

Montgomery County

Request for Proposals #09-26 Transportation of Solid Waste

RFP SCHEDULE OF ACTIVITIES

RFP Released	June 11, 2026
Deadline to Submit Questions to Montgomery County	June 22, 2026
Question and Answers Posted	June 26, 2026
Proposals Due to Montgomery County	July 6, 2026

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PURPOSE OF THIS REQUEST FOR PROPOSAL (RFP)

Montgomery County is soliciting proposals from qualified providers interested in providing transportation services for Municipal Solid Waste (MSW) and Construction and Demolition Debris (C&D); and transportation and processing services for Single Stream Recycling (SSRY). Montgomery County's intent in issuing this RFP is to select a contractor capable of providing the County with the aforementioned services in a cost-effective and safe manner while increasing landfill diversion, minimizing environmental impacts, maintaining a high level of service and reliability, and thus bringing the overall best value to the County.

In order to be considered a qualified proposer, proposer must demonstrate a plan, acceptable to the County,

The County shall evaluate proposals based on the criteria set forth below and will negotiate terms and conditions in a mutually agreed upon contact with the successful proposer.

Program Goals and Objectives

Montgomery County seeks to contract with an environmental service provider that:

- Meets the County's need for high quality, consistent, and cost-effective services
- Minimizes environmental impacts associated with services
- Sets high performance standards for:
 - Safety
 - Regulatory compliance
 - Service quality
 - Customer service

RFP PROCESS

RFP SCHEDULE DETAILS

Please refer to the RFP Schedule of Activities provided on the cover page for dates and deadlines associated with this RFP.

Questions to Montgomery County

Questions or comments regarding this RFP and the requested services will be accepted via email to Jackie Doin, Purchasing Agent, jdoin@montgomerycountyny.gov until **12 PM. on 6/22/2026.**

Responses to Questions will be provided via an Addendum emailed no later than close of business on **6/26/2026.**

Proposals Due to Montgomery County

Printed proposals will be accepted by Montgomery County sealed via hand delivery or courier delivery at Montgomery County Purchasing Office, 113 Park Dr. Fultonville, NY 12072 until **12 P.M. on 7/6/2026.** To be considered for selection, responses must be received by Montgomery County on or before the date and time specified. Proposals received after the stated time shall not be considered. Proposals will be publicly opened, read aloud, and made available for inspection by any parties present.

SUBMISSION FORMAT

Proposers shall submit a printed copy of their proposal which shall be placed in a sealed envelope that displays the name of the proposer's firm in addition to: "Submittal for Request for Proposals - Transportation of Municipal Solid Waste (MSW) and Construction and Demolition Debris (C&D); and Transportation and Processing of Single Stream Recycling (SSRY) (RFP 09-26).

SCOPE OF SERVICES

Overview

Montgomery County seeks a 10-year contract (with the option for mutually agreed upon extensions) for transportation of municipal solid waste (MSW) and construction and demolition debris (C&D) and transportation and processing services for single-stream recycling (SSRY). The County generates a combined ~50,000 tons per year of MSW and C&D and ~5,000 tons per year of SSRY, which is received at two County Transfer Stations. Materials are delivered to the transfer stations by residents, commercial haulers and County-operated vehicles. Transfer Stations are located at 1247 NY-5S, Amsterdam and 4583 NY-5S, Sprakers.

The proposer's per ton MSW and C&D pricing shall include the cost of transportation to the end site. Furthermore, in recognition of the potential for fluctuations in the cost of fuel, the County shall allow proposers a fuel adjustment according to the formula set forth on the price sheet.

Proposers should recognize the County's priority to deliver these tons to Green Ridge Landfill, High Acres Landfill and Verona NY. There will be a need and there will be no exceptions to having self-unloading trailers, tippers will not be available at the County's selected disposal facilities.

Proposed Program Services

- **Transportation** – The Contractor shall provide the necessary equipment to be able to haul all MSW, C&D, and SSRY to the respective end sites.
- **Environmental compliance** – The CONTRACTOR must adhere to all regulations governing waste handling and recycling within the jurisdiction in which the disposal site is located. Furthermore, Contractor must adhere to all regulations governing waste hauling and transportation.

INFORMATION REQUIRED FROM PROPOSERS

The following details shall be required from proposers. Information should be submitted and organized in the order listed below, separated by clearly defined sections.

Information submitted will be evaluated according to the criteria set forth in the Proposal Evaluation section on page 8.

COVER LETTER

Provide a cover letter on your official company letterhead introducing your firm and its general qualifications. Cover letter should also include contact information and should be no more than two (2) pages in length.

A. QUALIFICATIONS AND EXPERIENCE

A1. Company Overview

i. Company Background

Provide a narrative that details your firm's history, experience, and qualifications.

A2. Staffing Plan

Provide a list of key personnel who will manage, implement, and execute services, complete with titles, experience and qualifications. Indicate which person and position will serve as the day-to-day contact for Montgomery County and include their contact information.

A3. References

Provide a minimum of three references. References should be relevant and similar in geographic location (preferably located in the State of New York), size, and scope of services.

B. Financial Stability

B1. Financial Condition

Provide information describing your firm's financial condition. Include the following:

- Your firm's financial ability to perform all services and fulfill all obligations over the full length of the contract.
- Audited financial statements for your firm for the prior two complete fiscal years.
- Your firm's (or parent entity's) credit ratings
- How will your firm fund any necessary capital requirements.

- Please provide three (3) credit references for your firm

B2. Bid Bond

Enclose a bid bond equal to 10% of the first year's contract value payable to Montgomery County. It is agreed that the certified check or bid bond shall be collected and retained by the County as liquidated damages in the event the County awards this work within 90 days after the submittal date and the proposer fails to execute a mutually agreed upon contract within thirty 30 days after the award date. Otherwise, said check or bond shall be returned to the Proposer.

B3. Performance Bond

Proposer must submit evidence of their ability to secure a performance bond in the amount of 100% of the annual contract value within 10 days of contract execution.

B4. Proof of Insurance

Submit proof of insurance with certificates that detail your firm’s insurance coverages (at your own cost and expense). Insurance must meet the following minimum limits of occurrence-based insurance:

Commercial General Liability	
Each Occurrence	\$5,000,000
Personal & Adv Injury (aggregate)	\$6,000,000
General Aggregate	\$6,000,000
Automotive Liability	
Combined Single Limit	\$1,000,000
Umbrella	
Each Occurrence	\$15,000,000
Aggregate	\$15,000,000
Workers Compensation and Employers’ Liability	
Workers Comp	Statutory
Each Accident	\$3,000,000

C. OPERATIONS

C1. Operations Plan

Provide a narrative detailing your firm’s approach to providing the services specified herein.

- i. Describe your firm’s ability to commence services on the contract start date. Include the number and type of trucks to be assigned to this contract, as well as the number of drivers available to support the required services.
- ii. Describe your firm’s backup trucks and drivers, if any, that would be available to support this contract in the event the primary equipment or personnel are unavailable. Explain

how the County would be impacted, if at all, by the unavailability of primary trucks or drivers.

C2. Safety

i. Safety Program

State your firm's safety "mission statement" or equivalent and provide a brief description of how this will be applied in executing the scope of work contained herein.

ii. Safety Training

Detail how your firm's training and development program prioritizes safety and reinforces a culture of safety with ongoing safety training.

iii. Safety Record

- Provide statistics/metrics that show your firm's safety record as it relates to vehicle and worker safety.
- Demonstrate that your firm meets all NYS transportation safety requirements and qualifications.

C3. Implementation/Transition Plan

Provide a detailed implementation and transition plan describing how your firm will assume and commence services in Montgomery County. At a minimum, the plan shall include:

- Proposed implementation meetings and coordination with Montgomery County staff
- Plans to hire, assign, and/or train staff necessary to perform the services
- Plans to procure, deploy, and maintain equipment at levels sufficient to meet the service requirements
- A proposed timeline for transition activities from contract award through service commencement

D. SUSTAINABILITY/ ENVIRONMENTAL EFFORTS

D1. Environmental, Social, and Governance Goals

- Explain your firm's environmental business practices and overall environmental stewardship and leadership approach, including efforts to reduce carbon footprint and history supporting regulatory standards.
- Detail your firm's published sustainability goals.

D2. Value Added

Describe what value-added elements your firm brings – features or offerings that add value to your firm's overall program. Please detail the offerings, the value to the County, and if there is an additional cost associated with the offering or other considerations that we should be aware of.

PRICING PROPOSAL

Contract Year	Period Start Date	Period End Date	Rate Per Ton to Green Ridge LF	Rate Per Ton High Acres LF	Rate Per Ton to Verona
Year 1	1/1/2027	12/31/2027	\$ _____	\$ _____	\$ _____
Year 2	1/1/2028	12/31/2028	\$ _____	\$ _____	\$ _____
Year 3	1/1/2029	12/31/2029	\$ _____	\$ _____	\$ _____
Year 4	1/1/2030	12/31/2030	\$ _____	\$ _____	\$ _____
Year 5	1/1/2031	12/31/2031	\$ _____	\$ _____	\$ _____
Year 6	1/1/2032	12/31/2032	\$ _____	\$ _____	\$ _____
Year 7	1/1/2033	12/31/2033	\$ _____	\$ _____	\$ _____
Year 8	1/1/2034	12/31/2034	\$ _____	\$ _____	\$ _____
Year 9	1/1/2035	12/31/2035	\$ _____	\$ _____	\$ _____
Year 10	1/1/2036	12/31/2036	\$ _____	\$ _____	\$ _____

Fuel Adjustment Formula:

County shall allow Proposers to adjust rates (up or down) based on changes in U.S. E.I.A. Central Atlantic PADD 1B Diesel (on highway) Ultra Low Sulfur index. Firms shall state the rate of adjustment (up or down) on a per ton basis for each \$0.05 change in fuel rates compared to the current baseline rate of \$4.37 per gallon.

Example 1:

- Baseline (set value): \$4.37 per gallon
- Per Ton Adjustment (set by contractor): \$0.042 per ton
- Current Fuel Price: \$4.57 per gallon
- Adjustment Calculation: Since the current fuel price is \$0.20 higher than the baseline, the adjustment will be $\$0.042 \times (0.2/.05) = \0.168 per ton (charge)

Example 2:

- Baseline (set value): \$4.37 per gallon
- Per Ton Adjustment (set by contractor): \$0.042 per ton
- Current Fuel Price: \$4.17 per gallon
- Adjustment Calculation: Since the current fuel price is \$0.20 lower than the baseline, the adjustment will be $\$0.042 \times (-0.2/.05) = -\0.168 per ton (credit)

Proposed adjustment rate per ton (for every \$0.05 change in fuel): \$ _____

PROPOSAL EVALUATION

It is the intent of Montgomery County to conduct a fair and comprehensive evaluation of all proposals received. Proposals will be evaluated for their overall responsiveness to the requirements and evaluation criteria of this RFP, including the quality of the written proposal submitted.

Montgomery County reserves the right to reject any or all proposals, to waive any irregularities or informalities in the offers received and to change the evaluation process described above if circumstances dictate this, or it is otherwise in the best interests of the County to do so.

In the event a proposal(s) is rejected, or a proposer's offer is not rejected but does not result in a contract award, Montgomery County shall not be liable for any costs incurred by the proposer in connection with the preparation and submittal of the proposal.

REQUIRED FORMS

CHECKLIST

	<u>Answer</u>
	<u>Yes or No</u>
1. I have read ALL of the instructions and specifications.	_____
2. I have filled in ALL blank spaces and supplied one original and 2 copies of the proposal.	_____
3. I have furnished all required information.	
• Form A – Checklist	_____
• Form B – Proposal Form	_____
• Form C – Non-Collusion Certification	_____
• Form D – Receipt of Addenda	_____
• Form E – Sexual Harassment Prevention	_____
• Form F – Bid Bond Form	_____
4. I am an officer of the company.	_____
5. I have the express authority to obligate my company under the laws of the State of New York.	_____
6. I am returning the original Proposal sheet.	_____
7. I have made copies for my record.	_____

END OF SECTION-FORM A

PROPOSAL FORM

TO: MONTGOMERY COUNTY PURCHASER
COUNTY ANNEX BUILDING
113 Park DR
Fultonville, NY 12072

The undersigned, having a principal place of business as indicated below, and being responsible for the same, agrees to furnish to Montgomery County the services listed at the price(s) herein stated, in accordance with the specifications annexed to the proposal.

- Please sign and attach the Non-Collusion Certification to the proposal.
- All proposals must be firm for 120 days
- Delivery to be within the time specified herein, after receipt of notification of award.
- The County reserves the right to reject any or all proposals.

I, _____, doing business as, _____,
(Owner's name) (Business Name)

and located at _____, in the _____ of _____
(Business street address) (City, Town, Village)

and the state of New York, do hereby submit this proposal in response to an invitation to a request for proposal for recycling services in the agreement with the scope of work as described in the request for proposal as set forth . I hereby understand that the County of Montgomery reserves the right to reject any or all proposals.

If successful, a "Certificate of Insurance" naming the County as an Additional Insured will be provided, from an insurance company licensed to do business by New York State, will be provided within ten working days after notification of the award.

By: Name _____
Signature _____
Company _____
Title _____

END OF SECTION-FORM B

NON-COLLUSION CERTIFICATION

By submission of this proposal, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of their knowledge and belief:

1. The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other proposer or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the proposer and will not knowingly be disclosed by the proposer prior to opening, directly or indirectly, to any other proposer or to any competitor; and
3. No attempt has been made or will be made by the proposer to induce any other person, partnership, or corporation to submit or not to submit a proposal for the purpose of restricting competition.

Proposer Company: _____

By: _____

Name/Title

END OF SECTION-FORM C

Receipt of Addenda

By signing the following statement, the Proposer acknowledges receipt of addenda concerning this RFP. Any addenda issued by Montgomery County will be transmitted to all Proposers on the County's List of Proposers receiving this RFP and any other party requesting a copy of the RFP.

Failure to receive addenda does not relieve the Proposer from responsibility of complying with all terms and conditions set forth in this RFP and subsequent addenda.

Addenda #1 Date: _____ Signed: _____

Addenda #2 Date: _____ Signed: _____

Addenda #3 Date: _____ Signed: _____

END OF SECTION-FORM D

Sexual Harassment Prevention Certification

SEXUAL HARASSMENT PREVENTION POLICY AND TRAINING CERTIFICATION

Firm Name _____

Business Address _____

Telephone Number _____

Date of Bid _____

Certification

The bidder certifies under the penalty of perjury that the bidder has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment training to all of its employees in compliance with Department of Labor regulations.

Signature (Authorized)

Title _____

END OF SECTION-FORM E

Bid Bond Form

KNOW ALL MEN BY THESE PRESENTS that we, the undersigned, as Principal; and _____ as Surety, are hereby held and firmly bound unto the County of Montgomery, New York, in the penal sum of _____ for the payment of which, well and truly to be made, hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

Signed this _____ day of _____, 2024. The condition of the above obligation is such that whereas the Principal has submitted to the County a certain Bid attached hereto and hereby made a part hereof to enter into a contract in writing for _____.

NOW, THEREFORE,

(a) If said bid shall be rejected, or in the alternate

(b) If said bid shall be accepted and the Principal shall execute and deliver a Contract in the Form of Contract attached hereto, (properly completed and in accordance with said bid), and shall furnish a bond for the faithful performance of said Contract and for the payment of all persons performing labor or furnishing materials in connection therewith and shall in all other respects perform the agreement created by the acceptance of said bid.

Then, this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Principal may accept such bid, and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seal to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Contractor's Name: _____ Insurance Co. _____

_____ (LS) By _____

Principal

SEAL

END OF SECTION – FORM F