



**City of Meriden, Connecticut**

**Purchasing Department**

**Invitation to Bid**

**for**

**B025-08  
TRANSFER STATION  
BULKY WASTE PICK UP**

**Bids Due: November 5, 2024 @ 11:00 AM**

*Purchasing Department  
142 East Main St. Room 210  
Meriden, CT 06450  
(203) 630-4115*

**LEGAL NOTICE**

**INVITATION TO BID**

The City of Meriden is accepting sealed bids for:

**B025-08 TRANSFER STATION  
BULKY WASTE PICK UP**

The City of Meriden seeks the services of a contractor to furnish Bulky Waste Pick Up for the removal of furniture, mattresses, carpeting, and other related roadside debris located at the Meriden Transfer Station on Evansville Avenue and the Public Works Complex, 55 Michael Drive. Mattresses will be included in the Price per Haul for Bulky Waste. There will be no extra charge paid for the removal and disposal of mattresses or any other items.

Bids shall be submitted on forms and in the manner specified. Forms and specifications may be obtained from the Purchasing Department, on the City of Meriden website ([www.meridenct.gov/business/bids-rfps/](http://www.meridenct.gov/business/bids-rfps/)), and on the State of Connecticut Department of Administrative Services website (<https://webprocure.proactiscloud.com>). Bids will be accepted at the Purchasing Department, 142 East Main Street, Room 210, Meriden, Connecticut 06450 until **11:00 A.M. local, Eastern Standard Time on November 5, 2024** at which time they will be publicly opened and read. Any bids received after the time and date specified shall not be considered.

The right is reserved to reject any or all bids, in whole or in part, to award any item, group of items, or total proposal, and to waive informality or technical defects, if it is deemed to be in the best interest of the City of Meriden. No bidder may withdraw its proposal within sixty (60) days of the date of the proposal opening.

Each bid shall be accompanied by a Certified Check or Surety Bond in the amount of One (\$1000.00) Thousand Dollars.

The City of Meriden is an Affirmative Action/Equal Opportunity Employer. Disadvantaged, minority, small, and women business enterprises are encouraged to respond.

Rawle Dummett  
Purchasing Officer  
City of Meriden, CT 06450-8022  
Dated: October 4, 2024

**GENERAL INSTRUCTIONS AND CONDITIONS**  
**B025-08**  
**TRANSFER STATION**  
**BULKY WASTE PICK UP**

Sealed bids, subject to the general instructions, conditions and specifications as provided, will be received by the Purchasing Officer of the City of Meriden in Room 210, City Hall, Meriden, CT until:

November 05, 2024 at 11:00 A.M. prevailing local time, and thereafter immediately opened and read in public.

1. BIDS:

Bids must be submitted on the attached bid forms. They must be submitted in a sealed envelope with a surety in the amount stipulated in the Invitation to Bid. When a Certified Check is the surety required only the following will be accepted: Certified Check, Money Order, Cashier's Check, Treasurer's Check, or Official Check.

BID WILL BE AUTOMATICALLY REJECTED FOR ANYONE SUBMITTING A SURETY  
OTHER THAN THOSE SPECIFIED.

The sealed envelope must have the Bidder's name and address in the upper left-hand corner and the words "BID DOCUMENT".

for: **B025-08 TRANSFER STATION - BULKY WASTE PICK UP**

To be opened on November 05, 2024 at 11:00 A.M. in the lower left hand corner.

Bids must be made out and signed in the corporate or other, name of Bidder, and must be fully and properly executed by an authorized person.

Bids received later than the time and date specified will not be considered.

Amendments to or withdrawal of bids received later than the time and date set for the bid opening will not be considered.

All spaces must be filled in with figures or words or your bid may be automatically rejected.

Bidders or their representatives may be present at the bid opening.

2. PRICE:

Prices bid must include delivery without extra compensation.

3. TAXES:

The City of Meriden is exempt from the payment of all excise taxes imposed by the Federal Government, and the Sales and Use Tax of the State of Connecticut, such taxes should not be included in the bid price. Exemption Certificates will be furnished, upon request, to the successful bidder.

4. AWARD:

The Purchasing Officer reserves the right to make an award on the bid which, by the Officer's judgment and recommendation from the Director of Public Works or his designated representative further reserves the right to reject any or all bids, in whole or in part, to award any item, group of items, or total bid, and to waive informality or technical defects, if, in their judgment, the best interest of the City of Meriden will be so served.

5. DELIVERY OR LOCATION: As specified.

6. GUARANTEE OR OTHER: The successful bidder will be required to submit a Surety Bond in the amount of One Thousand (\$1,000.00) Dollars for the duration of the contract and a Certificate of Insurance.

7. ADDITIONAL INFORMATION: For additional information and all questions should be sent to: [meridenpurchasing@meridenct.gov](mailto:meridenpurchasing@meridenct.gov)

**Addenda will be posted to the City website no later than three (3) days prior to bid due date. It will be the Bidder's responsibility to periodically check the City website ([www.meridenct.gov/business/bids-rfps/](http://www.meridenct.gov/business/bids-rfps/)) for updates regarding this bid.**



**REQUEST FOR STATUS AS A MERIDEN BASED BUSINESS**

Bidders are specifically advised that the City of Meriden has adopted Code 3-13A which requires, but is not limited to, a local preference requiring, in part, that a "City based business" shall mean a business with its principal place of business located within the boundaries of the City of Meriden. A business shall not be considered a "City based business" unless evidence satisfactory to the Purchasing Department has been submitted with each bid by said business to establish that it has a bona fide principal place of business in the City of Meriden. Such evidence may include evidence of ownership or a long term lease of the real estate from which the principal place of business is operated, or payment of property taxes on the personal property of the business.

In determining the lowest responsible bidder, the Purchasing Department shall also consider the following:

1) Any City based business bidder which has submitted a bid not more than ten (10%) percent higher than the low bid.

Such City based business shall agree to accept the award of the bid at the amount of the low bid. The acceptance shall be submitted in writing to the Purchasing Department no later than the same time of the bid opening on the next business day following the opening of the bid.

If more than one City based business bidder have submitted bids not more than ten (10%) percent higher than the low bid and have agreed to accept the award of the bid at the amount of the low bid, the lowest responsible bidder shall be that one which has submitted the lowest bid.

This section shall not apply in those instances where the bid requested involves a cooperative purchasing arrangement between the City of Meriden and other municipalities or the State of Connecticut.

The bidder may submit any additional information he/she desires that he/she feels establishes the company as a city based business, including but not limited to; evidence of ownership, a long term lease of the real estate from which the principal place of business is operated, or payment of property taxes on the personal property of the business.

1) Name of Bidder: \_\_\_\_\_

2) Meriden's Office Address: \_\_\_\_\_

3) Type of ownership: Minority owned: \_\_\_\_\_ Yes \_\_\_\_\_ No

4) If a corporation, where incorporated: \_\_\_\_\_

5) Former name (if applicable): \_\_\_\_\_

6) The undersigned hereby authorizes and requests any persons, firms, or corporations to furnish any information requested by the City of Meriden, in verification of the recitals comprising this Request for Status as a City Based Business.

Dated at: \_\_\_\_\_ this: \_\_\_\_\_ day of \_\_\_\_\_, 2024

Name of bidder: \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_

**IF REQUESTING STATUS AS A MERIDEN BASED BUSINESS, SUBMIT THIS FORM WITH YOUR BID.**

**STATEMENT OF BIDDER'S QUALIFICATIONS**

This Statement of Bidder's Qualifications shall be submitted by the bidder at the time of proposal. All questions must be answered and the data given must be clear and comprehensive. The bidder may submit any additional information he/she desires. It is understood that when the City has executed an Agreement, to which these general conditions are a part, it is in part, done upon the reliance of the answers provided herein by the bidder or the agent of the bidder.

1. Firm Name: \_\_\_\_\_

2. Business Address: \_\_\_\_\_

3. Type of Ownership: Minority Owned – Yes \_\_\_\_\_ No \_\_\_\_\_

4. Year Established: \_\_\_\_\_

5. If a Corporation, Where Incorporated?: \_\_\_\_\_

6. Name of Parent Company (if applicable): \_\_\_\_\_

7. Former Firm name (if applicable): \_\_\_\_\_

8. Have You Ever Defaulted on a Contract? Yes \_\_\_\_\_ No \_\_\_\_\_  
If so, Where and Why?

\_\_\_\_\_

9. Personnel: Total \_\_\_\_\_

10. List Any Contracts on Hand. (Schedule these showing each contract by the date started for Bulky Waste/Dumpster Service, the firm or municipality for whom you are providing the service, and the person and phone Number for reference, and the appropriate anticipated dates of completion.)

STARTING & ENDING DATE	PROJECT	OWNER	REFERENCE & PHONE #
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. List three professional references:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. List your vehicle equipment list that will be used for this bid - Make, Model and Year:

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13. List your bank references:

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14. The undersigned hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the City of Meriden, in verification of the recitals comprising this Statement of Bidder's Qualifications.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Name of Bidder: \_\_\_\_\_

By: \_\_\_\_\_ Title \_\_\_\_\_  
Signature

**THIS STATEMENT SHALL BE SUBMITTED WITH THE BID PROPOSAL PAGES**

FORM OF SURETY GUARANTY

(Shall accompany proposal)

KNOW ALL MEN BY THESE PRESENTS, that for and in consideration of the sum of \$1.00, lawful money of the United States, the receipt whereof is hereby acknowledged, paid the undersaid corporation, and for other valuable consideration the

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(Name of Surety Company) .

a corporation organized and existing under the laws of the State of \_\_\_\_\_

and licensed to do business in the State of \_\_\_\_\_ certifies and agrees

that if Contract \_\_\_\_\_

is awarded to - \_\_\_\_\_

(Name of Bidder)

Corporation will execute the bond or bonds as required by the Contract Documents and will become surety in the full amount of the Contract price for the faithful performance of the Contract and for payment of all persons supplying labor or furnishing or furnishing materials in connection thencewith.

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(Surety)

The language of this form shall generally be given on the official form normally provided by the Surety Company complete with the usual proof of Authority of Officers of the Surety Company to execute said official form.

**Should a bid be offered with a check as surety without said official form, such bid shall be rejected.**

**SPECIAL INSTRUCTIONS TO BIDDERS FOR  
B025-08 TRANSFER STATION  
BULKY WASTE PICK UP**

This bid is for Bulky Waste Pick-Up for the removal of furniture, mattress, carpeting, and other related roadside debris located at the Meriden Transfer Station on Evansville Avenue and the Public Works Complex, 55 Michael Drive, Meriden.

**BID SURETY:**

Each Bid shall be accompanied by a Certified Check or Surety Bond in the amount of One (\$1000.00) Thousand dollars.

**EXTENSION:**

Thirty (30) days prior to the expiration of the resulting agreement, the parties by, mutual agreement, extend them for additional term(s).

**BASIS OF AWARD AND CRITERIA FOR EVALUATION:**

An award will be made to the Contractor(s) whose bid is deemed to be in the best interest of the City of Meriden, taking into consideration, but not limited to, the following criteria:

- A. The Contractor shall be in good standing with the City, including, but not limited to, meeting the City Code concerning this service both in its current form and as it may be amended for the duration of the Agreement.
- B. Prior experience in planning, executing Agreement(s) of the type described therein.
- C. Degree in which the proposal bid is responsive and consistent with the specifications and general conditions described herein.
- D. Contractor's performance on similar Agreements for others.

**MERIDEN BASED BUSINESS:**

Meriden Based Business will be based on the TOTAL COST OF PRICE PER TON.

**MINIMUM SPECIFICATIONS FOR  
B025-08- TRANSFER STATION BULKY WASTE PICK UP**

Bulky Waste Pick-Up located at the Meriden Transfer Station on Evansville Avenue and Public Works Complex, 55 Michael Drive, Meriden. Mattresses will be included in the Price per Haul for Bulky Waste. There will be no extra charge paid for the removal and disposal of mattresses or any other items. This bid requests pricing for YEAR 1) November 15, 2024 to June 30, 2025, for YEAR 2) July 1, 2025 to June 30, 2026 and for YEAR 3) July 1, 2026 to June 30, 2027. The decision to accept YEAR 2 and/or YEAR 3 shall be made by mutual agreement by May 31<sup>st</sup> of the preceding year. A change order will be processed.

**MERIDEN TRANSFER STATION AND PUBLIC WORKS COMPLEX:**

The City of Meriden will require a minimum of six (6) forty (40) cubic yard containers as follows:

The City, on demand will need a **minimum quantity of two (2) forty (40) cubic yard open top roll-off containers at 55 Michael Drive** location.

The City, on demand will also need a **minimum quantity of four (4) forty (40) cubic yard roll-off containers at the Transfer Station at 298 Evansville Avenue.** Three (3) may be open top while one (1) will be fully enclosed to be used for mattresses only.

Both are demand driven. The City of Meriden reserves the right to increase the number of containers required. It is understood that the Contractor owns the containers, not the City of Meriden.

The containers need to be emptied at each location, as many times as needed to meet demand, as requested by the Public Works Department. This frequency does not take into account the changes which may occur, emergencies or inclement weather. Accordingly, no guarantee is made of the number of dumpings required. Historically, eight (8) loads of bulky waste per week have been taken out, although this fluctuates seasonally.

Also, the contractor will provide an on-call service for collections.

OTHER LOCATIONS – Other City Departments may need containers on an as-needed basis. Under this circumstance, invoices shall be sent to the appropriate department.

**PLEASE NOTE: Maximum response time is two days.**

A container may only be dumped when it is reasonably full. The attendant will monitor each dump. In the event of a dispute, judgment of the Director of Public Works shall be final. **No other waste shall be added to a City of Meriden load once a dumpster has been picked up.**

Note: The Meriden Transfer Station is not a daily manned site. A City representative will call for pick-ups.

The receptacle will be disinfected periodically and washed whenever possible. Use of disinfectant and odor control shall be done periodically or as requested by the Director of Public Works, or his designated representative within five (5) working days of the request.

The container provided shall be marked in any way acceptable to the Director of Public Works to uniquely identify it as the one to be based and used at the Public Works Complex and the Meriden Transfer Station.

**MINIMUM SPECIFICATIONS for**  
**B025-08- B025-08- TRANSFER STATION BULKY WASTE PICK UP: Page 2**

The price per haul shall include, but not to be limited to, furnishing all labor, tools, equipment, supervision, cleaning, etc., required for, and incidental to, providing this service.

Whenever a holiday falls on a scheduled pickup day, the next working day shall be used as the scheduled pickup. Holidays shall be as follows: New Year's Day, Memorial Day, Juneteenth, Fourth of July, Labor Day, Columbus Day, Thanksgiving Day and Christmas Day.

The Contractor shall transport the container's contents to an authorized disposal area. Please state on the Proposal Page where the bulky waste and mattresses will be dumped.

There may be on occasion the City will offer "Dump Day" for City residents to bring the bulky waste to the Meriden Transfer Station. This will probably occur on a Saturday, at least 2 times per year. On these days, we will require multiple pick-ups. Therefore, it may be necessary to have trucks on-call with spare 40 yard containers available to exchange dumpsters as quickly as possible. The Director of Publics Works or his designated representative will give a minimum of one week prior notice when this service is needed. These "Dump Days" are based on available funding, and no guarantee of dumps is given.

**TIPPING FEES:** The price bid for tipping fees shall be valid for the duration of the contract period for YEAR 1 which covers until June 30, 2025, and if accepted by mutual agreement – YEAR 2 and/or YEAR 3. The City of Meriden will only pay tipping fees on the actual weight of each load. Tipping fees shall be shown as a separate charge on a separate invoice, and shall be accompanied by a copy of an actual weight slip.

**SCALE:** The City of Meriden reserves the right to weigh each load on its on-site scale.

**TERMINATION CLAUSE:** Response time in one day. If the contractor repeatedly fails to respond, the City will keep the cash performance bond, hire another contractor, the original contractor must remove their dumpsters within two (2) weeks and the City will no longer pay rental (if any charge) if the dumpsters are not being used.

**RECORDS:** Upon request, the City of Meriden may ask for vehicle inspection records. By submission of this bid, you are hereby certifying your drivers have all applicable licenses required by the State of Connecticut to operate the equipment in the fulfillment of your duties, as required under these specifications.

**DISCOUNTS:** Please state on Proposal Pages if you will offer a percentage discount if the City will pay within ten (10) business days through the P-Card program (see below).

**PURCHASING CARD PAYMENTS (P-Card):** This card is a Visa credit card issued to certain departments within the City of Meriden. This will be used as payment for invoices and the contractor shall receive payment within 10 business days.

**REFUSE PERMIT:**

Each successful Contractor is required to comply with Public Act 10-87 and complete a permit application with the Department of Public Works and pay a \$50.00 fee for each vehicle used in this contract. All permits must be renewed each year by May 31<sup>st</sup>. Sample form is attached. The Contractor is required to also complete CT-DEEP Forms annually and submit to no later than July 31<sup>st</sup> directly to the Director of Public Works.

**REPORTING:** Contractor is required to complete applicable CT-DEEP Forms NO LATER THAN July 31<sup>st</sup> annually and submit to Director of Public Works.

**END ON MINIMUM SPECIFICATIONS**



CITY OF MERIDEN  
DEPARTMENT OF PUBLIC WORKS  
142 EAST MAIN STREET, ROOM 19  
MERIDEN, CT 06450-5667  
203-630-4018 www.meridenct.gov

## 2024 - 2025 Application for Refuse Permit

Yearly Permit Fee: \$50

Renewal Due Date: July 1, 2024

Owner: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Town State Zip Code

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Vehicle Make/Model: \_\_\_\_\_ Registration #: \_\_\_\_\_

Vehicle Identification Number: \_\_\_\_\_

Insurance Carrier: \_\_\_\_\_ Date of Policy: \_\_\_\_\_

The applicant agrees that the Refuse Permit may be revoked by the City of Meriden at any time if the applicant is in violation of State of Connecticut regulations including but not limited to those pertaining to separation of recyclable solid waste and other solid waste, of the local Solid Waste Ordinance, Recycle Regulations, any other ordinance or any rules or regulations governing the use of the Receiving Facility. The applicant further agrees that the contents of this vehicle may be inspected at any time in any manner prescribed by the Director of Public Works or his authorized representative.

\_\_\_\_\_  
*Signature of owner or authorized representative* Date: \_\_\_\_\_

\_\_\_\_\_  
*Public Works Director or authorized representative* Date: \_\_\_\_\_

**Note:** Attach copy of Certificate of Insurance and copy of DMV registration. Per Public Act 10-87, any collector transporting municipal solid waste originating in Meriden shall report on a form prescribed by CT DEEP annual tonnage and place of disposal to the Director by July 31 of each year. A copy of the form is available at [www.ct.gov/deep](http://www.ct.gov/deep), Forms.

Mailed applications and CT DEEP reporting forms should be sent to Meriden Dept. of Public Works, City Hall Room 19, 142 East Main Street, Meriden, CT 06450.

Permit is valid 7/1/2024 - 6/30/2025



**Connecticut**  
 Department of Energy &  
 Environmental Protection

Department of Energy & Environmental Protection  
 Bureau of Materials Management & Compliance Assurance  
 79 Elm Street - 4<sup>th</sup> Floor  
 Hartford, Connecticut 06106-5127

# Annual Municipal Recycling Report For FY 2023-2024

This report regarding municipal recycling activity for the previous fiscal year is **required** to be submitted by September 30<sup>th</sup> of each year to the Connecticut Department of Energy & Environmental Protection (DEEP) -CGS Sec 22a-220(h).  
 (PLEASE SUBMIT THIS FY2024 REPORT NO LATER THAN **NOVEMBER 30, 2024**)

**Parts 1 through 5** can be completed and submitted to the CT Department of Energy & Environmental Protection via any **one** of the following methods

- Fax (860) 424-4059 Attn: Solid Waste Facility Reporting- Paula Guerrero; **Or**
- Scanned & E-Mailed To [Paula.Guerrera@ct.gov](mailto:Paula.Guerrera@ct.gov) (Do not send hard copy if sending electronically); **Or**
- Land-Mailed to CT DEEP; Bureau of MM&CA – Recycling Office; 79 Elm Street - 4<sup>th</sup> Floor; -Hartford, CT 06106-5127; Attn: Solid Waste Facility Reporting- Paula Guerrero.
  - Must be double-sided and preferably on paper with a minimum 30% post-consumer content.
  - PLEASE CONSERVE PAPER – Do not send unused pages or sections. Indicate (at bottom of this page) the total number of pages in your report.

Questions? Please visit the [CT DEEP Website](#), contact [Paula Guerrero](#) (860) 424-3334.

1.	<b>Name of City/Town</b>		
	<b>Mailing Address:</b>		<b>Zip Code</b>
2.	<b>Recycling Contact:</b> Name:		
	Title:		
	Phone #:	Fax #:	Email:
3.	<b>Reporting Period:</b> July 1, 2023 through June 30, 2024		
	<b>Number of Pages in This Report:</b>		



**PART 1: MATERIALS RECYCLED FROM RESIDENTIAL SOURCES**

<b>Materials Recycled from Residential Sources</b>			
(A) Recyclable Item	(B) Name/Address - <i>First Destination for Residential Recyclables</i> <small>(after the municipal transfer station or municipal compost site, if applicable)</small>	(C) Amount Recycled	(D) Units of Measure
<b>Bottles/Cans/Cartons/Paper (BCP)</b>  <ul style="list-style-type: none"> <li>• <i>First Destination Is a CT SW Facility</i></li> </ul> <input type="checkbox"/> <i>Includes Res &amp; NonRes</i>	Destination Name: _____ Town: _____ State: _____ Check all that apply: <input type="checkbox"/> <b>Single Stream</b> <input type="checkbox"/> <b>Dual Stream</b> <input type="checkbox"/> <b>Material Collected Separately</b>	<b>NA</b>	<b>NA</b>
	Destination Name: _____ Town: _____ State: _____ Check all that apply: <input type="checkbox"/> <b>Single Stream</b> <input type="checkbox"/> <b>Dual Stream</b> <input type="checkbox"/> <b>Material Collected Separately</b>	<b>NA</b>	<b>NA</b>
<b>Bottles/Cans/Cartons/Paper</b>  <ul style="list-style-type: none"> <li>• <i>First Destination Is NOT a CT SW Facility and located out-of-state</i></li> </ul> <input type="checkbox"/> <i>Tonnage Includes Res &amp; NonRes</i>	Destination Name: _____ Town: _____ State: _____ Check all that apply: <input type="checkbox"/> <b>Single Stream</b> <input type="checkbox"/> <b>Dual Stream</b> <input type="checkbox"/> <b>Material Collected Separately</b>		
	Destination Name: _____ Town: _____ State: _____ Check all that apply: <input type="checkbox"/> <b>Single Stream</b> <input type="checkbox"/> <b>Dual Stream</b> <input type="checkbox"/> <b>Material Collected Separately</b>		
<b>Storage Batteries (vehicle batteries)</b>  <input type="checkbox"/> <i>Tonnage Includes Res &amp; NonRes</i>	Destination Name: _____ Town: _____ State: _____		
	Destination Name: _____ Town: _____ State: _____		
<b>Scrap Metal –</b>  <input type="checkbox"/> <i>Tonnage Includes Res &amp; NonRes</i>	Destination Name: _____ Town: _____ State: _____		
	Destination Name: _____ Town: _____ State: _____		
<b>Waste Oil (gallons)</b>  <input type="checkbox"/> <i>Includes Res &amp; NonRes</i>	Destination Name: _____ Town: _____ State: _____		Gallons
	Destination Name: _____ Town: _____ State: _____		Gallons
<b>Used Textiles (clothing, shoes, linens etc.)</b>  <input type="checkbox"/> <i>Tonnage Includes Res &amp; NonRes</i>	Destination Name: _____ Town: _____ State: _____		
	Destination Name: _____ Town: _____ State: _____		
<b>Electronics</b> Check Types Included: <input type="checkbox"/> CEDs (CT e-Waste Recycling Program) <input type="checkbox"/> Non-CEDs <input type="checkbox"/> <i>Tonnage Includes Res &amp; NonRes</i>	Destination Name: _____ Town: _____ State: _____		
	Destination Name: _____ Town: _____ State: _____		
<b>NiCd Batteries</b> <input type="checkbox"/> <i>Includes Res &amp; NonRes</i>	Destination Name: _____ Town: _____ State: _____		
	Destination Name: _____ Town: _____ State: _____		
<b>PLASTIC WRAP/FILM</b> <input type="checkbox"/> <i>Includes Res &amp; NonRes</i>	Destination Name: _____ Town: _____ State: _____		
	Destination Name: _____ Town: _____ State: _____		

## Source-Separated Organics

If source separated organics or any products (compost, mulch, etc.) made from those organics by the municipality are sent to a CT permitted composting or recycling facility, please report the receiving facility so that the tonnage is not 2x counted. Any organic material burned (with or without energy production) cannot be counted as recycled!!!!

<b>Incoming Leaves</b> 1 CY=0.25 tons <input type="checkbox"/> Leaves are composted at municipal compost site <input type="checkbox"/> <b>compost used at municipal sites</b> <input type="checkbox"/> <b>compost</b> is given or sold to residents <input type="checkbox"/> <b>compost</b> is sold or sent to a permitted composting. <input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>	Destination: Address:		
	Destination: Address:		
<b>Brush</b> (from yard waste) 1CY(loose) = 0.15 tons <input type="checkbox"/> sent to a permitted composting or recycling facility <input type="checkbox"/> chipped and used on municipal sites <input type="checkbox"/> chipped and given to residents <input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>	Destination: Address:		
	Destination: Address:		
<b>Grass</b> <input type="checkbox"/> Grass clippings are sent to a permitted composting or recycling facility	Destination: Address:		
	Destination: Address:		
<b>Yard Waste Mixed</b> <input type="checkbox"/> composted at municipal compost site <input type="checkbox"/> compost is used on municipal sites <input type="checkbox"/> compost is given or sold to residents  <input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>	Destination: Address:		
	Destination: Address:		
	Destination: Address:		
<b>Food Scraps</b> <input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>	Destination Name: Town: State:		
	Destination Name: Town: State:		
	Destination Name: Town: State:		
<b>Paint</b> <input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>	Destination Name: Town: State:		
	Destination Name: Town: State:		
<b>Mattresses</b> <input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>	Destination Name: Town: State:		
	Destination Name: Town: State:		
<b>Other – Specify:</b> <input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>	Destination Name: Town: State:		
	Destination Name: Town: State:		



## PART 2: MATERIALS RECYCLED FROM NON-RESIDENTIAL SOURCES

OTHER RECYCLABLES - Materials Recycled from NON-Residential Sources			
(A) Recyclable Item	(B) Name/Address - First Destination for Other Recyclables (after the municipal transfer station or municipal compost site, if applicable)	(C) Amount Recycled	(D) Units of Measure
Non-Residential Bottles/Cans/Paper	Destination Name: Town: State: Check all that apply: <input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately	NA	NA
	Destination Name: Town: State: <input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately	NA	NA

**OTHER RECYCLABLES - Materials Recycled from NON-Residential Sources**

(A) Recyclable Item	(B) Name/Address - <i>First Destination for Other Recyclables</i> (after the municipal transfer station or municipal compost site, if applicable)	(C) Amount Recycled	(D) Units of Measure
<b>Non-Residential</b> <b>Bottles/Cans/Paper</b> <ul style="list-style-type: none"> <li>• <b>First Destination Is Not a CT SW Facility</b></li> </ul>	Destination Name: _____  Town: _____ State: _____ Check all that apply: <input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately		
<b>Other</b> Specify Type of Recyclable:. <input type="checkbox"/> Only Residential <input type="checkbox"/> Only Non-Residential <input type="checkbox"/> <b>Includes Res &amp; NonRes</b>	Destination Name: _____  Town: _____ State: _____ Check all that apply: <input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately		
<b>Other</b> Specify Type of Recyclable <input type="checkbox"/> Only Residential <input type="checkbox"/> Only Non-Residential <input type="checkbox"/> <b>Includes &amp; Res &amp; NonRes</b>	Destination Name: _____  Town: _____ State: _____		

**PART 3: Information Regarding Collectors (Haulers) of Solid Waste (SW) and Recyclables Operating Within the Borders of the Municipality**

Please list below the haulers or collectors operating in your municipality and provide their contact information- including their e-mail address: (Please duplicate this page if additional space is needed.)

<b>3A: Collector (Hauler) Contact Information</b>					
<b>Name of Hauling Company</b>	<b>Mailing Address &amp; E-mail Address</b>	<b>Contact Name</b>	<b>Phone Number</b>	<b>Did Hauler Register in Your Municipality in FY2024?</b>	<b>Did Hauler Submit FY2024 Annual Report To Your Municipality?</b>
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Mailing: _____ E-mail: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Attach additional sheets if needed

### 3B: Collection Service(s) Information

Name of Hauling Company	Source of SW & RECY Hauled Check all that apply.	Types of SW &/or RECY Hauled by the Collector Check all that apply.	Collector Offers Subscription Service for Residential Curbside Collection of: Check all that apply.
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables
	<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	<input type="checkbox"/> MSW; <input type="checkbox"/> Recyclables; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste <input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps <input type="checkbox"/> Special Waste <input type="checkbox"/> Other – Specify-	<input type="checkbox"/> MSW <input type="checkbox"/> Recyclables

Attach additional sheets if needed

**Please note:** All collectors hauling solid waste (including recyclables) generated within the borders of your municipality are required to: (1) register annually in your municipality and (2) report annually to your municipality – CGS Sec 22a-220a(d).

The collector/hauler reporting form can be found at: [www.ct.gov/DEEP/solidwastereporting](http://www.ct.gov/DEEP/solidwastereporting) or by clicking on links below:

Annual *Collector/Hauler* Reporting Form to be submitted to the municipalities in which the collector/hauler operates  
[Word](#) [pdf](#) [Instructions](#)



**Part 4: Solid Waste Disposed (Please Report Disaster Debris Separately From Other Material)**

Please indicate the **first destination(s)** (landfill, resource recovery facility, or regional multi-town transfer station) where solid waste generated in your town is received for disposal.

- If first destination is your municipal transfer station – report the first destination of waste sent out from your transfer station.
- If first destination is out-of-state, report (in Column C) the tonnage delivered to that facility.
  - If you are unable to get information regarding tonnage sent to that out-of-state facility, report information regarding the hauler who transported that waste out-of-state.

(A) Type of Solid Waste Disposed	(B) Name and Address of First Destination (i.e. Receiving Facility (after the municipal transfer station, if applicable)	(C) Tons this FY
<b>MSW<sup>1</sup></b> • <b>First Destination Is a CT SW Facility</b> (after the municipal transfer station, if applicable)	Destination Name: _____ Town: _____ State: _____	<b>NA</b>
	Destination Name: _____ Town: _____ State: _____	<b>NA</b>
<b>Oversized MSW<sup>1</sup></b> - (furniture, mattresses, carpets, etc) • <b>First Destination Is a CT SW Facility</b> (after the municipal transfer station, if applicable)	Destination Name: _____ Town: _____ State: _____	<b>NA</b>
	Destination Name: _____ Town: _____ State: _____	<b>NA</b>
<b>MSW<sup>1</sup></b> • <b>First Destination Is Not a CT SW Facility</b> (after the municipal transfer station, if applicable)	Destination Name: _____ Town: _____ State: _____	Tons: _____
	Destination Name: _____ Town: _____ State: _____	Tons: _____
<b>Oversized MSW<sup>1</sup></b> - (furniture, mattresses, carpets, etc) • <b>First Destination Is Not a CT SW Facility</b> (after the municipal transfer station, if applicable)	Destination Name: _____ Town: _____ State: _____	Tons: _____
	Destination Name: _____ Town: _____ State: _____	Tons: _____
<b>MIXED C&amp;D - CONSTRUCTION &amp; DEMOLITION WASTE</b> (after the municipal transfer station, if applicable)	Destination Name: _____ Town: _____ State: _____	Tons: _____
<b>DISASTER DEBRIS</b> (after the municipal transfer station, if applicable)	Destination Name: _____ Town: _____ State: _____	Tons: _____
<b>LAND CLEARING DEBRIS (logs and stumps)</b> (after the municipal transfer station, if applicable)	Destination Name: _____ Town: _____ State: _____	Tons: _____

<sup>1</sup> MSW is solid waste from residential, commercial and industrial sources; **excluding** hazardous, biomedical, sludge; etc.

<sup>2</sup> SPECIAL WASTE is any waste other than hazardous or radioactive waste which requires special handling for safe disposal such as sewage treatment, water treatment, and industrial sludges; fly ash and casting sands or slag; contaminated dredge spoils, etc.

## Part 5: Certification of Data Reported

Municipality: <input type="text"/>	Reporting Period: July 1 2023	June 30, 2024
<p><u>Certification of document.</u> This document, which is required to be submitted to the Commissioner of Energy and Environmental Protection, shall be signed by the municipal CEO or a duly authorized representative of such CEO, and by the individual(s) responsible for actually preparing such document, and each such individual shall certify in writing as follows:</p> <p>“I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, that the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that any false statement made in the submitted information may be punishable as a criminal offense under §53a-157b of the Connecticut General Statutes and any other applicable law.”</p>		
<b>Municipal Recycling Contact Signature:</b>		
Signature - Municipal Recycling Contact	Date	
<input type="text"/>	<input type="text"/>	
Printed Name – Municipal Recycling Contact	E-mail Address	
<input type="text"/>	<input type="text"/>	
<b>Municipal CEO Signature:</b>		
Signature Of Municipal CEO	Date	
<input type="text"/>	<input type="text"/>	
Printed Name - Municipal CEO	E-mail Address	
<input type="text"/>	<input type="text"/>	

## Part 6: Survey Questions re Municipal Recycling Program

The Part 6 survey is currently being hosted on SurveyMonkey and a unique URL will be e-mailed to municipal recycling contacts in August. This survey contains program-specific questions related to municipal solid waste program performance and municipal compliance with basic statutory recycling requirements.

**MUNICIPALITIES MUST COMPLETE BOTH THE QUANTITATIVE SECTION (PARTS 1-5); AND THE WEB-BASED SURVEY SECTION (PART 6) FOLLOWED AT A LATER DATE IN ORDER TO SATISFY THEIR REPORTING OBLIGATION.**

**BID PROPOSAL FORM FOR B025-08**  
**TRANSFER STATION BULKY WASTE PICK UP**

For:  
For:

Date of Opening November 05, 2024  
11:00 A.M. Prevailing Local Time

TO: Rawle Dummett  
Purchasing Officer  
142 East Main Street, Room 210  
Meriden, CT 06450-8022

The undersigned, \_\_\_\_\_, doing business in the City/Town of \_\_\_\_\_, in the State of \_\_\_\_\_, submits herewith, in conformity with the general instructions, conditions and specifications the following:

MERIDEN TRANSFER STATION AND PUBLIC WORKS COMPLEX :

**YEAR 1) FROM November 15, 2024 to JUNE 30, 2025 - Minimum of Six (6) - forty (40) cubic yard roll-off containers – four (4) containers @ Transfer Station location and two (2) @ Public Works Complex:**

**PRICE PER EACH HAUL FOR THE 40 CUBIC YARD CONTAINERS:**

\$ \_\_\_\_\_ X 1 = \$ \_\_\_\_\_  
Dollars & Cents                      Quantity of hauls                      **PRICE PER HAUL**

**COST OF TIPPING FEE PER TON (Shall be valid for duration of contract period):**

\$ \_\_\_\_\_ X 1 = \*\*\$ \_\_\_\_\_  
Dollars & Cents                      Ton                      **AVERAGE TIPPING FEE PER TON**

\*\*These extensions are being used solely to determine the lowest responsible/responsive bidder. The City of Meriden will pay tipping fees on actual weight slips only.

**YEAR 2) FROM JULY 1, 2025 to JUNE 30, 2026 - Minimum of Six (6) - forty (40) cubic yard roll-off containers - four (4) containers @ Transfer Station location and two (2) @ Public Works Complex:**

**PRICE PER EACH HAUL FOR THE 40 CUBIC YARD CONTAINERS:**

\$ \_\_\_\_\_ X 1 = \$ \_\_\_\_\_  
Dollars & Cents                      Quantity of hauls                      **PRICE PER HAUL**

**COST OF TIPPING FEE PER TON (Shall be valid for duration of contract period):**

\$ \_\_\_\_\_ X 1 = \*\*\$ \_\_\_\_\_  
Dollars & Cents                      Ton                      **AVERAGE TIPPING FEE PER TON**

\*\*These extensions are being used solely to determine the lowest responsible/responsive bidder. The City of Meriden will pay tipping fees on actual weight slips only.

**CONTINUED ON NEXT PAGE**

BIDDER'S NAME: \_\_\_\_\_

YEAR 3) FROM JULY 1, 2026 to JUNE 30, 2027 - Minimum of Six (6) - forty (40) cubic yard roll-off containers - four (4) containers @ Transfer Station location and two (2) @ Public Works Complex:

**PRICE PER EACH HAUL FOR THE 40 CUBIC YARD CONTAINERS:**

\$ \_\_\_\_\_ X 1 = \$ \_\_\_\_\_  
Dollars & Cents                      Quantity of hauls                      PRICE PER HAUL

**COST OF TIPPING FEE PER TON (Shall be valid for duration of contract period):**

\$ \_\_\_\_\_ X 1 = \*\*\$ \_\_\_\_\_  
Dollars & Cents                      Ton                      AVERAGE TIPPING FEE PER TON

\*\*These extensions are being used solely to determine the lowest responsible/responsive bidder. The City of Meriden will pay tipping fees on actual weight slips only.

To what facility will you be bringing the Bulky Waste (including mattresses) to?

\_\_\_\_\_ Company Name                      Company Address

Will your company accept a P-Card (Purchasing Card with a Visa logo) for payment of our invoices?  
Yes \_\_\_\_\_ No \_\_\_\_\_

PERCENTAGE DISCOUNT IF THE CITY OF MERIDEN WILL PAY WITH VISA P-CARD WITHIN 10 BUSINESS DAYS: \_\_\_\_\_ %

PERCENTAGE DISCOUNT IF THE CITY OF MERIDEN WILL PAY WITH CHECK WITHIN 10 BUSINESS DAYS: \_\_\_\_\_ %

Receipt of Addenda is Acknowledged:

No.: \_\_\_\_\_ Dated: \_\_\_\_\_

No.: \_\_\_\_\_ Dated: \_\_\_\_\_

Is your Company Minority Owned? Yes \_\_\_\_\_ No \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Zip Code \_\_\_\_\_

By: \_\_\_\_\_

(Please print or type)

Title

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_ Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

PLEASE NOTE: All spaces must be filled in with figures or words or your bid may be automatically rejected. Return this Bid Proposal, your Certified Check or Bid Bond, the Non-Collusive Bid Statement, the Statement of Bidder's Qualifications and where applicable, the Request for Status as a Meriden Based Business.

## AGREEMENT FOR B025-08 TRANSFER STATION BULKY WASTE PICK UP

THIS AGREEMENT, made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2024 by and between the City of Meriden, hereinafter called the "CITY", and \_\_\_\_\_, hereinafter called the "CONTRACTOR".

WHEREAS, the City is desirous of engaging a Contractor for Bulky Waste Pick-Up/Dumpster Service (including mattresses);

WHEREAS, the Contractor is in the business of providing such services;

NOW THEREFORE, the parties mutually agree as follows:

1. AGREEMENT OF THE PARTIES: The City of Meriden hereby contracts for, and the Contractor hereby agree to provide said services, under the direction of Director of Public Works.
2. SCOPE OF SERVICES: The Contractor shall provide such services in the attached minimum specifications.
3. In the event of any dispute concerning these services, the City's judgment shall be final.
4. The Agreement shall begin November 15, 2024 and end JUNE 30, 2027 unless extended, terminated or upon acceptance of YEAR 2 and/or YEAR 3.
5. a. The City shall pay the Contractor: See Attachment A (Bid Proposal Form)  
b. Payments to the Contractor shall be for actual service provided and invoices shall be submitted on or before the tenth of each month when payment is due. Invoices for completed works shall be sent to:  
  
Director of Public Works  
City Hall  
142 East Main Street, Room 19  
Meriden, CT 06450
6. AUDITS: At any time during normal business hours, and as often as maybe deemed necessary, the Contractor shall make available for examination of all records with respect to all matters covered by this Agreement and will permit authorized City, State, and/or Federal Officials to audit, inspect, examine and make excerpts or transcripts, from such records and to make audits of all contracts, invoices, payrolls, and other data relating to all matters covered by this Agreement.
7. It is understood that under this Agreement, the services of the Contractor shall be as an independent Contractor and not as an employee of the City, and that persons employed by said Contractor providing services under this Agreement shall be the employees of the Contractor and not of the City.

8. The Contractor shall assume full responsibility for all personnel. Any disciplinary action required against personnel is the obligation and duty of the Contractor. The Contractor hereby agrees to immediately discipline or discontinue the use of personnel in the performance of this Agreement when the City of Meriden notifies the Contractor that a person's performance is unsatisfactory.
9. **INDEMNIFICATION:** The Contractor agrees that during the term of this Agreement, including any extension or modification thereof, it shall indemnify and save harmless the City of Meriden, its officers, agents, and employees from all claims, suits, actions, and damages and cost of every name and description resulting from or arising out of operations conducted under, prior or subsequent to the execution of this Agreement, and that such indemnification shall not be limited by reason of any insurance or bonding coverage.
10. **INSURANCE:** The Contractor shall provide and maintain a Certificate of Insurance for the duration of this Agreement with the types and limits stated in the Insurance Requirements section.
11. **TERMINATION:**
- a. The City or the Contractor shall have the right without cause to terminate within thirty (30) days following the written notification to the other party to that effect by Certified Mail or personal delivery by agent, and upon the expiration of said thirty (30) day period, this Agreement shall be null and void and all rights established herein shall end and terminate. It shall not be necessary for either party to state a reason for such termination.
- b. Should the Contractor be unable or unwilling to provide service and is unable or unwilling to restore said service within thirty six (36) hours, the City, at its sole discretion, may seek any remedy including, but not limited to, changing vendors. Termination notice may be given as in Item 11a above. Notwithstanding the provisions in Item 11a, the City may maintain, or change whatever arrangements the City deems necessary to ensure service, up to and including the entire thirty (30) day notification period.
12. The BIDDING DOCUMENTS are hereby made a part of this Agreement.  
IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year indicated.

CONTRACTOR:

\_\_\_\_\_ Date: \_\_\_\_\_

Duly Authorized

CITY OF MERIDEN:

\_\_\_\_\_ Date: \_\_\_\_\_

Brian P. Daniels, City Manager

Duly Authorized

**Insurance Requirements**

Contractor/Vendor shall agree to maintain in force at all times during the contract the following minimum coverages and shall name City of Meriden as an Additional Insured on a primary and non-contributory basis to all policies, except Workers Compensation. All policies should also include a Waiver of Subrogation. Insurance shall be written with Carriers approved in the State of Connecticut and with a minimum AM Best’s rating of “A-“VIII.

		(Minimum Limits)
General Liability	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations Aggregate ( Per Project Aggregate)	\$2,000,000
Auto Liability	Combined Single Limit Each Accident	\$1,000,000
Umbrella (Excess Liability)	Each Occurrence Aggregate	\$1,000,000
Garagekeepers Legal Liability	Limit	\$300,000

If any policy is written on a “Claims Made” basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.

Workers’ Compensation and Employers’ Liability	WC Statutory Limits EL Each Accident EL Disease Each Employee EL Disease Policy Limit	\$1,000,000 \$1,000,000 \$1,000,000
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Original, completed Certificates of Insurance must be presented to City of Meriden prior to contract issuance. Contractor/Vendor agrees to provide replacement/renewal certificates at least 30 days prior to the expiration date of the policies. Should any of the above described policies be cancelled, limits reduced or coverage altered, 30 days written notice must be given to the City of Meriden.