

**Authority Meeting Minutes
380th Meeting
February 4, 2025 at 12:00 p.m.**

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

Other Participants: Lee Zimmerman (Frederick County)
Andrew Kays (NMWDA)
Kim Gordon (NMWDA)
John Schott (NMWDA)

Public access via livestream at the following link:

<https://youtube.com/live/zvTZC0xChYg?feature=share>. *This stream was turned on at 12:00 p.m. local time.*

Board Chairman, Joseph Siemek opened the meeting at 12:01 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.

Non-voting individuals present at the meeting as Lee Zimmerman (Frederick County), Kim Gordon and John Schott (Authority Staff).

Mr. Siemek noted consideration of the minutes of the previous Board Meeting on December 3, 2024, and that such minutes were approved and posted on the Authority website.

MEMBERS:

ACTION ITEM NO. 2025-1-1 – Contract Award for Organics Drop-Off Bin Collection Services for Baltimore City

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

Andrew Kays explained that the Authority issued a Request for Proposals (RFP) to procure Organics Drop-off Bin collection and composting services on October 10, 2024, for the City of Baltimore. The RFP 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 composting industry. One addendum was issued on November 18, 2024, to answer Proposer questions.

Mr. Kays noted that three offerors submitted proposals for review as follows (in alphabetical order): Compost Crew, Monster Organics, and Veteran Compost. All 3 offerors provided valid proposals. The Evaluation Committee recommends awarding the contract to Veteran Compost based on the least mileage to an acceptable compost facility and lowest annual cost. The annual cost (before any future CPI adjustments) will be \$10,872. The other offerors provided bids for \$15,000 and \$20,000 per year (Compost Crew and Monster Organics, respectively).

Andrew Kays further explained that the Authority is requesting approval for the Executive Director to execute a Master Service Agreement (substantially in the form provided and made publicly available on the Authority's website) with Veteran Compost, for a term from the effective date of July 1, 2025, through June 30, 2028 – with two possible 3-year extensions at the sole option of the Authority. Baltimore City will enter into a separate Confirmation (substantially in the form provided and made publicly available on the Authority's website) with Veteran Compost and will pay for such services.

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. 2025-1-2 – On-Call Contract Amendments

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

John Schott explained (and Andrew Kays clarified amounts) that increases to the Authority's on-call contracts are needed as follows:

1. Pinnacle Communications Resource Company (Pinnacle) – A total increase in the amount of \$390,000 is needed for the Pinnacle contract for communication efforts, of

which \$290,000 is for Baltimore County efforts, \$41,600 is for Anne Arundel efforts, \$25,000 is for Authority efforts, and the remaining \$33,400 is for additional anticipated communications efforts for the Authority and Member Jurisdictions.

2. SCS Engineers (SCS) – A total increase in the amount of \$475,000 is needed for the SCS contract, of which \$100,000 is needed for efforts in connection with Quarantine Road Landfill’s SCADA system support and upgrades and leachate system repairs for Baltimore City and \$375,000 is needed for work at the Montgomery County Transfer Station.

Staff is requesting increases 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. 2025-1-3 – Budget Amendments

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

John Schott explained that amendments to the Authority’s budget are needed as follows:

1. Baltimore County General Account - A budget increase in the amount of \$290,000 is needed for the Baltimore County General Account to support Action Item 2025-1-2(1).
2. Montgomery County General Account – A budget increase in the amount of \$375,000 is needed for the Montgomery County General Account to support Action Item 2025-1-2(2).
3. Authority Communications Account – A budget increase in the amount of \$25,000 is needed for the Authority Communications Account to support Action Item 2025-1-2(1).

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. 2025-1-4 - Contract Award of Service Agreement for the Acceptance, Transportation and Processing of Sewage Sludge for Baltimore City, and Approval of Related Contracts

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

Andrew Kays explained that the Source of Funding for this procurement will be a City of Baltimore Purchase Order.

The Authority issued a Request for Proposals (RFP) for the Acceptance and Transportation of Sewage Sludge Generated in Baltimore City and Processing of the same into a Class A Product on August 2, 2024 on behalf of the City of Baltimore (the City). This procurement was undertaken to replace the current processing contract that is ending June 29, 2025. The Authority currently contracts for the transportation and processing of some of the City' Acceptable Material (sewage sludge) at the Baltimore City Composting Facility.

Mr. Kays noted that the Authority integrated input provided by the City into the RFP regarding the types of Acceptable Material to include, operational and logistical needs of the City, as well as a general overview of Proposer requirements and the form of the draft Service Agreement.

Mr. Kays further noted that Advertising was as follows:

1. Notice of "soon to be available" on the Authority's Website on 07/08/2024
2. Notice of the pre-proposal meeting on the Authority's Website on 07/29/2024
3. The RFP was posted on the Authority's Website on 08/02/2024
4. The RFP availability also was posted on eMaryland Marketplace on 08/02/2024.

Notice of the RFP Availability also was issued to three categories of vendors under the City of Baltimore Mayor's Office of Small and Minority Business Advocacy & Development vendors as follows:

- a. Trucking ([as](#) of 07.29.2024)
- b. Organics ([as](#) of 07.29.2024)
- c. Solid waste ([as](#) of 07.29.2024)

Andrew Kays explained that the Authority also issued notice of the RFP availability to its on-call engineers, as many of them work with the private sector.

Mr. Kays noted that Addenda were issued on August 13, 2024, August 26, 2024, September 19, 2024, September 25, 2024, and September 26, 2024, to provide updates and additional data, and to respond to vendor questions.

Andrew Kays explained that the Authority received one proposal on or before the closing time on October 11, 2024, from Denali Water Solutions LLC (Denali) at a rate of \$168 per wet ton. Denali will not operate the Baltimore City Composting Facility but rather will process the material at an established facility in New Jersey. The Company indicated the ability to meet 15% MBE goal under the performance of the contract.

The Authority received two notices of no proposal on or before the closing time on October 11, 2024, from:

- Veolia Water North America-Central LLC (Veolia)
- Synagro Central LLC (Synagro)

Mr. Kays noted that the Action Item lists the members of the review committee, and that a meeting was held with Denali on December 18, 2024, to discuss their proposal and plan for services.

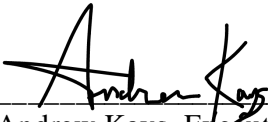
Staff recommends and seeks approval to enter into a contract (substantially in the form provided and made publicly available on the Authority's website) with Denali as the preferred vendor to enter into a Service Agreement, based on its initial Technical and Price Proposal, and the meeting of December 18, 2024. Denali's Proposal was determined as qualified, reliable, and legally compliant. Staff also recommends and seeks approval to enter into a mirror agreement (substantially in the form provided and made publicly available on the Authority's website) for the Services with the City of Baltimore. Both agreements are subject to final City approval and funding.

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 12:13 p.m.

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Andrew Kays, Executive Director