

**Authority Meeting Minutes  
369<sup>th</sup> Meeting (via Conference Call)  
April 11, 2023 at 12 p.m.**

**Members Present:** Joseph J. Siemek  
Rhody Holthaus  
Dr. Charles Glass  
Phil Harris  
Mark DeLuca  
D'Andrea Walker  
Cliff Engle

**Other Participants:** Andrew Kays (NMWDA)  
Kim Gordon (NMWDA)  
John Schott (NMWDA)  
Kitty McIlroy (NMWDA)

**Public access via livestream at the following link:**

<https://youtube.com/live/WaQkTJ8ss1A?feature=share>. *This stream was turned on at 12:02 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.

Mr. Siemek noted consideration of the minutes of the previous Board Meeting on February 7, 2023, and that such minutes were approved and posted on the Authority website.

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

A motion was made by Rhody Holthaus and seconded by Cliff Engle to approve this item.

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



Andrew Kays explained that amendments are needed for the on-call consultants as follows:

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 Resource Recovery Facility (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 Eastern Sanitary Landfill (ESL) 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.

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. 2023-2-2 – Budget Amendments**

A motion was made by D’Andrea Walker and seconded by Dr. Charles Glass to approve this item.

Andrew Kays explained that budget amendments are needed as follows:

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 Resource Recovery Facility, 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).

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. 2023-2-3 – Award of Authority's Information Technology Hardware, Software, Integration Management & Support Services Contract**

A motion was made by Cliff Engle and seconded by Phil Harris to approve this item.

Kim Gordon explained that 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.

Ms. Gordon noted that 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 (does not include one-time set up fee, or any additional services/support)</b>
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.

Joseph Siemek asked if there were any questions or matters for discussion. Dr. Charles Glass inquired as to the current incumbent. Ms. Gordon responded that the current incumbent is Liquid Mercury. D'Andrea Walker asked if there was a cost associated with travel for Wellforce IT to be on-site. Ms. Gordon responded that local subcontractors would be used for on-site visits. Rhody Holthaus inquired whether the lowest cost proposer was given the opportunity to remedy the issue of information missing from the proposal. Ms. Gordon responded in the negative as there was a sufficient number of proposals that met the required criteria, and additional factors were involved in that decision. Mr. Siemek asked if there were any other questions. There being none, a vote was taken, and the item was unanimously approved.

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

A motion was made by Dr. Charles Glass and seconded by Mark DeLuca to approve this item.

Andrew Kays introduced Kitty McIlroy as the Project Manager for the procurement, noting that she worked very hard with the Member teams to develop a very good suite of services.

Mr. Kays explained as follows:

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 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. Mr. Kays extended his thanks to the Members for the amount of time and effort that Member staff put into the procurement.

Mr. Kays further explained that 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. Mr. Kays noted that the Master Service Agreement will be between the Authority and the individual companies, and the Members will enter into individual Confirmations for the specified services.

Mr. Kays further explained that these recommended firms also agreed to collect a wide range of expanded Acceptable Materials under the RFP (when compared to the current collections), including, as examples: 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.

Joseph Siemek inquired as to why eRevival and ECOVanta declined to bid for Harford County and Baltimore County. Kitty McIlroy responded that Harford County and Anne Arundel County did not participate in the on-site visits, and such counties already have contracts in place. As such, Ms. McIlroy suggested that the companies may have been uncomfortable proposing pricing under those circumstances.

Joseph Siemek asked if there were any other questions or matters for discussion. There being none, a vote was taken, and the item was unanimously approved.

**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>                      Flat Screen TVs and Monitors <u>\$0.10</u>                      Other Acceptable Materials <u>\$0</u>                      All Acceptable Materials except CRTs <u>\$0</u>                      All Acceptable Materials <u>\$0</u></p>



**ECOVanta - COST PROPOSAL FORM**

Member Jurisdiction	Proposer Paid per LB or (Proposer Pays per LB)
<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> <i>*Please see alternate proposal</i>	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>

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>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 Material \$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**

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

Andrew Kays introduced John Schott as the project principal who worked with Carroll County and Frederick County to develop the scope and ran the procurement. Mr. Kays explained that at the request of Carroll and Frederick Counties, 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.

Mr. Kays further explained that after consultation with Carroll and Frederick Counties, the Authority submitted a request for clarifications to MXI’s bid response and a request for a best and final offer. 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. MXI’s Bid Form is attached. 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 total cost if each County hosts four drop-off events per year is \$2,014,000. Mr. Kays again noted that the cost is just an estimate, and will be based on

participation. The number of drop-off events (minimum of one and maximum of four) is at the discretion of Carroll and Frederick Counties.

<u>MXI Household Hazardous Waste Bid Form</u>		
	<i>Unit of Measure (UoM)</i>	<i>Proposed Rate</i>
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

Mr. Kays explained that staff is requesting approval to award the HHW contract to MXI. 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. 2023-2-6 – Update of Authority Banking Documents**

A motion was made by Phil Harris and seconded by Mark DeLuca to approve this item.

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

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.

As a matter of discussion, Mr. Siemek noted that the legislative session just wrapped up and requested an update regarding bills tracked by the Authority from Andrew Kays. Mr. Kays responded that the Authority will update the legislative memorandum and distribute it to the Board in the coming weeks. Mr. Kays led a brief discussion on several bills, including HB031 (Products and Packaging), HB255 (Maryland Paint Stewardship), HB284/SB222 (Statewide Recycling Needs Assessment and Producer Responsibility for Packaging Materials), HB253 (On-Farm Composting Exemption), and HB161 (NMWDA Sunset Act). Mr. Phil Harris asked clarification on HB253 to confirm that it passed, and Mr. Kays confirmed that it did. Mr. Kays noted that there are many more bills that are being tracked and again, that a summary will be distributed to the Members over the next few weeks.

Joseph Siemek thanked Mr. Kays and asked if there were any additional matters for discussion. There being no additional comments or discussion items, the meeting adjourned at 12:34 p.m.

TRUE TEST COPY

  
\_\_\_\_\_  
Andrew Kays, Executive Director