

**Authority Meeting Minutes  
367<sup>th</sup> Meeting (via Conference Call)  
December 6, 2022 at 12 p.m.**

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

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

**Public access via livestream at the following link:** <https://youtu.be/OvAXWCLxLCY>. *This stream was turned on at 12:03 p.m. local time.*

Board Chairman, Joseph Siemek opened the meeting at 12:03 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 were no plans for any portion of the meeting to be held in closed session. Mr. Siemek requested that Members identify themselves when speaking and confirmed the presence of a quorum. Andrew Kays noted that in addition to Kim Gordon and himself, that Traci Baker and Kitty McIlroy, both of the Authority, were present in the Authority’s conference room.

Mr. Siemek noted consideration of the minutes of the previous Board Meeting on October 24, 2022, and that such minutes were approved and posted on the Authority website.

**ACTION ITEM NO. 2022-6-1 – Approval of Audited Financial Statements (June 30, 2022 and 2021)**

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

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 / Clifford J. Engle, 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



Kim Gordon explained that the Authority's Audited Financial Statements for years ended June 30, 2022 and 2021 as provided to the Board for review were prepared by CliftonLarsonAllen LLP. There are no changes to the audited financial statements since the draft audited financial statements were submitted to the Board for review on November 16, 2022.

Staff is requesting approval of the Audited Financial Statements for years ended June 30, 2022 and 2021.

Joseph Siemek asked if there were any questions or matters for discussion. There being no other questions or matters for discussion, a vote was taken. The item was unanimously approved by the voting Board Members.

**ACTION ITEM NO. 2022-6-2 – Award of Master Service Agreement for Textile Collection and Reuse/Recycling Services**

A motion was made by D'Andrea Walker and seconded by Rhody Holthaus to approve this item.

Andrew Kays explained that the Authority issued a Request for Expressions of Interest ("REOI") on behalf of and for the benefit of its Member Jurisdictions, Anne Arundel County, Baltimore City, Baltimore County, Carroll County, Frederick County, Harford County, Howard County, and Montgomery County for Textile Collection and Reuse/Recycling Services, dated May 6, 2020, with further related Clarification Requests, dated October 2, 2020 and January 11, 2021. The REOI was posted on the Authority's website and distributed to a list of vendors familiar to the Authority as companies that may be interested in providing such services.

The Authority received no responsive proposals to the REOI.

In January 2022, the Authority became aware that Reclothing, LLC, doing business as ("DBA") HELPSY, (the "Contractor"), recently started to provide similar services for one of its Member Jurisdictions, Frederick County. It is noted that the Contractor was not included on the Vendor Distribution List for the REOI, as the Authority had not yet been aware of the Contractor's existence. After the Authority became aware of the Contractor, the Authority began communications with the Contractor in March 2022 to determine the Contractor's capability in providing the specific Reuse/Recycling Services required by Authority Members. The Contractor hosted a site visit on October 19, 2022 for Authority and Member Jurisdiction staff. After the Contractor provided documentation and information requested by the Authority and its Member Jurisdictions, it was subsequently determined by the Authority and Member Jurisdiction staff that the Contractor was qualified, capable and willing to provide such services. The Contractor has extensive experience, already servicing over one hundred (100) locations in Maryland, as well as fifty (50) locations in northern Virginia. The Contractor also has other municipal partnerships with twenty-four (24) cities in several other states.

Thus, in the interest of time and in the best interest of its Member Jurisdictions, the Authority recommends awarding a sole source Master Service Agreement (substantially in the form provided to the Board and made available on the Authority's website) to Reclathing, LLC to provide the services at pricing as follows:

- 1) Member Jurisdiction residential solid waste drop-off points at a revenue to Member Jurisdictions at the rate of \$0.14 per pound;
- 2) Collection bins at other municipal facilities at a revenue to Member Jurisdictions at the rate of \$0.14 per pound;
- 3) Collection through special collection events/community drives at a revenue to Member Jurisdictions at the rate of \$0.14 per pound; and
- 4) Curbside residential collection service within the confirmation, at a revenue to Member Jurisdictions at the rate of \$0.02 per pound, if requested by the Member Jurisdiction.

In accordance with COMAR Section 14.13.01.11, the Board is asked to approve the sole source procurement and to authorize the Executive Director to execute the Master Service Agreement with Reclathing LLC, for a term from the effective date per contract execution (anticipated to be in December 2022) through June 30, 2027. Member Jurisdictions utilizing the Reuse/Recycling Services will enter into Confirmations with the Contractor as set forth in the Master Service Agreement.

Joseph Siemek asked if there were any questions or matters for discussion. There being no questions or matters for discussion, a vote was taken. The item was unanimously approved by the voting Board Members.

**ACTION ITEM NO. 2022-6-3 – Award of Master Service Agreement for Mattress and Box Spring Collection and Recycling Services**

A motion was made by Willie Wainer and seconded by Cliff Engle to approve this item.

Andrew Kays noted that each participating jurisdiction will create a purchase order related to a confirmation as the Source of Funding.

Mr. Kays explained that the Authority issued a Request for Expressions of Interest ("REOI") to procure Mattress and Box Spring materials collection and recycling services on February 25, 2022 for its Member Jurisdictions, Anne Arundel County, Baltimore City, Baltimore County, Carroll County, Frederick County, Harford County, Howard County and Montgomery County. The REOI was posted on the Authority's web page, advertised on eMaryland Marketplace Advantage (eMMA) and distributed to a list of known Vendors/potential Vendors in the Mattress and Box Spring recycling industry. One addendum was issued on April 7, 2022 to answer Proposer questions, as well as to extend the Proposal Closing Date. Details of the procurement can be found in the Evaluation Memorandum and Vendor Recommendation, including information on the

Evaluation Committee, who provided feedback, reflecting all of the members in some form or fashion, while drafting the REOI and/or provided review of the REOI Responses.

A Response was received from the following vendor: TurboHaul, Inc. (DBA TurboHaul) (“TurboHaul”). The Authority requested five Clarification Responses from TurboHaul in order to review additional information about the company, develop a mutually agreed upon Master Service Agreement and to arrange site visits at its recycling facilities on August 22, 2022 and September 14, 2022. The Evaluation Committee reviewed the initial Response and additional Clarification Responses and recommends awarding a contract to TurboHaul, as the company was found to be qualified to provide the services outlined in the REOI, capable of providing the services and operation requirements needed by the Member Jurisdictions (as well as in agreement to the terms of the draft Master Service Agreement). It is found to be economically sound and stable, and has a recycling rate of approximately 80% by weight for all Mattress and Box Spring materials.

In total, the Price Proposal Forms and Service Options available under the Response include the following information and additional details as set forth in Attachment A for Price Proposal forms (substantially in the form provided to the Board and made available on the Authority’s website) as provided on the Authority’s website):

1. Price Proposal per pound for Residential Mattress/Box Spring Collection from Member Jurisdiction Designated Collection Sites, which breaks down in a range of \$.325 per pound to \$.375 per pound (depending on location).
2. Price Proposal per box truck, per trailer and per container for Residential Mattress/Box Spring Collection from Member Jurisdiction Designated Collection Sites.
3. Price Proposal per pound, per box truck, per trailer and per container for Commercial Mattress/Box Spring Collection from Member Jurisdiction Designated Collection Sites (available per Member Jurisdiction).
4. Price Proposal per pound, per unit, per box truck, per trailer and per container for Residential Curbside Collection of Mattress/Box Springs (depending on the Member Jurisdiction Confirmation).

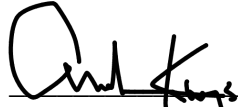
Staff is requesting approval for the Executive Director to execute a Master Service Agreement (substantially in the form provided to the Board and made available on the Authority’s website) with TurboHaul, for a term from the effective date per contract execution (anticipated to be in December 2022) through June 30, 2027.

Mr. Siemek asked if there were any additional questions or matters for discussion. There being no other questions or matters for discussion, a vote was taken. The item was unanimously approved by the voting Board Members.

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

There being no additional comments or discussion items, Mr. Siemek wished everyone a happy holiday and the meeting adjourned at 12:15 p.m.

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A handwritten signature in black ink, appearing to read "Andrew Kaye", written over a horizontal line.

Andrew Kaye, Executive Director