

**AUTHORITY MEETING AGENDA**  
**369<sup>th</sup> Meeting**  
**April 11, 2023 at 12:00 p.m.**

**ACTION  
ITEM NO.**

**DESCRIPTION**

	Consideration of Approved Minutes of Previous Meeting
2023-2-1	On-Call Contract Amendments
2023-2-2	Budget Amendments
2023-2-3	Award of Authority’s Information Technology Hardware, Software, Integration Management & Support Services Contract
2023-2-4	Award of Electronic Materials Collection and Reuse/Recycling Services Contract
2023-2-5	Award of Residential Household Hazardous Waste Services Contract for Carroll and Frederick Counties
2023-2-6	Updating of Authority Banking Forms

**Notes:**

1. *The meeting will be conducted via Webex and accessible to the public via livestream at the following link: <https://youtube.com/live/WaQkTJ8ss1A?feature=share>.*
2. *Portions of this meeting are permitted to be held in closed session in accordance with the General Provisions Article of the Maryland Annotated Code, Title 3 – Open Meetings Act. Authority for the closed session is Section 3-305(b)(1), to discuss (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) any other personnel matter that affects one or more specific individuals. However, the Authority does not intend to hold a closed session for this meeting.*
3. *Agendas are subject to change up to and during the meetings. Agenda changes confirmed up to one day prior to a meeting will be posted in advance of the meeting. Agenda changes occurring subsequent to posting will be reflected in the minutes.*

410.333.2730 / 410.333.2721 fax / authority@nmwda.org  
 nmwda.org / Business-to-Business Recycling: 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



**ACTION ITEM NO. 2023-2-1 – On-Call contract Amendments**

1. Pinnacle Communication – Baltimore County is utilizing Pinnacle for additional communication and advertising efforts in connection with solid waste planning. An increase in the amount of \$500,000 is needed for the Pinnacle contract to fund such efforts.
2. SCS Engineers – Montgomery County continues to utilize SCS in connection with the water/pump system at the RRF. An increase in the amount of \$80,000 is needed for such services.
3. ARM Group – Baltimore County is utilizing ARM Group in connection with the ESL RFQ/RFP Expansion Design & Permitting Option Services. An increase in the amount of \$300,000 is needed for such services.

Staff is requesting increases for the above-referenced contracts in the amounts as set forth above.

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Authority Action – The above referenced Item was:

Approved	Disapproved	Deferred	Withdrawn
With Amendment		Without Amendment	

April 11, 2023

## **ACTION ITEM NO. 2023-2-2 – Budget Amendments**

Source of Funding: Montgomery County will pay the Authority via purchase orders, as and when approved by the County.

- (1) Montgomery County General Account: Staff requests an increase to the account in the amount of \$1,100,000.00 for work in connection with the power infrastructure replacement project at the Transfer Station.
- (2) Montgomery County Recycling Account: Staff requests a budget amendment equal to ~1/4 of the annual Designated Collection Site forecasted amount, provided in the RFP Mattress Recycling Evaluation Memorandum:  $\$261,571.70/4 = \$65,392.925$ , rounding up to \$70,000.00.

Source of Funding: Baltimore County will pay the Authority via purchase orders, as and when approved by the County.

- (3) Baltimore County General Account: Staff requests an increase to the account in the amount of \$500,000 for communications services in support of Action Item No. 2023-2-1(1).
- (4) Baltimore County Landfill Account: Staff requests an increase to the account in the amount of \$300,000 for ARM Group/Baltimore County ESL RFQ/RFP Expansion Design & Permitting Option Services in support of Action Item No. 2023-2-1(3).

Source of Funding: Montgomery County will pay the Authority through its monthly bill for the RRF, as and when approved by the County.

- (5) Montgomery County General Account: Staff is requesting an increase in the amount of \$80,000 for the County's efforts regarding the water/pump system at the RRF in support of Action Item No. 2023-2-1(2).

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Authority Action – The above referenced Item was:

Approved	Disapproved	Deferred	Withdrawn
With Amendment		Without Amendment	

April 11, 2023

## **ACTION ITEM NO. 2023-2-3 – Award of Authority’s Information Technology Hardware, Software, Integration Management & Support Services Contract**

On February 1, 2023 the Authority issued a Request for Proposals (RFP) for an Authority Information Technology Hardware, Software, Integration Management & Support Services (“IT Management and Support Services”) Contract. The RFP was sent to the Authority’s current vendor, all vendors who had requested the RFP, experienced Microsoft Office 365 Partners in the Baltimore area, and was also posted on the Authority’s website. Addendum No. 1 was issued on February 17, 2023 to respond to questions submitted by interested vendors. Responses to the RFP were received from the following vendors by the due date of March 6, 2023: Byte Right Support, CMIT Solutions, Dresner Group, Improve Your IT, Ntiva, Inc., Team Logic IT of Ellicott City & BWI, MD, Wellforce IT, and Smartforce & Zovaya. After reviewing the proposals, the Authority determined that Byte Right Support offered the best overall value to the Authority. Byte Right Support’s pricing was the third lowest cost. The lowest cost proposer, Improve Your IT, was missing information and the price differential (compared to the current market and the other proposals submitted), among other factors, caused concerns about an understanding of the requirements. Wellforce IT’s cost was substantially similar to Byte Right Support’s cost; however, Wellforce IT is located in Raleigh, North Carolina. The Authority determined having a local vendor would be more beneficial for any needed on-site support. Dresner Group, Ntiva, Inc., Team Logic IT, and Smartforce & Zovaya costs were substantially higher for the services requested, and therefore deemed not cost-effective. The CMIT Solutions proposal did not provide all of the requested information.

Byte Right Support will have a one-time set up fee, which is reasonable as the IT Management and Support Services will have to be transitioned to the new vendor, as well as hourly costs associated with help-desk support. However, such costs are reasonable, and the Authority historically has not utilized help desk services frequently.

A pricing summary from the Evaluation Memo is included below.

<b>Vendor</b>	<b>Annual Price</b> (does not include one-time set up fee, or any additional services/support)
Byte Right Support	\$19,732.44
CMIT Solutions	\$24,928
Dresner Group	\$40,728
Improve Your IT	\$9,588
Ntiva, Inc.	\$32,717.48
Team Logic IT	\$32,880
Wellforce IT	\$19,800
Smartforce & Zovaya	\$47,425.20

Accordingly, the staff recommends awarding Byte Right Support a contract for the Authority’s IT Management and Support Services for the initial term of three (3) years, July 1, 2023 – June 30, 2026, with two (2) additional 12-month renewal terms, at the Authority’s sole option, as Byte Right Support provides the best overall value for the services.

The Board is being asked for approval to enter into a contract with Byte Right Support. The contract will be substantially in the form of the provider’s service/support contract, as provided to the Board and made available on the Authority’s website, and based on the services required at the applicable pricing.

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Authority Action – The above referenced Item was:

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With Amendment		Without Amendment	

April 11, 2023

## SCHEDULE G

### SERVICE/SUPPORT CONTRACT

[Company] will provide Information Technology, Hardware, Software, Integration Management and Support Services (“Services”) to the Northeast Maryland Waste Disposal Authority (the “Authority”). [Company’s] proposed strategy will ensure that the Authorities Information Technology environment is maintained and kept up to date in a cost-effective manner. [Company] will accomplish this by installing an agent on each computer that will automatically install software security updates as they become available and by enabling Cloud technologies for data protection and network monitoring. This is all accomplished for a flat rate that is included in the Authority’s monthly fees, (Schedule G from Company’s proposal). [Company] will also provide remote, phone and onsite assistance when requested by the Authority. These additional services are billed monthly at our hourly rate.

- [Company] will provide Services to the Authority at a flat rate included in the Authority’s monthly fees, in accordance with [Company’s] proposal dated February 28, 2023, attached hereto and incorporated herein (including any clarifications and/or amendments).
- Services will commence on July 1, 2023 and end on June 30, 2026, with two (2) additional 12-month renewal terms, at the Authority’s sole option.
- [Company’s] hourly rate is [\_\_\_\_\_] per hour. The minimum charge for phone support is .25 hours, the minimum for onsite support is .5 hours.
- [Company’s] Call Center/Help Desk is available Monday through Friday from 8:30-5:00.
- Routine support calls are responded to within 8 hours or less. For Emergency support we strive for an immediate response, and guarantee a response in less than 1 hour. Off hours emergency support is also available as needed.
- Operating system and application software will be updated through the BRS Managed Endpoint Subscription which is included in the monthly fee schedule. These updates are applied on an ongoing basis for maximum protection and security.
- All Microsoft, QuickBooks, SonicWall Services and Cloud Backup Subscriptions carry a 1-year contract and are billed monthly.
- Hardware Warranty renewals will be quoted at least 30 days prior to expiration, and renewed upon approval.
- [Company] keeps a full suite of network equipment and computers on hand for immediate deployment in the event of critical failure. Systems are available for purchase and as loaners.

- [Company] agrees to Support will hold harmless the Authority, its directors, employees or agents against any losses, liabilities, claims or fees resulting from the performance of [Company] under any resulting Contract under the RFP.
- [Company] will treat as confidential any non-public or confidential information concerning the Authority and its employees that [Company] may learn during the course of providing services in accordance with the RFP.

IN WITNESS WHEREOF, the parties have executed this Contract as of the date set forth below:

NORTHEAST MARYLAND WASTE  
DISPOSAL AUTHORITY

[COMPANY]

By:

By:

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Printed/Typed Name)

\_\_\_\_\_  
(Printed/Typed Name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

## **ACTION ITEM NO. 2023-2-4 – Award of Electronic Materials Collection and Reuse/Recycling Services Contract**

Source of Funding: Each participating Member Jurisdiction will create a purchase order related to the Confirmation, as applicable. It is noted that certain services proposed will be cost free to applicable Member Jurisdictions. The applicable pricing is attached hereto.

The Northeast Maryland Waste Disposal Authority (“Authority”) issued a Request for Proposals (“RFP”) to procure Electronic Materials Collection and Reuse/Recycling Services (“Services”) on December 1, 2022 for its eight Member Jurisdictions, Anne Arundel County, Baltimore City, Baltimore County, Carroll County, Frederick County, Harford County, Howard County and Montgomery County, that collect electronics at their municipal drop-off locations, in addition to a new special collection event option for Baltimore City Agencies, Offices and Schools.

The RFP was posted on the Authority’s web page, advertised on eMaryland Marketplace Advantage and distributed to certified vendors on the e-Stewards website, to a trade association for certified R2 vendors and to a list of all respondents to previous electronic recycling procurements conducted by the Authority, as well as to all companies that had inquired about future opportunities since the Authority’s last procurement. Four Addenda were issued, to extend the Proposal Closing Dates as well as to answer Proposer Questions submitted in writing. Details of the procurement can be found in the Evaluation Memorandum and Vendor Recommendation, including information on the Evaluation Committee, who provided feedback while drafting the RFP/Addenda and/or provided review of the RFP Responses. The Authority received six Proposals by the submittal deadline of March 17, 2023 from:

1. eRevival LLC (“eRevival”)
2. Covanta (ECOVanta, LLC) (ECOVanta)
3. WM Recycle America, L.L.C (WMRA) (WM)
4. PC Recycler Inc. dba Securis (Securis)
5. Pro-Active Computer Security
6. Kuusakoski, US (Kuusakoski)

After initial Proposal review, Clarification Requests were issued and Clarification Responses were received from eRevival, ECOvanta and Securis, in order to review additional technical and financial information about the companies. The Evaluation Committee reviewed the Initial Proposals from all Proposers as well as the additional Clarification Responses and thus recommends awarding Master Service Agreements (“MSAs”) to eRevival, ECOvanta and Securis, as these firms have the ability to provide the services at a competitive cost and have all the technical requirements, such as financial stability, evidence to perform the services required, and appropriate certifications.

These recommended firms also agreed to collect a wide range of expanded Acceptable Materials under the RFP, including, as a summary: small appliances (e.g., kitchen type, robotic vacuums), electric bikes/scooters/lawn mowers, small electric power tools, electric hair styling tools, drones, other “smart” or “high tech” electronic devices not previously listed, as well as other electronic



devices, components or accessories not previously included in the Authority’s MSAs. The Authority would also like to highlight the following:

eRevival holds a Minority Business Enterprise Certification from Howard County, Maryland, the R2 Version 3 certification, the ISO 14001 certification, the ISO 45001 certification, the ISO 9001 certification, and a Certificate of Good Standing from Maryland Department of Assessments and Taxation.

ECOVanta has the e-Stewards certification, the ISO 14001 certification, the ISO 45001 certification, the NAID AAA certification and a Certificate of Good Standing from Maryland Department of Assessments and Taxation.

Securis holds the R2 Certification, the ISO 14001 certification, the ISO 45001 certification, the NAID AAA Certification and the Commonwealth of Virginia State Corporation Commission Certificate of Good Standing. Securis also employs local workers with disabilities to help breakdown, disassemble and recycle electronics via partnership with ServiceSource, a non-profit that specializes in identifying workers with disabilities.

Thus, the Authority is requesting approval for the Executive Director to execute MSAs (substantially in the form and per RFP Addenda) with eRevival, ECOvanta and Securis, for a term from July 1, 2023 through June 30, 2028.

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Authority Action – The above referenced Item was:

Approved	Disapproved	Deferred	Withdrawn
With Amendment		Without Amendment	

April 11, 2023

**eRevival - COST PROPOSAL FORM**

Member Jurisdiction	Proposer Paid per LB or (Proposer Pays per LB)
<b>Anne Arundel County</b>	CRT TVs and Monitors <u>\$0.18</u> Flat Screen TVs and Monitors <u>\$0.07</u> Other Acceptable Materials <u>\$0</u> All Acceptable Materials except CRTs <u>\$0</u> All Acceptable Materials <u>\$0</u>
<b>Baltimore City</b>	CRT TVs and Monitors <u>\$0.18</u> Flat Screen TVs and Monitors <u>\$0.18</u> Other Acceptable Materials <u>\$0.18</u> All Acceptable Materials except CRTs <u>\$0.18</u> All Acceptable Materials <u>\$0.18</u>
<b>Baltimore County</b>	CRT TVs and Monitors <u>\$0.18</u> Flat Screen TVs and Monitors <u>\$0.07</u> Other Acceptable Materials <u>\$0.07</u> All Acceptable Materials except CRTs <u>\$0.07</u> All Acceptable Materials <u>\$0.12</u>
<b>Carroll County</b>	CRT TVs and Monitors <u>\$0.22</u> Flat Screen TVs and Monitors <u>\$0.22</u> Other Acceptable Materials <u>\$0.22</u> All Acceptable Materials except CRTs <u>\$0.22</u> All Acceptable Materials <u>\$0.22</u>
<b>Frederick County</b>	CRT TVs and Monitors <u>\$0.18</u> Flat Screen TVs and Monitors <u>\$0.07</u> Other Acceptable Materials <u>\$0.07</u> All Acceptable Materials except CRTs <u>\$0.07</u> All Acceptable Materials <u>\$0.12</u>
<b>Harford County</b>	CRT TVs and Monitors _____ Flat Screen TVs and Monitors _____ Other Acceptable Materials _____ All Acceptable Materials except CRTs _____ All Acceptable Materials _____
<b>Howard County</b>	CRT TVs and Monitors <u>\$0.18</u> Flat Screen TVs and Monitors <u>\$0.07</u> Other Acceptable Materials <u>\$0</u> All Acceptable Materials except CRTs <u>\$0</u> All Acceptable Materials <u>\$0</u>
<b>Montgomery County</b>	CRT TVs and Monitors <u>\$0.18</u> Flat Screen TVs and Monitors <u>\$0.07</u> Other Acceptable Materials <u>\$0</u> All Acceptable Materials except CRTs <u>\$0</u> All Acceptable Materials <u>\$0</u>

Member Jurisdiction	Proposer Paid per LB or (Proposer Pays per LB.)
<p>Baltimore City agency office clean out/collection events. These office clean out/collection events shall be separately reported and invoiced, and the Contractor shall not initiate work until the Authority and Baltimore City submit a copy in writing of the relevant Purchase Order from the applicable agency to the Contractor, to ensure funds are appropriated for this extra service. The Contractor shall initiate this service within 60 days of written request by the Authority and/or Baltimore City, as long as the Purchase Order has been distributed, as noted above.</p>	<p>CRT TVs and Monitors <u>\$0.18</u>  Flat Screen TVs and Monitors <u>\$0.18</u>  Other Acceptable Materials <u>\$0.18</u>  All Acceptable Materials except CRTs <u>\$0.15</u>  All Acceptable Materials <u>\$0.18</u></p>
<p>Baltimore County: In the event that the Contractor places a Trailer and utilizes Trailer swaps or Trailer live loads at the Central Acceptance Facility, rather than utilizing Box Truck pickups, as originally stated in Appendix A in the RFP. This site would need 4 pickups per month for a Trailer. This cost proposal must incorporate any potential cost savings from this option into the overall Baltimore County cost proposal flat rates</p>	<p>CRT TVs and Monitors _____  Flat Screen TVs and Monitors _____  Other Acceptable Materials _____  All Acceptable Materials except CRTs _____  All Acceptable Materials _____</p>

(for all Designated Collection Sites not just the Central Acceptance Facility), as requested in this table, to the right.

Member Jurisdiction	Proposer Paid per LB or (Proposer Pays per LB)
<p>Baltimore City public schools/ colleges/universities or other Baltimore City institutions clean out/collection events. These clean out/collection events shall be separately reported and invoiced, and the Contractor shall not initiate work until the Authority and Baltimore City submit a copy in writing of the relevant Purchase Order from the applicable agency to the Contractor, to ensure funds are appropriated for this extra service. The Contractor shall initiate this service within 60 days of written request by the Authority and/or Baltimore City, as long as the Purchase Order has been distributed, as noted above.</p>	<p>CRT TVs and Monitors <u>\$0.18</u></p> <p>Flat Screen TVs and Monitors <u>\$0.10</u></p> <p>Other Acceptable Materials <u>\$0</u></p> <p>All Acceptable Materials except CRTs <u>\$0</u></p> <p>All Acceptable Materials <u>\$0</u></p>

**ECOVanta - COST PROPOSAL FORM**

<b>Member Jurisdiction</b>	<b>Proposer Paid per LB or (Proposer Pays per LB)</b>
<b>Anne Arundel County</b>	CRT TVs and Monitors <u>No bid</u> Flat Screen TVs and Monitors <u>No bid</u> Other Acceptable Materials <u>No bid</u> All Acceptable Materials except CRTs <u>No bid</u> All Acceptable Materials <u>No bid</u>
<b>Baltimore City</b>	CRT TVs and Monitors <u>\$0.30/lb</u> Flat Screen TVs and Monitors <u>\$0.30/lb</u> Other Acceptable Materials <u>\$0.30/lb</u> All Acceptable Materials except CRTs <u>\$0.30/lb</u> All Acceptable Materials <u>\$0.30/lb</u>
<b>Baltimore County</b> *Please see alternate proposal	CRT TVs and Monitors <u>\$0.22/lb</u> Flat Screen TVs and Monitors <u>\$0.22/lb</u> Other Acceptable Materials <u>\$0.22/lb</u> All Acceptable Materials except CRTs <u>\$0.22/lb</u> All Acceptable Materials <u>\$0.22/lb</u>
<b>Carroll County</b>	CRT TVs and Monitors <u>\$0.15/lb</u> Flat Screen TVs and Monitors <u>\$0.15/lb</u> Other Acceptable Materials <u>\$0.15/lb</u> All Acceptable Materials except CRTs <u>\$0.15/lb</u> All Acceptable Materials <u>\$0.15/lb</u>
<b>Frederick County</b>	CRT TVs and Monitors <u>\$0.22/lb</u> Flat Screen TVs and Monitors <u>\$0.22/lb</u> Other Acceptable Materials <u>\$0.22/lb</u> All Acceptable Materials except CRTs <u>\$0.22/lb</u> All Acceptable Materials <u>\$0.22/lb</u>
<b>Harford County</b>	CRT TVs and Monitors <u>No bid</u> Flat Screen TVs and Monitors <u>No bid</u> Other Acceptable Materials <u>No bid</u> All Acceptable Materials except CRTs <u>No bid</u> All Acceptable Materials <u>No bid</u>
<b>Howard County</b>	CRT TVs and Monitors <u>\$0.12/lb</u> Flat Screen TVs and Monitors <u>\$0.12/lb</u> Other Acceptable Materials <u>\$0.12/lb</u> All Acceptable Materials except CRTs <u>\$0.12/lb</u> All Acceptable Materials <u>\$0.12/lb</u>
<b>Montgomery County</b>	CRT TVs and Monitors <u>\$0.135/lb</u> Flat Screen TVs and Monitors <u>\$0.135/lb</u> Other Acceptable Materials <u>\$0.135/lb</u> All Acceptable Materials except CRTs <u>\$0.135/lb</u> All Acceptable Materials <u>\$0.135/lb</u>

<b>Member Jurisdiction</b>	<b>Proposer Paid per LB or (Proposer Pays per LB)</b>
<p>Baltimore City agency office clean out/collection events. These office clean out/collection events shall be separately reported and invoiced, and the Contractor shall not initiate work until the Authority and Baltimore City submit a copy in writing of the relevant Purchase Order from the applicable agency to the Contractor, to ensure funds are appropriated for this extra service. The Contractor shall initiate this service within 60 days of written request by the Authority and/or Baltimore City, as long as the Purchase Order has been distributed, as noted above.</p>	<p>CRT TVs and Monitors <u>No Bid</u>  Flat Screen TVs and Monitors <u>No Bid</u>  Other Acceptable Materials <u>No Bid</u>  All Acceptable Materials except CRTs <u>No Bid</u>  All Acceptable Materials <u>No Bid</u></p>
<p>Baltimore County: In the event that the Contractor places a Trailer and utilizes Trailer swaps or Trailer live loads at the Central Acceptance Facility, rather than utilizing Box Truck pickups, as originally stated in Appendix A in the RFP. This site would need 4 pickups per month for a Trailer. This cost proposal must incorporate any potential cost savings from this option into the overall Baltimore County cost proposal flat rates (for all Designated Collection Sites not just the Central Acceptance Facility), as requested in this table, to the right.</p>	<p>CRT TVs and Monitors <u>\$0.195/lb</u>  Flat Screen TVs and Monitors <u>\$0.195/lb</u>  Other Acceptable Materials <u>\$0.195/lb</u>  All Acceptable Materials except CRTs <u>\$0.195/lb</u>  All Acceptable Materials <u>\$0.195/lb</u></p>

### Securis - COST PROPOSAL FORM

Member Jurisdiction	Proposer Paid per LB or (Proposer Pays per LB)
<b>Anne Arundel County</b>	CRT TVs and Monitors \$0.24 Flat Screen TVs and Monitors \$0.10 Other Acceptable Materials \$0.08 All Acceptable Materials except CRTs \$0.08 All Acceptable Materials \$0.08
<b>Baltimore City</b>	CRT TVs and Monitors \$0.30 Flat Screen TVs and Monitors \$0.20 Other Acceptable Materials \$0.07 All Acceptable Materials except CRTs \$0.11 All Acceptable Materials \$0.16
<b>Baltimore County</b>	CRT TVs and Monitors \$0.24 Flat Screen TVs and Monitors \$0.16 Other Acceptable Materials \$0.08 All Acceptable Materials except CRTs \$0.08 All Acceptable Materials \$0.08
<b>Carroll County</b>	CRT TVs and Monitors \$0.30 Flat Screen TVs and Monitors \$0.18 Other Acceptable Materials \$0.16 All Acceptable Materials except CRTs \$0.17 All Acceptable Materials \$0.20
<b>Frederick County</b>	CRT TVs and Monitors \$0.24 Flat Screen TVs and Monitors \$0.18 Other Acceptable Materials \$0.15 All Acceptable Materials except CRTs \$0.16 All Acceptable Materials \$0.18
<b>Harford County</b>	CRT TVs and Monitors \$0.30 Flat Screen TVs and Monitors \$0.18 Other Acceptable Materials \$0.18 All Acceptable Materials except CRTs \$0.18 All Acceptable Materials \$0.18
<b>Howard County</b>	CRT TVs and Monitors \$0.17 Flat Screen TVs and Monitors \$0.08 Other Acceptable Materials (\$0.02) All Acceptable Materials except CRTs \$0.00 All Acceptable Materials \$0.02
<b>Montgomery County</b>	CRT TVs and Monitors \$0.17 Flat Screen TVs and Monitors \$0.08 Other Acceptable Materials (\$0.12) All Acceptable Materials except CRTs (\$0.04) All Acceptable Materials \$0.01

## **ACTION ITEM NO. 2023-2-5 – Award of Residential Household Hazardous Waste Services Contract for Carroll and Frederick Counties**

At Carroll and Frederick Counties request, the Authority issued an Invitation for Bids on February 7, 2023 for a qualified contractor to provide services related to the acceptance, transportation, and disposal (or recycling) of residential household hazardous waste during County designated Residential Household Hazardous Waste (HHW) Drop-off Days. The selected contractor will conduct a minimum of one and a maximum of four HHW Drop-Off Events as directed by Carroll and Frederick Counties.

The IFB was advertised on the Authority's website, eMaryland Marketplace, and sent to vendors that have provided similar services in the region.

An addendum was issued March 3, 2023 in response to a vendor request for clarification as it relates to staffing of the events. The Authority requested vendors to provide estimated number of staff for each collection event and the proposed rate for labor (hourly rate per person per collection event). A draft letter agreement was also provided within addendum that will be finalized between the qualified bidder awarded the contract and the Authority.

One vendor, MXI Environmental Services, LLC (MXI), located in Abingdon, VA, submitted a bid in response to the IFB.

After consultation with Carroll and Frederick Counties, the Authority submitted a request for clarifications to MXI's bid response and a request for best and final. As an alternative to the hourly rate proposed for labor, the Authority requested a fixed labor rate for the Counties consideration. The Authority also requested clarification on the pricing for Fluorescent bulbs, references, and permitting documentation.

MXI responded to the Authority's best and final offer request on March 29, 2023. Below is MXI's Bid Form. MXI also provided additional references and clarifying permitting information.

Based on MXI's proposed rates, the estimated cost per HHW drop-off event for Carroll County and Frederick County is \$45,000 and \$61,000, respectively (dependent on resident participation).

Based on qualifications and pricing, staff requests approval to enter into a contract with MXI Environmental Services, LLC, substantially in the form of the contract, as set forth in the terms of the IFB. The initial term of the contract begins upon acceptance of bid (as approved by and upon approval from Carroll and Frederick Counties) and ends June 30, 2026. The Authority has the sole option to renew the contract for two one-year periods through June 30, 2028 at the direction of the Counties. The estimated contract cost if each County hosts four drop-off events per year is \$2,014,000. The number of drop-off events (minimum of one and maximum of four) is at the discretion of Carroll and Frederick Counties.



MXI Household Hazardous Waste Bid Form

	<b><i>Unit of Measure (UoM)</i></b>	<b><i>Proposed Rate</i></b>
Labor (per person) per event (State Staff Number <u>14</u> )	Hour	\$ 40.00
Mobilization (equipment, supplies, materials) per event	Each	\$ 4,500.00
Aerosols Flammable	Pound	\$ 2.50
Cylinders (thin walled, torched size)	Pound	\$ 2.00
Flammable Liquid Fuels (Oil/Gas, brake fluid, lighter fluid, kerosene)	Pound	\$ 1.00
Flammable Solids	Pound	\$ 1.25
Non-flammable liquids	Pound	\$ 2.50
Fluorescent Bulbs, Intact U-Tubes & Circular (Non RCRA)	Pound	\$ 3.25
Fluorescent Bulbs, Intact Straight Bulbs	Pound	\$ 3.25
Fire Extinguishers	Pound	\$ 1.25
Oil-based paints	Pound	\$ 1.00
Pesticides/Herbicides/Fungicides	Pound	\$ 2.75
Oxidizing Material	Pound	\$ 16.00
Corrosive Material	Pound	\$ 2.50
Flares	Pound	\$ 1.25
Mercury and Mercury compounds	Pound	\$ 20.00
Batteries, Nicad dry cell for recycling (Non-RCRA)	Pound	\$ 1.00
Batteries, Lithium for recycling	Pound	\$ 1.00
Smoke detectors (NRC Exempt, Household detectors)	Pound	\$ 1.00
<u>Alternate Option</u>		
	\$ per event	
Fixed Labor Rate	\$	4,000.00

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Authority Action – The above referenced Item was:

Approved

Disapproved

Deferred

Withdrawn

With Amendment

Without Amendment

April 11, 2023

**ACTION ITEM NO. 2023-2-6 – Update of Authority Banking Documents**

Staff is requesting Board approval to update the Authority banking documents, as needed. For accounting purposes, the Authority needs to reflect the addition of John Schott, Senior Project Manager, as an authorized user.

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Authority Action – The above referenced Item was:

Approved	Disapproved	Deferred	Withdrawn
With Amendment		Without Amendment	

April 11, 2023