TOWN OF NEWTOWN, CONNECTICUT

INVITATION TO BID

Sealed bids will be received at the office of the Financial Director, **3 Primrose Street**, Newtown, Connecticut 06470, until but no later than **11:00 am, Monday, March 31, 2014:**

Cover: **MONITORING WELLS AROUND THE LANDFILL - FY 14-15**

The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown. The Town of Newtown is an Affirmative Action Employer-MBE/WBE are encouraged to bid. Specifications and bid documents may be obtained at www.newtown-ct.gov under the Purchasing Department.

E. P. Llodra

E. Patricia Llodra
First Selectman

Robert G. Tait

Robert G. Tait
Financial Director

PURCHASING AUTHORITY

TOWN OF NEWTOWN PURCHASING AUTHORITY
INSTRUCTIONS TO BIDDERS

1. Submit bids in a sealed envelope plainly marked to identify the particular bid. It is the sole responsibility of the bidder to see that the bid is in the hands of the proper authority prior to the bid opening time. Bidders may be present at the opening of the bids.

2. Withdrawals of, or amendments to bids received later than the time and date specified for bid opening will not be considered.

3. The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids, or proposals; to waive any technicality in any bid, or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown, Connecticut.

4. Bids may be held by the Town of Newtown for a period not to exceed sixty (60) days from the opening of the bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.

5. Bids must be submitted on the "Sealed Bid Request" form enclosed at the end of this packet. All items must be filled in (unit cost, trade-in for each unit, etc.). Failure to comply with this requirement will automatically void the bid.

6. Trade-ins, when indicated, will be listed on the Sealed Bid Request form. The Town of Newtown reserves the right to trade all, some or none of the vehicles listed as deemed in the best interest of the Town. Bidders may submit a bid on the new vehicles with or without trade-ins or may submit bids on the trade-ins only, either individually or by lot. Trade-ins must be detailed individually as indicated on the Sealed Bid Request form. Trade-ins may be used in determining the lowest responsible bid.

7. The Town may consider proximity of the vendor's service as a factor in determining lowest price and reserves the right to award in whole or part to one or more vendors.

8. The Town agrees to pay for all equipment within thirty (30) working days after the equipment has been accepted and claim (invoice) presented.

9. Bid Security when required must be by a **certified check, letter of credit or surety bond** for five percent (5%) of the total bid, payable to the Town of Newtown. If a surety bond is enclosed, it shall be written on AIA Document A310, Bid Bond, unless otherwise provided in the Bidding Documents, and the attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of the Power of Attorney.

10. The Town of Newtown reserves the right to retain the bid security of Bidders to whom an award is being considered until either: (a) the Contract has been executed and bonds, if required, have been furnished, or (b) the specified time has elapsed so that Bids may be withdrawn or (c) all bids have been rejected.

11. Prior to awarding any contract exceeding $25,000.00 for the construction, alteration, or repair for any public building or public work, a 100% performance bond and a labor or materialmen's bond must be furnished by the person to whom the contract is awarded.

12. Performance Bond when required must be by a **certified check, letter of credit or performance bond** for one hundred percent (100%) of the total bid. When submitting a performance bond, bonds must be written on AIA Document A312, Performance Bond and Payment Bond. Both bonds shall be written in the amount of the Contract Sum.

13. The successful bidder will be required to post a Certificate of Insurance, with the Town of Newtown named as additional insured, in an amount to be determined by the Town of Newtown.

BID SPECIFICATIONS

TESTING OF THE MONITORING

WELLS AROUND LANDFILL

Bid should include collection samples and the following:

Surface Water monitoring will be conducted at the following locations:

S-1 (upgradient) Pootatuck River crosses under Route 25
S-2 Pootatuck River crosses under Turkey Hill Road
12 Wells

Each quarterly sample shall be analyzed for the following leachate indicator parameters:

1. Total dissolved solids
2. Total suspended solids
3. Alkalinity
4. Hardness
5. COD
6. Dissolved lead
7. Dissolved cadmium
8. Dissolved iron
9. Dissolved manganese
10. Ammonia
11. Nitrate
12. Chloride

Following measurement of the water level in the monitoring wells, the wells shall be pumped immediately prior to sampling until at least three (3) times the volume of water standing in the well is evacuated to insure that a representative sample of the ground water is obtained. All groundwater samples should be filtered in the field to remove excess suspended solids. The samples shall be analyzed by a laboratory certified by the State Health Department. All samples shall be placed in the appropriate container for the test to be conducted (i.e., BOD bottle, volatile organics bottle, ½ gallon plastic bottle, etc.).

Each quarterly groundwater sample shall be analyzed for the previously listed leachate indicator parameters and the following:

Hydrocarbons
Volatile organics (according to method 8010 and method 8020 from EPA SWA 846)

Any monitor wells which are lost, damaged or otherwise not able to be sampled shall be repaired or replaced in time to be sampled during the next quarterly interval.

The sampling and testing performed according to subparagraphs A and B shall be done according to this schedule:

Sampling Date	Reporting Date
January	March 1
April	June 1
July	September 1
October	December 1

The results shall be reported to the Waste Management and Water Management Bureaus of the Department of Environmental Protection at the State Office building, Hartford, CT 06106. A copy of the sampling results shall also be sent to the Director of Health, Donna McCarthy, of the Town of Newtown in which the disposal area is located.

Well Designation

MW-1S
MW-2I
MW-2S
MW-5I
MW-5S
MW-6I
MW-8S
MW-9S
MW-11I
MW-11SA
MW-11D
MW-12I
SW-1
SW-2

FIELD BLANK
TRIP BLANK

TOWN OF NEWTOWN

SEALED BID REQUEST

BID OPENING DATE: Monday, March 31, 2014 **TIME:** 11:00 am

LOCATION: Finance Dept., **3 Primrose Street**, Newtown, CT 06470

BID TITLE: MONITORING WELLS AROUND THE LANDFILL

SECURITY REQUIRED: NONE

DATED IN NEWTOWN: June 5, 2011

PLEASE NOTE: ONE (1) ORIGINAL AND ONE (1) COPY OF SEALED BID MUST BE SUBMITTED.

Is your company a MBE/WBE business: _____ (YES) _____ (NO)

12 WELLS _____/Each

2 SURFACE WATER SAMPLES _____/Each

1 FIELD BLANK _____/Each

1 TRIP BLANK _____/Each

TOTAL QUARTERLY BID: $_____

COMPANY	**SIGNATURE**
ADDRESS	**SIGNED BY (Print or Type)**
ADDRESS 2	**TITLE**
ADDRESS 3	**FAX NO.**
TELEPHONE NO.	**DATE**
TAX ID NUMBER	**E-MAIL**