

MEMORANDUM

TO: RFP Recipients

FROM: Kitty McIlroy *KM*  
Project Manager

DATE: July 10, 2024

SUBJECT: Addendum No. 1 to the Request for Proposals (“RFP”) for Bulk Material Collection Service by the Northeast Maryland Waste Disposal Authority (“Authority”) for Baltimore County, Maryland (“County”), dated May 17, 2024.

This Addendum No. 1 is to amend the RFP and answer Proposer questions that were submitted by the Question Submittal Date of Tuesday, June 11, 2024. Answers issued by written addenda will be binding on the Authority and the Proposers, including the answers provided below.

**Please note, the RFP Technical and Price Proposal must be emailed on or before 4:00 p.m. (local time) on Thursday, August 8, 2024.**

**1) Question:**

Request for Information, in reference to;

Appendix C

Price Proposals in Appendix C must include additional Contractor diversion/recycling Services, using the County’s Acceptance Facilities, if requested by the Authority or County in writing. These Price Proposals will incorporate any potential added Contractor effort of diverting reusable/recyclable Bulk Material to the designated areas onsite the County Acceptance Facilities for these programs, if requested by the Authority or County in writing.

These Price Proposals require Contractor collection vehicles that will not damage/compact reusable/recyclable Bulk Material in transport to the diversion/recyclable programs at the County Acceptance Facilities (meaning no packer trucks or trucks of any kind that have a compressing device that would crush or damage the structural makeup of the Bulk Material). The collection vehicles need to be capable of transporting Bulk Material securely without damage, and the Contractor’s collection crews must be capable of routing to the applicable diversion/recycling area at each Acceptance Facility and unloading (manually, as needed) the reusable/recyclable Bulk Material at those specific areas in coordination with County staff onsite, as applicable.

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**Comprehensive Waste Management Through Recycling, Reuse, Resource Recovery and Landfill**

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The Price Proposal, Section 1.B, must assume a mix of some additional diversion/recycling efforts (in both collection and unloading) when performing these Bulk Material Collections, as well as some standard collection and unloading of un reusable/unrecyclable Bulk Material at the County's Acceptance Facilities.

**Questions:**

1. Can the County be more specific as to what percentage of households will need to be picked up, utilizing the reusable/recyclable collection process, versus the current collection process?
2. Can the County give contractors the Option of bidding the Current Process and or the Reuseable/Recyclable program?

**Answer:**

In response to Question #1 above, the Authority and County do not have a specific estimate on the percentage of the households that would participate in and require the reusable/recyclable collection process, in the near future, or throughout the duration of the Service Contract. If the County is to roll out additional Bulk Material recycling/reuse efforts in this program and require the Contractor to appropriately segregate those Acceptable Materials, that Service would be provided and available to all residents at once, County-wide, although the Authority and County are not yet certain how many types of bulk Acceptable Materials would fall under the reuse/recycling categories compared to the overall quantity of bulk Acceptable Material set out. There will be situations where the Contractor will be required to use their best judgement for a bulky item like furniture, that may or may not be in good reuse condition, and the County and Authority will rely on them to adequately transport it to the designated County Acceptance Facility for the applicable County site managers to inspect it and determine whether it should be placed in the reuse area or disposal area, based on its condition. Likely, the County would approach the additional reuse/recycling Bulk Material effort as a phased approach, as further described below, where only certain reusable/recyclable Acceptable Materials are selected to be added to the program at a time.

Please note, per Appendix C-1 Price Proposal Form of the RFP: "It is noted that under its current contract, the County is requiring its existing Bulk Material Collection Service contractor to use separate collection trucks for the scrap metal and appliance portion of Bulk Material, and requiring the contractor to unload this Bulk Material (manually, as needed for appliances, such as refrigerators or air conditioners, with chlorofluorocarbons ("CFC's"), e.g., Freon or other refrigerant or cooling gases) in the recycling drop off areas of the County sites. The County expects to expand the Bulk Material diversion/recycling efforts under its new Service Contract, and per written direction to the Contractor, shall require other Bulk Material diversion/recycling collection and unloading efforts for certain Bulk Material, such as electronics, batteries, mattresses, box springs, reusable building material/furniture and household items, as further described in Appendix A Service Contract."

The Authority and County note that under the new Service Contract, the Authority and County will attempt to gradually phase in the reusable/recycling diversion requirements of the Contractor, such that only bulk Acceptable Material, including electronic materials and rechargeable batteries, as defined in the Service Contract, will be the next set of required Acceptable Material to be diverted for reuse/recycling under the new Service Contract, in addition to the existing scrap metal and appliances that have already been established as required to being diverted under the existing contract (noting that all types of appliances will require diversion, not just those with CFC's).

It is noted that the County has existing recycling contracts in place for electronics and rechargeable batteries, thus the awarded Contractor shall be required to divert those Acceptable Materials to the County drop-off areas for appropriate collection, as specified in the RFP and Service Contract. It is noted that the County does not have an existing recycling contract for “regular” single-use alkaline batteries (such as AA, AAA, etc.), however, if this were to change, the Authority and County shall have the ability to submit written request to the Contractor to initiate the collection and diversion of those single use batteries in thirty (30) Business Days of written request.

Other bulk Acceptable Material such as mattresses, box springs, reusable building material/furniture and other household items, will not yet be required to be diverted by the Contractor for reuse/recycling, as the County does not have existing reuse/recycling contracts for those items, and will likely not have those contracts in place for at least another year or two, thus the awarded Contractor under the new Service Contract is not required to perform those reuse/recycling diversion activities in the first two years of the new Service Contract. The Authority and County may require, per written request, for the Contractor to start performing diversion of those additional bulk materials at the earliest, starting January 1, 2027. The Authority and County shall give the Contractor thirty (30) Business Days’ written notice of this intent to expand the diversion of that additional Acceptable Material for reuse/recycling.

In response to Question #2 above, the Authority and County cannot give Proposers the ability to propose separate Price Proposals for the required reusable/recyclable component of the Bulk Material Collection Services.

**2) Question:**

Who is the current vendor for the Bulk Material Collection service in Baltimore County, MD?

**Answer:**

The current vendor for the Baltimore County Bulk Material Collection Service is GCI Residential, Inc.

**3) Question:**

What is the current vendor being compensated for this collection service and the special collection service?

**Answer:**

For Calendar Year 2024, for Service Area Bulk Material Collection Services, the current vendor is being compensated \$833,125.80 annually or \$32,043.30 bi-weekly, covering two service runs for each residence per year. For Calendar Year 2024, the Special Collection Service rate is \$119 per hour.

**4) Question:**

How many collections is the current vendor making for the bulk collection and the special collection service?

**Answer:**

The current vendor has been performing two service runs for each residence per year under the Service Area Bulk Material Collection Services. The current vendor has not performed any Special Collection Services under

the existing contract. Per Appendix C-1 Price Proposal Form of the RFP, the Authority and County estimate that “approximately 1,900-2,200 +/- residences [are] to be collected daily when performing two (2) collection runs per year per residence.”

**5) Question:**

Please clarify, the RFP asked for the Bulk Material to NOT be compressed or compacted but the Service Contract does not specify that the bulk material cannot be compacted. Which is it?

**Answer:**

The RFP terms and conditions are incorporated into the Service Contract, where specifically, Schedule 1 of the Service Contract states “the Service Contract documents consist of this Service Contract and the following documents: 1. The Request for Proposals (“RFP”) issued May 17, 2024... 2. Addenda and Clarifications to the RFP issued on the following dates,” thus all terms and conditions as stated in the RFP and Addenda, such as the non-compression/compaction of reusable/recyclable Acceptable Material, are incorporated into the terms of the Service Contract. Please also see an update to certain terms related to the Contractor requirements for the reusable/recyclable Acceptable Material in the Answer to Question #1 above.

**6) Question:**

It says we will not work holidays but the schedule is for 254 working days. Will this follow a similar schedule that Baltimore County uses for the it’s curbside trash/recycling, a “slide schedule” where you work the Saturday following the holiday to make up all five collection days?

**Answer:**

Per the Service Contract, “Service Day” means the days on which Service will be provided. Monday – Friday except for Holidays.”

The County does not schedule Bulk Material Collection Service on Holidays, so Bulk Material Collection Service does not function on a slide schedule.

Thus, per Section 2.1 of the Service Contract, the anticipated 254 +/- Service Days, designated as working days for the Contractor, have already been calculated and set at 254 +/- Service Days per calendar year, resulting from six days referenced as Holidays, subtracted from 260 +/- weekdays in a calendar year.

Additionally, please note, per Section 5.3 of the RFP, “the Proposer’s Bi-Weekly Price Proposal shall be deducted 1/10th for each day not worked, including unpaid Holidays.”

**7) Question:**

The RFP discusses reusable/recyclable bulk materials. Can you clarify what that means exactly?

**Answer:**

Bulk Material Collection Service Acceptable Material is bulk material that the County has existing reuse and/or recycling contracts for, where the County's reuse/recycling vendors collect the applicable Acceptable Material from the County designated areas onsite the County Acceptance Facilities for reuse/recycling. In order to increase diversion of materials destined for the disposal stream, the County intends to maximize its existing diversion opportunities and requires that the Contractor unload reusable/recyclable Acceptable Material, as defined in the RFP, Service Contract and above (in the Answer to Question #1), at the County designated areas onsite the County Acceptance Facilities, where there are existing containers or storage for unloaded reusable/recyclable Acceptable Material to be housed.

Presently, and as discussed in the Answer to Question #1 above, there are existing recycling contracts for electronic materials, rechargeable batteries, appliances and scrap metal, that the Contractor shall unload for reuse/recycling, and not dispose of, at the County Acceptance Facilities. These reusable/recyclable Acceptable Materials cannot be compacted or compressed by Contractor collections, and in many cases, must be manually unloaded, as applicable (with the exception of most scrap metal which can be tipped into the scrap metal containers, as long as there are not appliances with CFC's or other Acceptable Materials being tipped at the same time into the same scrap metal container).

**8) Question:**

The RFP and the service contract discusses the contractor separating the reusable/recyclable bulk materials at the county's facilities. Can you clarify what that means exactly?

**Answer:**

Please see the Answers to Question #1 and Question #7 above.

**9) Question:**

Over the current contract period, what is the annual volume and/or tonnage of bulk trash collected by the current contractor?

**Answer:**

The current contractor has collected the following amount of Bulk Material for Calendar Years 2023 and 2024:

Calendar Year 2023: 1,756 tons. Calendar Year 2024: 781 tons.

**10) Question:**

Over the current contract period, what has been the annual number of households that have set-out bulk trash for pick-up?

**Answer:**

Under the current Bulk Material collection contract, the County's estimated residential participation rate of the number of participating Residential Units annually setting out Bulk Material for this program is the following:

Calendar Year 2023: 10.37% Residential Units participating. 2024: 19.7% Residential Units participating.

**11) Question:**

Over the current contract period, what is the annual volume, tonnage, and/or quantity of the following items that were successfully preserved, separated, and placed in designated areas for recycling and donation at Baltimore County facilities, per contract requirements:

- scrap metal
- electronics
- CFC containing appliances
- Donatable furniture, household goods, and housewares

**Answer:**

For scrap metal: The amount diverted for recycling at this time is unknown, however, please note that the current contractor has been required to divert this material type.

For electronics: 0 tons/pounds/volume/quantity have been diverted for reuse/recycling under the existing contract.

For CFC containing appliances: The amount diverted for recycling at this time is unknown, however, please note that the current contractor has been required to divert this material type.

For Donatable furniture, household goods, and housewares: 0 tons/pounds/volume/quantity have been diverted for reuse/recycling under the existing contract.

**12) Question:**

Will the County agree to add any of the following special handling and/or special disposal/recycling items to the Excluded Items or Non-Acceptable Material list to control costs of the program:

- Greenwaste
- Construction and remodeling debris, and like material.
- Riding lawn mowers
- Auto parts
- Tires
- Batteries
- Safes or fireproof cabinets
- Playground equipment including swing and play sets
- Basketball standards/hoops
- Awnings, sheds, and playhouses

- Raw waste/garbage
- Awnings, sheds, and playhouse

**Answer:**

No. The specified Acceptable Materials and Unacceptable Materials in the RFP and Service Contract shall remain as is.

However, the Authority and County would like to note the “greenwaste” “tires” and “raw waste/garbage” as stated above, are not Acceptable Material under the RFP. For reference, the County already has separate municipal waste collection, separate tire recycling contracts (at times), and separate yard material collection for its composting program, and those materials are not acceptable under the Service Area Bulk Material Collection Services.

Please see Section 1.15 of the Service Contract, restated below:

“1.15 Unacceptable Material is as follows:

- Items over 8’ in length
- Pianos
- Boats
- Pool tables
- Cast iron furnaces and boilers
- Concrete sinks
- Compressed gas tanks or any pressure vessels
- Drums, fuel, and oil tanks
- Mirrors/plate glass
- Stumps and logs
- Tires
- Items containing liquids
- Any large item that is not disassembled (e.g., swing and play sets)
- Municipal solid waste that is part of the County’s normal, weekly and Bi-Weekly residential, municipal solid waste curbside collection program (for trash, recycling and yard material collection).”

Please also note, per Section 1.14 of the Service Contract, the additional requirements of residents for Acceptable Material set-out:

“Additional requirements:

- o Awnings – must be broken down
- o Clothes-line poles/clothes trees – must be free of concrete
- o Carpets, rugs and linoleum, and wood/tile/linoleum floor padding (must be rolled, bundled and tied and not over 8’)
- o Metal sheds (broken down, bundled, and not over 8’)
- o Metal playhouses (broken down, bundled, and not over 8’)
- o Lawn mowers (gas tanks and wheels removed by the resident)
- o Swing/play sets/jungle gyms (metal only, dismantled, not over 8’).”

**13) Question:**

As desired for efficient logistics, can the Proposer utilize, and pay for, a disposal site of its choice, instead of the provided county facilities, as long as certified weight tickets are provided?

**Answer:**

No, the Contractor is required to bring Baltimore County Bulk Material through its designated County Acceptance Facility.

**14) Question:**

As desired for efficient logistics, can the Proposer utilize a recycling site of its choice, as long as certified weight tickets are provided?

**Answer:**

No, the Contractor is required to bring Baltimore County Bulk Material through its designated County Acceptance Facility.

**15) Question:**

As desired for efficient logistics, can the Proposer utilize a donation site of its choice, as long as estimated tonnage and/or other documentation is provided?

**Answer:**

No, the Contractor is required to bring Baltimore County Bulk Material through its designated County Acceptance Facility.

**16) Question:**

What further clarification can be given for the following requested price proposal structure?

*The Proposer shall submit a Bi-Weekly Price Proposal for the Service Area Bulk Material Collection as specified in Section 2.1.1 of the Service Contract – Service Area Bulk Material Collection below. The Proposer shall multiply the Bi-Weekly price by 26 annual pay periods and provide the total annual price below:*

*Bi-Weekly Price Per Service Area Collection:*

\$ \_\_\_\_\_ X 26 weeks = \$ \_\_\_\_\_ Annual Price.

*Per Section 2.1.1 of the Service Contract: For baseline calculation purposes, the Price Proposal above shall include Service to approximately 950-1,100 residences per day for 10 days of Service, when performing one (1) collection run per year per residence. The County and Authority do not guarantee any Participation Rates (as defined in Schedule 2, Definitions, of the draft Service Contract).*



*As the County intends to have two (2) County-wide Service Area Bulk Material Collection runs per year per residence, with approximately 1,900-2,200 +/- residences to be collected daily when performing two (2) collection runs per year per residence, the Annual Price Per Service Area Bulk Material Collection is \$\_\_\_\_\_ x 2, resulting in an annual charge of \$\_\_\_\_\_.*

**Answer:**

Per the above Price Proposal structure, please note the County is requesting a base price for every two weeks of service.

In order to calculate the Annual Price, the County is requesting that the base price for every two weeks of service be multiplied by 26 weeks.

Since the County desires twice per year collection for each County residence, the County is requesting the Annual Price be multiplied by two (2).