

REQUEST FOR PROPOSALS

Town of LaGrange

RFP Materials may be picked up at the Town Clerk's Office between the hours of 8:30 am and 4:00 pm M-F or requested via email: oreillyrao@lagrangeny.gov or deputytownclerk@lagrangeny.gov

Release Date: March 6, 2026

Proposals Due: March 27, 2026 no later than 10:00 am

Submission method: Sealed proposal must be received at the following address:

Town of LaGrange ATTN: Town Clerk

(Sealed Proposal – Liquid Sludge Hauling Services)

120 Stringham Road Lagrangeville, NY, 12540

OR SUBMITTED VIA EMAIL TO:

oreillyrao@lagrangeny.gov (Town Clerk)

SUBJECT LINE: Town Clerk (Sealed Proposal – Liquid Sludge Hauling Services)

LIQUID SLUDGE HAULING SERVICES

Town of LaGrange

1. INTRODUCTION

The Town of LaGrange ("Town") is soliciting sealed proposals from qualified contractors to provide liquid sludge hauling services for its wastewater treatment facilities. The intent of this Request for Proposals (RFP) is to secure a reliable, experienced vendor capable of safely transporting and properly disposing of liquid sludge in compliance with all applicable federal, state, and local regulations.

2. BACKGROUND

The Town operates wastewater treatment operations that generate liquid sludge requiring regular removal and transport to approved disposal or processing facilities. The Town seeks a contractor to provide timely, compliant, and cost-effective hauling services.

3. SCOPE OF SERVICES

- Pumping and hauling of liquid sludge from designated Town facilities
- Transportation to an approved disposal, treatment, or beneficial reuse facility
- Disposal in accordance with all regulatory requirements
- Emergency hauling services when requested
- Recordkeeping and reporting of volumes transported and disposal locations
- Maintenance of manifests and disposal documentation

Estimated Quantities

Titusville WWTP Estimated annual volume: [720,000 gallons]

Noxon Knolls WWTP Estimated annual volume [16,000 gallons]

Frequency: Titusville WWTP – Twice per week

Frequency: Noxon Knolls WWTP – As Needed

The Town does not guarantee minimum quantities.

4. CONTRACT TERM

Initial Term: 1 year

Optional Renewals: 1 additional one-year extension, subject to Town approval

5. CONTRACTOR REQUIREMENTS

- Be properly licensed to transport liquid sludge
- Maintain all required federal and state permits
- Demonstrate experience in municipal sludge hauling
- Provide trained and certified operators
- Maintain spill prevention and response plans
- Comply with all safety regulations

6. EQUIPMENT REQUIREMENTS

- Vacuum tankers suitable for liquid sludge transport
- Spill containment equipment
- Backup equipment for uninterrupted service
- GPS tracking (preferred)

7. REGULATORY COMPLIANCE

Contractor shall comply with EPA regulations, state environmental agency requirements, DOT transport rules, and OSHA safety standards. All sludge must be transported and disposed of at properly permitted facilities.

8. INSURANCE REQUIREMENTS

The contractor must maintain General Liability, Automobile Liability, Pollution Liability, and Workers' Compensation coverage. Minimum coverage limits shall be specified by the Town prior to contract award.

9. PROPOSAL SUBMISSION REQUIREMENTS

Company Information

Company name and address

Contact person

Years in business

Experience

Municipal references

Description of similar projects

Technical Approach

Hauling methodology

Equipment list

Disposal facilities used

Pricing

Unit cost per gallon or wet ton

Emergency service rates

Fuel surcharge policy (if applicable)

Compliance

Copies of licenses

Insurance certificates

Permits

10. EVALUATION CRITERIA

- Experience and qualifications
- Regulatory compliance
- Reliability and capacity
- Cost
- References

11. SCHEDULE

Milestone	Dates:
RFP Release	March 6, 2026
Questions	Due by March 20, 2026
Proposals Due	March 27, 2026 10:00 AM
Award	April 1, 2026

12. GENERAL TERMS

- Reject any or all proposals
- Request additional information
- Negotiate terms
- Award to the most qualified proposer

13. CONTACT INFORMATION

Ryan Sheridan

Project Manager

Ryan.Sheridan@h2oinnovation.com

845-648-0942

14. SUBMISSION INSTRUCTIONS

Sealed proposals must be submitted to:

[Please See Cover Page]

Proposals must be clearly marked: "Liquid Sludge Hauling Services RFP"

MISCELLANEOUS

- The Town of LaGrange reserves the right to conduct interviews and request demonstrations from top-ranked candidates.
- The Town of LaGrange may request clarification or additional information.
- The Town of LaGrange expressly reserves the right to waive any irregularities in or to accept any bid or to reject any and all bids or to award on any or all items as the interest of the Town of LaGrange may appear to require.
- No bidder may withdraw their bid within thirty (30) days after the actual date of the bid opening.
- Issuance of this RFP does not guarantee contract award.
- All proposals preparation costs are the responsibility of the vendor.
- The selected vendor shall be required to comply with the Davis-Bacon Act and other federal labor standards or provisions unless an exemption is obtained. The vendor will be responsible for compliance with the NYS DOL prevailing wage rates. Certified payrolls will be required with each request for payment application. If contractor is exempt from prevailing wages as sole proprietor provide a copy of NYS exemption form.
- The vendor must comply with the requirements of any contractual agreement required by the Town of LaGrange including but not limited to insurance requirements.
- For specifications, please review this RFP. For other questions, please contact Town Clerk Christine O'Reilly- Rao 845- 452- 1830 ext. 100.

