

**Authority Meeting Minutes
357th Meeting (via Conference Call)
April 6, 2021 at 2:00 p.m.**

Members Present: Joseph J. Siemek
Jeffrey D. Castonguay
Guillermo (“Willie”) Wainer
Rhody Holthaus
Charles Glass, Ph. D (MES, Director)
Phil Harris

Other Participants: Chris Skaggs (NMWDA)
Kim Gordon (NMWDA)
Mark DeLuca (Howard County)
Matthew Garbark (Acting Director, Baltimore City DPW)
D’Andrea Walker (Baltimore County)

Public access via livestream at the following link: <https://youtu.be/D6qYCa3xg-w>. This stream was turned on at 2:00 p.m. local time.

Board Chairman, Joseph Siemek opened the meeting at 2:00 p.m. local time. Mr. Siemek noted that the instructions for the public to view the meeting were provided in advance and that there were no plans to go into a closed session. Mr. Siemek requested that Members identify themselves when speaking and asked Mr. Skaggs to call the roll. Mr. Skaggs called the roll, confirming the presence of a quorum.

ACTION ITEM NO. 2021-3-1 – Contract Award for the Processing and Recycling of Baltimore City Recovered Materials

A motion was made by Dr. Charles Glass and seconded by Rhody Holthaus to approve this item. Chris Skaggs explained that at the request of Baltimore City, the Authority conducted a procurement for the acceptance, processing, and recycling of recovered materials. The RFP allowed proposers to propose under a market-based proposal and a fixed-based proposal for the acceptance of single stream material. Proposals were received from BFI Transfer Systems of Virginia, Waste Management Recycle America, WB Waste Solutions, and World Recycling.



Mr. Skaggs further explained that the evaluation team consisting of Authority and Baltimore City staff evaluated the proposals and it was determined that all proposals met the technical requirements of the RFP. Waste Management Recycle America and World Recycling provided the lowest pricing, after considering their proposed processing fees and the transportation costs to deliver the recovered material to the proposed processing facilities. Mr. Skaggs noted that while World Recycling was lower in cost than Waste Management Recycle America, the City wanted to utilize two companies from a logistics standpoint. A copy of the Evaluation Memo was provided for the Board's review. Under the RFP, the Authority reserves and has the sole discretion to award a service agreement with one or more companies.

Staff is requesting that the Executive Director be authorized to execute Agreements with Waste Management Recycle America, World Recycling, and corresponding mirror agreement with Baltimore City in substantially the form of the draft agreements presented at the meeting based on direction from Baltimore City. The initial term of Agreements will begin June 1, 2021 and will end on June 30, 2022, with up to four 12-month renewal periods.

Joseph Siemek asked if there were any questions or matters for discussion. There being none, a vote was taken, and the item was unanimously approved.

ACTION ITEM NO. 2021-3-2 – Budget Amendments

A motion was made by Jeff Castonguay and seconded by Willie Wainer to approve this item. Chris Skaggs explained that a total increase in the amount of \$1,430,000 is needed to the Montgomery County General Account, of which \$1,260,000 is needed to support work efforts in connection with the fire detection and suppression construction project at the Shady Grove Transfer Station and \$170,000 is needed for the electrical mapping effort at the Transfer Station.

Mr. Skaggs further explained that an increase in the amount of \$150,000 is needed for the Baltimore City General Account to support the City recycling cart roll-out effort. The contractor will provide project management for the roll-out.

Staff is requesting budget increases to the accounts as set forth above.

Joseph Siemek asked if there were any questions or matters for discussion. There being none, a vote was taken, and the item was unanimously approved.

ACTION ITEM NO. 2021-3-3 – On-Call Consultant Contract Amendments

A motion was made by Jeff Castonguay and seconded by Willie Wainer to approve this item. Chris Skaggs explained that amendments to several of the Authority's on-call consultant contracts are required as follows:

1. Pinnacle: A contract increase in the amount of \$25,000 is needed for the Pinnacle Communications Resource Co. contract, of which amount \$15,000 is to support the Recycle Coach Spring Marketing Plan and anticipated efforts for Anne Arundel County, and the balance is to support efforts for the Authority and other Member Jurisdictions.

2. Authority On-Call Consultant, as approved by Baltimore City: A contract increase in the amount of \$150,000 is needed for the recycling cart roll-out effort for Baltimore City. Staff estimates this amount based upon typical rates, estimated hours and a contingency for use by the City. The City will have final approval for the selection. The RFP was sent to those on-calls in the procured category of General Solid Waste, Planning and Recycling Category.
3. ARM Group LLC: An increase of \$275,000 is needed as ARM is one of two firms with proposals under review for work at the Baltimore City Quarantine Landfill. The work includes the modernization of communications controls at the City's Landfill for leachate collection and conveyance and landfill gas collection and conveyance. It is likely that additional work will arise at the City and for other efforts that ARM will be able to assist with in the event that they are not selected for this project.
4. SCS Engineers: An increase of \$275,000 is needed as SCS is one of two firms with proposals under review for work at the Baltimore City Quarantine Landfill. The work includes the modernization of communications controls at the City's Landfill for leachate collection and conveyance and landfill gas collection and conveyance. It is likely that additional work will arise at the City and for other efforts that SCS will be able to assist with in the event that they are not selected for this project.

Staff is requesting amendments to increase the on-call consultant contracts in the amounts and for the work as set forth above.

Joseph Siemek asked if there were any questions or matters for discussion. Jeff Castonguay asked whether or not there should be two separate amendments for the Pinnacle contract since the increase is requested on behalf of Anne Arundel County and for other efforts. Chris Skaggs explained the on-call consultant contracts are not set up that way and any separate approval would be amending the same contract. Mr. Siemek asked if there were any other questions. There being none, a vote was taken, and the item was unanimously approved.

Mr. Siemek asked if there were any additional items to discuss at this time. Kim Gordon reminded the Members that the annual financial disclosures must be filed by April 30th. Mr. Siemek thanked Ms. Gordon for the reminder. There being no additional comments or discussion items, the meeting adjourned at 2:11 p.m.

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Chris Skaggs

Chris Skaggs, Executive Director