



Board of Directors Meeting

View online at: <https://youtu.be/oIklm3wDNeg>

September 23, 2021

9:30 a.m.

Agenda

Board Members

Hon. Frederic Smalkin
Chair

Robert L. Witt, II
Secretary

Hon. Robert R. Neall
Treasurer

Nancy K. Kopp
State Treasurer

Shelley L. Heller
Chair, Audit Committee

Marian C. Hwang, Esq.
Chair, HR Committee

Hiram Tanner, Jr., P.E.

Charles Glass Ph.D, P.E.
Executive Director

Call to Order	Frederic Smalkin
Inspire Award	
Approval of Minutes – August 26, 2021	Frederic Smalkin
Executive Director’s Report	Charles Glass
Agency Activity Report	Managing Directors
Financial Report	Hament Patel
Human Resources	Jewel White
• Resolution 21-09-1R: Day after Thanksgiving	
Human Resources Committee Report	Marian Hwang
• FY21 BEST Performance/FY22 BEST Goals	
Procurement	Hattie Crosby
• Procurement Items	
• Item 1: Montgomery Co. Compost – Earn Contractors	
• Item 2: Statewide Household Hazardous Waste – ACVEnviro	
• Item 3: Clements Convenience Center – site improvements	
• Item 4: MDTA stormwater – Anchor QEA	
• Item 5: MDTA mitigation – EA	
• Item 6: Tollgate retaining wall	
• Notifications	
New Business	Frederic Smalkin
• Innovative Biosolids Management	Al Razik
• Conflicts of Interest Policy	
Open Discussion	
Adjournment	

Change Order approval
PROCUREMENTS, CONTRACTS PURCHASE ORDERS,
AMENDMENTS AND CHANGE ORDERS
FOR
BOARD OF DIRECTOR'S APPROVAL

September 23, 2021

Item: 1
Type: Services over 200,000
Group & Division: Environmental Operations
Procurement Number: 1-18-4-34-5
Project Name: Montgomery County Yard Trim Compost Facility
Title/Description: To Provide labor at the Montgomery County Yard Trim Compost Facility located in Dickerson, MD

Original Procurement Method: Competitive Sealed Bid

Contractor: Earn Contractors, Inc

Original Term: 8/22/18 thru 11/30/19 (15 months with 4, one-year renewal options)

Modified Term: 12/1/21 through 11/30/22 (3rd of 4 optional renewal periods)

Original Amount: \$462,250.00 (BOD Item 4. 6/28/18)

Modifications to Date: \$476,118.00, Letter of Renewal #1 (BOD Item #5, 11/22/19)
\$576,009.50, Letter of Renewal #2 (BOD Item #8, 10/22/20)
\$5,000, CO #3 (Change in County Living Wage Rage)

Amount of this Letter of Renewal #3: **\$598,440**

Revised Total Contract Amount: **\$2,117,817.50**

Fund Source: Montgomery County MCYTFCF, IGA No. 1066384, Operating Budget, 2554-1200-1211

MBE Participation: Goal: 30%; Achieved so far: 30%

Remarks: This renewal is requested so that MES will have the labor needed to perform the bagging operations for our Leafgro product at the Dickerson Compost Facility and the necessary labor to operate safely and efficiently at the Derwood Yard waste Grinding Operation throughout FY22.

Change Order approval
PROCUREMENTS, CONTRACTS PURCHASE ORDERS,
AMENDMENTS AND CHANGE ORDERS
FOR
BOARD OF DIRECTOR'S APPROVAL

September 23, 2021

Item: 2

Type: Services over \$200,000

Group & Division: Environmental Operations

MES Contract Number: 1-18-4-05-5

Project Name: Statewide Household Hazardous Waste (HHW) Collection

Title/Description: HHW Collection Event Services for Counties Throughout Maryland

Original Procurement Method: Competitive Sealed Bid

Contractor: ACVEnviro

Original Term: November 1, 2017 to November 1, 2020

Modified Term: November 1, 2021- November 1, 2022

Original Amount: \$866,084.70 (BOD Item 9, 10/26/17)

Modifications to Date: 1st Optional Renewal Year - \$300,000 11/2/20 – 10/31/21 (BOD Item 1, 10/22/2020)

Amount of this Change Order: \$300,000 (2nd of 2 option years)

Revised Total Contract Amount: \$1,466,084.70

Client/Fund Source: Multiple Clients

County	Cost Center
Allegany	4511-3502
Carroll	4511-2485
Frederick	4511-2482
Harford	4519-3482
Midshore	4979-3038
St Mary's	4511-2486
Wicomico	4511-2483
Worcester	5411-2481

MBE Participation: 14%



Pre-Solicitation Approval
PROCUREMENTS, CONTRACTS PURCHASE ORDERS,
AMENDMENTS AND CHANGE ORDERS
FOR
BOARD OF DIRECTOR'S APPROVAL

September 23, 2021

Item: 3

Type: Construction over \$200,000

Group & Division: Environmental Operations Group
Solid Waste Engineering Division

MES Contract Number: (TBD)

Project Name: Clements Convenience Center Site Improvements

Title/Description: Construction for site improvements at Clements Convenience Center, Clements, St. Mary's County, MD

Procurement Method: Competitive Sealed Bid

Advertising Date: TBD

Estimate: \$450,000.00

Client/Fund Source: St. Mary's County PO #077219

MBE Goal: 20%

Remarks: This project is for the improvements to the Clements Convenience Center, located at 24547 Horseshoe Road, Clements, MD. The Site is currently used by residents to drop off residential waste, single stream recyclables, used motor oil, oil filters, antifreeze, electronics, and used cooking oil and grease. During high traffic periods, the Site is affected by congestion due to limited parking area, configuration of the various service areas in relation to parking options, and interruption of traffic flow due the limited size of the area. The increased traffic volume also presents safety hazards for customers. The goal of the improvements is to provide safe, reliable and convenient public access to the Site, and to account for future growth in the County.

Attachment – Photo of Existing Site



Approval after Solicitation
PROCUREMENTS, CONTRACTS PURCHASE ORDERS,
AMENDMENTS AND CHANGE ORDERS
FOR
BOARD OF DIRECTOR'S APPROVAL

September 23, 2021

Item: 4

Type: Technical A/E Service – over \$200,000

Group & Division Technical and Environmental Services, Environmental Monitoring

MES Contract Number: TBD

Project Name: Task 18-41 FY22 Stormwater Remedial Services (Anchor-JMT)

Title/Description: Anchor QEA with subcontractors JMT and Straughan will support MDTA's Programs for Stormwater and Natural Resources, particularly the management of stormwater Best Management Practices (BMP), drainage system, reforestation, wetlands, stream restoration, and other assets.

Procurement Method: A/E short list

Bids/Proposals: Proposal from Anchor QEA, estimate of \$342,569.16

Awarded To: Anchor QEA

Amount: Total cost \$342,569.16 (Anchor \$17,580.00; JMT \$249,989.16, Straughan \$75,000.00)

Term: From NTP through 6/30/22

Client/Fund Source: MDTA, MES Agreement No. 2-18-3-85

MBE Goal: 21% - Straughan

Remarks:

This task will include services performed onsite at MDTA and at JMT and Straughan offices, to include one (1) stormwater engineer and one (1) GIS analyst. Both will perform the services based on two (2) days per week, for at least six (6) months. This includes coordination of all ongoing tasks while offsite. MDTA has specifically requested JMT staff for this task, since JMT has been providing lead support services for several years to MDTA, and has been instrumental in the development and expansion of the GIS database and support services related to MDTA's BMP program. MES staff coordinate with vendors on these activities as requested by MDTA.



Approval after Solicitation
PROCUREMENTS, CONTRACTS PURCHASE ORDERS,
AMENDMENTS AND CHANGE ORDERS
FOR
BOARD OF DIRECTOR'S APPROVAL

September 23, 2021

Item: 5

Type: Technical A/E Service – over \$200,000

Group & Division Technical and Environmental Services, Environmental Monitoring

MES Contract Number: TBD

Project Name: Task 18-40 FY22 Natural Resources Mitigation Services (EA-McCormick Taylor)

Title/Description: EA, McCormick-Taylor, and Straughan Environmental will provide support to MDTA's stormwater remediation program, natural resources mitigation program, and tank remediation program.

Procurement Method: A/E short list

Bids/Proposals: EA Proposal (EA Costs: \$129,583.37; MT Costs: \$123,158.05; Straughan Costs [MBE] \$50,000.00)

Awarded To: EA

Amount: Total cost \$302,741.42

Term: From NTP through 6/30/22

Client/Fund Source: MDTA, MES Agreement No. 2-18-3-85

MBE Goal: 16.5% - Straughan Environmental

Remarks:

This task will be supported by EA Engineering, Science, and Technology, Inc. (EA) and will utilize McCormick-Taylor as a subcontractor to provide environmental program support. Specifically, this task will be divided into two subtasks managed by EA, and two subtasks managed by McCormick-Taylor. In addition, Straughan Environmental, Inc. was chosen to assist with these tasks due to their extensive knowledge of the Stormwater Remedial and Natural Resource Mitigation Programs in MDTA's Office of Engineering and Construction. Straughan will be supporting EA and MT on the Stormwater Remediation and Natural Resources Mitigation Programs. This contract is intended to allow for continuation of critical program-level services

provided to the MDTA Office of Engineering and Construction by EA and McCormick-Taylor (MT). Specifically, MT will continue services related to ongoing drainage investigations that are currently in various stages of design.

EA Subtask 1: Stormwater Remediation Program (utilizing McCormick-Taylor) – continuation of support for remedial drainage activities.

This subtask will include site assessments and field investigations, development of remedial drainage work orders, construction support, and technical review at 8 MDTA drainage sites.

McCormick-Taylor

McCormick-Taylor Stormwater Remediation Subtask 1: Drainage Remedial

This subtask will include field investigation, drainage assessments, and construction support. MT anticipates following through with ongoing investigations under this subtask.

McCormick-Taylor Stormwater Remediation Subtask 2: Project Reviews for Drainage and Stormwater Related Projects

This subtask will include as requested technical review to MDTA Development Projects and On-Call Task Orders including Hydrologic and Hydraulic reviews, Erosion and Sediment Control/Stormwater Management expedited review services, and Environmental Permitting Support.

EA Subtask 2: Natural Resources Mitigation Program – continuation of support

This subtask supports natural resources mitigation activities, including inventory, inspections, construction support, and program support.

Pre-Solicitation Approval
PROCUREMENTS, CONTRACTS PURCHASE ORDERS,
AMENDMENTS AND CHANGE ORDERS
FOR
BOARD OF DIRECTOR'S APPROVAL

September 23, 2021

Item: 6

Type: Construction over \$200,000

Group & Division: Environmental Operations

MES Contract Number: TBD

Project Name: Replacement of the Retaining Wall at the Tollgate Yard Trim Acceptance Facility

Title/Description: The selected contractor will construct a poured in place concrete gravity retaining wall at the Tollgate Yard Trim Acceptance Facility and all associated work. The retaining wall will be used for Harford County citizens to drop off yard trim material.

Procurement Method: Competitive Sealed Bid

Advertising Date: TBD

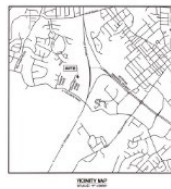
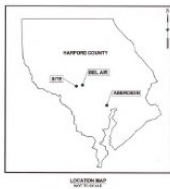
Estimate: \$273,700

Client/Fund Source: Harford County / 3482-1241

MBE Goal: TBD

Remarks:

**TOLLGATE RESIDENTIAL
YARD TRIM DROP-OFF FACILITY
RETAINING WALL REPLACEMENT
HARFORD COUNTY, MARYLAND**



SYMBOL NO.	SYMBOL TITLE
0-010	1. 2" DIA. REEF
0-020	2. 6" DIA. REEF
0-030	3. 8" DIA. REEF
0-040	4. 10" DIA. REEF
0-050	5. 12" DIA. REEF
0-060	6. 14" DIA. REEF
0-070	7. 16" DIA. REEF
0-080	8. 18" DIA. REEF
0-090	9. 20" DIA. REEF
0-100	10. 22" DIA. REEF
0-110	11. 24" DIA. REEF
0-120	12. 26" DIA. REEF
0-130	13. 28" DIA. REEF
0-140	14. 30" DIA. REEF
0-150	15. 32" DIA. REEF
0-160	16. 34" DIA. REEF
0-170	17. 36" DIA. REEF
0-180	18. 38" DIA. REEF
0-190	19. 40" DIA. REEF
0-200	20. 42" DIA. REEF
0-210	21. 44" DIA. REEF
0-220	22. 46" DIA. REEF
0-230	23. 48" DIA. REEF
0-240	24. 50" DIA. REEF
0-250	25. 52" DIA. REEF
0-260	26. 54" DIA. REEF
0-270	27. 56" DIA. REEF
0-280	28. 58" DIA. REEF
0-290	29. 60" DIA. REEF
0-300	30. 62" DIA. REEF
0-310	31. 64" DIA. REEF
0-320	32. 66" DIA. REEF
0-330	33. 68" DIA. REEF
0-340	34. 70" DIA. REEF
0-350	35. 72" DIA. REEF
0-360	36. 74" DIA. REEF
0-370	37. 76" DIA. REEF
0-380	38. 78" DIA. REEF
0-390	39. 80" DIA. REEF
0-400	40. 82" DIA. REEF
0-410	41. 84" DIA. REEF
0-420	42. 86" DIA. REEF
0-430	43. 88" DIA. REEF
0-440	44. 90" DIA. REEF
0-450	45. 92" DIA. REEF
0-460	46. 94" DIA. REEF
0-470	47. 96" DIA. REEF
0-480	48. 98" DIA. REEF
0-490	49. 100" DIA. REEF
0-500	50. 102" DIA. REEF
0-510	51. 104" DIA. REEF
0-520	52. 106" DIA. REEF
0-530	53. 108" DIA. REEF
0-540	54. 110" DIA. REEF
0-550	55. 112" DIA. REEF
0-560	56. 114" DIA. REEF
0-570	57. 116" DIA. REEF
0-580	58. 118" DIA. REEF
0-590	59. 120" DIA. REEF
0-600	60. 122" DIA. REEF
0-610	61. 124" DIA. REEF
0-620	62. 126" DIA. REEF
0-630	63. 128" DIA. REEF
0-640	64. 130" DIA. REEF
0-650	65. 132" DIA. REEF
0-660	66. 134" DIA. REEF
0-670	67. 136" DIA. REEF
0-680	68. 138" DIA. REEF
0-690	69. 140" DIA. REEF
0-700	70. 142" DIA. REEF
0-710	71. 144" DIA. REEF
0-720	72. 146" DIA. REEF
0-730	73. 148" DIA. REEF
0-740	74. 150" DIA. REEF
0-750	75. 152" DIA. REEF
0-760	76. 154" DIA. REEF
0-770	77. 156" DIA. REEF
0-780	78. 158" DIA. REEF
0-790	79. 160" DIA. REEF
0-800	80. 162" DIA. REEF
0-810	81. 164" DIA. REEF
0-820	82. 166" DIA. REEF
0-830	83. 168" DIA. REEF
0-840	84. 170" DIA. REEF
0-850	85. 172" DIA. REEF
0-860	86. 174" DIA. REEF
0-870	87. 176" DIA. REEF
0-880	88. 178" DIA. REEF
0-890	89. 180" DIA. REEF
0-900	90. 182" DIA. REEF
0-910	91. 184" DIA. REEF
0-920	92. 186" DIA. REEF
0-930	93. 188" DIA. REEF
0-940	94. 190" DIA. REEF
0-950	95. 192" DIA. REEF
0-960	96. 194" DIA. REEF
0-970	97. 196" DIA. REEF
0-980	98. 198" DIA. REEF
0-990	99. 200" DIA. REEF
0-1000	100. 202" DIA. REEF

