

**Authority Meeting Minutes
346th Meeting
October 1, 2019**

(posted 10-4-19; revised 10-9-19)

Members Present: James M. Irvin
Michael Marschner
Rudolph S. Chow
Rhody R. Holthaus
Steven A. Walsh
Joseph J. Siemek (via phone)
Jeffrey D. Castonguay
Guillermo Wainer

Other Participants: April King, MES (via phone)
Christopher W. Skaggs
Andrew Kays
M. Catherine Coble
John F. Schott

Chairman Jim Irvin opened the meeting at 12:02 p.m.

Action Item No. 2019-8-1 – Award of Contract for Frederick Transfer and Disposal: A motion was made by Rudy Chow and seconded by Jeff Castonguay to approve this item.

Chris Skaggs explained that on behalf of Frederick County, the Authority issued a Request for Proposals in May for the transportation and disposal of non-recycled waste received at the County's Reichs Ford Landfill Transfer Station. The contract will begin on April 25, 2020 and will end on June 30, 2025 and provides for three optional 12-month terms. The contract will have no annual tonnage requirement. Proposals were received from Blue Ridge Landfill Company, Western Maryland Waste Systems, Waste Management, and BFI Waste Services. The evaluation team consisting of Authority and County staff determined that Waste Connections (DBA Blue Ridge Landfill Company) met the technical requirements of the RFP and had the lowest pricing of the four proposers. The price will escalate from \$56.99 per ton. A detailed analysis of the proposals is contained in the evaluation memorandum attached to the Action Item.

Approval is requested for the Executive Director to be authorized to execute a Service Agreement with Blue Ridge Landfill Company and a mirror agreement with Frederick County.

Jim Irvin asked Mike Marschner if Frederick County is in support of the selection. Mike responded that the County is happy. Jim then asked if there were comments or questions. There being no comments, the Board unanimously voted to approve the contract with Blue Ridge Landfill Company.



Action Item No. 2019-8-2 – Award of Contract for Electronics Recycling: A motion was made by Mike Marschner and seconded by Steve Walsh to approve this item. Chris Skaggs explained that the Authority issued a Request for Proposals to procure electronic materials collection and recycling services in May on behalf of three Member Jurisdictions, Baltimore City and Baltimore and Carroll Counties. The Authority received only one proposal from eRevival LLC. An evaluation committee consisting of Authority staff and staff from the three Member Jurisdictions reviewed the proposal and after receiving certain clarifications from the vendor, determined that the company has the ability to provide the services at a competitive cost and recommends the selection of eRevival for a term from January 1, 2020 through June 30, 2023. Rates range between \$0.28 - 34 per pound depending on the current and additional services requested by the respective Member Jurisdiction. Details of the proposal are contained in the evaluation memo attached to the Action Item. Chris noted that Authority and County staff toured eRevival's facility the day before and deemed that the Company can provide the services.

Approval is requested for the Executive Director to be authorized to enter into a Master Service Agreement with eRevival LLC.

Jim Irvin asked if there were comments or questions. There being no comments, the Board unanimously voted to approve this item.

Action Item No. 2019-8-3 – Award of Contract for Telephone Equipment and Service: A motion was made by Rudy Chow and seconded by Jeff Castonguay to approve this item. Cathy Coble explained that as mentioned during a previous Board meeting, Toshiba closed its business telephone division. As such parts and software upgrades to the Authority's system are no longer available. It was determined that the best path forward would be to procure an internet-based system. The Authority is a member of the government contracting agency Sourcewell. Sourcewell has a competitively solicited cooperative contract with Mitel Business Systems that meets all of the Authority's needs and will save the Authority approximately \$100 a month over our current communications expenditures. The Authority's procurement regulations exempt "Contracts or purchases that were originally procured by a federal, state or local government agency or entity, pursuant to the procurement laws and regulations of the procuring entity." (All of the Sourcewell procurement documents are on the table.) The pricing to lease equipment and services (including long distance and conference calling) will be \$442.35 per month for 36 months. There will be a one-time fee of \$220 for Mitel to set up profiles and to port existing telephone numbers. Chesapeake Telephone Systems, Inc. is a local company that is a Platinum Partner with Mitel Business Systems and will assist the Authority with programming and integrating the phones with the Authority's computers for a one-time fee of \$1,200.

Approval is requested for the Executive Director to be authorized to execute contracts with Mitel and Chesapeake Telephone Systems.

Jim Irvin asked if there were comments or questions. There being no comments, the Board unanimously voted to approve this item.

Discussion Item No. 2019-8-D.1 – Recycling Update: Authority project manager John Schott reported on the current state of recycling markets.

Jim Irvin asked if there were any additional topics to be discussed. Rhody Holthaus asked if everyone received a letter from MDE about the new office building recycling requirements. Not everyone had received the State letter so copies of the MDE letter were distributed to all.

Jim asked again if there were any additional topics to be discussed. There being no additional comments or discussion items, the meeting adjourned at 12: 20 p.m.

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A handwritten signature in blue ink, appearing to read "Chris Skaggs", is written over a horizontal line.

Chris Skaggs, Executive Director