

**RFP for Transportation, Processing, and Recycling Services for Frederick County, Maryland
September 5, 2018**

September 5, 2018

Dear Proposer:

The purpose of this procurement is to seek proposals from experienced vendors for the transportation, processing, and recycling of single stream recyclable materials. The Northeast Maryland Waste Disposal Authority (the “Authority”) is issuing this procurement on behalf of Frederick County, Maryland. The Northeast Maryland Waste Disposal Authority is a multi-jurisdictional agency created by the State of Maryland to assist its Member Jurisdictions with their integrated solid waste and recycling needs.

The services requested under this Request for Proposals (RFP) will commence on July 1, 2019 and end June 30, 2022 with two 12-month renewal terms at the Authority’s sole discretion.

The Proposal due date is **4:00 p.m. on Thursday, October 4, 2018** (“Due Date”).

A pre-proposal meeting will be held on **Thursday, September 13, 2018 at 11:00 a.m.** at the Reich’s Ford Landfill in Frederick County.

Please return executed copies of Form F-1 and Form F-2 of this RFP to the Authority to receive any written Addenda that describe any changes, interpretations, or clarifications in response to any Proposers’ written questions. Proposers may mail, email, or fax the forms to the addresses on Form F-1.

I look forward to reviewing your proposal.

Christopher W. Skaggs
Executive Director

Request for Proposals

for

**TRANSPORTATION,
PROCESSING, AND
RECYCLING SERVICES**

for

Frederick County, Maryland

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ACRONYMS

| | |
|-----------|---|
| Authority | Northeast Maryland Waste Disposal Authority |
| County | Board of County Commissioners of Frederick County, Maryland |
| CPI-U | Consumer Price Index Washington Baltimore Area |
| RFLF | Frederick County Landfill, 9031 Reich's Ford Road, Frederick, MD 21704 |
| HHW | Household Hazardous Waste |
| MDOT | Maryland Department of Transportation |
| MDE | Maryland Department of the Environment |
| MSW | Municipal Solid Waste |
| RFP | Request for Proposals |
| SEC | U.S. Securities and Exchange Commission |
| SWMP | Solid Waste Management Plan |
| USDA | United States Department of Agriculture |

RECYCLING TRANSPORTATION AND PROCESSING SERVICES REQUEST FOR PROPOSALS (RFP)

1. BACKGROUND AND PURPOSE

Frederick County, Maryland currently has an export-based disposal and recycling system that results in the disposal of current and anticipated future waste streams and the processing and marketing of recyclable material received at the RFLF. Its current contract to provide Recycling Transportation and Processing Services ends on June 30, 2019.

Frederick County's Solid Waste Management Plan (SWMP)¹ and recycling programs strive to reduce the amount of materials entering the MSW stream, thus reducing the amount of wastes needing to be transported either out of state for disposal or to a local landfill. Public education, awareness, and outreach are integral parts of the recycling portion of the Frederick County SWMP. Frederick County incorporates outreach and education elements into almost all of the different recycling programs.

Frederick County has established a waste diversion goal (material removed from the waste stream through recycling, composting, and other strategies including source reduction credits) of 60 percent by the year 2025.

The Frederick County SWMP goals are the following:

- Protect the health and welfare of citizens and the environment
- Conserve natural resources
- Be financially self-sufficient
- Develop multi-jurisdictional solutions for solid waste management
- Educate the public about solid waste management and planning issues
- Maintain the solid waste program

The Authority is soliciting proposals for the transportation, processing and recycling of single stream Recovered Materials in accordance with the attached draft Service Agreement (Appendix B). The Company will accept Recovered Materials in the County owned and operated Acceptance Facility ("Transfer Station"). The County will load the Recovered Materials in the Company's trailers. The Company will transport and process the Recovered Materials. Exhibit C of Schedule 8 to the attached draft Service Agreement (Appendix B) is a list of acceptable materials. Vendors are encouraged to add materials to this list in their proposals, but may not subtract from the list.

The Company's recycling operations for Frederick County will begin on July 1, 2019.

The Authority reserves the right to offer the terms in the selected vendor's contract to other Authority member jurisdictions, either during the solicitation process or after award and execution of the Agreement, with an appropriate adjustment to the Transportation Fee. The Authority reserves the right under this Service Agreement to import and process through the Acceptance Facility, Recovered Materials from locations outside the confines of Frederick County.

¹ <https://www.frederickcountymd.gov/3563/Solid-Waste-Management-Plan>

All capitalized terms not otherwise defined in this RFP have the meanings set forth in Schedule 2 of the Service Agreement, attached as Appendix B to this Request for Proposals.

2. GENERAL INFORMATION

The County began to conserve landfill space by exporting waste in 2005. The transition to a waste recycling and export system meets the recommendations of the County's SWMP. All incoming waste and recyclables are directed to the Acceptance Facility for loading, transportation, recycling, and disposal.

The Authority will evaluate the Company's technical and financial qualifications and the technical and cost proposals (including proposed Service Fees in Appendix E-1) based on the written materials received and other evaluations that may be conducted by the reviewers, as further described in Section 6.

2.1 PROCUREMENT

The Authority is soliciting technical and cost proposals in accordance with the requirements and allowances set forth in Code of Maryland Regulations 14.13.01. This procurement is being conducted as a competitive negotiation.

The Authority reserves and has the sole discretion to:

- Award a single Service Agreement.
- Supplement, amend, or otherwise modify this RFP, or cancel this RFP without substitution.
- Waive any or all informalities in the technical and cost proposal, or failures to comply with the RFP requirements deemed by the Authority to be immaterial or insignificant.
- Request further information from Proposers as needed to support the Authority's selection of a contractor.
- Allow other Authority member jurisdictions to adopt this procurement. The Company will have the right to an appropriate adjustment to the Transportation Fee based on distance to the other jurisdiction.

2.2 RFP AVAILABILITY

An electronic or paper copy of the RFP may be obtained at no charge from:

Northeast Maryland Waste Disposal Authority
Tower II - Suite 402
100 South Charles Street
Baltimore, Maryland 21201-2705
Tel. (410) 333-2730, Fax (410) 333-2721
E-mail: procurement@nmwda.org

2.3 PRE-PROPOSAL CONFERENCE

The Authority will hold a pre-proposal conference for this RFP at 11:00 a.m. on Thursday, September 13, 2018, at the Reich's Ford Landfill Administration Building: 9031 Reich's Ford Road, Frederick, MD 21704

Proposers are encouraged, but not required, to attend.

2.4 INFORMATION OR CLARIFICATION REQUESTS

All contacts relative to this solicitation, including requests for information as well as questions concerning these instructions, shall be emailed to procurement@nmwda.org on or before Thursday, September 27, 2018.

Companies shall submit questions or requests for additional information to procurement@nmwda.org. Neither the County nor the Authority will accept potential vendor telephone calls or visits, other than the pre-proposal meeting, during the technical and cost proposal evaluation process.

Proposers shall notify the Authority in writing of any conflicts, errors, omissions or discrepancies in this RFP prior to this time. The Authority reserves the right not to respond to questions received after September 27, 2018.

Prior to award of this contract, proposers shall not initiate any communications related to this project with other Authority staff, County Executive of Frederick County, Maryland, local elected officials, or local government staff responsible for solid waste and/or recycling management. Any communications may result in the disqualification of the Proposer's technical and cost proposal.

The Authority will, as necessary, issue written Addenda that describe changes, interpretations, or clarifications considered necessary by the County in response to Proposer's written questions. The Authority will mail or deliver the Addenda to all parties recorded by the Authority as having received the RFP documents. Only answers issued by formal written Addenda will be binding on the Authority. Oral and other interpretations or clarifications will be without legal effect.

2.5 SUBMITTAL REQUIREMENTS

Each Proposer shall submit three printed copies (double-sided and on recycled paper) and a complete copy on a USB flash drive of its technical and cost proposal (including Appendix E-1, Service Fees). The technical proposal shall not be longer than fifty (50) pages. Submit proposal packages to the attention of:

Mr. John F. Schott III
Northeast Maryland Waste Disposal Authority
Tower II – Suite 402
100 South Charles Street
Baltimore, MD 21201-2705

The technical and cost proposal must be submitted on or before 4:00 p.m. on Thursday, October 4, 2018.

All technical and cost proposals shall be sealed in a package and identified as: “FREDERICK COUNTY TRANSPORTATION, PROCESSING, AND RECYCLING SERVICES” on the outside of the sealed package.

The Proposer shall be responsible entirely and exclusively for all costs incurred by the Proposer associated with technical and cost proposal preparation and subsequent negotiations, if any, which may or may not lead to execution of a Service Agreement.

Any technical and cost proposals received after the indicated time and date will not be considered. The Authority reserves the right to issue an addendum that extends the original due date for technical and cost proposals. The Authority will not return the technical and cost proposals following the review and selection process.

2.6 CONFIDENTIAL INFORMATION

Technical and cost proposals submitted in response to this RFP may contain technical data or other knowledge or materials that constitute proprietary information, which if publicly disclosed, would cause injury to the Proposer's competitive position. Proposer should specifically identify the pages of the technical and cost proposal that Proposer believes contain such information by marking the applicable pages "CONFIDENTIAL." The Proposer may not claim the entirety of the proposal as confidential. However, the Proposer understands that the Authority in its sole discretion may determine that disclosure of some technical and cost proposal information is required under the Maryland Public Information Act, and the Proposer agrees to hold the Authority harmless with respect to any such disclosure. The Authority will give notice to Proposers of any requests for disclosure of information identified as confidential.

2.7 EQUAL EMPLOYMENT OPPORTUNITY

Proposers shall comply with all applicable federal, state and local laws and regulations pertaining to equal employment opportunity. The Proposer is responsible for determining the applicability of these provisions and extent of compliance.

2.8 IRREVOCABILITY OF PRICE PROPOSAL

The prices proposed will be irrevocable for a period of one hundred twenty days from the Due Date, or, if modified during negotiations, for a period of one hundred twenty days from the date such modified proposal prices are proposed by the Proposer.

3. SCOPE OF SERVICE

3.1 PROJECT DESCRIPTION

The Authority intends to enter into a Service Agreement with the Company that submits a responsive technical and cost proposal, deemed by the Authority to represent the best value to the Authority. The Operations Date of the contract will be July 1, 2019.

The Authority requests technical and cost proposals from qualified vendors, as described in Section 4 below, to transport, and process Recovered Materials delivered to the Acceptance Facility located at the Frederick County Reich's Ford Landfill (9031 Reich's Ford Road, Frederick, MD, 21704) to an approved offsite Materials Recovery Facility.

The Company's scope of work will not include the operation of the Acceptance Facility at the landfill.

3.2 TRANSFER AND PROCESSING OF RECOVERED MATERIAL

The County will direct single stream curbside material that it collects, and recovered material delivered to the landfill or satellite drop-off facility, to the Acceptance Facility for loading. The County makes no representation or guarantee as to the quantity of recyclables.

The requirements are set forth in the Service Agreement in Appendix B to this RFP.

Exhibit C to Appendix C is a diagram of the primary roads for ingress and egress from RFLF.

3.3 CONTRACT TERM

The initial term of the contract will begin on July 1, 2019 and, unless the Authority exercises its option to renew, will expire on June 30, 2022. The Authority will have the sole option to renew the Agreement for up to two 12-month periods.

3.4 ACCEPTANCE OF TERMS OF SERVICE AGREEMENT

By submitting a proposal a Proposer agrees to accept the terms of the Service Agreement in Appendix B. Any proposed exceptions to the Service Agreement shall be submitted by September 27, 2018 via email to procurement@nmwda.org. If the Authority determines to make a change in the terms of the Service Agreement in response to proposed exceptions submitted by September 27, 2018, all such changes will be distributed to potential Proposers via addendum issued prior to the Due Date. Proposals that take exception to any terms in the Service Agreement may be rejected without further evaluation. The Authority does have the option, after Proposals are submitted, to request best and final offers. However, the Authority reserves the right to make an award on the basis of initial proposals, so Proposers should not assume that they will have an opportunity to revise their initial proposals.

4. MINIMUM QUALIFICATIONS

To qualify for this project, Proposers must provide detailed information on how they meet the following minimum qualifications.

- Project staff with at least three (3) years management experience developing and operating a recycling system.
- At least five (5) years of corporate experience managing a transportation and recycling processing system, utilizing methods proposed by the Proposer.
- Evidence of access to a primary Materials Recovery Facility with the capacity to receive all Acceptable Material projected to be exported from the Acceptance Facility over the term of the Service Agreement.
- Evidence of the ability to access a secondary or backup Materials Recovery Facility.

5. REQUIRED CONTENT OF PROPOSALS

This section includes the Authority's requirements for presenting the Proposer's corporate and personnel qualifications and plan to provide the required services. The Authority will review each proposal in accordance with the procedures presented in Section 6 of this RFP. Refer to Section 2.5 of the RFP for submittal form requirements.

5.1 GENERAL INFORMATION ABOUT PROPOSED FIRM

The Proposer shall submit the following information to demonstrate its qualifications to perform the services described in this RFP and the Service Agreement:

- Name of Proposed Firm.
- Business Address.
- Type of Organization.
- Proposer's authorized representative and contact information including telephone and Email information.
- How many years has the Proposed Firm been in business under the present name?
- List any other names under which your firm has done business during the past ten years and indicate the years during which the firm was so named.
- If the Proposed Firm is a subsidiary of another firm or is intended to be a newly created subsidiary, include the information requested in the bulleted items above for the parent company and describe the role of the parent company in this project.
- If the Proposed Firm is a joint venture or partnership, attach to this form a narrative description identifying the relationship and responsibilities of the members of the joint venture or partnership and the mutual contractual obligations of the members and include the information requested above for all members.
- Disclose if the Proposed Firm, or any parent, subsidiary or affiliated organization, has ever been convicted of any misconduct or been fined an amount greater than \$10,000 for a civil or criminal violation of any federal, state, or local statute or regulation in connection with a solid waste or transportation service agreement or the provision of transportation, solid waste or recycling services. If there is information to disclose, state the name of the person, the name of the firm, the case number, and the circumstances surrounding the conviction or violation.
- List any and all subcontractors, including transportation subcontractors.

5.2 EXPERIENCE WITH THE TRANSPORTATION AND PROCESSING OF RECOVERED MATERIAL

The proposal must address the experience of the Company in transporting and processing of recovered material. The Company is required to provide facilities, equipment, maintenance, and labor to transport recovered material from the Transfer Station to a permitted Materials Recovery Facility. The Proposer shall determine and present in its technical and cost proposal the method of transport and the location of final recycling location.

(a) Proposer's Experience with transport and processing of recovered material

Provide the following information for projects that clearly demonstrates the Proposed Firm's experience in very similar projects involving Recovered Material transport, recycling, including management of short-haul and long-haul systems, compliance with Maryland Department of Transportation (MDOT) transport regulations; operating intermodal facilities (if applicable); operating, maintaining, permitting, and monitoring. Provide up to three single page descriptions of the projects performed in the past ten years that are very similar to the project described in this RFP. Project descriptions should, at a minimum, provide the following information:

- Name and location of Materials Recovery Facility.
- Facility owner and references, owner contact, address and telephone number.
- Regulatory agencies of jurisdiction, agency names, references, contacts, addresses and telephone numbers.
- Year developed.
- Facility design, capacity and remaining capacity over twenty years.
- Description of Proposer's involvement in the project with respect to long-haul transport, mode of transport, and intermodal transfer, if any.

Provide up to three single page descriptions of projects performed in the past ten years that are very similar to the project described in this RFP.

(b) Resumes of Key Officers and Project Team Leaders

Provide resumes of the firm's key officers or principals. Provide resumes for persons responsible for the following project functions and the percent of time committed to this project:

- Project manager (and primary contact person if different).
- Contract Administrator.
- Finance Manager.

- Equipment procurement and installation.
- Construction Management.
- Operations.
- Maintenance.
- Records and administration.

(c) Organization Chart

Include an organization chart in the technical proposal. Provide sufficient detail to indicate the relationship between all personnel for which resumes are included.

5.3 RECYCLING PROPOSAL REQUIREMENTS

This section presents the requirements for the service proposal.

(a) Technical and Cost Proposal Requirements

The Proposer's cost proposal must be submitted on Form E-1 in Appendix E to the RFP.

Submit with the completed cost form a description of the Proposer's technical proposal for Recycling Transportation and Processing Services for the Authority. The technical proposal shall be no more than fifty (50) pages. The Technical and Cost proposal will address technical and cost components for the Service from the Transfer Station.

The project description shall include the elements listed below.

(b) Recyclable Material Transportation and Processing

- Describe proposed transportation equipment.
- Identify processing locations.
- List of acceptable material (*denote the material classes that will be recycled vs. residue (e.g. accept margarine tubs but they are not recycled)*)
- Describe disposal of residuals.
- Describe contingencies for backup methods for transportation and processing of recyclables in the event of work stoppage, lack of access to processing facilities or declines in market values of recycling commodities.

- Proposers must provide information on their proposed backup recycling and/or disposal site. The contingency plan shall demonstrate the availability of the recycling and/or disposal site for use by the Company and that the backup recycling and/or disposal site meets the requirements of the proposed recycling and/or disposal site.
- Clearly describe the trailer types and processing methods it intends to use for the transfer and processing of recovered material. The Company's price shall be based on the proposed trailers and processing method and the distance to the primary Materials Recovery Facility.

5.4 FINANCIAL QUALIFICATIONS

The Proposer shall provide the following information for all companies, subsidiaries and/or parent companies that will work on the project. Information shall be submitted in a form, which is in accordance with generally accepted accounting principles.

- Copies of most recent 10-Ks filed with the U.S. Securities and Exchange Commission (SEC) and all 10-Ks since the last 10-K; or, if a 10-K Form is not filed with the SEC, the following (Note: In addition to the following information, a Company may be required to submit additional financial information to satisfy other governmental reporting and disclosure rules):
 - Certified audited financial statements or annual financial reports for the past three fiscal years to include at a minimum, income statements, balance sheets, and statements of changes in financial position. If less than three (3) years of financial statements are available, this information should be provided to the fullest extent possible.
 - Copies of the latest quarterly financial report.
 - A copy of the latest annual report.
 - Information on any material changes in the mode of conducting business, bankruptcy proceedings, assignments of accounts or assets, corporate restructuring, and mergers or acquisitions within the past three years, including comparable information for related companies and company principals.
 - Information on the firm's access to bank lines of credit, revolving credit agreements, or other sources of working capital funds.
- A copy of the prospectus and official statement, if any, for the firm's latest security offerings.
- The rating on outstanding corporate debt, if any has been issued, with recent copies of the rating agency reports on that outstanding corporate debt.

- A description of all financial commitments in excess of one million dollars (\$1,000,000) presently obligated, including completion guarantees on all construction projects and operating agreements and their bearing on the firm's financial ability to guarantee the performance and other requirements of this project.
- A description of any outstanding contractual arrangements, including off-balance sheet items, that may have a bearing on the ability of the firm to meet its obligations to the Authority, with respect to:
 - Corporate guarantees.
 - Affiliations.
 - Partnerships and/or joint ventures (describe assets and liabilities).
 - Other sources of guarantees that may exist.
- Evidence of the ability to obtain a performance bond in the amount required by the Service Agreement.
- Pending or potential legal actions that would materially affect the firm's financial situation and/or its ability to meet its contractual obligations to Authority.

5.5 PROPOSAL BOND

Each technical and cost proposal shall be accompanied by a proposal bond of \$75,000. The proposal bond shall not be conditioned in any way to modify the amount required.

5.6 OTHER PROPOSAL REQUIREMENTS

If the technical or cost proposal is incomplete or fails to address the requirements of this RFP, the proposal may be deemed not reasonably susceptible of award and may be rejected. Each Proposer is responsible for reviewing technical and cost proposal requirements and preparing its responses in a clearly organized submittal.

Each technical and cost proposal is required to be in accordance with the terms of this RFP and shall be signed by an executive officer of the proposing organization, and, where applicable, a corporate officer of the parent organization, recognizing that both will have authority to bind the proponent.

Technical and cost proposals shall consider and be reflective of all federal, state, and local laws, statutes, ordinances, regulations, and other applicable laws that may affect cost, permitting, progress, performance or furnishing of the project including, but not limited to, applicable regulations concerning minimum wage rates, nondiscrimination in the employment of labor, protection of public and employee safety and health, environmental protection, protection of natural resources, fire protection, solid waste handling facility standards and permits, other permits, fees, and similar subjects.

6. EVALUATION PROCESS AND CRITERIA

6.1 EVALUATION PROCESS

The Authority and the Frederick County Department of Solid Waste Management will establish a selection committee to review qualified technical and cost proposals. The selection committee will consider the materials submitted with respect to the evaluation criteria set forth herein. Management and technical qualifications will be qualitatively evaluated and ranked by the selection committee in order of best value to the Authority.

6.2 EVALUATION CRITERIA

The selection committee will first evaluate all technical and cost proposals against the minimum qualifications identified in Section 4. The technical and cost proposals considered to meet the minimum qualifications will be evaluated according to the following evaluation criteria. Cost and technical criteria will be weighed approximately equally:

- A. **Total Cost of Services:** The total cost of the services provided on the basis of the Proposer's cost proposal.
- B. **Technical Qualifications:** The proposed Company's experience including operation and maintenance of transport and recyclable processing facilities for the required material stream, including:
 - i. Management
 - Delivering very similar services at very similar facilities;
 - Resumes and qualifications of proposed managers for this project.
 - Descriptions of contingencies in the event operations fail for any of the service components, including but not limited to, loader failure, fire, temporary loss of access to proposed transportation routes, failures of the scales provided by the County.
 - The nature of the proposed transfer plans, including ability of the proposed transfer operation to meet performance standards.
 - Ability to provide a backup recyclable Materials Recovery Facility permitted and operating in accordance with Federal, State and local law.
 - ii. Prior Experience
 - Meeting or exceeding performance measures at very similar facilities.
 - Performance history of the proposed recycling site(s). This includes compliance and adherence to federal, state, and local laws and regulations and clear evidence that the facility(s) are permitted to accept Frederick County wastes identified in this RFP.
 - iii. Finance
 - Evidence of financial ability to implement the project.
 - Ownership or effective control of the proposed recycling and disposal site(s).

**RFP for Transportation, Processing, and Recycling Services for Frederick County, Maryland
September 5, 2018**

- iv. Staff
 - Evidence of labor resources to implement the project.
 - Resumes and qualifications of proposed key staff for this project.

- v. Sub-Contractors
 - List of Subcontractors and Subcontractor qualifications

APPENDIX A

**EXHIBIT A
HISTORICAL RECOVERED MATERIALS**

Data provided by Frederick County. Historic data is not a guarantee of future delivery quantities.
All values are in Tons.

| Month-Year | Single Stream Material (tons) |
|-------------------|--------------------------------------|
| January 2016 | 1,694.55 |
| February 2016 | 2,119.24 |
| March 2016 | 2,138.97 |
| April 2016 | 2,032.47 |
| May 2016 | 2,070.18 |
| June 2016 | 2,355.95 |
| July 2016 | 1,970.61 |
| August 2016 | 2,300.89 |
| September 2016 | 2,180.14 |
| October 2016 | 2,055.91 |
| November 2016 | 2,166.46 |
| December 2016 | 2,370.74 |
| January 2017 | 2,279.13 |
| February 2017 | 1,860.47 |
| March 2017 | 2,185.03 |
| April 2017 | 1,969.66 |
| May 2017 | 2,296.69 |
| June 2017 | 2,373.97 |
| July 2017 | 2,155.52 |
| August 2017 | 2,329.09 |
| September 2017 | 2,158.27 |
| October 2017 | 2,198.77 |
| November 2017 | 2,265.64 |
| December 2017 | 2,239.68 |

APPENDIX A

EXHIBIT B

APPENDIX B

SERVICE AGREEMENT

APPENDIX C

PHOTOGRAPHS/MAPS OF DESIGNATED SITE

Exhibit A: Map of Landfill

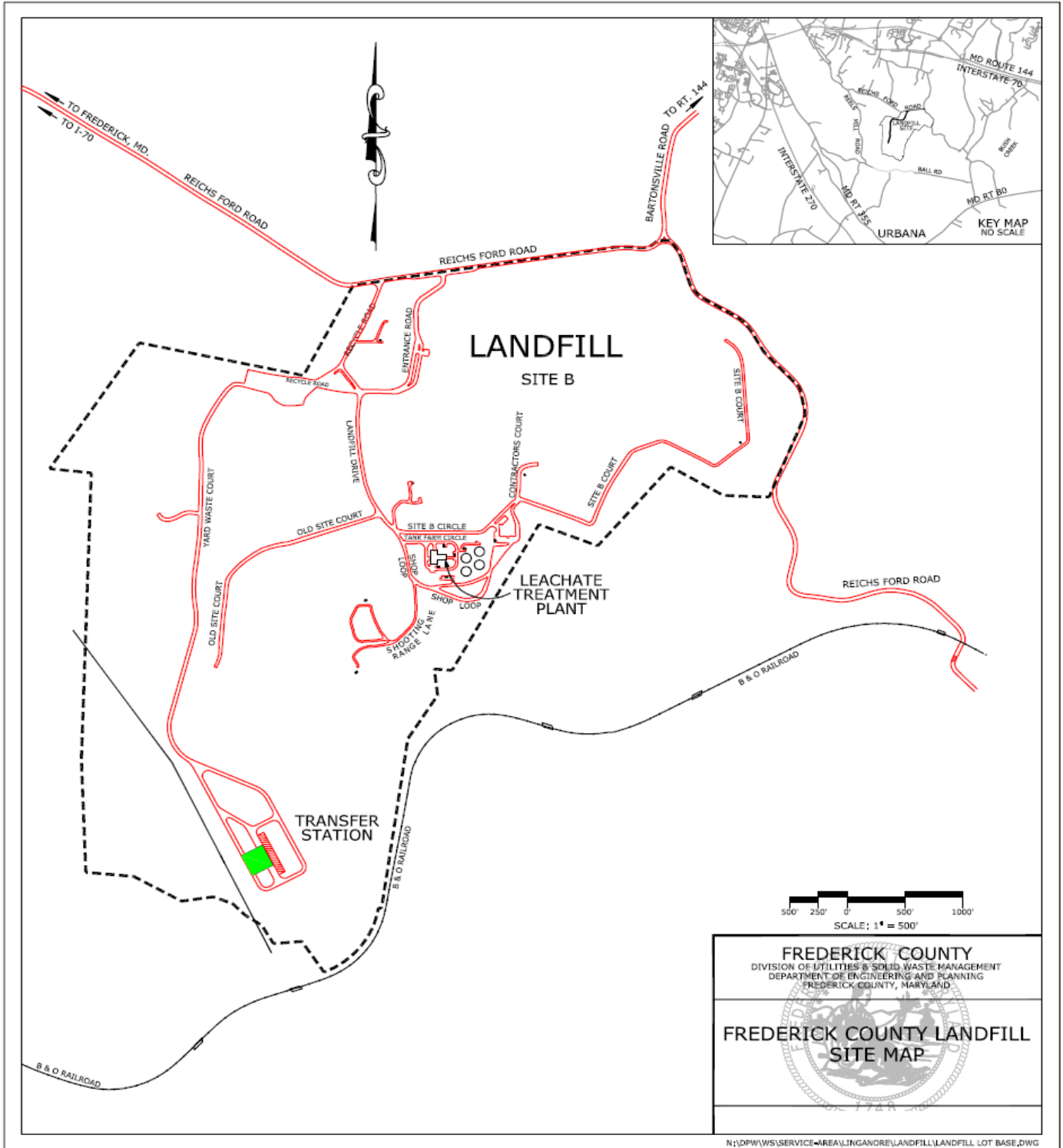
Exhibit B: Map of Routes to be used during service period

Exhibit C: Site Plan of Transfer Station

Exhibit D: Interior of Transfer Station

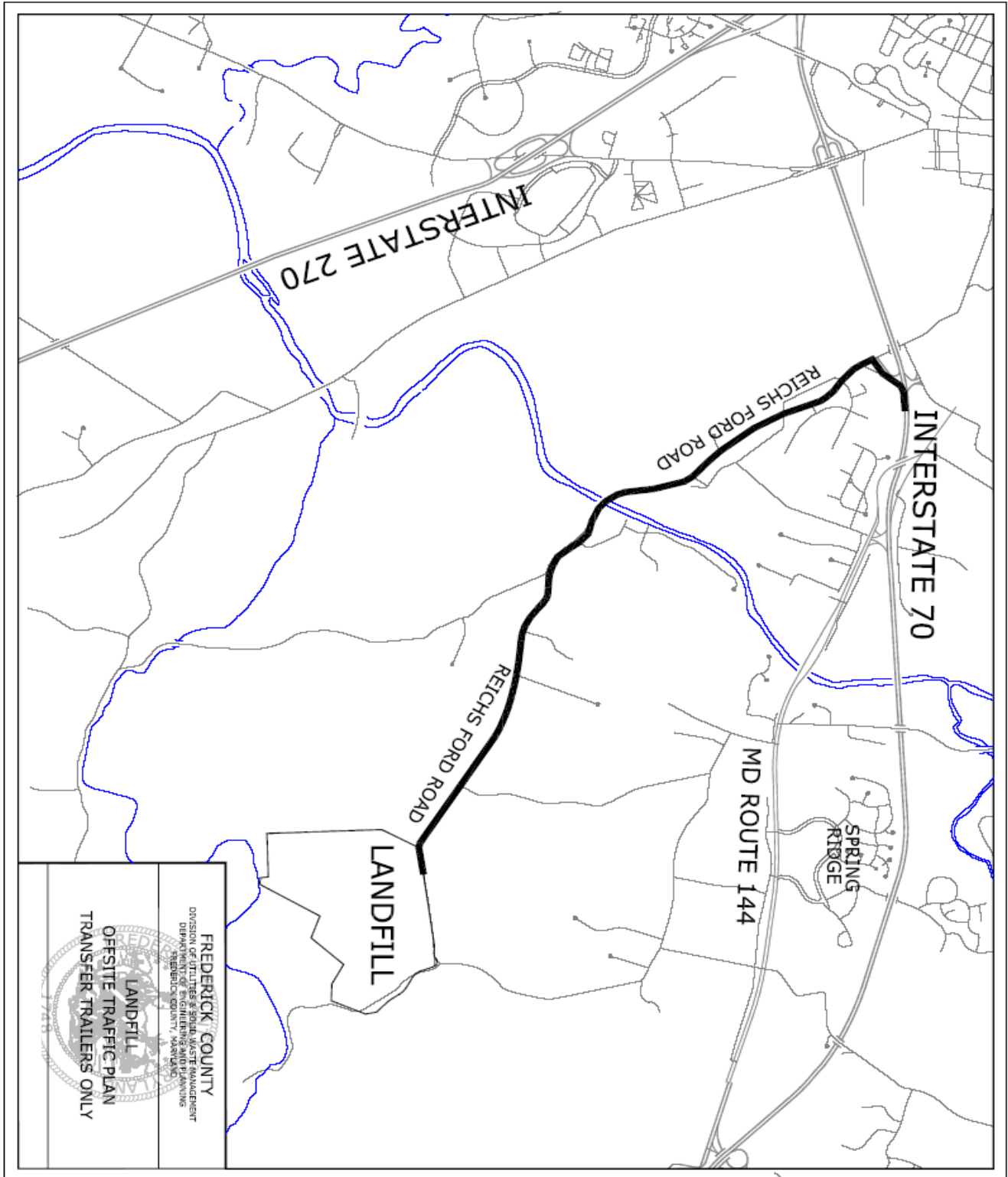
APPENDIX C

Exhibit A: Map of Landfill



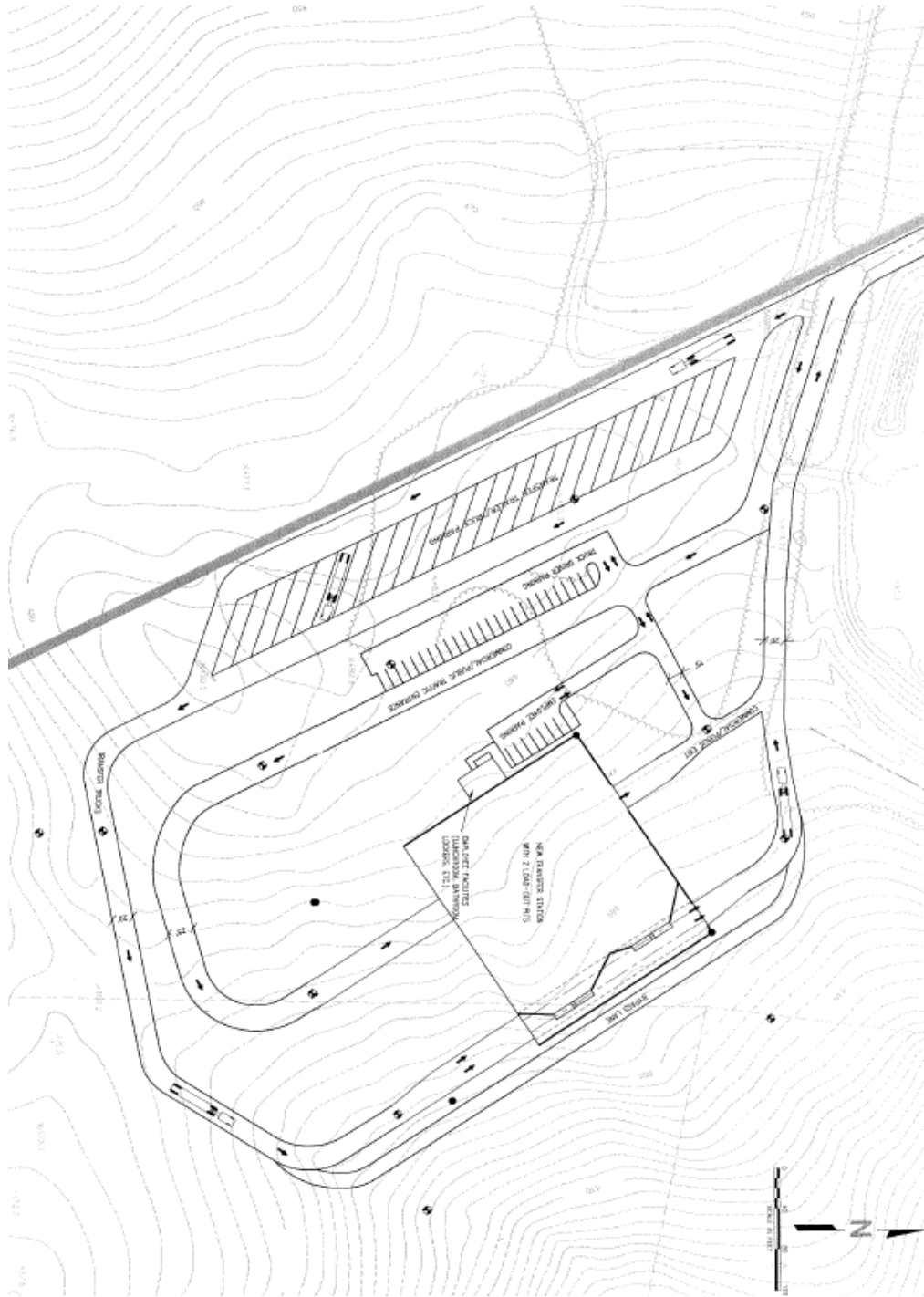
APPENDIX C

Exhibit B: Map of Routes to be used during service period



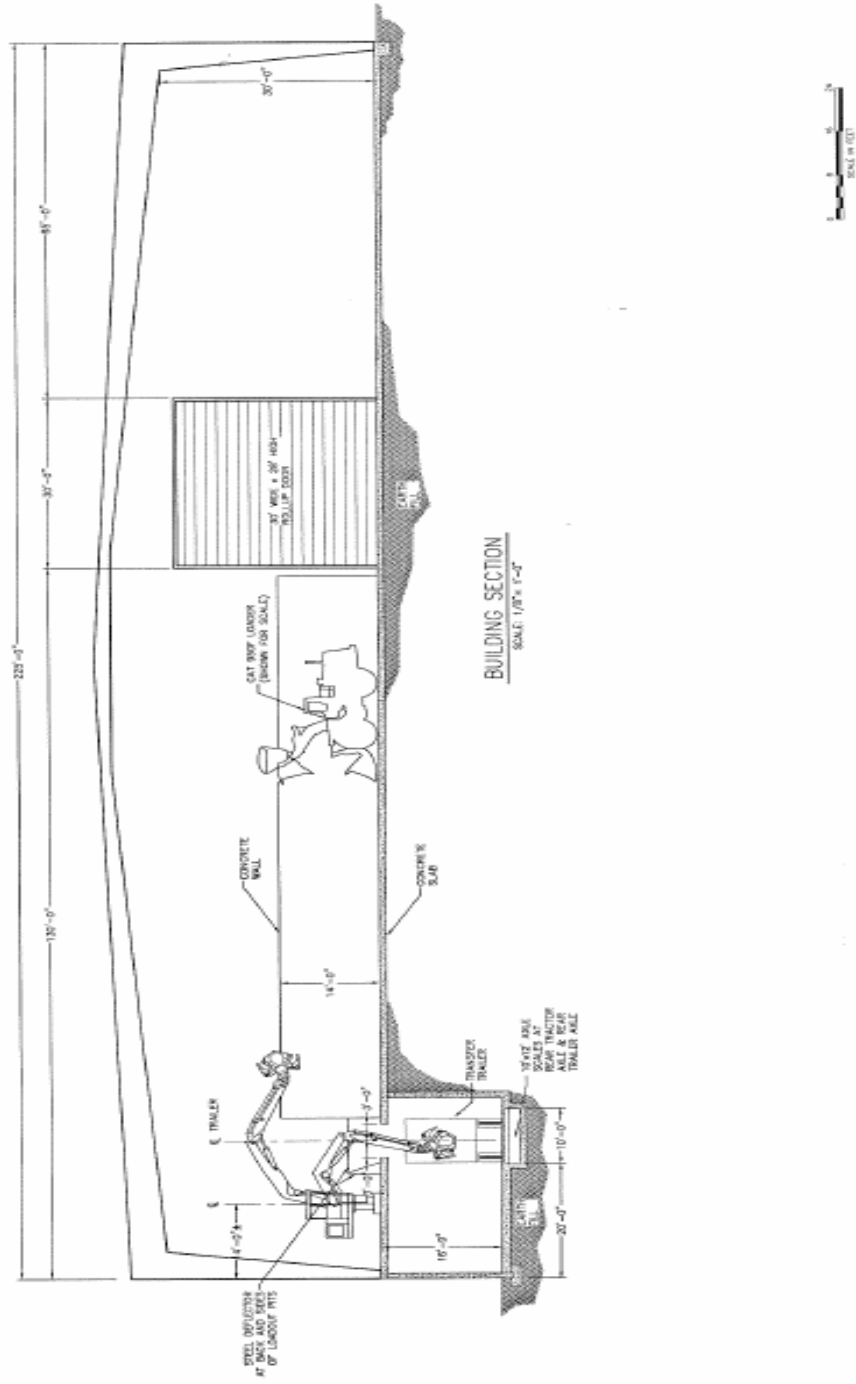
APPENDIX C

Exhibit C: Site Plan Transfer Station



APPENDIX C

Exhibit D: Interior of Transfer Station



APPENDIX D

ADDENDA RECEIPT FORM

Receipt of Addenda for the Request for Proposals for the

**RECYCLING TRANSPORTATION AND PROCESSING SERVICES
FOR FREDERICK COUNTY MARYLAND**

Please attach copies of faxed addenda receipt confirmation to this form. On this form track the date the addenda were received (if any) and the initials of the responding company official.

| Addenda # | Date Received | Responding Official | Date Confirmation Sent |
|------------------|----------------------|----------------------------|-------------------------------|
| | | | |
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| | | | |
| | | | |

APPENDIX E

SERVICE FEES

and

COMMODITY SHARE PERCENTAGES

FORM E-1

SERVICE FEES

[Prices to Be Inserted by the Vendor]

Recovered Materials Transportation Fee (\$_____/ton)

Recovered Materials Processing Fee (\$_____/ton)

Floor Price (\$_____/ton)

*Transportation Fee and Processing Fee shall be adjusted on annual basis as described in the Service Agreement, Appendix B.

**See Service Agreement, Appendix B, for explanation as to how contract payments will be calculated.

***In the event the cumulative Processing Fee and the Transportation Fee exceed the Recycling Credit (or Total Market Price Index), the Authority will only be liable for the Floor Price (maximum \$/ton payment to the Company).

FORM E-2

Commodity Share Percentages (Based on 2010 Recycling Sort)

| Item | Percent Composition |
|--------------|----------------------------|
| PS 56 | 56.38% |
| PS 11 | 19.17% |
| al | 1.05% |
| steel | 2.26% |
| Nat hdpe | 1.32% |
| Colored hdpe | 1.60% |
| pet | 3.41% |
| Plas 3-7 | 0.35% |
| Bulk plastic | 0.56% |
| Mixed glass | 12.12% |
| residue | 1.78% |
| TOTAL | 100% |

APPENDIX F

FORM F-1

**Frederick County Transfer and Disposal Services
REQUEST FOR PROPOSALS**

PROPOSER'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)* U.S. Mail, fax, e-mail

Please e-mail, fax or mail completed form to:
Northeast Maryland Waste Disposal Authority
Tower II – Suite 402
100 South Charles Street
Baltimore, MD 21201-2705
Fax. (410) 333-2721
procurement@nmwda.org

APPENDIX F

FORM F-2

WAIVER OF DAMAGES

The Proposer and all affiliates understand that by submitting a proposal, the Proposer is acting at its own risk and the Proposer and all affiliates hereby waive any rights any of them may have to receive any damages for any liability, claim, loss or injury resulting or to result from any action or inaction on the part of the Authority concerning the evaluation and selection of proposals by the Authority, any agreement entered into for the services described in the RFP, or any award or non-award of a contract, pursuant thereto.

Attached is a letter authorizing the following person to sign this form, and the Proposal, on behalf of the Company.

Proposer:

Signature of Authorized Official

Typed Name

Title

Date