

**Authority Meeting Minutes  
360<sup>th</sup> Meeting (via Conference Call)  
November 15, 2021 at 12 p.m.**

**Members Present:** Joseph J. Siemek  
Jeffrey D. Castonguay  
Rhody Holthaus  
Guillermo (“Willie”) Wainer  
Phil Harris  
Mark DeLuca  
Dr. Charles Glass (joined at 12:06 p.m.)  
D’Andrea Walker

**Other Participants:** Andrew Kays (NMWDA)  
Kim Gordon (NMWDA)  
Traci Baker (NMWDA)

**Public access via livestream at the following link:** <https://youtu.be/K3LBIDkDIIg>. This stream was turned on at 12:02 p.m. local time.

Board Chairman, Joseph Siemek opened the meeting at 12:02 p.m. local time after confirming the presence of a quorum. Mr. Siemek noted that the instructions for the public to view the meeting were provided in advance and that there are no plans to go into a closed session. Mr. Siemek requested that Members identify themselves when speaking and confirmed the presence of a quorum.

**ACTION ITEM NO. 2021-6-1 – Contract Award(s) for Regional Vehicle Tire Collection and Recycling Services**

A motion was made by Rhody Holthaus and seconded by Willie Wainer to approve this item.

Andrew Kays explained that the Authority worked with representatives of certain Member Jurisdictions to develop specifications for a regional Used Vehicle Tire Collection and Recycling Services Master Service Agreement (the Evaluation Committee). The Authority issued the RFP to procure Used Vehicle Tire Collection and Recycling services on September 10, 2021 on behalf of Baltimore City, Baltimore County, Carroll County, Harford County and Howard County. The initial term of the Master Service Agreement (defined in the RFP) will be January 1, 2022, through June 30, 2023. The Master Service Agreement is similar to the recycling agreement that the Authority holds for the Members. Individual Members can choose to participate by creating a confirmation; there was no guarantee of award or service under the Master Service Agreement.

410.333.2730 / 410.333.2721 fax / [authority@nmwda.org](mailto:authority@nmwda.org)  
[nmwda.org](http://nmwda.org) / Business-to-Business Recycling: [mdrecycles.org](http://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 / Jeffrey D. Castonguay, 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



The form of the Master Service Agreement was attached to the RFP, and included the general requirements for every confirmation (e.g., reporting frequency and reporting support as required for MDE) as well as two Member specific clauses related to MBE/WBE/SBE (Baltimore City and Baltimore County). Each Member Jurisdiction will issue its own Confirmation for the services to be provided to that Member Jurisdiction in accord with the Master Service Agreement. Four Addenda were issued for the RFP.

The Authority received two proposals before the stated closing time on November 4, 2021 from:

1. Auston Contracting, Inc. (“Auston”)
2. Paracha Brothers Inc. (“PBI”)

The Evaluation Memo was provided to the Board. The Evaluation Committee recommends Auston as a preferred vendor to enter into Used Vehicle Tire Collection and Recycling Services Master Service Agreement as it is qualified and offers the best cost proposal for the Members. The proposal provided to the Authority has demonstrated that Auston is established and responsible as a collector and processor of used vehicle tires in the region. The Proposal also offers the most cost-effective alternate pricing for truck tire mixed loads, when/if there is a need for such services. Accordingly, Auston will provide the overall best value to the Authority and its Member Jurisdictions.

As no exceptions were taken to the Master Service Agreement, the form of the agreement is substantially the same as that in the attached RFP. Only the execution of a Confirmation by a Member Jurisdiction creates a contract under which Acceptable Material will be sent to an individual Contractor.

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. 2021-6-2 – Contract Award for the Bulk Material Collection Service on behalf of Baltimore County**

A motion was made by Jeff Castonguay and seconded by Rhody Holthaus to approve this item.

Mr. Kays explained that the Authority issued a Request for Proposals (RFP) to procure Service Area Bulk Material Collection and Special Collection services on September 2, 2021 on behalf of Baltimore County (County). The goal is to initiate a County run bulk material collection, diversion, and disposal outlet for Baltimore County residents, who were previously only able to utilize the private sector or self-haul for such services.

Mr. Kays further explained that three addenda were issued for this procurement. An addendum was issued on October 5, 2021 to issue amendments to the RFP and answer vendor questions submitted in writing due by September 30, 2021. A second addendum was issued on October 19, 2021 to issue amendments to the RFP, answer vendor questions submitted in writing on October 18, 2021 and to extend the question submittal due date to October 25, 2021. A third addendum was issued on October 26, 2021, to issue amendments to the RFP and answer vendor questions submitted in writing by October 25, 2021. The Authority received four proposals before the submittal closing time on October 28, 2021 from:

1. The Goode Companies, Inc. (“GCI”)
2. Noble Jones, LLC dba Junk King MD (“Junk King”)
3. BumbleJunk II, LLC (“BumbleJunk”)
4. TurboHaul, Inc. (“TurboHaul”)

The evaluation memo submitted to the Board provided information regarding the procurement process as well as the evaluation process. The selection committee determined that, in the best interest of the Authority and Baltimore County, that it would make a recommendation to award a Service Contract to GCI, based on its initial Proposal. GCI has demonstrated an ability to perform this work. This award would offer more time for the County to initiate program kick-off and prepare operations and an education campaign among GCI, Bureau of Solid Waste and Baltimore County residents. The proposal offered the best value, by a significant margin to the County, and provides programmatic flexibility for the County to offer multiple Service Area Bulk Material Collections per household per year, and/or funding to be saved and utilized for other critical County programs. The contract will be substantially in the form included as part of the procurement. The final award will be subject to County approval and will be under the existing Intergovernmental Agreement.

Joseph Siemek asked if there were any questions or matters for discussion. Jeff Castonguay noted that GCI’s bi-weekly rate was significantly lower than the other vendors and questioned whether the Evaluation Committee was confident that GCI met the criteria and could perform the services. Mr. Kays explained that GCI verified its rates, has the vehicles and staff needed to perform, and currently is providing such services in the region. As such, GCI’s pricing is reflective of the vendor’s understanding of the services to be performed. Mr. Siemek asked if there were any additional questions or matters for discussion. There being none, a vote was taken, and the item was unanimously approved.

#### **ACTION ITEM NO. 2021-6-3 – Budget Amendment**

A motion was made by Willie Wainer and seconded by Jeff Castonguay to approve this item.

Mr. Kays explained that a budget amendment in the amount of \$81,396.<sup>00</sup> is needed for the Baltimore County Landfill Gas account to support work performed by SCS Engineers regarding improvements to the landfill gas (LFG) collection system at Eastern Sanitary Landfill (ESL). The scope includes project management, design work, procurement support, construction quality assurance and closeout support and permitting services related to the project.

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. 2021-6-4 – Approval to Renew Option Term of Auditors**

A motion was made by Jeff Castonguay and seconded by Rhody Holthaus to approve this item.

Kim Gordon explained that the current two-year option term for the Authority’s contract with CliftonLarsonAllen LLP (“CLA”) for professional auditing services is set to expire April 8, 2022. The Authority has one remaining two-year renewal option under the contract for the period of April 9, 2022 through April 8, 2024. Per the contract, the Authority shall provide at least 90 days written notice of its intent to exercise any applicable option years. The Authority has been very satisfied with the professional auditing services of CLA.

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. 2021-6-5 – Approval of Audited Financial Statements (June 30, 2021 and 2020)**

A motion was made by Dr. Charles Glass and seconded by Jeff Castonguay to approve this item.

Kim Gordon explained the Authority’s Audited Financial Statements for June 30, 2021 and 2020 as provided to the Board for review were prepared by CliftonLarsonAllen LLP. There are no substantive changes to the audited financial statements since the draft audited financial statements were submitted to the Board for review on November 1, 2021. The finalized financials (again, with no substantive changes) were submitted to the Board on November 10, 2021.

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. 2021-6-6 – On-Call Consultant Contract Amendment**

A motion was made by Jeff Castonguay and seconded by Willie Wainer to approve this item.

Andrew Kays explained that the EA Engineering, Science, and Technology, Inc. (EA) contract requires an increase in the amount of \$261,956 for work in connection with construction phase services for the Phase IIC Compost Facility at the Alpha Ridge Landfill in Howard County. The County has already included this amount in a DPO for this effort.

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.

Mr. Siemek asked if there were any additional items to discuss at this time.

There being no additional comments or discussion items, Mr. Siemek thanked the Board for their time and wished everyone a happy holiday.

The meeting adjourned at 12:15 p.m.

TRUE TEST COPY

A handwritten signature in black ink, appearing to read 'Andrew Kays', is written over a horizontal line.

Andrew Kays, Executive Director