the date of notification of award. The bond must be in favor of the Town of Clinton, executed by a surety company authorized to transact business in the State of Connecticut and acceptable to the Town, for not less than one hundred percent (100%) of the estimated first Contract Year value, but in no case less than one thousand dollars (\$1,000), and shall be renewed annually for each subsequent Contract Year, including any exercised renewal option year.

18. WHERE A PAYMENT BOND IS REQUIRED, IT IS TO BE SUBMITTED AFTER AWARD OF BID AND PRIOR TO CONTRACT EXECUTION. Payment Bond – if requested by the Town of Clinton, the bidder whose proposal is accepted shall file a payment bond on the same terms as the Performance Bond, above.

19. The Town of Clinton reserves the right to require the successful bidder to enter into such additional security arrangements as are deemed necessary to protect the Town of Clinton's interests.

20. Facsimile Transmissions – Submission of this bid or any portion of this bid and/or any documents relating to the bid by means of Facsimile Transmission (fax machine) is unacceptable and will not be considered in the bid process.

21. The Contractor agrees to obtain and maintain, at its own expense, all permits, licenses, and approvals required by the Connecticut Department of Energy and Environmental Protection (CT DEEP) and any other governmental authority necessary to lawfully accept, store, transfer and/or process Municipal Solid Waste and Single-Stream Recyclable Materials at its facility, including any Permit to Operate under Section 22a-

209 of the Regulations of Connecticut State Agencies. The cost of obtaining and maintaining said permits and licenses shall be borne solely by the Contractor.

22. In connection with the execution of this bid and any subsequent contract, the Contractor shall not discriminate against any employee or applicant for employment because of age, race, religion, color, sex, or national origin.

23. The successful bidder shall not subcontract any of the acceptance, disposal, or processing services described herein, nor redirect Town material to any facility other than the facility identified in its bid, without the express prior written approval of the Town of Clinton.

24. The terms and contents of these general bid terms and conditions are made a part of this bid.

GENERAL SPECIFICATIONS

I. PURPOSE AND GENERAL INFORMATION

It is the intent of this Invitation to Bid to solicit sealed bids for the acceptance, disposal, and/or processing of Municipal Solid Waste (“MSW”) and Single-Stream Recyclable Materials (“Recyclables”) generated within the Town of Clinton and the Town of Old Saybrook. This is a cooperative bid; the Town of Clinton, through its Public Works Department, is the Lead Town and will administer the bid process, execute the resulting contract, and serve as the Contractor's primary point of contact, on behalf of itself and the Town of Old Saybrook (together, the "Participating Towns"). The Town of Clinton is inviting bids from Connecticut DEEP-licensed solid waste and/or recycling facilities to accept these materials, delivered to the Contractor's facility by each Participating Town's own forces, for a base contract term of three (3) years, commencing July 1, 2027 and ending June 30, 2030, with the Town of Clinton holding the sole option to renew the contract for up to two (2) additional one (1) year periods, through June 30, 2032, upon the same terms, conditions, and (except as provided in the Bid Proposal Form for option-year pricing) prices.

II. SCOPE OF SERVICES

A. Materials and Estimated Annual Volumes

The following annual tonnage figures reflect the combined estimated volumes for both Participating Towns — the Town of Clinton and the Town of Old Saybrook — and are provided for bidding and comparison purposes only. Old Saybrook figures are the average of that Town's actual 2025 and 2026 tonnages (MSW: 1,291 tons in 2025 and 1,285 tons in 2026; Recyclables: 410 tons in 2025 and 406 tons in 2026). A breakdown by Town is provided below. BIDDER agrees that any estimated quantities given in this Bid are only for the purpose of comparing bids, that the BIDDER is satisfied with and will at no time dispute said estimated quantities as a means of comparing bids, and that the BIDDER will make no claim for loss between said estimated quantities and the quantities actually delivered.

Municipal Solid Waste (MSW)	Approximately 2,000 tons per year (combined)
Single-Stream Recyclable Materials	Approximately 700 tons per year (combined)
Estimated Total — Base 3-Year Term (7/1/27–6/30/30)	Approximately 6,000 tons MSW / 2,100 tons Recyclables
Estimated Total — Full 5-Year Term (if both options exercised)	Approximately 10,000 tons MSW / 3,500 tons Recyclables

Estimated Annual Volumes — Breakdown by Participating Town

Participating Town	MSW (tons/year)	Recyclables (tons/year)
Town of Clinton (Lead Town)	800	300
Town of Old Saybrook (avg. of 2025 & 2026 actuals)	1,200	400
Combined Total	2,000	700

Old Saybrook actuals: 2025 — 1,291 tons MSW / 410 tons Recyclables; 2026 — 1,285 tons MSW / 406 tons Recyclables.

B. Delivery

All material will be delivered to the Contractor's facility by the forces of each Participating Town (Town of Clinton and Town of Old Saybrook), using each Town's own or Town-contracted collection and transfer vehicles. The Contractor is not responsible for collection or transportation of material from within either Town. The Contractor's facility must be capable of receiving the size and type of delivery vehicles used by both Participating Towns and must accommodate reasonably prompt tipping so as to avoid excessive queuing of Town vehicles from either municipality.

C. Facility and Licensing Requirements

The Contractor's receiving facility must, at the time of bid and at all times during the contract term (including any renewal period), hold and maintain all permits, licenses, and approvals required by CT DEEP and any other applicable authority to lawfully accept, store, transfer, and/or process MSW and/or Single-Stream Recyclable Materials, including, as applicable, a Permit to Operate a solid waste facility under Section 22a-209 of the Regulations of Connecticut State Agencies. Bidders must submit, with their bid, a copy of all current, valid CT DEEP permit(s) and/or registration(s) applicable to the proposed receiving facility. Failure to hold and maintain required permits at all times shall be a material breach and grounds for immediate termination.

D. Weighing, Tickets, and Records

The Contractor's facility must have a certified vehicle scale, inspected and sealed in accordance with Connecticut weights and measures requirements. The Contractor shall provide each Participating Town's driver with a dated, signed weight ticket for each load showing gross, tare, and net weight, material type, vehicle identification, and time of delivery. Tonnage receipts shall be turned in to the delivery Town within 48 hours. The Contractor shall provide the Town of Clinton, as Lead Town, with a monthly summary of all tonnage received by material type and by Participating Town (with a copy to the Town of Old Saybrook) and shall make weight records available to either Participating Town upon request for audit purposes.

E. Hours of Operation

The Contractor's facility must be open to receive deliveries at minimum during normal Town collection hours, [INSERT DAYS/HOURS — e.g., Monday through Friday, 7:00 A.M. to 3:30 P.M.], excluding legal holidays, unless otherwise agreed in writing. The Contractor must notify the Town in writing at least five (5) business days in advance of any planned closure or reduction in hours.

F. Rejected or Non-Conforming Loads

The Contractor may reject a load only for genuine non-conformance with the material description above (e.g., regulated hazardous waste improperly included), and must notify the Town's Public Works Director the same business day, with a written explanation and photographic documentation within twenty-four (24) hours. The Contractor may not reject loads based on ordinary contamination rates typical of municipal single-stream recycling collection.

G. Contract Term and Renewal Options

Base Term	Three (3) years: July 1, 2027 – June 30, 2030
Renewal Option 1	One (1) year: July 1, 2030 – June 30, 2031, at the Town's sole option

Renewal Option 2	One (1) year: July 1, 2031 – June 30, 2032, at the Town's sole option
Notice of Renewal	The Town shall provide written notice of intent to renew no later than ninety (90) days prior to expiration of the then-current term.

QUESTIONS

All questions will be submitted a minimum of 10 business days prior to the bid due date (i.e., on or before Friday, October 23, 2026).

Only questions submitted by e-mail will be addressed. Please submit all questions to: thajek@clintonct.gov

Copy to: mschettino@clintonct.gov

PLEASE COMPLETE ALL REQUESTED INFORMATION IN THIS PACKAGE:

- Exceptions to the Bid (must be signed even if there are no exceptions)
- Bid Proposal Form, including the Price Schedule
- Copy of current, valid CT DEEP permit(s)/registration(s) for the proposed receiving facility
- Bidder Qualifications and References

You are responsible for reading the entire document.

BID DIRECTIONS

Bids to be considered must be presented on the sheets provided within this bid. Additional information sheets may be attached. No bidder may withdraw its bid for a period of 45 days after the opening date. Prices for the base three (3) year term must hold for at least 90 days after opening.

Bid bond required with this bid:	YES — 10% of estimated first Contract Year value (submit with bid; see General Information)
Performance bond required:	YES — 100% of estimated first Contract Year value (prior to contract execution)
Payment bond required:	AT THE TOWN'S OPTION (prior to contract execution, if requested)
This is a prevailing wage project:	NO — this is a service/disposal contract, not a public works construction project
Material samples required with this bid:	NO
Descriptive/facility specifications to be submitted with bid:	YES — see Bidder Qualifications and CT DEEP permit(s)
Proof of insurance required:	YES (prior to execution of contract; see Insurance Requirements)
References required:	YES — minimum three (3), for comparable municipal or commercial contracts

INSURANCE REQUIREMENTS

Contractor shall agree to maintain in force at all times during which services are to be performed the following coverages and shall name the Town of Clinton and the Town of Old Saybrook as Additional Insureds on a primary and non-contributory basis to the Contractor's Commercial General Liability and Automobile Liability policies. These requirements shall be clearly stated in the remarks section of the bidder's Certificate of Insurance. Insurance shall be written with carriers approved in the State of Connecticut and with a minimum Best's Rating of A-. All carriers are subject to approval by the Town of Clinton.

(Minimum Limits)

General Liability — Each Occurrence	\$1,000,000
General Liability — General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000
Auto Liability — Combined Single Limit, Each Accident	\$1,000,000
Umbrella (Excess Liability) Each Occurrence / Aggregate	\$5,000,000 / \$5,000,000
Workers' Compensation	CT Statutory Limits
Employers' Liability — EL Each Accident	\$500,000
Employers' Liability — EL Disease Each Employee	\$500,000
Employers' Liability — EL Disease Policy Limit	\$500,000
Environmental / Pollution Legal Liability — Each Occurrence / Aggregate*	\$1,000,000 / \$2,000,000

**Environmental/Pollution Legal Liability, covering the receiving facility's operations, is added to the Town's standard bid insurance schedule for this contract given the nature of the work (acceptance and processing of solid waste and recyclables). Confirm final limits with the Town's insurance advisor and Town Attorney before advertising.*

A Waiver of Subrogation shall be provided.

A Certificate of Insurance documenting the coverage listed above must be presented by the Contractor prior to the commencement of any work or service. The Contractor also agrees to provide replacement and/or renewal certificates at least 30 days prior to the expiration of each policy.

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of two (2) years following the completion date of the work and/or service. If the claims-made policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims two (2) years from the completion date.

A copy of the Declaration Pages will be provided to the Town.

An Additional Insured Endorsement: a letter stating that the Town of Clinton and the Town of Old Saybrook are listed as additional insureds from the insurance carrier.

Exclusions to the Policy: a statement of exclusions to all policies will be submitted prior to the award of contract.

EXCEPTIONS

No exceptions to the bid will be considered after award and acceptance by the Contractor unless such exceptions are noted as part of your bid response. Please note any exceptions to the bid in your response.

We take EXCEPTION to the following specifications and/or requirements in the bid document:

We propose the following SUBSTITUTION for the excepted specifications and/or requirements:

☐ **NO EXCEPTIONS ARE NOTED TO THE BID**

Signature: _____

Print Name / Title: _____

Company: _____

Date: _____

BID PROPOSAL FORM

Operating as: _____

and duly licensed by the Connecticut Department of Energy and Environmental Protection to accept and/or process the materials described in this bid, herein now known as the BIDDER, agrees by submission of this BID, certifies, and in the case of a joint BID, each party thereto certifies as to its own organization, that this BID has been arrived at independently, without consultation, communication, or other agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER agrees to perform all the acceptance, disposal, and/or processing services described in the CONTRACT DOCUMENTS for the unit prices specified below.

PRICE SCHEDULE

Material / Service	Year 1 7/1/27–6/30/28	Year 2 7/1/28–6/30/29	Year 3 7/1/29–6/30/30	Option Yr 4 7/1/30–6/30/31	Option Yr 5 7/1/31–6/30/32
MSW Disposal Fee	\$_____/ton	\$_____/ton	\$_____/ton	\$_____/ton	\$_____/ton
Single-Stream Recycling Processing Fee / (Rebate)	\$_____/ton	\$_____/ton	\$_____/ton	\$_____/ton	\$_____/ton

If the Single-Stream Recycling line is a market-based rebate to the Town rather than a fee to the Contractor, bidder must clearly write "REBATE" in each applicable box and attach a separate sheet describing the pricing/index mechanism (e.g., a named commodity index, floor/ceiling, and adjustment frequency).

No price escalation is permitted during the base three (3) year term. Bidder may propose a fuel surcharge and/or annual CPI-based adjustment mechanism applicable only to Option Years 4 and 5, described on an attached sheet.

BIDDER INFORMATION

Company Name:	_____
Facility Address:	_____
Mailing Address (if different):	_____
Contact Name / Title:	_____
Phone:	_____
Email:	_____
CT DEEP Permit No.(s):	_____

Authorized Signature: _____

Print Name / Title: _____

Date: _____

BIDDER QUALIFICATIONS AND REFERENCES

Years in Business at Proposed Facility:	_____
Permitted Annual Facility Capacity (tons):	_____
Scale Certification Date (most recent):	_____

References — Comparable Municipal or Commercial Contracts (minimum three)

Reference 1

Municipality / Organization:	_____
Contact Name / Title:	_____
Phone / Email:	_____
Approx. Annual Tons (MSW / Recycling):	_____
Contract Dates:	_____

Reference 2

Municipality / Organization:	_____
Contact Name / Title:	_____
Phone / Email:	_____
Approx. Annual Tons (MSW / Recycling):	_____
Contract Dates:	_____

Reference 3

Municipality / Organization:	_____
Contact Name / Title:	_____
Phone / Email:	_____
Approx. Annual Tons (MSW / Recycling):	_____
Contract Dates:	_____

SUBMITTING PROCEDURES

Bids may be considered INCOMPLETE if the following conditions are not met:

- 1.** All forms must be filled out completely.
- 2.** Bid Documents must be submitted as a complete set. Do not omit any pages.
- 3.** TWO (2) complete copies of your bid proposal must be submitted, one of which is clearly marked “ORIGINAL.”
- 4.** Bids are DUE in the Office of the Town Manager prior to the advertised deadline. It is your responsibility to use whatever means necessary to ensure that they are delivered on time.
- 5.** Bids will be submitted in a sealed envelope and clearly marked with your name, the company name, and the Bid # (number).

It is suggested that if you have any questions on the submittal process, you contact Mary Schettino, 860-669-9333, or mschettino@clintonct.gov, prior to the submittal deadline.