

**Authority Meeting Minutes
375th Meeting
April 9, 2024 at 12:00 p.m.**

Members Present: Joseph J. Siemek
Rhody Holthaus
Guillermo (“Willie”) Wainer
Dr. Charles Glass
Mark DeLuca*
Phillip Harris
Cliff Engle

*joined at approximately 12:09 p.m.

Other Participants: Craig Jeter (Baltimore City)
Anthony Russell (Baltimore County)
Andrew Kays (NMWDA)
Kim Gordon (NMWDA)

Public access via livestream at the following link:

https://youtube.com/live/jkN_5690XdE?feature=share *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 identified the non-Board Members present at the meeting as follows: Andrew Kays and Kim Gordon (Authority Staff), and guests Craig Jeter (Baltimore City) and Anthony Russell (Baltimore County).

Mr. Siemek noted consideration of the minutes of the previous Board Meeting on February 6, 2024 and that such minutes were approved and posted on the Authority website.

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. 2024-2-1 – On-Call Contract Amendments

A motion was made by Willie Wainer and seconded by Dr. Charles Glass to approve this item.

Andrew Kays explained that amendments to the Authority's on-call contracts are needed as follows:

1. Pinnacle Communications Resource Company (Pinnacle) - An increase in the amount of \$35,000 is needed for the Pinnacle contract for work in connection with the maintenance and upgrading of the NMWDA and MDRecycles websites, as well as other communications efforts.
2. SCS Engineers (SCS) – An increase in the amount of \$500,000 for work at the Montgomery County Transfer Station. The County will provide a purchase order to fund the work.

Staff is requesting increases in the amounts and for the on-call contracts 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. 2024-2-2 – Budget Amendments

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

Andrew Kays explained that amendments to the Authority's budget are needed as follows:

1. Authority Communications Account – A budget increase in the amount of \$35,000 is needed for the Communications Account to support Action Item 2024-2-1(1).
2. Montgomery County General Account – A budget increase in the amount of \$500,000 is needed for the Montgomery County General Account to support Action Item 2024-2-1(2).
3. Frederick County Landfill Account – A budget increase in the amount of \$150,000 is needed for the Frederick County Landfill Account for the Transfer Station and Processing Facility Retrofit Design effort.
4. Frederick County Solar Account – A budget increase in the amount of \$10,000 is needed for the Frederick County Solar Account for maintenance/repair efforts.
5. Anne Arundel County Waste Disposal/Export Account – A budget increase in the amount of \$2,948,950 is needed for the Anne Arundel County Disposal/Export Account for anticipated additional waste disposal tonnages.

Staff is requesting increases to the Authority's budget 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. 2024-2-3 – Award of Baltimore City Litter Abatement Contract

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

Andrew Kays explained that the Source of Funding for this effort is the City of Baltimore Compliance MOU.

Mr. Kays explained that the Authority issued an Invitation for Bids (IFB) on January 31, 2024 for a contractor to provide one (1) year of on-call complete litter pick-up at four (4) Baltimore City Solid Waste Facilities (SWFs). The SWFs included in this IFB are:

- Northwest Transfer Station
- Sisson Street
- Reedbird
- Bowleys Lane

There are two, one-year extension terms that can be exercised at the sole discretion of the Authority. The callouts under the agreement are estimated to be twenty (20) workdays in a calendar year. Advertising took place on the Authority website, eMaryland Marketplace Advantage, and via an email blast to vendors registered at the City's Minority and Women's Business Opportunity Office.

An Addendum was issued on February 15, 2024 (reflecting the summary of the February 8, 2024 non-mandatory pre-bid meeting and clarification responses). Bids were due February 22, 2024 at 12:00 PM via electronic submission only. Eleven firms (in alphabetical order) submitted bids in response to the IFB as follows: Beck & Call Professional Services, Carter Landscaping LLC, Community Support LLC, DemoUSA, Inc., Eagle Transfer Services, Inc., FCH Cleaning Service LLC, Focus Movers LLC, Get it Right General Contractor LLC, MDH Contracting & Construction LLC, P2 Cleaning Services LLC, and Site Services LLC.

Mr. Kays noted that an unofficial summary of the procurement responses was posted to the Authority's website on February 28, 2024, in lieu of a public bid opening.

Mr. Kays further noted that the pricing supplied by the bidders is publicly available on the Authority's website and has been provided to the Board.

The following three firms met the qualifications of the IFB: Carter Landscaping LLC, DemoUSA Inc. and Site Services LLC.

Mr. Kays explained that the other bidders were disqualified for various reasons including lack of acknowledgement of addenda, prevailing wage requirements, or 72-hour response time requirement; lack of good standing with the Maryland State Department of Assessments and Taxation (SDAT); lack of demonstrated experience in the work of litter pickup; and/or negative references.

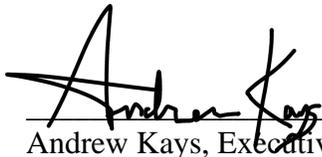
Based on the lowest pricing of qualified bidders, staff requests approval to enter into the litter pick-up contract with Carter Landscaping LLC in the amount of \$48,000 and substantially in the form provided to the Board for review, and made publicly available on the Authority's website. Execution of such contract is subject to final written approval by the City of Baltimore.

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.

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

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Andrew Kays, Executive Director