

## AUTHORITY MEETING AGENDA

**REVISED**

**366<sup>th</sup> Meeting**

**October 24, 2022 at 12:00 p.m.**

**ACTION  
ITEM NO.**

**DESCRIPTION**

	Consideration of Approved Minutes of Previous Meeting
2022-5-1	Award of Contract for Carroll County Master Plan (and mirror County Agreement)
2022-5-2	On-Call Contract Amendments
2022-5-3	Budget Amendments
2022-5-4	Award of Contract for Frederick County Compost Pad Project

**Notes:**

- 1. The meeting will be conducted via Webex and accessible to the public via livestream at the following link: <https://youtu.be/U1AXJ8NkfcE>.*
- 2. Portions of this meeting are permitted to be held in closed session in accordance with the General Provisions Article of the Maryland Annotated Code, Title 3 – Open Meetings Act. Authority for the closed session is Section 3-305(b)(1), to discuss (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) any other personnel matter that affects one or more specific individuals. However, the Authority does not intend to hold a closed session for this meeting.*
- 3. Agendas are subject to change up to and during the meetings. Agenda changes confirmed up to one day prior to a meeting will be posted in advance of the meeting. Agenda changes occurring subsequent to posting will be reflected in the minutes.*

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nmwda.org / Business-to-Business Recycling: mdrecycles.org  
Tower II – Suite 402, 100 S. Charles Street, Baltimore, MD 21201-2705

**Comprehensive Waste Management Through Recycling, Reuse, Resource Recovery and Landfill**

**MEMBERS:**

Rhody R. Holthaus, Anne Arundel County / Vacant, Baltimore City / D'Andrea L. Walker, Baltimore County / Clifford J. Engle, Carroll County  
Phillip S. Harris, Frederick County / Joseph J. Siemek, Harford County / Mark A. DeLuca, Howard County / Guillermo Wainer, Montgomery County  
Charles Glass, Maryland Environmental Service / Andrew Kays, Executive Director



## **ACTION ITEM NO. 2022-5-1 – Award of Contract for Carroll County Master Plan (and mirror County Agreement)**

Source of Funding, Carroll County Purchase Order

On April 1, 2022, the Authority issued a Request for Proposals (“RFP”) for a Resource Recovery Park conceptual design and landfill expansion at the Northern Landfill on behalf of Carroll County, Maryland. The RFP included a request for a qualified design engineer or team to develop an overall site master plan to guide planning, design, and construction improvements at the Resource Recovery Park, Northern Landfill. The scope of the RFP was developed with Carroll County staff.

The scope includes: (a) data collection, site observations, and projection of facility usage; (b) one hundred percent construction level landfill Cell four design, permitting, and procurement support; (b) up to one hundred percent level transfer station construction design, permitting, bid support, and construction quality assurance; (c) a new landfill cell expansion design and permitting package; (d) a 75% level Resource Recovery Park master plan design; (e) develop an overall site master plan; and (f) a stakeholder engagement task

The Authority held a Pre-bid meeting and site tour on April 22, 2022 to discuss the requirements of the RFP. Site tours were also offered to interested firms on April 25<sup>th</sup>, April 27<sup>th</sup>, and April 29<sup>th</sup>. Addenda were issued on April 26, 2022 and June 8, 2022 in response to requests for clarifications and modifications to scope.

The following firms or design engineer teams (in alphabetical order) responded to this RFP:

- **ARM Group LLC**
  - ARM Eneritech Associates, LLC
  - HDR, Inc.
  - Apex Companies, LLC
  
- **EA Engineering, Science, and Technology, Inc, PBC**
  - GBB
  - Cambridge
  - American Track
  - HLS
  - Dhillon
  - Hillis Carnes
  - Traffic Concepts
  - Floura Teeter Landscape Architects
  - MS Spectral
  
- **Geosyntec Consultants**
  - JMRA Architects
  - ADTEK Engineers
  - Fayda Energy and Environmental Solutions
  - Kimley-Horn and Associates

- **SCS Engineers**
  - CLSI
  - Lenhart Traffic Consulting, Inc.
  - AB Consultants, Inc.
  - Coastal Resources, Inc.
  - Aarcon Structural Engineers, Inc.
  - Grotheer, P.C. Engineering Consultants
  
- **Tetra Tech**
  - NMP Engineering
  - DMY Engineering Consultants
  - AB Consultants
  - iSee
  - Cox, Whitney Bailey & Magnani
  - Paratt-Woff

On August 19, 2022, the Authority sent a written request for clarifications including a best and final offer request to each Offeror. The request for clarifications included an expansion of scope related to design level of Transfer Station, Consolidated Homeowner's drop-off area, new scales and scale house, equipment maintenance facility, and further landfill expansion analysis, as requested by Carroll County. All Offerors responded to the Authority's request for clarifications.

The review team consisted of Andrew Kays and John Schott from the Northeast Maryland Waste Disposal Authority and Clifford Engle and Eric Burdine, from Carroll County, MD. The review team independently reviewed the proposals based on compliance with the requirements of RFP (inclusive of addenda) as well as the following factors:

- 1) Qualifications and Experience of the Offeror including subcontractors
- 2) Work Plan and project schedule, including but not limited to Offeror's approach to project management and staff integration, performance of the project work with respect to all Tasks, identification and verification of permitting and regulatory requirements, quality assurance and quality control of the project work, and the duration of the project schedule.
- 3) Offeror's Price Proposal
- 4) Proposed key individuals that are local because of resulting lower travel costs
- 5) References

The evaluation team independently scored each proposer on their qualifications on the basis of 0-3 points for each factor above with 3 being the highest possible score. The scores were totaled and averaged for each factor. The technical qualifications of the selected firms were weighed at 80% of the final score, with the balance of 20% reflecting price (average rates of the more expensive class positions) and location (as a function of costs). Below is the evaluation score summary represented as a percent of total available points.



**ACTION ITEM NO. 2022-5-2 – On-Call Contract Amendments**

1. SCS Engineers: Baltimore City has been utilizing SCS Engineers for compliance work under its compliance Memorandum of Understanding with the Authority. The City is extending the services to be performed from six months to one year. An increase in the amount of \$200,000 is needed for the SCS Engineers contract to fund such additional efforts. Additionally, Carroll County will be utilizing SCS Engineers for landfill gas related work. An increase in the amount of \$140,000 is needed for the SCS Engineers contract to fund such additional efforts. Accordingly, an increase in the total amount of \$340,000 is requested for the SCS Engineers contract.
  
2. Geosyntec: Baltimore City has been utilizing Geosyntec for compliance work under its compliance Memorandum of Understanding with the Authority. The City is extending the services to be performed from six months to one year. An increase in the amount of \$150,000 is needed for the Geosyntec contract to fund such additional efforts. Additionally, the City may use Geosyntec’s services in connection with the City’s ten-year solid waste planning effort. An increase in the amount of \$150,000 is needed for the Geosyntec contract to fund such efforts and other anticipated efforts for the Member Jurisdictions. Accordingly, an increase in the total amount of \$300,000 is requested for the Geosyntec contract. See Action item 2022-5-4
  
3. EA Engineering: Baltimore City may use EA Engineering’s services in connection with the City’s ten-year solid waste planning effort. An increase in the amount of \$150,000 is needed for the EA Engineering contract to fund such efforts and other anticipated efforts for the Member Jurisdictions. See Action item 2022-5-4
  
4. ARM Group: Baltimore City has been utilizing ARM Group for compliance work under its compliance Memorandum of Understanding with the Authority. ARM will be leading time sensitive compliance related work at Quarantine Road Landfill. Accordingly, an increase in the total amount of \$450,000 is requested for the ARM contract.

Staff is requesting increases to the on-call contracts in the amounts as set forth above.

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Authority Action – The above referenced Item was:

Approved	Disapproved	Deferred	Withdrawn
With Amendment		Without Amendment	

October 24, 2022

**ACTION ITEM NO. 2022-5-3 – Budget Amendments**

- 1. Source of Funding: Baltimore City Dedicated Funds.

Baltimore City General Account: Staff is requesting an increase in the amount of \$96,196.66 to allow, on a temporary basis, for expenses incurred in connection with the City’s recycling contract for the month of August 2022. An additional \$150,000 increase is requested to support the City in the updating of the 10-Year Solid Waste Management Plan as required by MDE. The total increase requested is \$246,196.66.

- 2. Source of Funding: Carroll County Purchase Orders

Carroll County Landfill Account: Staff is requesting an increase in the amount of \$140,000 to support the County’s required LFG monitoring and reporting for FY 23. Additionally, staff is requesting an increase in the amount of \$4,177,950 for the Resource Recovery Park conceptual design and landfill expansion at the Northern Landfill project under 2022-5-1, for a total increase of \$4,317,950.

- 3. Source of Funding: Howard County Purchase Order

Howard County General Account: Staff is requesting an increase in the amount of \$30,000 to support the County’s upcoming single season waste sort.

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Authority Action – The above referenced Item was:

Approved	Disapproved	Deferred	Withdrawn
With Amendment		Without Amendment	

October 24, 2022

