

TOWN OF GLASTONBURY

INVITATION TO BID

<u>BID #</u>	<u>ITEM</u>	<u>DATE & TIME REQUIRED</u>
GL-2027-07	Ground Water Monitoring Analysis	July 2, 2026 11 A.M.

The Town of Glastonbury, Sanitation Department/Refuse Disposal Division is seeking bids to provide Groundwater Monitoring Analysis, collection/sampling, and testing programs at the Town Bulky Waste Facility, 1145 Tryon St., South Glastonbury and the closed Sanitary Landfill area on 2340 New London Turnpike.

Bidders wishing to submit a bid proposal for this solicitation are directed to respond online through a secure e-Procurement portal. Responses can be submitted at the following link: <https://glastonburyct.bonfirehub.com/>, under the bid title “*GL-2027-07 – Ground Water Monitoring Analysis*”

Step-by-step instructions on how to register as a vendor are available at this website: <https://customer.eunasolutions.com/public/s/article/vendor-registration>

All bids will be publicly opened and read aloud via an online Zoom meeting platform.

No late bids will be accepted.

This Invitation to Bid, Instructions to Bidders, Drawings, Specifications and other Bidding Documents (as defined in the Instruction to Bidders) are available for viewing and downloading on the Town of Glastonbury website www.glastonburyct.gov or the State’s website at www.das.state.ct.us at no cost.

The Town of Glastonbury is An Affirmative Action/Equal Opportunity Employer. Minority/Women’s Business Enterprises are encouraged to bid.

The Town reserves the right to amend or withdraw this Invitation to Bid for any reason, to accept or reject any or all Bids, to waive any informalities or non-material deficiencies in any Bid, and to make such award (or make no award) of a contract in connection with this Invitation to Bid all as determined by the Town, in its discretion, to be in the best interest of the Town. A Bid may be rejected for irregularities of any kind, including without limitation, alteration of form, additions not called for, conditional proposals, and incomplete Bids. A Bid may also be rejected if, in the opinion of the Town, the Bid does not meet the standard of quality established by the Bidding Documents. Any or all Bids may be rejected if there is any reason to believe that collusion exists among two or more Bidders. The foregoing provisions are for illustrative purposes and shall in no way limit the right of the Town to reject any and all Bids, in whole or in part.

Gina Consiglio
Purchasing Agent

TABLE OF CONTENTS

SECTION/PAGE

Information for Bidders

IB 1-3

Detailed Specifications

DS 1-2

Insurance Requirements

IR 1

Bid Proposal

BP 1-3

TABLE 1 – WELL CONSTRUCTION DETAILS

ATTACHMENT A

TABLE 2 – MONITORING PROGRAM

ATTACHMENT B

SITE PLAN – MONITOR WELLS

ATTACHMENT C

1. Bidders submitting a response for this solicitation are directed to respond online through a secure e-Procurement portal. Bids can be submitted at the following link: <https://glastonburyct.bonfirehub.com/> under the bid title “**GL-2027-07-Ground Water Monitoring Analysis**” Bidders will be required to create a profile before submitting their bid. Step-by-step instructions on how to register as a vendor are available at this website:

<https://vendorsupport.gobonfire.com/hc/en-us/articles/6830871161239-Vendor-Registration>

Bidders will be required to upload their bid response in **one consolidated pdf document** in the following file located in the bid portal:

- Bid Response & Related Documents

2. Whenever it is deemed to be in the best interest of the Town, The Town Manager, Purchasing Agent or designated representative shall waive informalities in any and all bids. The right is reserved to reject any bid, or any part of any bid, when such action is deemed to be in the best interest of the Town of Glastonbury.
3. The basis for the award will be based on the lowest bid price and the sum of the options selected by the Town as specified herein, from a qualified, responsible and responsive Bidder.
4. Bids will be carefully evaluated as to conformance with stated specifications.
5. Specifications must be submitted complete in every detail, and when requested, Manufacturer’s product data shall be provided. If a bid involves any exception from stated specifications, they must be clearly noted as exceptions, underlined, and attached to the bid.
6. Each bid shall include manufacturer’s specifications for the equipment proposed by the Bidder.
7. The Bid Documents contain the provisions required for the requested item. Information obtained from an officer, agent, or employee of the Town or any other person shall not affect the risks or obligations assumed by the Bidder or relieve him/her from fulfilling any of the conditions of the bid.
8. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No Bidder may withdraw a bid within sixty (60) days after the actual date of the opening thereof. Should there be reasons why a Bid cannot be awarded within the specified period, the time may be extended by mutual agreement between the Town and the Bidder.
9. The Bidder agrees and warrants that in the submission of this sealed bid, they will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religion, national origin, sex, or physical disability including, but not limited to blindness, unless it is shown by such Bidder that such disability prevents performance of that which must be done to successfully fulfill the terms of this sealed bid or in any manner which is prohibited by the laws of the United States or the State of Connecticut, and further agrees to

provide the Human Relations Commission with such information requested by the Commission concerning the employment practices and procedures of the Bidder. An Affirmative Action Statement will be required by the successful Bidder.

10. Bidder agrees to comply with all of the latest Federal and State Safety Standards and Regulations and certifies that all work required in this bid will conform to and comply with said standards and regulations. Bidder further agrees to indemnify and hold harmless the Town for all damages assessed against the Town as a result of Bidder's failure to comply with said standards and/or regulations.
11. All correspondence regarding any purchase made by the Town of Glastonbury shall reference the Town's purchase order number. Each shipping container shall clearly indicate both Town purchase order number and item number.
12. Bidder is required to review the Town of Glastonbury Code of Ethics adopted July 8th, 2003 and effective August 1, 2003 and revised October 29, 2013 and effective November 8, 2013. Bidder shall acknowledge that they have reviewed the document in the area provided on the bid/proposal response page (BP). The selected Bidder will also be required to complete and sign an Acknowledgement Form prior to award. The Code of Ethics and the Acknowledgement Form can be accessed at the Town of Glastonbury website at www.glastonbury-ct.gov. Upon entering the website scroll down to click on **Bids & Proposals** Icon which will bring you to the links for the **Code of Ethics** and the **Acknowledgement Form**. If the Bidder does not have access to the internet, a copy of these documents can be obtained through the Purchasing Department at the address listed within this bid/proposal.
13. Bidder shall include on a sheet(s) attached to its proposal a complete disclosure of all past and pending mediation, arbitration and litigation cases that the Bidder or its principals (regardless of their place of employment) have been involved in for the most recent five years. Please include a statement of the issues in dispute and their resolution. Acceptability of Bidder based upon this disclosure shall lie solely with the Town.
14. Bidder or its principals, regardless of their place of employment, shall not have been convicted of, nor entered any plea of guilty, or nolo contendere, or otherwise have been found civilly liable or criminally responsible for any criminal offense or civil action. Bidder shall not be in violation of any State or local ethics standards or other offenses arising out of the submission of bids or proposals, or performance of work on public works projects or contracts.
15. Technical questions regarding this bid shall be made in writing and directed to Director of Wastewater, Refuse and Recycling, Jeff LeMay, at jeff.lemay@glastonbury-ct.gov administrative questions regarding the bidding procedures, please contact Gina Consiglio, Purchasing Department at purchasing@glastonbury-ct.gov. All questions, answers, and/or addenda, as applicable will be posted on the Town's website at www.glastonbury-ct.gov. (Upon entering the website scroll down to click on Bids & Proposals icon, then scroll down page to see the active bid table.

You must click the Bid Title to view all bid details and document links). The request must be received at least five (5) days prior to the advertised response deadline.

16. **It is the responsibility of the Bidder to check the Town’s website before submitting bid for any addendums posted prior to bid opening.**

IMPORTANT:

- Failure to comply with general rules may result in disqualification of the Bidder.
- Municipal projects are exempt from Federal Excise Taxes, as well as, State of Connecticut Sales, Use and Service Taxes and should not be include in the Bidder’s proposal.

DETAILED SPECIFICATIONS

1.0 GENERAL

- 1.1 The Town of Glastonbury, Sanitation Department/Refuse Disposal Division is seeking quotes to provide Groundwater Monitoring Analysis, collection/sampling, and testing programs at the Town Bulky Waste Facility, 1145 Tryon St., South Glastonbury and the closed Sanitary Landfill area on 2340 New London Turnpike.
- 1.2 It is the intent of the Town to contract with a Bidder to provide complete sampling program collection, lab analysis, and data submission. All work shall be performed in accordance with the State of Connecticut, Department of Energy & Environmental Protection (DEEP) requirements.
- 1.3 Bidders are required to use a low flow (minimum draw down) method for sample collection.
- 1.4 All samples shall be obtained in conformance with the DEEP requirements regarding pumping to obtain water, measurement of water table, use of proper containers, field preservation and field filtration.
- 1.5 All Samples shall be analyzed by a State of Connecticut certified approved laboratory.
- 1.6 All results and reports shall be sent in triplicate to the Director of Sanitation. The Town shall be responsible for submitting completed reports to the State DEEP.
- 1.7 This agreement shall be for a period of one (1) year, from July 1, 2026 through June 30, 2027. Any optional extension offered by the bidder for an additional two (2) years will be evaluated by the Town. Bidders shall indicate the option to extend on the Quotation Proposal form.
- 1.8 Although these specifications outline specific sampling schedules and programs as required by the DEEP at this time, these requirements may change. Any required changes shall be reviewed by the Town with the contractor at such time.
- 1.9 All results shall be reported according to the following schedule:

<u>Sampled</u>	<u>Report By</u>
July	September 1
October	December 1
January	March 1
April	June 1

- 1.10 Monitoring program shall include measurements of ground water elevations at all monitor wells. A water table contour map shall accompany each quarterly report.

2.0 SCOPE OF SERVICES – BULKY WASTE FACILITY

2.1 A total of nine (9) monitor wells shall be tested. Table one (1) -Attachment A, provides details of construction of the wells and locations. Bulky Waste Site Plan – Monitor Wells provides a detail of locations.

2.2 Monitoring program parameters and sampling requirements are outlined in Table 2-Attachment B.

3.0 SCOPE OF SERVICES – TRANSFER STATION (CLOSED SANITARY LANDFILL)

3.1 A total of two (2) monitor wells and two (2) surface water locations are to be monitored.

Monitor Wells – #232 and #233, located along roadway to closed landfill area.

Surface Water – Roaring Brook at New London Turnpike crossing and Coldbrook Road Crossing.

3.2 Monitoring program parameters and sampling requirements are outlined in Table 2-Attachment B.

4.0 DATA REPORTING

4.1 Bidder shall provide, with the last quarterly report submitted in June each year for both Transfer Station and Bulky Waste Facility, an annual summary to evaluate long term trends. This evaluation based on the compilation of data collected during the year, graphs, trends into groundwater quality, assessment of the nature and extent of the plume (if any exists), and evaluation of the monitoring program.

4.2 In addition to the written reports provided, Bidders shall provide one (1) PDF of all reports required for this Quotation.

5.0 BIDDER QUALIFICATIONS

5.1 Bidder shall submit a list of at least four (4) references of similar scope of services provided. References shall be current within the last five (5) years.

5.2 Bidders shall have been performing this type of service for a minimum of four (4) years.

5.3 Pricing shall be for complete service to include mileage, insurance, sample collection and analysis.

6.0 PAYMENTS

6.1 Payment shall be made within (30) calendar days after successful completion and submission of quarterly test results and reports as required. Written invoice shall be submitted to the Town of Glastonbury, Sanitation Department/Refuse Disposal Division, 2149 Main Street, Glastonbury, CT 06033, Attention: Director of Sanitation.

INSURANCE REQUIREMENTS

The Bidder shall, at its own expense and cost, obtain and keep in force during the entire duration of the Project or Work the following insurance coverage covering the Bidder and all of its agents, employees and sub-contractors and other providers of services and shall name the Town of Glastonbury and its employees and agents as an Additional Insured on a primary and non-contributory basis to the Bidders Commercial General Liability and Automobile Liability policies. All policies shall contain a waiver of subrogation. These requirements shall be clearly stated in the remarks section on the Bidder's Certificate of Insurance. Insurance shall be written with insurance carriers approved in the State of Connecticut and with a minimum Best's Rating of A-VIII. In addition, all carriers are subject to approval by the Town. Minimum Limits and requirements are stated below:

1) Worker's Compensation Insurance:

- Statutory Coverage
- Employer's Liability
- \$1,000,000 each accident/\$1,000,000 disease-policy limit/\$1,000,000 disease each employee
- A Waiver of Subrogation shall be provided in favor of the Town of Glastonbury and its employees and agents
-

2) Commercial General Liability:

- Including Premises & Operations, Products and Completed Operations, Personal and Advertising Injury, Contractual Liability and Independent Contractors.
- Limits of Liability for Bodily Injury and Property Damage
Each Occurrence \$1,000,000
Aggregate \$2,000,000 (The Aggregate Limit shall apply separately to each job.)
- A Waiver of Subrogation shall be provided in favor of the Town of Glastonbury and its employees and agents

3) Automobile Insurance:

- Including all owned, hired, borrowed and non-owned vehicles
- Evidence a Combined Single Limit of Liability for Bodily Injury and Property Damage: Per Accident \$1,000,000
- A Waiver of Subrogation shall be provided in favor of the Town of Glastonbury and its employees and agents

4) Umbrella Excess Liability:

- Each Occurrence \$1,000,000
- Aggregate \$1,000,000

The Bidder shall direct its Insurer to provide a Certificate of Insurance to the Town before any work is performed. The Contractor shall be responsible to notify the Town 30 days in advance with written notice of cancellation or non-renewal. The Certificate shall evidence all required coverage including the Additional Insured on the General Liability and Auto Liability policies. The Bidder shall provide the Town copies of any such insurance policies upon request.

INDEMNIFICATION

To the fullest extent permitted by law, the Bidder shall indemnify and hold harmless the Town of Glastonbury and its consultants, agents, and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to fees and charges of engineers, attorneys and other professionals and court and arbitration costs) to the extent arising out of or resulting from the performance of the Bidder's work, provided that such claim, damage, loss or expense is caused in whole or in part by any negligent act or omission by the Bidder, or breach of its obligations herein or by any person or organization directly or indirectly employed or engaged by the Bidder to perform or furnish either of the services, or anyone for whose acts the Bidder may be liable.



TOWN OF GLASTONBURY * 2155 MAIN STREET * GLASTONURY * CT

REQUIRED

BID / PROPOSAL NO: GL-2027-07

DATE DUE: 7/2/2026

DATE ADVERTISED: 6/18/2026

TIME DUE: 11:00 AM

NAME OF PROJECT: Ground Water Monitoring Services

In compliance with this Invitation to Bid, the Bidder hereby proposes to provide goods and/or services as per this solicitation in strict accordance with the Bid Documents, within the time set forth therein, and at the prices submitted with their bid response.

IT IS THE RESPONSIBILITY OF THE BIDDER TO CHECK THE TOWN’S WEBSITE BEFORE SUBMITTING BID FOR ADDENDA POSTED PRIOR TO BID OPENING.

THE BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDA AS REQUIRED:

Addendum 1 _____(Initial/Date) Addendum 2 _____(Initial/Date) Addendum 3 _____(Initial/Date)

OTHER ITEMS REQUIRED WITH SUBMISSION OF BID PROPOSAL:

The following bid checklist describes items required for inclusion with the above-referenced bid proposal package. It is provided for the convenience of the bidders and, therefore, should not be assumed to be a complete list.

- _____ 1. Included Disclosure of Past and Pending Mediation, Arbitration, and Litigation cases against the Bidder or its Principals as per the Information for Bidders.
- _____ 2. Checked Town website for Addenda and acknowledged Addenda on page BP-1.
- _____ 3. Acknowledged Code of Ethics (part of Bid Proposal Form)
- _____ 4. Acknowledged Non-Collusion Affidavit (part of Bid Proposal Form)
- _____ 6. All required documents herein have been completed and are accurate.
- _____ 7. Statement of Qualifications as described in section **5.0 BIDDER QUALIFICATIONS**
- _____ 8. Prepared ONE consolidated pdf file for online bid submission.

THIS PAGE MUST BE COMPLETED AND RETURNED WITH PROPOSAL FORMS

Bidder’s Name: _____

**BID RESPONSE FORM - Page 1 of 2
REQUIRED**

AS PER ATTACHED SPECIFICATIONS, COMPLETE THE FOLLOWING PRICE SHEET:

ITEM	ITEM DESCRIPTION	TOTAL AMOUNT
A.	Transfer Station Monitoring Program	\$ _____/Year
B.	Bulky Waste Monitoring Program	\$ _____/Year
C.	Annual Summary	\$ _____/Year
	Total Bid Amount	\$ _____ (Numeric Amount)

Total Bid Amount

\$ _____
(Written Amount)

Optional Contract Extension

Bidder willing to extend contract pricing Jul 2027 - Jun 2028 year?
 Bidder willing to extend contract pricing Jul 2028 - Jun 2029 year?

<u>YES</u>	<u>NO</u>

Bidder shall attach a List of References (minimum of 4, see item 5.1 in Detailed Specifications)

Bidder shall indicate the number of years performing this service per item 5.2 _____ years.

THIS PAGE MUST BE COMPLETED AND RETURNED WITH PROPOSAL FORMS

Bidder's Name: _____

**BID RESPONSE FORM - Page 2 of 2
REQUIRED**

NON-COLLUSION STATEMENT:

By submission of this quotation, the Respondent certifies that it is being submitted without any collusion, communication, or agreement as to any matter relating to it with any other respondent or competitor. We understand that this quotation must be signed by an authorized agent of our company to constitute a valid quotation.

CODE OF ETHICS:

I / We have reviewed a copy of the Town of Glastonbury's Code of Ethics and agree to submit a Consultant Acknowledgement Form if I / We are selected. Yes _____ No _____ *

*Respondent is advised that effective August 1, 2003, the Town of Glastonbury cannot consider any proposal where the respondent has not agreed to the above statement.

_____	_____
Type or Print Name of Individual	Doing Business as (Trade Name)
_____	_____
Signature of Individual	Street Address
_____	_____
Title	City, State, Zip Code
_____	_____
Date	Telephone Number / Fax Number
_____	_____
E-Mail Address	SS # or TIN#

THIS PAGE MUST BE COMPLETED AND RETURNED WITH PROPOSAL FORMS

Bidder's Name: _____

Table 1- Attachment A
Well Construction Details

Hydrogeologic Investigation Tryon Street
Bulky Waste Landfill Glastonbury, CT

Updated 5/25/2022

Well	TOC Elevation (ft-MSL)	TPS Elevation (ft-MSL)	Ground Elevation (ft-MSL)	Total Depth (feet)	Screen length (feet)	Well Diameter (inches)	Date of Installation	Location
MW-99-1	42.78	43.03	40.3	90	5	2	6/3/1999	Southern most down gradient
MW-99-3	27.86	27.96	25.9	28	10	2	6/3/1999	South of MW-99-1 down gradient
MW-99-4	20.28	20.48	18.2	27	10	2	6/3/1999	South of MW-99-3 down gradient
MW-99-5	39.67	39.91	37.6	52	10	2	6/3/1999	Northern most down gradient
MW-01-1	-	-	-	120	-	2	6/12/2001	South side of roadway West of Potable well
MW-03-1	-	-	-	125	10	2	6/13/2003	Northwest side of roadway at entrance
MW-School	-	-	-	109	-	2	1/1/2007	School Parking Lot (South)
GFL-3	47.85	47.92	15.6	46.8	?	2	1/1/1975	Northern property line West of Landfill
GFL-4	43.14	43.61	41	49.4	?	2	1/1/1975	Northern property line West of Landfill
	-	-				-	-	

Note: Elevations referenced to mean sea level.

Elevations established by a survey conducted by the Town of Glastonbury on August 12, 1999

TOC: Top of PVC Casing

TPS: Top of Protective Steel Casing

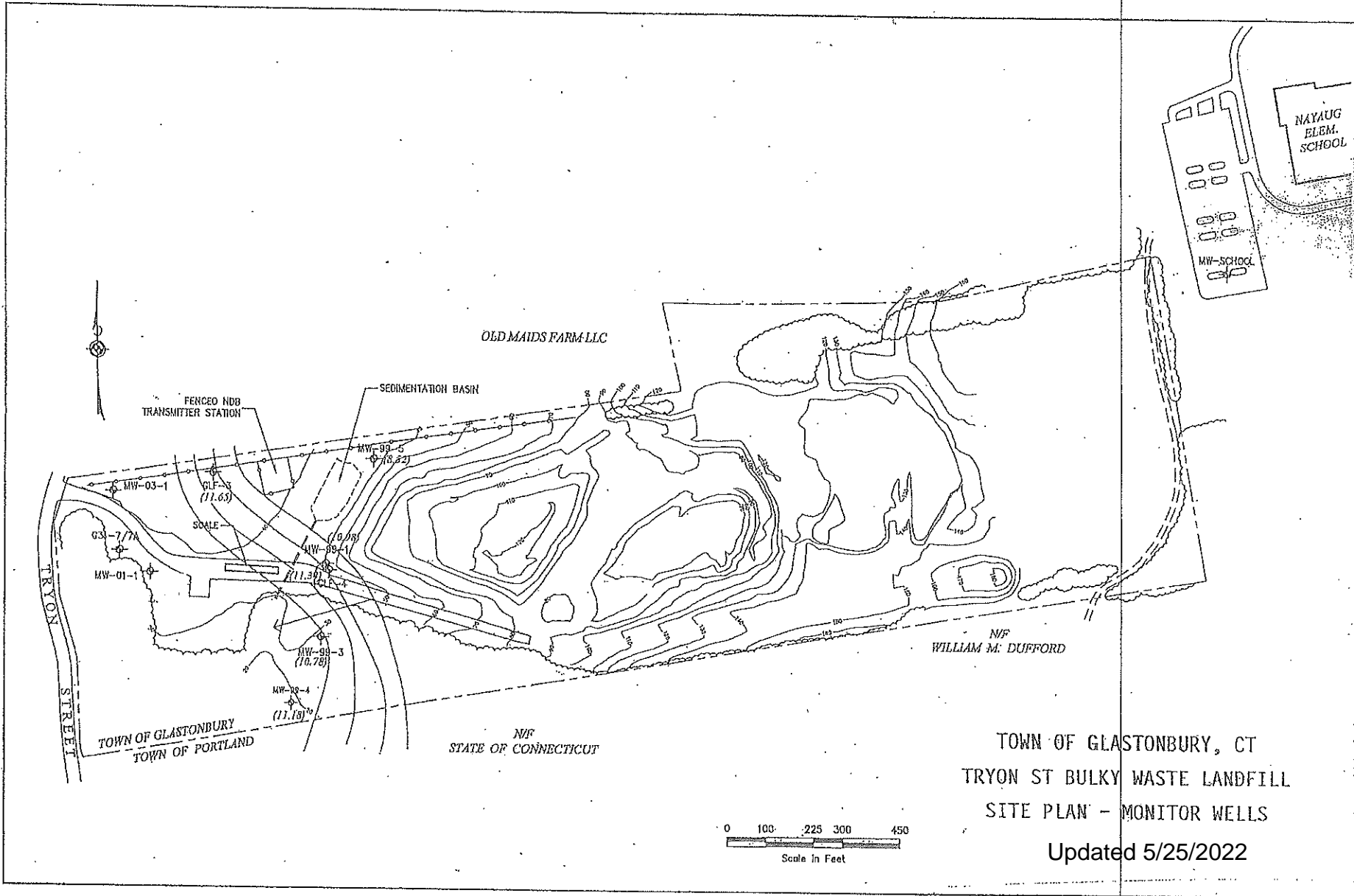
ft-MSL: Feet above Mean Sea Level

Table 2- Attachment B

Monitoring Program

Analysis	Closed Sanitary Landfill	Bulky Waste Facility	Frequency
Alkalinity	X	X	Quarterly
Ammonia - N	X	X	Quarterly
Biochemical Oxygen Demand (5 day)	X	X	Quarterly
Bromodichloromethane		X	Quarterly
Cadmium	X	X	Quarterly
Chemical-Oxygen Demand	X	X	Quarterly
Chloride	X	X	Quarterly
Chloroform		X	Quarterly
Copper	X	X	Quarterly
Depth to Water Measurement (All Wells)	X	X	Quarterly
Ethyl benzene		X	Quarterly
Hardness (Total	X	X	Quarterly
Iron Dissolved)	X	X	Quarterly
Lead	X	X	Quarterly
Lead (Dissolved)	X	X	Quarterly
Manganese (Dissolved)	X	X	Quarterly
Nitrate - N	X	X	Quarterly
Nitrite - N	X	X	Quarterly
P & M - Xylene		X	Quarterly
PH	X	X	Quarterly
Potassium	X	X	Quarterly
Sodium (Dissolved)		X	Quarterly
Specific Conductance	X	X	1/year April
Sulfate	X	X	Quarterly
Total Dissolved Solids	X	X	Quarterly
Total Petroleum Hydrocarbon	X	X	Quarterly
Total Suspended Solids	X	X	Quarterly
Volatile Organic Compounds (EPA Method	X	X	1/year April
Water Table Contour Map	X	X	Quarterly
Zinc (ZN)	X	X	Quarterly

Site Plan- Monitor Wells - Attachment C



TOWN OF GLASTONBURY, CT
TRYON ST BULKY WASTE LANDFILL
SITE PLAN - MONITOR WELLS
Updated 5/25/2022