



WINDHAM SOLID WASTE MANAGEMENT DISTRICT

327 OLD FERRY ROAD, BRATTLEBORO, VT 05301

REQUEST FOR QUOTES

MUNICIPAL SOLID WASTE TRANSPORTATION, DISPOSAL & RECYCLING SERVICES

September 9, 2026

OBJECTIVE:

The Windham Solid Waste Management District (WSWMD) is a municipal entity that owns and operates a solid waste transfer station in Brattleboro, VT. WSWMD is soliciting pricing to provide municipal solid waste (MSW) transportation, disposal, and recycling services commencing on July 1, 2027. Vendors are asked to submit quotes for a minimum contract term of 5 years for hauling and disposal of 40 cubic yard containers of MSW, construction and demolition debris (C&D), single stream recyclables, and items with unit charges.

TRANSFER STATION EXPRESSION OF INTEREST

In conjunction with this RFQ, WSWMD is seeking expressions of interest for a solid waste hauling company to work with the District to re-purpose our MRF building as a regional transfer station for recyclable materials, and potentially MSW. Interested parties should email both Bob Spencer, Executive Director, and Peter Gaskill, Programs Coordinator, expressing interest, and to schedule a site visit in October. Their email addresses are: Director@wswmd.org, and Programs@wswmd.org.

CURRENT OPERATIONS AND QUANTITIES:

The WSWMD owns and operates a transfer station in Brattleboro, VT. where over 3,000 customers dispose of MSW and C&D in a compactor and 40 cubic yard open top roll-off containers. Single stream recyclables are collected in covered 30 cubic yard roll-off containers. Mattresses are kept separate and loaded on top of open containers of C&D and trash.

WSWMD's driver currently hauls the compactor and roll-off containers with WSWMD's roll-off truck to a local transfer station. WSWMD also hauls scrap metal to recycling facilities, and glass containers are kept separate for collection by a company that recycles the glass. Approximately 250 tons per year of cardboard and 50 tons per year of mixed paper is collected separately from single stream materials and hauled to our adjacent MRF, baled, and marketed.

WSWMD generates on average 1,075 tons per year of MSW.

WSWMD generates on average 500 tons per year of C&D.

WSWMD generates on average 225 tons per year of single stream recycling. Note the diversion of glass, cardboard, and mixed paper.

WSWMD generates approximately 1,000 mattresses per year which are placed on top of trash and C&D loads and hauled to a local transfer station where they are sorted from the loads and transferred to a mattress recycling facility.

BID REQUIREMENTS:

Vendors should use the above tonnages as the basis for their bid, but WSWMD does not guarantee those tonnages will be the same in the future.

Vendors are required to visit the WSWMD transfer station to see the existing operation. Tours are available Monday through Friday between 8 AM and 3 PM by contacting Bob Spencer, Executive Director, at 802-257-0272, extension 111.

WSWMD is requesting separate pricing for hauling and disposal. Materials such as mattresses that have additional per unit charges must also be listed with the proposed fees.

Vendors must identify all transfer and end-disposal facilities, owner/operator, location, and hours of operation. Vendors must guarantee disposal capacity for the term of the agreement and must provide an alternate disposal facility as a back-up to the primary facility.

Proof of current operating permits for the disposal/processing facilities, must be provided.

Vendors shall submit, in a sealed envelope, a cover letter describing the disposal location(s), as well as any conditions or exceptions to any requirements set forth in this Request for Quotes. In addition, prospective vendors must provide pricing on the attached cost form.

Vendors shall also provide at least three (3) business references consisting of current or previous customers of similar services to those identified in this RFQ. Include the names, addresses, telephone numbers, e-mail addresses, for each contact person.

Vendors shall attach to the Quote valid certificates evidencing insurance coverage. WSWMD is requesting pricing quotes for a 5-year term, with options for two one-year extensions. All disposal prices per ton shall include VT's state trash surcharge. WSWMD does not have a trash surcharge.

Prices and required forms are due no later than Wednesday, September 30, 2026, at 1:00 pm.

WSWMD assumes no responsibility or liability for any cost incurred by applicants in responding to this RFQ.

RFQ DOCUMENT:

This RFQ is available online at www.windhamsolidwaste.org. Vendors interested in submitting price quotes should register their interest via email to Bob Spencer, Executive Director, at director@wswmd.org. Registered vendors will receive notice of addenda and updates.

QUESTIONS:

Prospective vendors are encouraged to submit any questions related to this RFQ via email, no later than Wednesday, September 16, 2026, by 3:00 PM to Bob Spencer, Executive Director, at director@wswmd.org. No oral requests for interpretation will be accepted. A response to each question will be provided to all vendors through the WSWMD website no later than Monday, September 21, 2026, at 3:00 PM.

DELIVERY OF PROPOSALS:

Sealed envelopes containing proposals shall be clearly marked with the vendor's name and labeled "WSWMD Trash & Recycling Services Pricing." Address proposals to Bob Spencer, Executive Director, WSWMD, 327 Old Ferry Rd, Brattleboro, VT 05301.

Proposals must be received by Wednesday, September 30, 2026, at 1:00 pm.. or they will be rejected. Proposals will be opened at 1:30 PM.

PROPOSAL CONTENT:

The WSWMD has established the following minimum submittal requirements.

1. A vendor may not require a "guaranteed annual tonnage" or a "put-or-pay" agreement. WSWMD will accept a requirement that all MSW, C&D, and single stream recyclables owned or controlled by WSWMD will be committed to the vendor. Exceptions include materials such as mattresses that may be diverted for recycling,
2. Vendors must guarantee disposal services for the term of the agreement and provide a back-up disposal facility in the event of a force majeure event or any circumstance causing interruption of the ability of the facility to accept waste.
- 3 The bid must include the name and address of all transfer and disposal facilities to be used, the owner/operator, and location. Proof of current solid waste permits must be provided for each disposal facility that is listed. Municipal or state permit violations within the last five years must be noted. Any restrictions placed on waste composition that will be enforced by the end disposal facility must also be noted.

SUBMISSION REQUIREMENTS:

- Cover letter describing the solid waste disposal services being offered.
- Pricing forms.

OTHER CONSIDERATIONS:

WSWMD fully complies with federal, state, and local laws and directives governing equal opportunity, affirmative action and non-discrimination in all activities, and encourages responses from minority and women-owned businesses.

VENDOR SELECTION:

There is no obligation on the part of the WSWMD to award a contract to the vendor submitting the lowest pricing. Selection for the requested services will be awarded to the most responsive bidder offering prices deemed to be in the best interest of WSWMD. The most favorable prices will be determined based on all years of the contract term and additional factors determined by WSWMD.

WSWMD reserves the right to not award this contract based solely on the lowest price but to evaluate, at a minimum, the qualifications and performance standards of the bidder. In awarding a contract, the WSWMD will take into consideration the contract exceptions, and any proposed contract terms to be negotiated in determining, in their sole discretion, the most advantageous proposal.

The WSWMD reserves the right to reject all bids in part or in whole. It also reserves the right to make an award in any manner consistent with the law and is deemed to be in the best interest of the district and its member municipalities.

The WSWMD reserves the right to award only a disposal contract and continue to self-haul.

The WSWMD reserves the right to split the contract award between two or more vendors, if deemed to be in the best interest of the district.

WSWMD reserves the right to contact a vendor for clarification of information submitted, to contact references, and to use other sources to obtain information that is deemed appropriate and that will assist WSWMD in the RFQ evaluation process.

**Windham Solid Waste Management District
Brattleboro, VT**

Price Quotes

**TRANSPORTATION AND DISPOSAL OF MSW, C&D, SINGLE STREAM
RECYCLABLES, AND PER UNIT ITEM RECYCLABLES**

The disposal facility for MSW:

Name & Address of Facility: _____

Owner/Operator of Facility: _____

The disposal facility for C&D:

Name & Address of Facility: _____

Owner/Operator of Facility: _____

The processing facility for Single Stream recycling:

Name and address of facility: _____

Owner/Operator of facility: _____

The processing facility for per unit item recycling:

Type of items: _____

Name and address of facility: _____

Owner/Operator of facility: _____

TRANSPORTATION AND DISPOSAL PRICING

<i>Material</i>	<i>Tip Fee/Ton</i>	<i>Haul/Load</i>
Single Stream		
MSW		
C&D		

Items and per unit charges:

Mattresses:

Propane Tanks:

Other:

Company Bidding: _____

Address: _____

Telephone: _____ Email: _____

Signature of Bidding Officer: _____ Date: _____

Name of Bidding Officer: _____

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under the penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

Signature

Name

Date