



Request for Expressions of Interest

for

**Building Material, Furniture,
Appliances and Houseware Collection
and Reuse/Recycling Services**

by

**Northeast Maryland
Waste Disposal Authority**

Date of Issue: December 17, 2021

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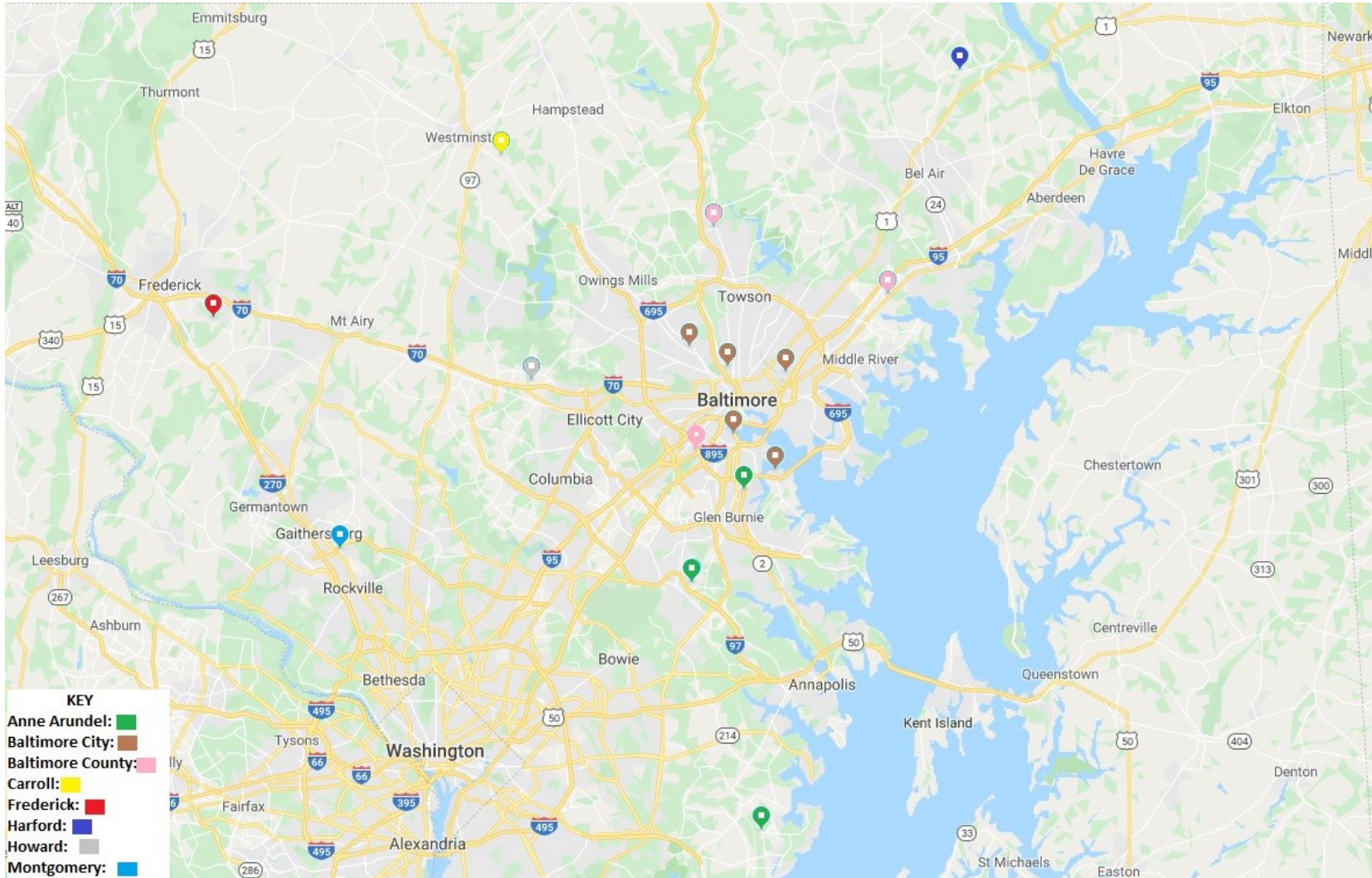
A. INTRODUCTION

The Northeast Maryland Waste Disposal Authority (“Authority”) is a multi-county agency created by the State of Maryland to assist participating member jurisdictions (“Members”) with recycling and waste management systems. Members include Baltimore City and Anne Arundel, Baltimore, Carroll, Frederick, Harford, Howard, and Montgomery Counties. More information on the Authority can be found at: www.nmwda.org

The Authority is issuing a Request for Expressions of Interest (“REOI”) to assist its Members with Building Material, Furniture, Appliances and Houseware (as defined in Section B below) collection and reuse/recycling services. The Authority is seeking interest in a service for Building Material, Furniture, Appliances and Houseware reuse/recycling by collecting from Member drop-off facilities within the Member Jurisdiction footprint. This REOI is being issued in order to help gain an understanding of companies or other entities (“Vendors”) that would be interested in collecting and reusing/recycling Building Material, Furniture, Appliances and Housewares. The Authority is not intending to compete with existing donation/non-profit entities, but rather to supplement the market with additional locations and options for drop-off, for ease of convenience to residents. If the Authority determines that there is sufficient interest and ability to provide collection and reuse/recycling services, the Authority may issue a Request for Proposals (“RFP”) to provide that service or negotiate a contract directly with a Vendor that has responded to this REOI. This REOI is not intended to provide sufficient detail in order to select a Vendor for the service. The Authority and its Members are open to receiving proposed amendments as part of the Vendor’s response to any/all of the sections provided in this REOI, including Section C Current Designated Collection Sites, Equipment and Vehicles Needed and its Requirements of Service sub-section. Any specific requirements listed herein are open to consideration and amendment, in order to create the best working model and service for all entities involved. As part of its response, the Vendor shall describe how they would best manage this type of operation and detail the logistics required for each Member.

Responses to the REOI are due by February 11, 2022 at 5:00 pm (local time). Submission requirements are shown below in Section D. The Authority will make a determination as to whether to progress to a RFP process, enter into competitive negotiations with one or more Vendors, or to discontinue with the REOI. All Vendors that respond to the REOI will be notified of the Authority’s determination.

MAP OF DESIGNATED COLLECTION SITES



B. THE OPPORTUNITY

The Authority's Members continue to pursue greater diversion of material from disposal. Many, if not all, of the Members have existing collection points for Building Material, Furniture, Appliances and Housewares for reuse/recycling, with some even operated by the Members. The Authority would like to provide more service to its Members by providing additional collection options for Building Material, Furniture, Appliances and Houseware reuse/recycling from all Member drop-off facilities.

In this effort, the Authority has conducted research to identify viable companies to provide these services and needs to confirm whether these companies desire to offer Building Material, Furniture, Appliances and Houseware reuse/recycling by collecting from Member drop-off facilities through a Master Agreement ("Agreement") with the Authority. The Authority may enter into Agreements that use different payment scenarios. Note that each Member will issue its own Confirmation for the services to be provided to that Member in accord with the Agreement. Award of an Agreement to a Vendor does not guarantee the Vendor any work under the Agreement. Only the execution of a Confirmation by a Member creates a contract under which Building Material, Furniture, Appliances and Houseware Material will be sent to an individual Vendor. Invoicing will be between the Vendor and the Member signing the Confirmation; however, the Vendor should plan to provide the Authority with data on collections and processing.

This REOI is the first step to identify Vendors that would be able to provide these services and help the Authority develop a successful program.

Building Material, Furniture, Appliances and Houseware Materials ("Acceptable Material") include, but are not limited to, new or used in useable condition, the following:

- (i) Building Material such as but not limited to paint, caulk, lumber, wood, fencing, shelving, hardware, plumbing fixtures, pipes, ducts, counter tops, bathtubs, sinks, toilets, showers, faucets, doors, doorknobs, wires, carpets, carpet/wood floor padding, flooring, floor/wall and ceiling tile, spacers, wallpaper, gypsum wallboard or sheetrock (drywall), shingles, roofing material, felt or other structural fabrics, cabinets, banisters, stairs, awnings, corbels, windows, moldings, plaster, plasterboard, insulation, bricks, stone, concrete blocks, rock and just about anything reusable from the home building industry;

Carroll County does not accept any toilets. Paint will only be accepted by Carroll County if staffing is provided by the Vendor.

Frederick County cannot accept paint that comes in with trash (because it is a liquid). If there is a separate Vendor and collection area, this would be acceptable.

- (ii) Furniture, such as but not limited to, tables, chairs, ottomans, buffets, hutches, desks, filing cabinets, benches, chests, armoires, wardrobes, entertainment centers, dressers, couches, sofas, loveseats, bedframes, cribs, highchairs bookshelves/bookcases, lawn/patio Furniture.

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- (iii) Appliances including but not limited to kitchen or other residential household Appliances such as washers, dryers, irons, dishwashers, refrigerators, freezers, stoves, wall ovens, toasters, microwaves, convection ovens, blenders, electronic mixers, vacuums, steamers, air conditioners, fans, heat pumps, trash compactors, humidifiers, dehumidifiers, air purifier filtration systems, water heaters, well water holding tanks (not cast iron) and furnaces (not cast iron). The Vendor shall take care in handling Acceptable Material such as air conditioners, refrigerators, etc., containing chlorofluorocarbons (CFC's), hydrochlorofluorocarbons (HCFC's) and related compounds, like Freons, so as not to break the lines or damage the equipment carrying this refrigerant which when released into the atmosphere would constitute a violation of the Federal Clean Air Act. All air conditioners must be transported in the upright position, and all refrigerators must be transported in the upright position, and secured properly, so as not to tip over;

Frederick County already accepts large Appliances as scrap metal (e.g., refrigerators, dishwashers, washer, dryers, stoves, air conditioners and dehumidifiers). The small Appliances would be acceptable to go with the Vendor, but the larger Appliances would need to go to Frederick County's scrap metal program.

Montgomery County already accepts Appliances as scrap metal (e.g., refrigerators, dishwashers, washer, dryers, stoves, air conditioners and dehumidifiers). Depending on the arrangement, anything reusable may be able to go with the Vendor, but since Montgomery County is currently paid for scrap metal, Montgomery County will not want to cancel that arrangement.

- (iv) Housewares, garden items/lawn equipment, tools, hair styling devices such as blow dryers, curling irons, curlers or hair straighteners, blinds, certain linens like curtains, towels, pillows, rugs, lighting fixtures, fittings, light switch components and covers, ceiling fans, light fixtures, lamps, lampshades, kitchen items including cutlery, cooking/baking tools, tea kettles, pots and pans, baking sheets, cups, glasses, bowls, plates, mugs, cutting boards, thermoses, bicycles/helmets, brooms or mops in new condition, toys, ping pong tables and foosball tables, large electronic games, such as Pacman, sewing machines, baby supplies, sporting and camping equipment, as well as decorative housing items such as paintings, pictures, décor and mirrors.

Acceptable Materials collected by the Vendor must be reused or recycled and cannot be discarded, unless the Vendor is unable to find an outlet or market for the Acceptable Material. Please see the related reporting requirements listed on pages 10-11.

Generally, Acceptable Material only includes material that can be reused. For instance, ceiling fans and light fixtures must have all parts, carpet and padding must be unused, Appliances, etc. must be in working order and at a minimum, in fair condition, and broken tiles are not acceptable. If the Vendor has a recycling process for certain materials, e.g., scrap metal/Appliance recycling, ceramic recycling, wood recycling/energy capture/composting, drywall recycling, textile recycling for carpets/padding, etc., please include a detailed description in the submission, so that it can be considered by the Authority and Members, and the list of Acceptable Material can be amended, as necessary.

Carroll County may not be able to accept some/all of the Acceptable Material at its Collection Site due to staging area limitations. Carroll County may elect to discontinue this program if it receives a lot of unusable material from its residents (i.e., non-reusable/recyclable), and will follow the 30 days' written notice procedure as described in Section D Submission Requirements under Item 7.

Frederick County may not be able to accept some/all of the Acceptable Material at its Collection Site due to staging area limitations. Frederick County may elect to discontinue this program if it receives a lot of unusable material from its residents (i.e., non-reusable/recyclable), and will follow the 30 days' written notice procedure as described in Section D Submission Requirements under Item 7. Prior to executing the Confirmation with the Vendor, Frederick County would first approve the Acceptable Material list with the Frederick County Executive.

Montgomery County may not be able to accept some/all of the Acceptable Material at its Collection Site due to staging area limitations. Montgomery County may elect to discontinue this program if it receives a lot of unusable material from its residents (i.e., non-reusable/recyclable), and will follow the 30 days' written notice procedure as described in Section D Submission Requirements under Item 7. Prior to executing the Confirmation with the Vendor, Montgomery County would first approve the Acceptable Material list with the Montgomery County Department Director.

C. CURRENT DESIGNATED COLLECTION SITES, EQUIPMENT AND VEHICLES NEEDED

Any or all of the following facilities designated by the Members can be used as the collection point ("Designated Collection Sites") for the Building Material, Furniture, Appliances and Houseware Materials:

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Member Jurisdiction/ Location	Address	Google Coordinates	Type of Equipment/Vehicle Needed
Anne Arundel County			For 3 recycling centers and 1 landfill, the County would require trailers, Gaylord Containers and Pallets. A full trailer would be swapped with an empty trailer at recycling centers. The Acceptable Material in the trailer will be palletized/packaged by the County, as long as the Containers provided by the Vendor are stable. Acceptable Material will not be palletized/packaged by the County at the sites that are using a Box Truck (e.g., the Landfill). For sites not using a C Container, the sites will package the Acceptable Material into Gaylord Containers and/or stack them onto Pallets.
Central Recycling Center (CRC)	389 Burns Crossing Road Severn, MD 21144	39.091915, -76.669379	1 Trailer, Gaylord Containers, Pallets
Millersville Landfill (MLF)	389 Burns Crossing Road Severn, MD 21144	39.08687, -76.675603	Gaylord Containers, 1 C Container, Pallets, Box Truck
Southern Recycling Center (SRC)	5400 Nutwell Sudley Road Deale, MD 20751	38.815229, -76.578996	1 Trailer, Pallets, Shrink Wrap, Gaylord Containers
Northern Recycling Center (NRC)	100 Dover Road Glen Burnie, MD 21060	39.1852, -76.603062	1 Trailer, Gaylord Containers, Pallets
Baltimore City			Acceptable Material shall be palletized/shrink wrapped (if determined necessary by the Member) by Baltimore City employees, awaiting pickup outside of C Containers. Baltimore City has a forklift at the Quarantine Road Landfill and may have one forklift for use, depending upon availability, at other locations. The forklift is also used for other solid waste activities at these locations.
Eastern Sanitation Yard	6101 Bowley's Lane Baltimore, MD 21206	39.314732, -76.545949	1 C Container, Gaylord Containers, Pallets (in order to keep Acceptable Material protected and free from rain). Box Truck. Shrink wrap, if requested by Member.
Northwest Sanitation Yard	2840 Sisson Street Baltimore, MD 21211	39.319755, -76.62667	1 C Container, Gaylord Containers, Pallets (in order to keep Acceptable Material protected and free from rain). Box Truck. Shrink wrap, if requested by Member.
Quarantine Road Landfill	6100 Quarantine Road Baltimore, MD 21226	39.208131, -76.558535	1 C Container, Gaylord Containers, Pallets (in order to keep Acceptable Material protected and free from rain). The Vendor has the option to live load a Box Truck or a Trailer. Shrink wrap, if requested by Member.
Northwest Transfer Station	5030 Reisterstown Road Baltimore, MD 21215	39.3415, -76.68147	1 C Container, Gaylord Containers, Pallets (in order to keep Acceptable Material protected and free from rain). Box Truck. Shrink wrap, if requested by Member.

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Member Jurisdiction/ Location	Address	Google Coordinates	Type of Equipment/Vehicle Needed
Western Sanitation Yard	701 Reedbird Avenue Baltimore, MD 21225	39.246963, -76.617432	1 C Container, Gaylord Containers, Pallets (in order to keep Acceptable Material protected and free from rain). Box Truck. Shrink wrap, if requested by Member.
Baltimore County			The County does not have docks available for loading Acceptable Material. No commercial materials are included in the Acceptable Material mix; however, commercial Acceptable Material can be added to the program for Vendor collection at Baltimore County's written request. Vendor must provide at least one Container per site that is emptied by the Vendor when needed by the County. The Eastern Sanitary Landfill and Western Acceptance Facility do not have any pallet jacks/forklifts available for Vendor use. The Central Acceptance Facility has a forklift for loading the box truck or trailer, but the Vendor must supply the pallet jack.
Western Acceptance Facility	3310 Transway Road Halethorpe, MD 21227	39.228893, -76.671055	1 C Container or Trailer, Gaylord Containers, Pallets. Box Truck or Trailer size for pickup is acceptable, as needed. The County would not assist the Vendor in loading the Vendor's truck.
Eastern Sanitary Landfill	6259 Days Cove Road White Marsh, MD 21162	39.394139, -76.3854	1 C Container, Gaylord Containers, Pallets. Box Truck size or smaller for pickup as needed. The County would not load. Palletized Acceptable Material would be arranged outside of a C Container prior to pick-up.
Central Acceptance Facility	201 West Warren Road Cockeysville, MD 21030	39.4720-36, -76.646356	1 C Container or Trailer, Gaylord Containers, Pallets. Trailer or Box Truck size for pickup is acceptable, as needed. The County would not load. Palletized Acceptable Material would be arranged outside of a C Container prior to pick-up.
Carroll County			If Carroll County uses a C container and Gaylord Containers together, the Gaylord Containers would need to be on Pallets and the County does not have a pallet jack or a way to maneuver/bring the Gaylord Containers out of the C Container, thus the Vendor would need to provide the pallet jack. Most, if not all of the Acceptable Material needs to be under cover and out of the weather to have any value. If a Vendor proposes a way to store the Acceptable Material so that it is secure, with no scavenging possibilities, and to supply the Collection Containers (possibly including a Trailer), then the County can consider the response.
Northern Landfill	1400 Baltimore Boulevard Westminster, MD 21157	39.549504, -76.94383	1 C Container, Pallets. The County would place Acceptable Material in the C Container for collection. The County does not have pallet jacks/forklifts or other loading equipment available for Vendor. Vendor must provide all loading equipment. Only residential materials are accepted at the Northern Landfill; however, there is no guarantee that some small businesses would not drop off material without identifying themselves as businesses. The Vendor would live load onto a Box Truck size or smaller for pickup, as needed, by the County. There are no docks available for loading.

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Member Jurisdiction/ Location	Address	Google Coordinates	Type of Equipment/Vehicle Needed
Frederick County			
Reich's Ford Road Landfill	9031 Reichs Ford Road Frederick, MD 21704	39.372463, -77.352975	1 Trailer, Gaylord Containers, Pallets. A full Trailer would be swapped with an empty Trailer by the Vendor when needed by the County.
Harford County			
Harford Waste Disposal Center	3241 Scarboro Road Street, MD 21154	39.640616, -76.299444	1 Roll-off Container with Roll-off Truck, 1 C Container, Gaylord Containers, Pallets.
Howard County			
Alpha Ridge Landfill	2350 Marriottsville Road Marriottsville, MD 21104	39.305473, -76.903386	One 53' Trailer needed, Gaylord Containers, Pallets. These Trailers would be live loaded with average time on site of about 1 hour. All Acceptable Material would be palletized/packaged. A forklift is available.
Montgomery County			
Shady Grove Processing Facility and Transfer Station	16101 Frederick Road Derwood, MD 20855	39.122313, -77.17122	1 Trailer needed onsite, Gaylord Containers, Pallets. County would receive, palletize and box incoming Acceptable Materials and load them with a forklift into a Trailer. A full Trailer would be swapped with an empty Trailer. Acceptable Material would be scheduled for pickup, as needed by the County.

Requirements of service include:

- 1) The Vendor shall provide Collection Containers (“Containers”) that (i) meet the Container standards set forth by the laws and regulations of Members for the specific jurisdiction in which Containers are provided, and (ii) are in Good Working Order (defined below), such that they perform satisfactorily and safely for their intended purpose, for the acceptance of Acceptable Materials at Designated Collection Sites. Good Working Order shall be defined as the uninterrupted, trouble-free operation of the product or system deliverable, and all components thereof, in conformity with all applicable performance specifications and other requirements of the Agreement.

Members retain the right to add or change Designated Collection Sites based on operational needs, as long as the subject sites meet the conditions set forth below and do not exceed the total number of listed Designated Collection Sites per Member as detailed in this REOI, unless agreed to, and amended in writing by all Parties.

Collection Containers include the Containers, such as C Containers and Trailers, and their related equipment such as Pallets and Gaylord Containers, as described in Section C, Current Designated Collection Sites, Equipment and Vehicles Needed.

- 2) Access and egress to deliver and remove Acceptable Material and/or Collection Containers will be allowed during normal operating areas of each Member's facility. Typical operating hours are 7:00 a.m. to 5:00 p.m. but may vary from site to site. The Vendor is required to follow all rules and regulations at each Designated Collection Site.
- 3) The Member shall contact the Vendor when the Collection Container(s) is nearing capacity. The Vendor must pick up the Acceptable Materials within forty-eight (48) hours of notification. Instituting a regular collection schedule that will satisfactorily manage the Acceptable Material collected at each location is the preferred option.
- 4) The Vendor is responsible for transportation of the Acceptable Material to the reuse/recycling/processing location and responsible for reusing/recycling the Acceptable Material.
- 5) The Vendor is responsible for providing to the Members a monthly report, with a copy to the Authority, due by the 15th day of each month, for material collected and recycled or reused from the preceding month, detailing the number of Containers of Acceptable Material collected, the weight of the Acceptable Material taken to the processing/reuse/recycling facility, the weight of the Acceptable Material received at the processing/reuse/recycling facility and the name, address and phone number for the processor/reuse/recycler to which the Acceptable Material was taken. Separate weights and information are required for 1. the amount of Acceptable Material that is reused; 2. the amount of Acceptable Material that is recycled; and 3. the amount of material that is neither recycled nor reused, i.e., the amount of material that is discarded. The monthly recycling report and invoice/payment would be accompanied by copies of all weight tickets. Weight tickets must reconcile to the monthly report and invoice/payment. Additionally, any payments due will occur monthly (the Vendor must provide an invoice

or payment, due by the 15th day of each month for material collected and recycled or reused from the preceding month, with an allowance of 30 days from the date of the submission of a correct invoice, before payment is received) for all Acceptable Material transferred from the Designated Collection Sites. The Price Proposal, which is not being requested at this time and should not be provided for purposes of this REOI, must include Collection Containers, collection service, transportation, processing, marketing, residual disposal, and any other incidental costs. The Vendor is responsible for all material that is taken from the Member Jurisdiction's Designated Collection Site(s).

- 6) Any services provided will be required to be completed in a safe and approved manner in accordance with all applicable Federal, State, and Local laws and regulations.

The specific quantity of Member Jurisdiction Acceptable Material available for collection and reuse/recycling is unknown. The Authority and Members make no guarantees on the quantity or quality of Acceptable Material that will be collected, however available collection data is provided below:

Baltimore County donated the following amount of material to a resale vendor:

In 2017: 58 tons of non-profit recyclable goods

In 2018: 63 tons of non-profit recyclable goods

Howard County collected 98 tons of reusable building material through a vendor in 2013.

Other Member information regarding the amount of Acceptable Material currently reused/recycled is not available.

- 7) Members shall not be responsible for any damage to Collection Containers during the loading or unloading of Acceptable Material.
- 8) The Vendor may inspect and reject any non-Acceptable Material prior to departure from the Designated Collection Site(s) and/or residential collection points; however, the Member Jurisdiction is not responsible for management or payment of any non-Acceptable Material once the Vendor removes any such material from the applicable Designated Collection Site. Additionally, the Vendor guarantees to be diligent in their operations, and is required to be in good standing with the state of Maryland, or its state of incorporation or organization, as applicable (i.e., will be required to provide a copy of the Vendor's Certificate of Good Standing from the Maryland State Department of Assessments and Taxation (for any company with nexus in Maryland) or the equivalent from the Vendor's state of registration). The Vendor shall not improperly handle the Acceptable Material (e.g., dispose of Acceptable Material) and/or leave behind Acceptable Material for the Member or resident to handle. A performance bond/letter of credit, or check to be cashed and deposited by the Authority in lieu of either security vehicle (returned after Agreement expires), in the amount of \$10,000, will be required in order to guarantee performance.

- 9) The Vendor must submit monthly recycling reports, detailing three separate streams of the total pounds of material recycled (e.g., Acceptable Material sent for downstream recyclers), reused (e.g., Acceptable Material sent for resale) AND disposed (e.g., material collected that is not suitable for recycling/reuse and is discarded) to the Member, with a copy to the Authority.
- 10) The Vendors must comply with all facility safety requirement and Personal Protection Equipment (PPE) for operations at each site and must comply with all Occupational Safety and Health Administration (OSHA), Maryland Occupational Safety and Health (MOSH), as well as Centers for Disease Control and Prevention (CDC)/local health department guidelines as applicable to the workplace, and other safety reporting provisions.
- 11) Vendors or persons collecting Acceptable Material from the sites must be clearly identifiable and be able to provide supporting documentation as to company affiliation and this Agreement if it is requested of them.

As part of the Vendor's response to this REOI, the Vendor is encouraged to provide recommendations for the improvement of the potential work described above that would increase the amounts of Acceptable Material collected and/or increase the cost effectiveness of the program.

Please provide a description if the Vendor is interested in proposing full time staff, appropriate Collection Containers, Trailers and a secure covered space for the Collection Site drop-off area for Acceptable Material.

D. SUBMISSION REQUIREMENTS

Vendors are encouraged to complete and email the Vendor's Contact Information Form to procurement@nmwda.org to ensure that they are notified in a timely manner of any modifications to the REOI.

Response to the REOI should be made in the following format and page limitations:

- 1) Cover letter introducing the Vendor and providing contact information.
- 2) Brief statement of qualifications of the Vendor, including experience of key personnel.
- 3) A brief description of the recycling or reuse of the Acceptable Material that the Vendor is proposing, including the marketability of the Acceptable Material.
- 4) Brief description of how the Vendor would provide the services requested in the description of the REOI. Sufficient details should be provided to show the capability of the Vendor to provide the service, but a detailed operational plan is not required at this time. If the Vendor has other ideas or considerations for the REOI, the Authority encourages the Vendor to include those ideas in this section. Contact information for a minimum of two references for similar services should be provided.

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- 5) A brief discussion on the economics of the recycling/reuse program.
- 6) Specific information on the downstream vendors used by the Vendor, if applicable, (including names, addresses, etc.) so that the Authority and its Members know where the Acceptable Materials are sent and how they are reused and/or recycled. Please provide information on the processes utilized to reuse/recycle the Acceptable Materials by the Vendor as well as by its downstream vendors, if applicable.
- 7) Please confirm, if awarded an Agreement, that the length of the term would begin on the execution date and extend until June 30, 2026. If the Vendor would like to request a longer term, please include that term in your response, for consideration. Please also confirm agreement that any Member Jurisdiction may, without liability, terminate the Confirmation for its own convenience upon written notice to the Vendor at least 30 days prior to the effective date for such termination. In the event of any such termination, the Vendor/Member Jurisdiction shall only be entitled to compensation for the earned value of work performed up to the date of such termination.
- 8) With respect to Baltimore City, any Price Proposal would need to include at least 7% Minority Business Enterprise (“MBE”) and 3% Women Business Enterprise (“WBE”) inclusion for all services to be performed according to the Baltimore City Proposal (e.g., using subcontractors, etc.), in order for Baltimore City to approve and sign the Confirmation with the Vendor. More details on this requirement can be found here: <https://law.baltimorecity.gov/certification-process>.
- 9) With respect to Montgomery County, any Price Proposal would need to include, for Minority/Female/Disabled Owned Businesses (“MFD”), as applicable, 19% for professional services, 17% for non-professional services and 9% for goods to be performed in accordance with the Montgomery County Proposal (e.g., using subcontractors, etc.), in order for Montgomery County to approve and sign the Confirmation with the Vendor. More details on this requirement can be found here: <https://www.montgomerycountymd.gov/PRO/DBRC/MFD.html>.
- 10) With respect to Baltimore County, any Price Proposal would need to incorporate Baltimore County’s Department of Economic and Workforce Development as a First Source Hiring Agreement, as well as Baltimore County’s MBE/WBE/SBE and/or Economic Benefit Factor requirements, found in the attached form, Appendix A.

Confidential Information Disclaimer: All responses to this REOI are subject to disclosure under the rules of the Maryland Public Information Act. Vendors should refrain from including any information in their responses that may be considered confidential. Vendors agree that the Authority has no liability for release of information it determines in good faith must be disclosed under the law.

SUBMISSION DEADLINE

The submission deadline for responding to this REOI is February 11, 2022 at 5:00 pm (local time).

Each Vendor shall submit a copy by email with the subject line "Attention: Building Material, Furniture, Appliances and Houseware Procurement" to procurement@nmwda.org. The response shall not be longer than 60-pages.

Questions related to this REOI should be submitted prior to 5:00 p.m. (local time) on January 21, 2022. Questions shall be emailed to procurement@nmwda.org.

E. LIMITATIONS

Any Vendor making a submission in response to this REOI does so fully accepting the following provisions:

This is a REOI only; it is not a procurement document. The information contained in this REOI is intended for information purposes only to assist the Authority and the Members in assessing whether to proceed to a RFP process, directly negotiate a contract with one or more Vendors, or discontinue the REOI process. No representation or warranty express or implied, is made by the Authority or the Members or any of their respective agents, officers, representatives, or employees, as to the accuracy or completeness of such information. Neither the Authority, the Members nor their respective agents, officers, representatives, or employees will be responsible for, and hereby expressly disclaim, any and all liability for any errors, omissions, or inaccuracies in connection therewith. The Vendor shall be responsible entirely and exclusively for all costs incurred by the Vendor associated with the preparation and submission of its response to this REOI, which may or may not lead to a RFP. In its response to this REOI, the Vendor must disclose to the Authority any potential conflict of interest that might compromise this process. If such a conflict of interest does exist, the Authority may, at its discretion, refuse to consider the response in question.

This exercise is not a request for tenders. This is a request for information only and no legal obligations will arise hereunder under any circumstances. The Authority reserves the right to amend the scope of this REOI, and to carry out discussions with one or more prospective Vendors at any time. The Authority may proceed as it determines, in its sole discretion, including to discontinue or invalidate this REOI. The Authority will not be responsible for any losses or costs incurred by any Vendor as a result thereof.

NEXT STEPS

After the submission deadline, the Authority and the Members will review the responses and decide whether clarification questions should be submitted to, or interviews should be conducted with, any or all of the Vendors to gain a clearer understanding of their capability. Upon conclusion of the review, the Authority will decide whether or not to follow-up with a RFP process or directly negotiate a contract with interested Vendor(s). All Vendors who respond to this REOI will be informed of the Authority's decision and subsequent RFP process, should it occur.

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Please confirm that the Authority can schedule a site visit to the Vendor's location(s) to perform an evaluation, including the attendance of any Member Jurisdiction staff that would like to attend. This visit would help the Members determine whether they wish to enter into a Confirmation with the Vendor, under the Authority's Agreement, if one is awarded, for Acceptable Material collection and reuse/recycling services. Please note that Member Jurisdiction staff may request to schedule an individual site visit, without Authority staff present, in order to reduce the number of attendees at any one time, due to COVID-19 social distancing guidelines. Additionally, interested Vendors will be able to complete a site visit with the Authority and Applicable Member Jurisdiction representatives at any of the Member Jurisdictions' Designated Collection Sites, in order to evaluate the various Member Jurisdictions' operations, and in order to view the types of materials brought in by the residents and customers, prior to submitting a response, or Proposal, if requested in a future RFP.

Each Member Jurisdiction will have the opportunity to tailor the service to a modified Acceptable Material list within its individual Member Confirmation with the Vendor, based on what its own site can accommodate.

**Request for Expressions of Interest
for Building Material, Furniture, Appliances and Houseware Collection and
Reuse/Recycling Services**

December 17, 2021

VENDOR'S CONTACT INFORMATION FORM

(1st) Name: _____

Title: _____

(2nd) Name: _____
(optional)

Title: _____
(optional)

Company: _____

Address: _____

Telephone Number: _____

Fax Number: _____

E-mail (1st): _____

E-mail (2nd): _____

I / we prefer to be contacted by: *(circle one)* U.S. Mail, telephone, fax, e-mail

I / we prefer correspondence to be sent by: *(circle one)* fax, e-mail

Please e-mail the completed form with the subject line **“Attention: Building Material, Furniture, Appliances and Houseware Procurement”** to procurement@nmwda.org.