

**AUTHORITY MEETING AGENDA**  
**374<sup>th</sup> Meeting**  
**February 6, 2024 at 12:00 p.m.**

<b>ACTION ITEM NO.</b>	<b>DESCRIPTION</b>
	Consideration of Approved Minutes of Previous Meeting
2024-1-1	Award of Independent Auditing Financial Services Contract
2024-1-2	Award of Frederick County Recovered Materials Transportation Services Contract

**Notes:**

- 1. The meeting will be conducted via Webex and accessible to the public via livestream at the following link: <https://youtube.com/live/ygLXHTCFNyE?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. 2024-1-1 – Award of Independent Auditing Financial Services Contract**

In accordance with COMAR Section 14.13.01.03 A (4), the Authority would like to adopt Carroll County’s auditing procurement and award a contract to CliftonLarsenAllen, LLP (“CLA”) for the Authority’s independent audit for Fiscal Years 2024 through 2027, with a two-year renewal option period pending satisfactory performance and the availability of funds. CLA’s proposed rates are based on the procured contract rates for Carroll County and CLA’s knowledge of the effort involved in the Authority’s annual audit. The CLA proposed fee of \$32,800 for the Authority’s Fiscal Year 2024 will be adjusted by a maximum not to exceed 8% net increase in accordance with CLA’s proposal. Any significant changes in the operations, resulting in increases to the auditing effort will be negotiated at the time of occurrence based on the rates provided.

Staff is requesting approval for the Authority to enter into a contract with CLA substantially in the form as provided to the Board and made available on the Authority’s website.

---

Authority Action – The above referenced Item was:

Approved	Disapproved	Deferred	Withdrawn
With Amendment		Without Amendment	

February 6, 2024

## **ACTION ITEM NO. 2024-1-2 – Award of Frederick County Recovered Materials Transportation Services Contract**

On behalf of Frederick County, Maryland (the “County”), the Authority issued an Invitation for Bids (“IFB”) on November 21, 2023 for a qualified contractor to provide transportation of single stream recovered materials from the Frederick County Transfer Station (“TS”) to a processing facility that is less than 100 road miles from the TS. The initial term of contract is for one year commencing on July 1, 2024, with an option to extend the contract for five, twelve-month renewal terms at the Authority’s sole option. The IFB allows the County to load certain recovered material (i.e. cardboard) separately from single stream for transfer to an Authority designated processing Facility (within 100 miles). The IFB also included a County option for the Contractor to backhaul residue from the applicable processing facility to the TS.

The IFB was advertised on the Authority’s website, eMaryland Marketplace, and sent to vendors that have provided similar services in the region. A non-mandatory pre-bid meeting was held in the Administrative offices at the Frederick County Reichs Ford Landfill on December 7, 2023. The County provided a tour of the Transfer Station operations after the meeting.

An addendum was issued on December 15, 2023 to respond to vendor requests for clarifications, including questions from the Pre-Bid meeting.

The following four companies (listed in alphabetical order) submitted bids in response to the IFB by the December 20, 2023 Bid Due Date.

- Bousum
- Consolidated Commercial Services
- Graceful Connections
- WB Services

An unofficial summary of the procurement was posted to the Authority’s website on January 5, 2024, in lieu of a public bid meeting. Pricing supplied by the Companies is set forth below.

Initial Term	Bidder	Single Stream Transportation Fee (with onsite jockey driver provided by the Contractor and Contractor jockey truck)  (\$ per ton per mile)	Loose Cardboard Transportation Fee (with onsite jockey driver provided by the Contractor and Contractor jockey truck)  (\$ per ton per mile)	Residue Transportation Fee to Backhaul Residue from the Processing Facility to the Acceptance Facility  (\$ per ton per mile)
July 1, 2024 – June 30, 2025	Bousum	\$0.92	\$0.82	\$0.38
	Consolidated Commercial Services	\$0.65	\$0.85	\$0.85
	Graceful Connections	\$88.00	\$88.00	\$88.00
	WB Services	\$1.17	\$1.25	\$1.17

The IFB stated the award will be based upon the lowest responsive and responsible bidder who submits a responsive bid, which is most advantageous to Frederick County. The addendum clarified the award to be based on the lowest responsible bidder(s) for single stream transportation. The agreement may be awarded to one or more responsible bidders having the lowest bid(s) for single stream, loose cardboard, and residue transfer.

Consolidated Commercial Services and Graceful Connections were deemed non-responsive as their operating status stated “Not Authorized” under the US Department of Transportation Safety and Fitness Electronic Records (SAFER) System as of 01/02/2024. Having a “Not Authorized” status under SAFER means the carrier does not have any operating authority and is not authorized to operate as an interstate, for-hire carrier. The company awarded this contract may be required to transfer acceptable material to a Processing Facility that may be located out of State and within 100 road miles from the Frederick County Transfer Station.

Bousum and WB Services are authorized to operate as an interstate, for-hire carrier, and provided all documentation and references as required of IFB, except that WB did not provide a project description for each reference. The required documentation included (1) a certificate of good standing with the State Department of Assessments and Taxation (2) copies of MBE/WBE/MFD certifications held in the state of Maryland, if applicable (3) Project/Contract Description for each reference (3 references required) (4) Evidence of ability to obtain the required insurance; and (5) evidence of the ability to obtain the performance bond in the required amount from a qualified financial institution.

Bousum provided the lowest responsive bid for single stream transportation and Bousum was deemed by representatives from the County and the Authority (“the evaluation team”) to be most advantageous to Frederick County. Bousum is the current transportation contractor for Frederick County’s single stream and waste transfer operations.

The Board is being asked to approve the selection of Bousum and to authorize the Executive Director to execute the contract with Bousum in substantially the form of the draft agreement attached hereto and as made publicly available on the Authority’s website. Execution of this contract will be contingent upon approval from Frederick County.

---

Authority Action – The above referenced Item was:

Approved	Disapproved	Deferred	Withdrawn
With Amendment		Without Amendment	

February 6, 2024