



Board of Directors Meeting

View online at: <https://youtu.be/hdUDV1tJoTQ>

October 28, 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

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|--|--------------------|
| Call to Order | Frederic Smalkin |
| RSM FY21 Financial Audit | Valerie Colimon |
| Approval of Minutes – September 23, 2021 | Frederic Smalkin |
| Inspire Awards | Managing Directors |
| Executive Director’s Report <ul style="list-style-type: none">• Conflict of Interest Policy | Charles Glass |
| Agency Activity Report | Managing Directors |
| MES Services for Non-governmental entities <ul style="list-style-type: none">• Hawkins Point Landfill – Honeywell | Marni Dolinar |
| Financial Report | Hament Patel |
| Audit Committee Report <ul style="list-style-type: none">• Financial Policies | Shelley Heller |
| Human Resources | Jewel White |
| Human Resources Committee Report <ul style="list-style-type: none">• HR Policies for approval | Marian Hwang |
| Procurement <ul style="list-style-type: none">• Procurement Items<ul style="list-style-type: none">• Item 1: MDOT SHA – Whitney, Bailey, Cox, Magnani, LLC• Item 2: Harford Co. Solid Waste Mgmt – American Asphalt• Item 3: Montgomery Co. Leafgro bags – ProAmpac Holdings• Item 4: SHA – Concrete General• Item 5: Midshore II – Excavator – Carter Machinery Co• Item 6: Sandy Hill Landfill – EA Engineering, Science & Techn.• Item 7: Brown Station – American Asphalt Paving Co.• Notifications | Hattie Crosby |
| Legal Report | Sean Coleman |

October 28, 2021

New Business

Frederic Smalkin

- 2022 Draft BOD meeting schedule

Open Discussion

CLOSED SESSION

- Approval of Minutes of Closed Session – August 26, 2021
- Review of Personnel Matters – Discussion of duties, qualifications, and compensation of certain employees

Adjournment

Approval after Solicitation

**PROCUREMENTS, CONTRACTS PURCHASE ORDERS,
AMENDMENTS AND CHANGE ORDERS
FOR
BOARD OF DIRECTOR'S APPROVAL**

October 28, 2021

Item: 1

Type: A/E Services: over \$200,000

Group & Division TES/Geospatial & Engineering Services Division

MES Contract Number: TBD

Project Name: MDOT SHA Process Improvement, Data Validation, Submission, Publication and Associated HPMS Support Services – Phase I

Title/Description: Whitney, Baily, Cox, Magnani, LLC will begin the annual process of capturing feedback more efficiently and effectively from its local jurisdictions regarding local roadways reported as being accepted into local maintenance/inventory for each of Maryland counties and municipalities.

Procurement Method: GIS and Associated Services shortlist

Bids/Proposals: NA

Awarded To: Whitney, Bailey, Cox, Magnani, LLC.

Amount: \$284,115.20

Term: June, 2022

Client/Fund Source: MDOT SHA PO1835 G-1

MBE Goal: 59.8%

Remarks: This work is part of an ongoing effort to support Maryland State Highway Administration and provides highway data, highway mapping, GIS services, and traffic monitoring data to the State of Maryland, local governments, the public and the Federal government. Highway Inventory data is packaged with traffic data, pavement and congestion information and submitted to Federal Highway for the annual HPMS submission. This submission and corresponding data is used as a key for the apportionment of the Highway User Revenue fund.

Approval after Solicitation

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Item: 2

Type: Construction over \$200,000

Group & Division Environmental Operations – Solid Waste

MES Contract Number: TBD

Project Name: Harford County Solid Waste Management Services

Title/Description: Pavement Replacement of Section 2 of the Lower Compost Pad

Procurement Method: Cooperative Agreement with Harford County

Bids/Proposals: American Asphalt - \$429,805.31

Awarded To: American Asphalt

Amount: \$429,805.31

Term: The work is to be completed before June 30, 2022.

Client/Fund Source: Harford County – FY2022 IGA (2-21-4-61) Amendment #1
(pending approval)

MBE Goal: American Asphalt is a MDOT Certified SBE Firm and has 100% participation

Remarks: Pavement replacement of Section 2 of the Lower Compost Pad at HWDC is scheduled for FY2022 in the 10-year paving plan developed by MES and Harford County Government.

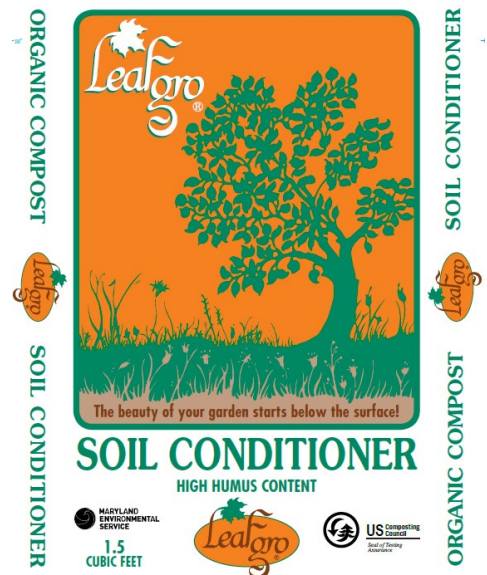


Change Order approval

**PROCUREMENTS, CONTRACTS PURCHASE ORDERS,
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Item: 3
Type: Supplies over \$200,000
Group & Division Environmental Operations
MES Contract Number: 1-18-4-08-5
Project Name: Montgomery County Compost Operation – Leafgro® Bags
Title/Description: Leafgro® Bags for FY22
Original Procurement Method: Competitive Sealed Bid
Contractor: ProAmpac Holdings, LLC (formerly Trinity Packaging Co.)
Original Term: 3 years with two one-year option to renew
Modified Term: N/A
Original Amount: \$739,050.00 (Item 1, November 16, 2017)
Modifications to Date: 11/6/2020 Contract Renewal – Option Year One \$237,250.00
Amount of this Change Order: \$138,628.95
Revised Total Contract Amount: \$1,114,928.95
Client/Fund Source: Montgomery County/2554-1206
MBE Participation: 0%
Remarks: Money added to contract to cover increased supply cost for FY22.



Change Order Approval

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Item: 4

Type: Construction over \$250,000

Group & Division TES/Environmental Monitoring Division

MES Contract Number: 1-21-3-54-6

Project Name: MES Support of Maryland State Highway Administration with Drainage Management, Remediation and Maintenance Services

Title/Description: Amendment to CGI Assisted 1-21-3-54-6

Original Procurement Method: Assisted Contract to MDTA MR -3007

Contractor: Concrete General, Inc.

Original Term: 1 year to December 31, 2021

Modified Term No. 1 & 2: 2-6 month extensions to December 31, 2022

Original Amount: \$248,545.08

Modifications to Date: CO#1 \$220,0000 (BOD Item 4, March 25, 2021)
CO#2 \$350,0000 (BOD Item 6, April 29, 2021)

Amount of this Change Order #3: \$1,300,000.00

Revised Total Contract Amount: \$2,118,545.08

Client/Fund Source: Maryland State Highway Administration, 2-19-3-23.

MBE Participation: 10%, which is in line with the Original Contract
Copeland Trucking, Guardrails, etc., Janette Redrow Ltd

Remarks: Additional urgent MDOT SHA District 3 Drainage Maintenance needs were identified by District 3 leadership to repair aging stormwater infrastructure and to alleviate flooding of roadways/highways. Additional funding became available for FY 2022 to continue flood prevention/traveler safety work along the Capital Beltway by removing shoulder sediment buildup, to alleviate recurrent and long-term roadway flooding by designing and replacing storm drainpipes in Blandensburg, MD, and

investigate/repair flooding and erosion at five MDOT priority sites in Prince Georges and Montgomery Counties. The extent and urgency of this work was not anticipated and therefore, not included in the original contract.

Example of shoulder sediment build up on Capital Beltway (I-495) MES tasked with removal of sediment along Capital Beltway in FY 2022

I-495 at US 29



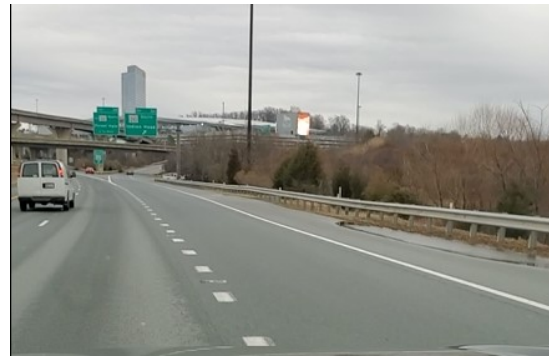
I-495 at US 1



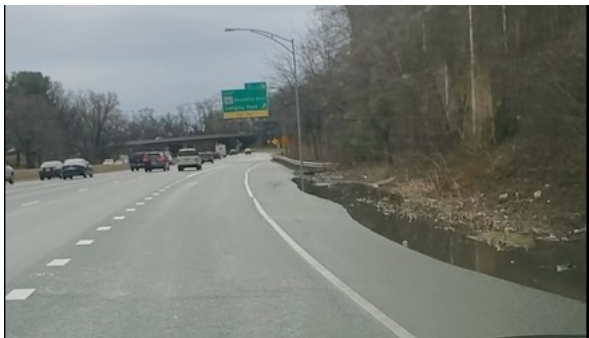
I-495 near Exit 29



I-495 at Oxen Hill Road



I-495 at MD 193



I-495 at US 29



Approval after Solicitation

**PROCUREMENTS, CONTRACTS PURCHASE ORDERS,
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Item: 5
Type: Equipment Purchase over \$200,000
Group & Division Environmental Operations Group
MES Contract Number: TBD
Project Name: Midshore II
Title/Description: CAT 325 Excavator with Advanced 2D Grade
Procurement Method: Intergovernmental Cooperative Purchasing Program (Sourcewell)
Sourcewell Contract 032119-CAT, MES Sourcewell ID No. 5305
Bids/Proposals: Carter Machinery Company (via Sourcewell) - \$304,069
Awarded To: Carter Machinery Company
Amount: \$304,069
Term: 3-4 month delivery
Client/Fund Source: Midshore Counties; 2574-1200
MBE Goal: NA
Remarks:

This unit is needed to provide long-term continuity of operation for the Ackerman mine property and will replace everyday use of the 2008 JD 450 excavator that has over 11,200 hours. The smaller, JD-160 excavator with more limited operational capabilities will be traded in for this unit and the JD 450 will be rotated to the landfill.



Change Order approval

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Item: 6

Type: A/E Services: over \$200,000

Group & Division Environmental Operations

MES Contract Number: 1-21-4-52-3

Project Name: Sandy Hill Landfill Capital Improvement Project Engineering Design Services

Title/Description: Amendment for additional engineering design services for the capital improvements and maintenance of two stormwater retention ponds and outfalls at the Sandy Hill Landfill in Prince George's County

Original Procurement Method: A/E shortlist

Contractor: EA Engineering, Science & Technology, Inc., PBC

Original Term: March 31, 2022

Modified Term: September 30, 2022

Original Amount: \$231,365.15

Modifications to Date: None

Amount of this Change Order: \$169,591.13

Revised Total Contract Amount: \$400,956.28

Client/Fund Source: 3838-1205 Prince George's County Contract Mgmt. Services

MBE Participation: 26%, actual achieved to date 0%

Remarks: See attached photos

Pond 3: Additional in-field inspection of Pond 3 utilizing the PGSCD/MDE Dam Safety Checklist. Design for the removal and replacement of both riser and outfall barrels along with embankment reconstruction.



Pond 2: Continue stream evaluation of an additional 600 linear feet of channel. Additional in-field inspection of Pond 2 utilizing the PGSCD/MDE Dam Safety Checklist.



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Item: 7

Type: Construction – over \$200,000

Group & Division: Environmental Operations

MES Contract Number: TBD

Project Name: Brown Station Road Sanitary Landfill Roadway Resurfacing

Title/Description: Resurfacing of asphalt pavement roadways and travel areas at the Brown Station Road Sanitary Landfill.

Procurement Method: Harford County Department of Procurement Bid 20-234– Repair and Rehabilitation of Various Roadways and Parking Lots

Bids/Proposals: The American Asphalt Paving Company. LLC was the sole award of Harford County Contract #20-234

Awarded To: The American Asphalt Paving Company, LLC

Amount: \$757,222.00

Term: 15 Months from NTP

Client/Fund Source: Prince George's County, 3838-1204 FY22 BSRSL CIP

MBE Goal: 7%

Remarks: This project is located at the Brown Station Road Sanitary Landfill (BSRSL) in Upper Marlboro Maryland. The purposes of this project is to provide asphalt paving services for specific areas throughout the landfill. The maintenance and resurfacing of selected areas is required to ensure proper waste disposal as well as ensure safety of the traveling public and the citizens of Prince Gerorge's County using this landfill to properly dispose of various wastes. The Harford County Bid 20-234 does not specify an MBE goal. A goal was established for this scope based on the available opportunities.

Images of Typical Asphalt Paving Operations:



1. Typical asphalt pavement milling operation.



2. Typical asphalt pavement milling operation to remove the full depth of pavement.



3. Typical asphalt pavement installation operation.