



Web Version of RFQ/RFP/RFB

New Milford Board of Education
50 East Street
New Milford, CT 06776

INSTRUCTIONS TO PROPOSERS AND FORM OF PROPOSAL

RFP E-2021-051240 – Septic Tank & Grease Traps





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The New Milford Board of Education is soliciting proposals from a qualified bidder to pump, inspect each tank indicated throughout the district. We require the bid to separate costs out as such with two (2) prices:

- 1) The cost to pump and visually inspect each tank as indicated
- 2) The dumping fee associated with bringing the refuse to the waste treatment plant

The successful bidder must demonstrate the ability to perform the work described in the Scope of Services set forth in this solicitation and have significant experience successfully performing comparable work.

Obtaining permits rests solely on the proposed bidder for any and all work.

The BOE reserves the right to reject any and all submissions.

Submissions are to be submitted via email with the following subject line:

RFP E-2021-051240 – Septic Tank & Grease Traps

Submissions are to be submitted to the following email address:

Nestor Aparicio – New Milford Public Schools Director of
Facilities aparicion@newmilfordps.org

Submissions received after the deadline of Friday May 14th, 2021 at 12pm will be considered informal and rejected.



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Name of Bidder: _____

Business Address: _____

Telephone #: _____

Date of Bid: _____

The bidder listed above declares and certifies:

First: That the said bidder is of lawful age and the only one interested in this Bid, and that no other bidder has any interest herein.

Second: That this bid is made without any previous understanding, agreement or connection with any other person, firm or corporation making a bid for the same purposes, and is in all respects fair and without collusion or fraud.

Third: That said bidder has carefully examined the instructions to bidders, schedules and specifications prepared under the direction of the Board of Education, and will, if successful in this bid, furnish and deliver at the prices bid and within the time stated, all the materials, supplies, apparatus, goods, wares, merchandise, service and/or labor for which this bid is made.

Fourth: That the price quotes herein are net and exclusive of all federal, state and municipal sales and excise taxes.

(Person, Firm, or Corporation)

(Authorized Signature)

(Name-Typed or Printed)



Scope of Services - Septic Tank & Grease Trap Location Specifications

New Milford High School

- No septic tanks
- 2- grease traps (3,000 gallons each)

Hill & Plain Elementary School

- 12,000 gallon septic
- 1- grease trap (4,000 gallons)

Sarah Noble Intermediate School

- No septic tanks
- 1- grease trap (3,000 gallons)

Schaghticoke Middle School

- 36,000 gallon septic tank
- No grease trap
- 2,000 gallon acid waste tank (not used for acid waste any longer. It should still be pumped and inspected)

Northville Elementary School

- 12,000 gallon septic tank
- No grease trap



Scope of Services - Septic Tank Cleaning Specifications

- Tank cleanings are to be done between July 1st and August 20th (approximate)
- All tanks are to be cleaned to within 6" of the bottom of tank
- Tanks are to be cleaned M-F between the hours of 7am and 4pm (excluding holidays)
- Contractor shall notify NM Schools Facility office when tank(s) are cleaned for inspection
- The effluent filter at Northville Elementary School shall be properly rinsed and re-installed. Contractor shall provide a letter to CT DEP stating such.
- It is the responsibility of the Contractor to sufficiently clean the grease traps at New Milford High School. Chemical additives may be added (at Contractors expense) to tank to help aid in grease removal. If mechanical means are necessary to break grease clogs, then Contractor shall get price to perform such activities. Mechanical means shall be outside of this agreement and will be billed as an extra.
- Dosing tanks at Schaghticoke Middles School and Hill & Plain Elementary School shall be inspected for proper operation. Contractor shall pump and rinse dosing tanks. Bell and spigot shall be visible for inspection.
- Contractor shall maintain CT DEP wastewater monitoring compliance reports as per State of Connecticut regulations.
- Contractor shall be on call 24-hrs a day for emergency service, between the first and last day of school for the contract year. Contractor shall provide any needed emergency service as requested by the NM Schools Facilities Dept. Contractor will be required to respond within ½ hr during school hours and 1hr on non-school days.