LEGAL NOTICE
NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Thompson will receive bids in accordance with specifications prepared therefore which may be obtained without charge at the Office of the Town Clerk of the Town of Thompson, Town Hall, 4052 State Route 42, Monticello, New York for the following item:

LABORATORY TESTING SERVICES
FOR WATER AND WASTEWATER FACILITIES

Said bids shall be mailed or delivered so that they shall be received at the office of the said Town Clerk on or before 2:00 o'clock P.M., Prevailing Time, on Thursday, December 10, 2026 at which date and hour all bids shall be publicly opened and read.

By Order of the Town Board
Dated Monticello, New York
November 17, 2026
Marilee J. Calhoun
Town Clerk

MARILEE J. CALHOUN
Town Clerk
marilee@thompsonny.gov

KELLY M. MURRAN
Deputy Town Clerk
deputyclerk@thompsonny.gov

Town Hall • 4052 Route 42N • Monticello, New York 12701-3221
Telephone: (845) 794-2500 Ext. 302 • Fax: (845) 794-8600

November 19, 2026

RE: NOTICE TO BIDDERS:

Attached you will please find a copy of the Town of Thompson Bid Specifications For:

LABORATORY TESTING SERVICES FOR WATER & WASTEWATER FACILITIES

Your bid is due no later than 2:00 P.M. on Thursday, December 10, 2026, and should be returned to the Town Clerk in a SEALED ENVELOPE clearly marked:

Bid Enclosed: Laboratory Testing Services

If you have any questions regarding the Bid Specifications, please feel free to contact me at 845-794-5280.

Thanking you in advance for your participation in this bid.

Very truly yours,

Michael Messenger
Superintendent
Water & Sewer Department

This institution is an equal opportunity provider and employer.

TOWN OF THOMPSON

4052 ROUTE 42 – TOWN HALL
MONTICELLO, NEW YORK 12701
845-794-2500

COMPETITIVE BID PACKAGE
LABORATORY TESTING SERVICES
FOR WATER & WASTEWATER FACILITIES

INSTRUCTIONS TO BIDDERS
SPECIFICATIONS
BIDDER PROPOSAL

SCOTT MACE
Supervisor

MICHAEL B. MEDNICK
Attorney for the Town

The enclosed Instructions to Bidders, Specifications and Bidder's Proposal are forms upon which the Town of Thompson accepts competitive bids pursuant to the provisions of the General Municipal Law. As a bidder you are expected to know and understand the terms and conditions contained in this package. Your failure to comply with the terms and conditions upon which bids are accepted may result in disqualification of your bid. Be certain of the time when your bid must be submitted.

This is a bid prepared for:

( ) Town-wide
(X) Department of Water & Sewer
( ) More than one department

INSTRUCTIONS TO BIDDERS

PRICE. Price shall be net per test/parameter as designated on the Bidder Proposal Form. All quoted prices must be all-inclusive and include: all required certified pre-cleaned and pre-preserved sample bottles/containers, bottle labels, travel blanks, chain-of-custody forms, routine weekly and on-call courier pickup services, sample preparation, analytical testing, quality control, and delivery of final certified analytical reports and electronic data deliverables (EDDs). The Town does not require coolers to be provided or left on-site unless the courier requires them for sample transport. No separate charges, surcharges (including fuel, environmental, or administrative surcharges), or disposal fees will be permitted or paid by the Town of Thompson.

DELIVERIES & LOCATIONS. All supply drop-offs (clean sample bottles, preservatives, chain-of-custody forms) and all sample pickups shall be conducted EXCLUSIVELY at the Town of Thompson:

Kiamesha Lake Wastewater Treatment Plant
128 Rock Ridge Drive
Monticello, New York 12701

The contractor must maintain an adequate inventory of all required clean sample bottles on-site at the Kiamesha Lake WWTP at all times at no additional charge.

COURIER SERVICE. The successful bidder must provide routine, scheduled weekly courier pickup of samples and delivery of replacement sample containers at the Kiamesha Lake WWTP, as well as on-call or emergency courier service within 24 hours of notification by the Superintendent or Assistant Superintendent of Water & Sewer.

TERM OF CONTRACT. The contract shall be for a term of one (1) year, commencing January 1, 2027 and ending December 31, 2027. By mutual agreement of both parties, this contract may be extended for an additional one (1) year period (January 1, 2028 – December 31, 2028) under the same terms, conditions, and pricing.

LABORATORY ACCREDITATION & SUBCONTRACTING. The primary bidder must be an environmental testing laboratory certified by the New York State Department of Health (NYSDOH) Environmental Laboratory Approval Program (ELAP) for all potable water and non-potable wastewater parameters included in this bid. If the primary laboratory is not certified for a specific specialty parameter and utilizes a secondary/contract laboratory, that contract laboratory must possess all required NYSDOH ELAP accreditations for that specific parameter. Full documentation of accreditations for both the primary and any proposed contract laboratory must be submitted with the bid.

INTEGRITY OF COMPOSITE SAMPLES (NO SPLIT SAMPLES). To ensure chain-of-custody integrity and analytical precision, composite samples shall NOT be split between two different laboratories. All analytical parameters associated with a single composite sampling event (including $CBOD_5$, TSS, TKN, Ammonia, and Total Phosphorus) must be analyzed intact by the same laboratory facility.

TURNAROUND TIME & REPORTING. Standard routine laboratory turnaround time shall not exceed ten (10) to fourteen (14) business days from sample receipt. Emergency or rush turnaround (24 to 48 hours) must be available upon request. Analytical reports must be delivered electronically via email in PDF format and include an Electronic Data Deliverable (EDD) compatible with NYSDEC NetDMR and NYSDOH SDWIS/DOH reporting formats. The laboratory shall immediately notify the Superintendent or Assistant Superintendent of Water & Sewer by telephone and email within twenty-four (24) hours of any regulatory permit exceedance, action level exceedance, or positive Total Coliform / E. coli detection.

HISTORICAL / ESTIMATED QUANTITIES. The quantities listed in the Bidder Proposal Form are based upon regulatory requirements from current SPDES permits and SDWIS sample schedules. The Town of Thompson reserves the right to increase or decrease quantities as dictated by plant operating conditions, regulatory mandates, or permit modifications. Payment will be made based solely upon the actual number of tests requested and completed at the established unit contract prices.

TAXES. Purchases by the Town of Thompson for its use are not subject to any sales, use, or federal excise taxes and exemption certificates will be executed upon request and payment.

AWARD. Award of the bid shall be made by the Town Board of the Town of Thompson. In cases where two or more responsible bidders submit identical bids as to price, the contract may be awarded to either of such bidders. The award shall be made on the most advantageous bid, on a quality versus price basis, taking into consideration the responsibility of the bidder, qualifications, proximity/courier reliability, and items deemed to be best adapted to the uses of the Town of Thompson. To maintain operational consistency and prevent the administrative burden of piecing out testing across multiple vendors, the Town may award the contract based on the lowest overall aggregate total for all testing, or by grouped operational service totals (for example, all routine weekly sampling evaluated as a single package total), rather than piecing the testing out test-by-test. The Town of Thompson reserves the right to waive any formalities, reject any and all bids, or accept any bid which it deems in the best interests of the Town.

INFORMATION FURNISHED WITH BID. Bidders must submit with their bid: (1) current NYSDOH ELAP certificates and analyte schedules for the primary lab and any contract lab, (2) primary laboratory location and subcontracting laboratory information, and (3) designated municipal project manager contact information.

METHOD OF SUBMITTING BIDS. All bids shall be made upon and in accordance with the forms which contain these instructions to bidders and the specifications, which shall be available from the Town Clerk. Bids shall be completed on the forms provided and submitted in sealed envelopes, marked on the outside "Bid Enclosed: Laboratory Testing Services", addressed to the Town Clerk, Town of Thompson, 4052 Route 42, Monticello, New York 12701, and shall bear upon the face thereof the name and address of the bidder.

SUBMISSION AND OPENING OF BIDS. Bids for consideration must be submitted to the above address or be in the possession of the Town Clerk not later than 2:00 P.M. on Thursday, December 10, 2026, at which time the bids will be publicly opened and read.

BY MUTUAL AGREEMENT OF BOTH PARTIES, THIS CONTRACT MAY BE EXTENDED FOR AN ADDITIONAL ONE (1) YEAR PERIOD UNDER THE SAME TERMS AND CONDITIONS.

BIDDER GUARANTEES TO MEET STANDARDS ESTABLISHED BY THE SPECIFICATIONS.

NO BID MAY BE WITHDRAWN BY ANY BIDDER FOR A PERIOD OF 45 DAYS FROM THE DATE OF BID OPENING.

BID AS CONTRACT. This bid, including the Instructions to Bidders, Specifications, and Proposal annexed hereto, shall constitute a contract between the Town of Thompson and the bidder, upon acceptance and award, in accordance with its terms, unless otherwise provided herein. The "Standard Contract Rider" attached hereto shall apply to and be incorporated herein by reference. If there shall be a conflict between the terms of these instructions and the Standard Contract Rider, the terms of the Standard Contract Rider shall prevail. For the purposes of the Standard Contract Rider, the term "VENDOR" shall mean the bidder herein. Supervision of performance of this bid and contract shall be performed by the Superintendent or Assistant Superintendent of Water & Sewer.

EQUAL OPPORTUNITY. The bidder will return the bid proposal with the Contractor's Assurance on Equal Opportunity duly signed; a finding by any governmental agency that the bidder has discriminated against any individual shall be grounds for any future termination of the contract to which this bid relates and ineligibility for any future contract with the town, unless a certificate of compliance with any decision, ruling, or order is obtained.

INSURANCE. The provisions of paragraph 11 of the Standard Contract Rider are hereby modified to provide that insurance to be furnished to the Town by the bidder is as follows:

Public Liability Limit: $1,000,000
Property Damage Insurance: $1,000,000

Except as modified with respect to limits of liability, all other provisions of said paragraph shall remain in full force.

NOTICE:

No contractor to whom this contract is let, granted, or awarded shall assign, transfer, convey, sublet, or otherwise dispose of same, or his right, title, and interest herein, including the performance of this contract, or the right to receive monies due or to become due, or of his power to execute this contract to any person or corporation without the prior written consent of the officer, board, or agency which awarded this contract. In the event that the contractor shall, without prior written consent, assign, transfer, convey, sublet, or otherwise dispose of same, or his right, title, and interest herein, including the performance of this contract, or the right to receive monies due or to become due, or of his power to execute this contract to any person or corporation, or upon receipt by the Town of an attachment, levy, or execution on the proceeds due or to become due under this contract against the contractor, the Town and the officer, board, or agency shall be relieved and discharged from any and all liability and obligations growing out of such contract to such contractor, and the person or corporation to which such contract shall have been assigned, transferred, conveyed, sublet, or otherwise disposed of, and such contractor and his assignees, transferees, or sublessees shall forfeit and lose all monies theretofore earned under this contract, except so much as may be required to pay his employees.

PROPOSAL

TO: Superintendent of the Town of Thompson Water & Sewer Department,

The undersigned, having a principal place of business at the address set forth below, being experienced and responsible for the performance of same, agrees to furnish and deliver to the Town of Thompson at the locations herein specified, or if no location is specified, to the Town of Thompson, Town Hall, Monticello, New York 12701, the following described item, material, or service in accordance with the attached specifications and described in detail below (attach material to proposal, if necessary).

NON-COLLUSIVE BIDDING CERTIFICATION

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

(1) The prices of this bid 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 bidder or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(3) No attempt has been made or will be made by any bidder to induce any other person, partnership, or corporation to submit or not to submit a bid for the purposes of restricting competition.

BIDDER PROPOSAL FORM

LABORATORY TESTING SERVICES FOR WATER & WASTEWATER FACILITIES
FOR THE TERM: JANUARY 1, 2027 – DECEMBER 31, 2027
(WITH OPTION FOR ONE-YEAR EXTENSION FOR 2028)

Company Name: _____

ELAP Cert ID #: _____

Lab Address: _____

Phone Number: _____

Contact Person: _____

Emergency 24-Hr Phone: _____

Authorized Signature: _____

Email Address: _____

PART A: ROUTINE WASTEWATER TREATMENT TESTING (SPDES & DRBC)

Item	Parameter Description	Approved Method	Sample Type & Location	Annual Qty	Unit Price ($), Each	Extended Total ($)
WW-01	$CBOD_5$ / BOD_5 (Influent)	SM 5210 B	24/6-hr Comp & Grab (Inf)	124	$	$
WW-02	$CBOD_5$ / BOD_5 (Effluent)	SM 5210 B	24/6-hr Comp & Grab (Eff)	124	$	$
WW-03	Total Suspended Solids (TSS - Inf)	SM 2540 D	24/6-hr Comp & Grab (Inf)	124	$	$
WW-04	Total Suspended Solids (TSS - Eff)	SM 2540 D	24/6-hr Comp & Grab (Eff)	124	$	$
WW-05	Ammonia Nitrogen (as N / NH_3)	EPA 350.1 / SM 4500	24/6-hr Comp & Grab (Eff)	112	$	$
WW-06	Total Kjeldahl Nitrogen (TKN)	EPA 351.2	24/6-hr Comp & Grab (Eff)	88	$	$
WW-07	Nitrate + Nitrite (as N)	EPA 353.2	24-hr Comp & Grab (Eff)	24	$	$
WW-08	Total Phosphorus (as P)	EPA 365.1 / 365.3	24/6-hr Comp & Grab (Eff)	48	$	$

Item	Parameter Description	Approved Method	Sample Type & Location	Annual Qty	Unit Price ($), Each	Extended Total ($)
WW-09	Total Dissolved Solids (TDS)	SM 2540 C	Grab (Effluent)	16	$	$
WW-10	Total Mercury (Low-Level 0.5 ng/L)	EPA Method 1631E	Grab (Effluent & MMP)	53	$	$
WW-11	Fecal Coliform (Seasonal May–Oct)	SM 9222 D	Grab (Effluent)	36	$	$
			SUBTOTAL PART A: ROUTINE WASTEWATER TESTING			**$**

PART B: ROUTINE DRINKING WATER TESTING (SDWIS SCHEDULES)

Item	Parameter Description	Approved Method	Sample Type & Location	Annual Qty	Unit Price ($)	Extended Total ($)
DW-01	Total Coliform / E. coli (TCR)	SM 9223 B (Colilert)	Grab	88	$	$
DW-02	Nitrate (as N)	EPA 300.0 / 353.2	Grab	6	$	$
DW-03	Stage 2 DBP (TTHM & HAA5)	EPA 524.2 / 552.2	Grab	8 sets	$	$
DW-04	Lead & Copper (First Draw)	EPA 200.8	Grab	20	$	$
DW-05	1,4-Dioxane (Drinking Water)	EPA Method 522	Grab	1	$	$
DW-06	PFAS Suite (29 Compounds)	EPA Method 533	Grab	6	$	$
		SUBTOTAL PART B: ROUTINE DRINKING WATER TESTING				**$**

PART C: PERIODIC / MULTI-YEAR TESTING (UNIT PRICING ONLY)

These parameters are required on multi-year compliance cycles. Bidders must provide firm unit pricing to be utilized when scheduled or triggered.

Item	Parameter Description	Approved Method	Compliance Frequency	Unit Price ($)
P-01	Biennial Pollutant Scan (NY-2A Tables A–D)	40 CFR Part 136	Every 2 Years	$
P-02	WET Testing — Acute & Chronic (C. dubia & P. promelas)	EPA 821-R-02-012/013	Quarterly	$
P-03	Primary Inorganic Chemicals (Table 8B Suite)	EPA 200.7 / 200.8 / 300.0	Triennial	$
P-04	Principal Organic Chemicals (Table 9B VOC Suite)	EPA Method 524.2	Every 6 Years	$
P-05	Radiological Chemicals (Table 12 Suite)	EPA 900.0 / 903.0	Every 9 Years	$
P-06	Sodium	EPA 200.7	Triennial	$
P-07	Emergency / Rush Analysis Surcharge (24–48 Hr Turnaround)	Various	As Needed Upon Request	% surcharge

PART D: SUMMARY OF BID TOTALS

TOTAL PART A (Routine Wastewater Testing Extended Total): $_____

TOTAL PART B (Routine Drinking Water Testing Extended Total): $_____

GRAND TOTAL BID (Part A + Part B): $_____
(Basis of Award for Annual Routine Testing)

Written in Words: _____

_____ Dollars and _____

Cents.

*********** Do not write below this line ***********

ACCEPTED [ ] Date: _____
REJECTED [ ]

Comments: _____

_____

_____
Signature (Town Official)