



## Board of Directors Meeting

View online at: <https://youtu.be/5dZvnPWwsGE>

December 16, 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   |
| RSM Presentation – MES Board Assessment   | RSM                |
| Inspire Awards  | Ellen Frketic      |
| Approval of Minutes – November 18, 2021   | Frederic Smalkin   |
| Executive Director’s Report   | Charles Glass      |
| Agency Activity Report  | Managing Directors |
| Financial Report  | Hament Patel       |
| <ul style="list-style-type: none"><li>Resolution 21-12-1R ECI Energy Upgrade Project Reserve Funds</li><li>Resolution 21-12-2R 401k update</li><li>FY21 Audited Financial Statements</li></ul>  |                    |
| Human Resources   | Jewel White        |
| <ul style="list-style-type: none"><li>Resolution 21-12-3R COVID Incentive</li></ul>   |                    |
| Procurement   | Hattie Crosby      |
| <ul style="list-style-type: none"><li>Procurement Items<ul style="list-style-type: none"><li>Item 1: Leafgro® Bags – ProAmpac Holdings CO</li><li>Item 2: St. Mary’s County RISK mapping, Wood Env. &amp; Infrastructure</li><li>Item 3: Clements Convenience Center – Rainbow Construction</li><li>Item 4: Camp Fretterd WWTP – George Miles &amp; Buhr</li><li>Item 5: ECI Co-Gen – Eastern Shore Forest Products</li></ul></li><li>Notifications</li></ul> |                    |
| Legal Report  | Sean Coleman       |
| New Business  | Frederic Smalkin   |
| Open Discussion   |                    |
| Adjournment   |                    |

**Change Order approval**

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

**December 16, 2021**

**Item:** 1

**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:** 2<sup>nd</sup> renewal, final year – October 31,2022

**Original Amount:** \$739,050.00 (BOD Item 1, November 16, 2017)

**Modifications to Date:** Contract Renewal (11/6/2020)– Option Year One \$237,250.00  
Change Order-#1 Add funds \$138,628.95 (BOD Item 3, October 28, 2021)

**Amount of this Contract Renewal 2:** \$299,600.00 (Option Year 2, Final Year)

**Revised Total Contract Amount:** \$1,414,528.95

**Client/Fund Source:** Montgomery County/2554-1206

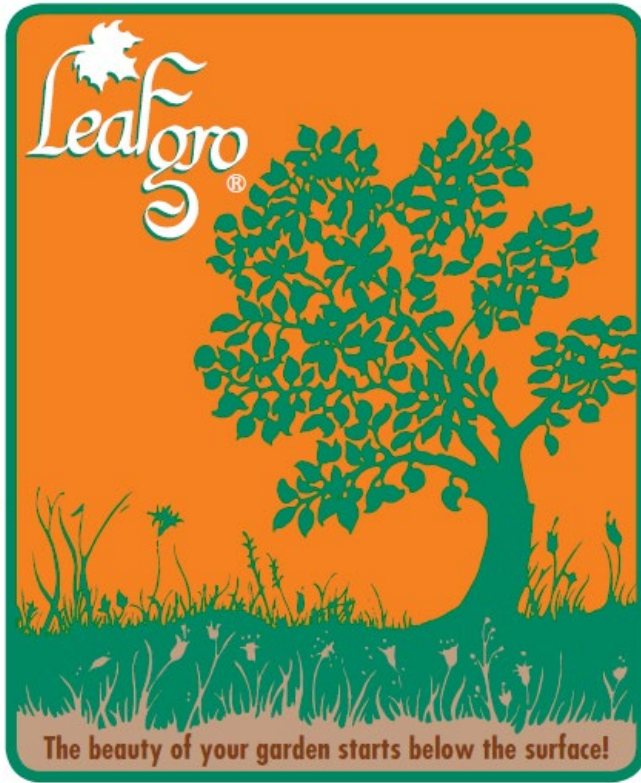
**MBE Participation:** 0%

**Remarks:** Money added to cover final contract renewal. Actual start date 10/2021 and will expire 10/31/2022.

ORGANIC COMPOST



SOIL CONDITIONER



SOIL CONDITIONER



ORGANIC COMPOST

# SOIL CONDITIONER

HIGH HUMUS CONTENT



**Approval after Solicitation**

**PROCUREMENTS, CONTRACTS PURCHASE ORDERS,  
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**December 16, 2021**

**Item:** 2

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

**Group & Division:** Geospatial & Engineering Services Division; Technical and Environmental Services

**MES Contract Number:** TBD

**Project Name:** St. Mary's County Preliminary Issuance and Post-Preliminary Processing

**Title/Description:** The intent of this work is to incorporate processing for an additional 14 miles of stream, advance the Countywide Risk MAP study through Preliminary Issuance, and conduct Post Preliminary Processing of the data. These activities will meet FEMA's guideline to update modeling and mapping for all riverine hazard areas draining at least 1 square mile.

**Procurement Method:** GIS & Associated Services shortlist

**Bids/Proposals:** NA

**Awarded To:** Wood Environment & Infrastructure Solutions, Inc.

**Amount:** \$249,826.44

**Term:** NTP to June 2022

**Client/Fund Source:** MDE BPO #U00B9400008

**MBE Goal:** 30.0%

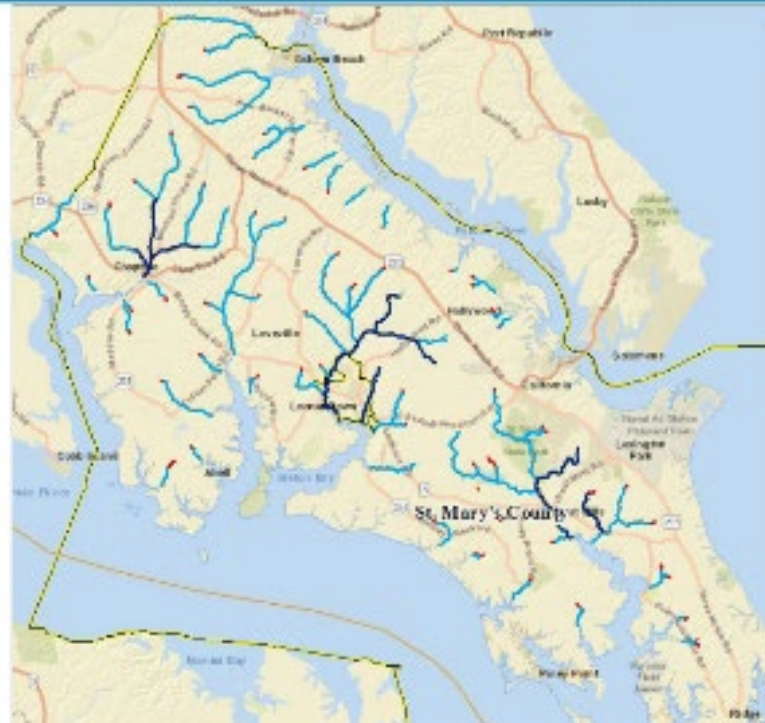
**Remarks:** This work is to assess draft data and review comments following the flood risk review meeting, issue preliminary flood insurance rate maps and flood insurance study, and then conduct due process and development of non-regulatory and final mapping products for St. Mary's County and incorporated areas. Wood and MES will also incorporate additional hydraulic and hydrologic data into the St. Mary's County Risk MAP project.



## Study Locations

| Study Type     | Miles |
|----------------|-------|
| Detailed       | 28    |
| Limited Detail | 108   |
| Approximate    | 5     |

Total 141



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**December 16, 2021**

**Item:** 3

**Type:** Construction over \$200,000

**Group & Division:** Environmental Operations Group  
Solid Waste Engineering Division

**MES Contract Number:** 1-22-4-19-5

**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

**Bids/Proposals:** Rainbow Construction Corp of Waldorf: \$626,880.42  
SE Davis Construction: \$738,144.50  
W. M. Davis, Inc.: \$842,416.00

**Awarded To:** Rainbow Construction Corp of Waldorf

**Amount:** \$626,880.42

**Term:** 180 calendar days

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

**MBE Goal:** 16%

**Remarks:** This project was previously approved by BOD on 9/23/21 for \$450,000.00. Per comments from the County reviewing agencies during permitting processes, additional E&S and SWM work needed to be included in the engineering design and that increased the costs for construction. MES is currently working with the County DPW&T to increase the construction contract funds from \$450,000.00 to \$626,880.42 based on the bid result. Per County DPW&T's request, MES provided an updated construction cost projection on 12/2/21. The projection included the extra cost of the



construction contract as well as the costs for MES to provide full-time inspection services (per DPW&T's recent request).

Attachment – Photo of Existing Site



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**Item:** 4

**Type:** A/E Services over \$200,000.00

**Group & Division** Water and Wastewater Group, Engineering Services Division

**MES Contract Number:** 1-22-2-23-3

**Project Name:** Camp Fretterd Military Reservation WWTP Improvements

**Title/Description:** Furnish engineering services related to wastewater treatment facility improvements

**Procurement Method:** A/E short list

**Bids/Proposals:** N/A

**Awarded To:** George, Miles & Buhr, LLC

**Amount:** \$397,900.57

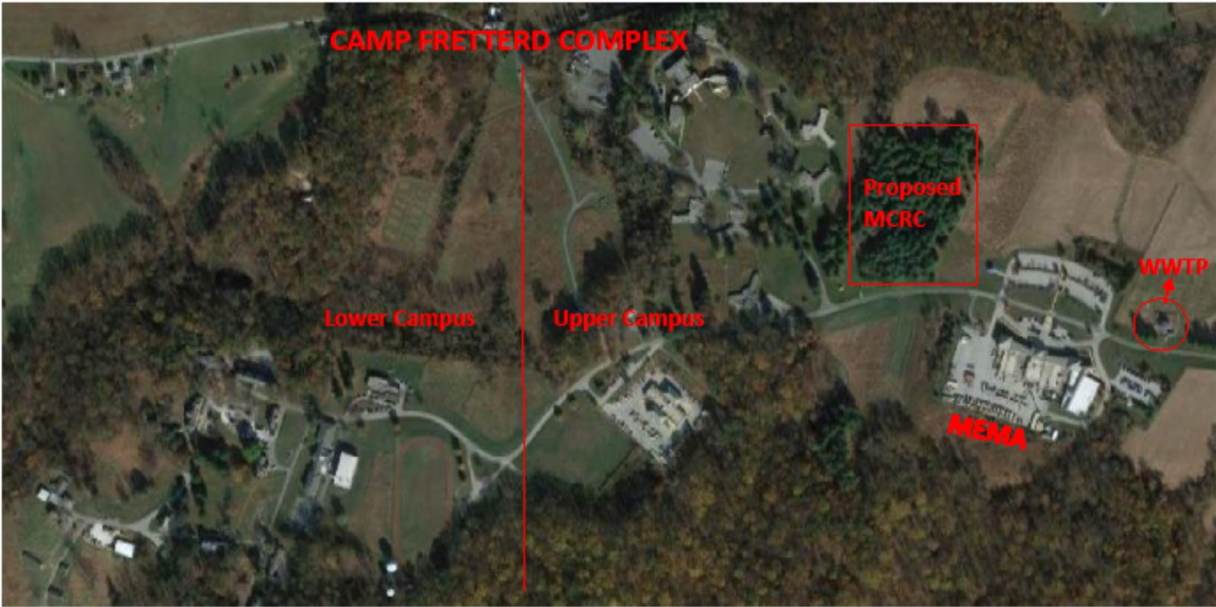
**Term:** 365 calendar days

**Client/Fund Source:** Maryland Department of the Military – P.O. # D50P2600094

**MBE Goal:** 18 %

**Remarks:** Maryland Department of the Military is currently planning an expansion within the boundaries of the Camp Fretterd Complex. As part of this expansion a new Marine Corps Reserve Center will be built. Existing WWTP cannot accommodate the proposed new facilities at Camp Fretterd and need to be upgraded. The upgrades will include the construction of a new equalization tank, expansion of the existing treatment building, process controls and upgrades to the electrical service and back-up generator. A/E will prepare design drawings and specs.





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**Item:** 5

**Type:** Supplies Purchase over \$200,000

**Group & Division:** Environmental Operations

**MES Contract Number:** 1-18-4-13-5

**Project Name:** Supplies Purchase Agreement-ECI Co-Gen

**Title/Description:** Wood chips for ECI Co-Gen

**Original Procurement Method:** Competitive sealed bid

**Contractor:** Eastern Shore Forest Products, Inc,

**Original Term:** Two Years (01/26/2018 – 01/26/2020) with 3 additional 2-year renewal terms

**Modified Term:** Renewal period 1 – 01/26/2020 – 01/26/2022  
Renewal period 2 – 01-26/2022 – 01/26/2024

**Original Amount:** \$5,613,600 (BOD Item 1- 10/26/17; BOD Item 2- 6/27/19)

**Modifications to Date:** \$5,613,600 1<sup>st</sup> Optional 2 Year Renewal (BOD Item 1 – 12/19/19)

**Amount of this 2nd Renewal:** NTE \$10,906,800.

**Revised Total Contract Amount:** \$22,134,000.

**Client/Fund Source:** State Reimbursable Project, Eastern Correctional Facility CoGen Facility

**MBE Participation:** 0%

**Remarks:** The Contract provides for the purchase of Wood Chips for use as fuel to fire two wood fired boilers to produce steam to generate hot water and electricity for the Eastern Correctional Institution. On January 26, 2018, The Maryland Environmental Service entered into a contract with Eastern Shore Forest Products, (ESFP) to supply wood chips for 2 years at an estimated annual quantity of

60,000 tons per year. The contract allows for three (3) additional two (2) year terms. MES intends to exercise its second option to extend the contract for an additional two-year term (years 5-6). As required by contract MES requested pricing for the additional two-year term from the Contractor. On 12/3/2021 ESFP proposed a new rate of \$90.89 per ton. The contract value below reflects this value but is meant to be a NTE number. In its letter offering its proposed pricing, ESFP indicated that this price can be negotiated provided MES is willing to renegotiate specific contract terms related to non-performance penalties. MES is currently in negotiations with ESFP but we do not expect to conclude negotiations until sometime after January 01, 2022.