

**FOOD SCRAP HAULING & DISPOSAL SERVICES**  
**RFP 2026-016**  
**ADDENDUM 1**

- Reason for Rebid: Why was the June 2026 solicitation rebid? Were any bids received, and is a bid tabulation available?

**Answer:** Only one response was received for the original bid. Original bid results for projects that have been rebid are kept private to preserve the integrity of the bidding process.

- Current Hauling and Disposal Arrangements: Who currently provides hauling services for the Town's food scrap recycling program, and which facility receives the collected material? Is the Town seeking to maintain its existing service arrangement, or are changes to equipment, collection frequency, or service standards anticipated?

**Answer:** Natural Upcycling currently provides services for the Town. The collected materials are hauled to New Milford Farms. The Town does not expect to maintain the same service arrangement with a new hauler.

- Current Service Model and Pickup History: Is the existing hauling service performed on a predetermined schedule or on an as-needed basis? If on call, how much advance notice is typically provided? Additionally, could the Town provide the number of pickups performed over the past 12 months, broken down by month if available?

**Answer:** Materials are collected on a weekly basis. As such, there have been 52 pickups in the last 12 months.

- Service Frequency and Scheduling Requirements: The specifications reference collection within 48 hours during May–October, at least weekly during November–April, and regular daily service Tuesday–Saturday. Could the Town clarify whether the intended service model is:
  - A predetermined recurring collection schedule;
  - An on-call arrangement, with pickups requested as containers approach capacity; or
  - Daily collection Tuesday through Saturday?

Additionally, what triggers the 48-hour collection requirement: the initial deposit of material, a service request from the Town, containers reaching capacity, or another event? If on-call service is expected, would the contractor be permitted to establish mutually agreed service days or a minimum advance notice requirement?

**Answer:** The Town's intended service model is a predetermined recurring collection schedule. The collection timing that varies by month is a CT DEEP requirement. Tuesday-Saturday are the days that residents are permitted to drop off food scraps, not the expected pickup days. The collection timeline begins from the time of receipt, per CT DEEP.

- **Proposed Container Configuration and Weekly Service:** The RFP indicates a preference for a 6-cubic-yard dumpster. Would the Town accept two 3- cubic-yard containers, serviced once weekly on a predetermined day throughout the year, provided sufficient capacity is maintained to prevent overflow or unreasonable accumulation?

**Answer:** 3-yard containers are acceptable to the Town, provided CT DEEP requirements for pickup are observed.

- **Site Access and Existing Containers:** Are there restrictions on the hours during which the contractor may access the transfer station for collection? Is service permitted outside the facility's published operating hours of Tuesday–Saturday, 7 a.m.–3 p.m.? Additionally, how many containers are currently used, what are their capacities, and are they emptied on-site or exchanged?

**Answer:** The contractor may access the Transfer Station outside of normal operating hours. 10 64-gallon tote containers are currently used. They are emptied on-site.

- **Insurance Requirements:** Will the Town accept blanket additional insured and waiver of subrogation endorsements, where applicable, rather than requiring project-specific endorsements?

**Answer:** No.

- **Minimum Billing Requirements and Alternative Pricing:** Given the relatively low estimated annual tonnage and the fixed costs associated with providing collection services, would the Town consider either of the following pricing arrangements?
  - A minimum billable tonnage per scheduled collection or per month, while maintaining the per-ton pricing structure specified in the RFP; or
  - A minimum charge per collection or separate trip fee in addition to the per-ton or per-cubic-yard hauling rate.

If either option is acceptable, how should it be reflected on the bid form?

**Answer:** This is not acceptable to the Town. All bids must include a per unit price without minimums or trip fees.

- **Tipping Fee Reimbursement:** Page 20 indicates that the Town will pay the contractor for the disposal facility's tipping fee. Can the Town confirm that this payment is separate from and in addition to the contractor's bid hauling rate? What documentation is required to support reimbursement (e.g., facility invoices or scale tickets), and should these charges be itemized separately on monthly invoices?

**Answer:** The Town will pay the hauler per unit of material. This price is to include hauling and disposal costs. No separate payment will be made for disposal.

- **Measurement and Verification of Material:** How is the quantity of collected material currently measured? Does the Town require certified scale tickets from the receiving facility, or would another method of verifying tonnage or cubic yards be acceptable?

**Answer:** Quantity of collected material is approximated based on the average weight of a 64-gallon toter container. If certified scale tickets are unavailable, the Town will accept a volume-based method based on the size of the container(s) used.

- **Backup Disposal Facility Requirements:** The RFP requires the contractor to arrange an alternative disposal facility if the designated facility becomes unavailable.
  - Must the backup facility be identified and approved at the time of bid submission, or may an alternative be submitted for approval during the contract term if needed?
  - Must the backup facility be located within Connecticut, or would a properly permitted out-of-state facility be acceptable?

**Answer:** The backup facility does not need to be identified or approved at the time of bid submission, and may be located out-of-state.

- **Legal:** Would it be possible to add a force majeure clause and a mutual waiver of consequential damages to the current terms of the RFP?

**Answer:** The Town may consider adding these terms during contract negotiations.

- Could you please provide a copy of the current agreement in place?

**Answer:** The current agreement is between a private hauler and a non-profit organization. The Town is not a party to this agreement, and cannot provide it.

- What are the current rates associated with the service?

**Answer:** Current rates will be kept private to preserve the integrity of the bidding process.

- Is the town open to a price structure that is inclusive of disposal cost?

**Answer:** The RFP requires a price structure that is inclusive of disposal cost. The bid price per unit is to include the cost of hauling and disposal.

- Where is the material currently being disposed of?

**Answer:** Material is currently disposed of at New Milford Farms.

- **Tipping fee:** Page 20, Section 6 states the Town will make direct payment to the Contractor for the tipping fee. Please confirm whether the Town pays the disposal facility's tipping fee separately from the contractor's per-ton/per-cubic-yard hauling price, or whether the tipping fee should be included in the bid unit price.

**Answer:** The tipping fee must be included in the bid unit price.

- 48-hour pickup requirement: For the May 1 – October 31 period, does the 48-hour pickup requirement run from when residents drop off material, or from when the Town requests a pickup?

**Answer:** The collection timeline begins from the time of receipt, per CT DEEP.

- Annual adjustment: Page 20, Section 4 states the pay schedule will be adjusted each July 1. What index or method will be used for that adjustment? Should bidders submit one unit price for all years, or separate prices for the base period and each option year?

**Answer:** The price adjustment will be based on the year-over-year change in CPI for the most recent month available at the time of contract renewal.

- Prevailing wage: Page 7, Section 18 references CGS §31-53. Does the Town intend a specific CT DOL prevailing wage classification and rate to apply to drivers on this service contract? If so, please provide the schedule.

**Answer:** That section is required to be included in all municipal bids. Prevailing wage rates are not required for a contract with a value less than \$100,000.

- Unit of measure: Bidders may propose a price per ton, per cubic yard, or both. How will per-ton and per-cubic-yard bids be compared, and how will cubic yards be measured?

**Answer:** Bids will be compared with a conversion rate between tons and cubic yards based on the town's past history. Cubic yards will be measured by the size of containers used and number taken for disposal.

- Bonding: Is bid security or a performance bond required? If so, in what amount and form?

**Answer:** No, bonds are not required.

- Current service: Who is the current hauler and receiving facility, and will the current containers be removed before the new contractor mobilizes?

**Answer:** The current hauler is Natural Upcycling and the receiving facility is New Milford Farms. The current containers will be removed.

- Station access: Please confirm the Transfer Station's operating hours, and whether pickups at or after closing on Saturdays are acceptable.

**Answer:** The Transfer Station's hours of operation are Tuesday-Saturday, 7:00 AM – 3:00 PM. Pickups outside these hours are acceptable.