Board of Directors Meeting

Click to view online: https://www.youtube.com/watch?v=jhVDzO-etLg

October 29, 2026

9:30 a.m.

BOARD MEMBERS:

Shelley L. Heller, *Chair*
Sean L. Coleman, Esq., *Secretary*
Brendon Baatz, *Treasurer*
Moalie Jose, P.E., *Chair, Audit Committee*
James H. Johnson Jr., Ph.D., P.E., *Chair, HR Committee*
Odessa L. Phillip, P.E., *Member*
Rebecca L. Flora, AICP, *Secretary, Dept. of Planning*
Charles C. Glass, Ph.D., P.E., *Executive Director*
Delegate Dylan A. Behler, *Member*

Agenda

Call to Order	Shelley Heller
Inspire Awards	
SB & Company – FY26 Audit Report	Monique Booker
Approval of Minutes – September 24, 2026	Shelley Heller
Executive Director's Report	Charles Glass
New Business Report	Managing Directors
Audit Committee Report • IT 1.03: Personal Information & Transparency Policy	Moalie Jose
Financial Report • FY26 BEST Payments	Hament Patel
Regulation Updates	Pamela Fuller
Human Resources Report	Ramona Jones

Procurement Items — Qieon Graham

- Item 1: Maryland Correctional Institution – Hagerstown WWTP headworks improvements – Whitman, Requardt & Associates
- Item 2: Midshore I & II brush grinding – Victory Gardens, Inc.
- Item 3: Maryland Energy Administration advanced reconductoring feasibility study
- Item 4: Hazardous Household Collection – MXI Environmental Services, LLC renewal
- Item 5: Montgomery County Yard Trim Composting bagging building construction – Centennial Contractors Enterprises
- Item 6: Charlotte Hall Veterans Home water treatment plant upgrade – HRI/M2 Construction
- Item 7: Poplar Island land base dredging & pier improvements – Dissen & Juhn, LLC
- Item 8: Maryland Port Administration – Dredged Material Management Program – Anchor QEA, Inc.
- Item 9: Elk Neck State Park power distribution improvements – Paramount Energy Services, LLC

Procurement Notifications

Legal Report — Eric Hartlaub

Group Updates:

- Watura – Modernizing the Apprenticeship Program — Greg Wilkinson
- Preliminary Engineering Reports for Maryland Military Dams — Jessica Roney

Old/New Business — Shelley Heller

- Update to 2027 Meeting calendar

Closed session

Adjournment — Shelley Heller

Policy #: IT 1.03
Policy Category: IT
Department Responsible: Administration
Original Adoption Date: 10/29/2026
Board of Directors Approval: 10/26/2026
Last Edit: 10/26/2026

PERSONAL INFORMATION & PERSONALLY IDENTIFIABLE INFORMATION & TRANSPARENCY POLICY

I. Scope & Purpose

It is the policy of the Maryland Environmental Service (Agency) to protect Personal Information (PI) and Personally Identifiable Information (PII) prevent the unauthorized sale and disclosure or redisclosure of personal records, and to the maximum extent reasonable to be open and transparent about the collection, use, dissemination, and maintenance of PI/PII.

This policy is developed in accordance with State Government Article § 10-1702 and the Maryland Department of Information Technology (DoIT) Standard MD-STD-315-PT-02.

II. Definitions

A. "Personal Information (PI)", "Personally Identifiable Information (PII)", and "Sensitive Data" have the same meanings as defined in the Cybersecurity and Privacy Glossary published by the Maryland Department of Information Technology (DoIT Glossary), as amended from time to time. It is the intention of the Agency to adopt and apply the most current version of the definitions in the DoIT Glossary, as amended. At the time of adoption of this Policy, the current definitions are as follows:

1. "Personal Information (PI)" means an individual's first name or first initial and last name, personal mark, or unique biometric or genetic print or image, in combination with one or more of the following data elements: a Social Security number, an Individual Taxpayer Identification number, a passport number, or other identification number issued by the federal government; a driver's license number or State identification card number; a financial or other account number, a credit card number, or a debit card number that, in combination with any required security code, access code, or password, would permit access to an individual's account; a username or email address in combination with a password or

security question and answer that permits access to an individual's email account; or Sensitive Data.

2. “Personally Identifiable Information (PII)” means information that can be used to distinguish or trace an individual’s identity, such as name, social security number, biometric data records. either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual (e.g., date and place of birth, mother’s maiden name, etc.).

B. “Sensitive Data” means data revealing racial or ethnic origin, religious beliefs, consumer health data, sex life, sexual orientation, status as transgender or nonbinary, national origin, citizenship or immigration status, genetic data or biometric data, personal data of an individual that the controller (or data owner) knows or has reason to know is a child, or Precise Geolocation. Sensitive data includes data inferred by a controller based on personal data that, alone or in combination with other data, is used to describe any of the sensitive data elements. This data is subcategory of personal data which falls under confidential data (Data Classification Level 3) in accordance with the State Data Classification Policy.

C. “Third-Party Processor” means any external contractor, vendor, or entity authorized by the Agency to process PI/PII to perform a contracted service.

II. SCOPE AND AUTHORITY TO PROCESS

A. This policy applies to all PI/PII collected, maintained, and disposed of by the Agency.

B. The Agency restricts the collection, processing, and maintenance of PI/PII to the minimum amount necessary to accomplish legitimate, explicitly authorized purposes.

C. The Agency’s processing of PI/PII is strictly limited to employment administration, employee and dependent health and emergency contact information, building and security access, necessary procurement and contracting records, and necessary customer information for any of the Agency’s operations. The Agency does not collect, capture, or maintain public consumer databases or public geolocation data that is not directly germane to operations.

III. ROLES AND RESPONSIBILITIES

A. The Managing Director for Administration, or the Managing Director's designee, shall serve as the primary point of contact for compliance with and the periodic review of this policy.

B. The Human Resources Division is responsible for safeguarding employee and dependent PI/PII, ensuring only individuals with a legitimate purpose are authorized access to any PI/PII.

C. The Procurement Division is responsible for ensuring all third-party processors are bound by appropriate confidentiality and data use protections and obligations.

D. The MES Information Technology Division is responsible for providing secure, reliable, and innovative technology services that support MES business operations. The division is responsible for IT governance, cybersecurity, network and system infrastructure, enterprise applications, data protection, technical support, asset management, and technology strategy to ensure the confidentiality, integrity, and availability of MES information systems and services.

IV. PRIVACY CONTROLS AND OPERATING GUIDELINES

A. Prohibition on the Sale of PI/PII: The Agency strictly prohibits the sale, monetization, or commercial exploitation of any PI/PII, sensitive data, or personal records.

B. Data Minimization: PI/PII shall be collected and stored only if the data is directly related to and necessary for accomplishing the specific purpose for which it is intended. Subsequent use of this data is restricted to the original purpose for which it was collected.

C. Privacy Notices: The Agency shall provide clear and accessible privacy notices to individuals regarding the collection, use, maintenance, sharing, and disposal of PI/PII, as required by applicable laws, regulations, executive directives, or contractual obligations.

D. Sensitive Categories: The Agency shall ensure that the collection, use, maintenance, sharing, or disposal of sensitive categories of PI/PII, including but not limited to Social Security numbers (SSNs) or other uniquely identifying data elements, is:

1. Authorized and documented in accordance with applicable laws,

regulations, executive directives, or contractual obligations;

2. Limited to what is necessary to accomplish authorized business purposes; and

3. Protected using appropriate administrative, technical, and physical safeguards commensurate with the sensitivity of the PI/PII.

E. Data Use Agreements with Third-Party Processors: To protect PI/PII from unauthorized use or redisclosure by contractors or third-party processors, the Agency shall incorporate protective clauses into its vendor contracts. Any contract granting a third-party access to Agency PI/PII must contain privacy-preserving measures no less restrictive than the Office of State Procurement Attachment Y: Data Use Agreement. At a minimum, these contracts must enforce:

1. Purpose Limitation & Data Minimization

2. Legal Disclosure and State Notification Protocol

3. A Prohibition on Data Monetization

4. Sub-Processor Oversight & Accountability Guidelines

5. Marketing and Behavioral Advertising Restrictions

F. Public Information Act Requests: The Agency shall provide a clear and accessible notice to any person who submits a public information act request that any portion of the records that contains PI/PII (1) may be denied inspection in accordance with General Provisions Article Title 4, Subtitle 3, and (2) may not be sold or redisclosed.

V. PERIODIC REVIEWS AND UPDATES

A. Consistent with DoIT Standard MD-STD-315-PT-02, the Managing Director of Administration, or their designee, shall review and update this Policy at least every three years.

B. Updates shall be based on changes to processing practices, changes in state law or regulations, privacy risk assessments, or any other factors that may impact the security and privacy of PI/PII.

VI. Related Policy and Procedure Links

- HR Policy #1.17 – Personnel Files

VII. Revision History

Version	Date of Change	Section	Description of Change
.001	10/29/2026	Full Document	Initial Adoption of new policy

Title 14
INDEPENDENT AGENCIES
Subtitle 27 MARYLAND ENVIRONMENTAL SERVICE
Chapter 02 Human Resources System

Authority: Natural Resources Article, §§3-103.1 and 3-127, Annotated Code of Maryland

.03 Equal Employment Opportunity.

A. The Service shall have a comprehensive equal employment opportunity/affirmative action program covering all elements of the Service's human resource policies and management practices.

B. The Service shall implement this chapter in a manner that does not discriminate on the basis of:

(1) Race;

(2) Color;

(3) Age;

(4) Creed;

(5) Sex;

(6) National origin;

(7) Religious affiliation, belief, or opinion;

(8) Marital status;

(9) Physical or mental disability;

(10) Sexual orientation;

(11) Ancestry;

(12) Gender identity;

(13) Military status: or

(~~13~~14) Other factors not related to work performance or job qualifications.

.06 Hiring Employees.

B. Physical and Mental Examinations.

(1) An applicant who is selected for employment ~~shall~~may undergo a physical and mental examination. The Service may not require an applicant to undergo a physical and mental examination before being offered employment by the Service. Any offer of employment is contingent upon the applicant meeting ~~the~~any physical ~~and~~or mental qualification standards for the position for which the Service makes the offer of employment.

(2) Physical and mental qualification standards shall be job-related and consistent with business necessity. The Service shall provide reasonable accommodations to an applicant who does not meet the physical or mental qualification standards, unless the accommodation would impose an undue hardship upon the Service.

(3) The Service may revoke an offer of employment to an applicant who:

(a) Does not meet either the physical or mental qualification standards for the employment position; and

(b) Cannot be reasonably accommodated by the Service without undue hardship upon the Service.

.13 Compensatory Leave.

A. An executive, administrative, or professional employee, whose classification is not on the list of employees approved by the Board as eligible to receive cash overtime payments, may earn compensatory time for work performed:

(1) At least 1 hour beyond the employee's standard work day; and

(2) For more than 1 hour in a day that is outside the employee's standard workweek, for example, on a holiday or a weekend.

B. ~~Total compensatory time earned for the day is equal to the first hour plus any time worked after the first hour.~~ Eligible employees earn compensatory time on a straight-time basis for hours worked in excess of forty (40) hours in a workweek.

C. An employee may not carry into a new fiscal year more than 120 hours of unused compensatory time. If, on June 30, an employee has more than 120 hours of unused accumulated compensatory time, then, on July 1, the Service shall reduce the employee's accumulated unused compensatory leave balance to 120 hours.

D. A part-time employee may not carry into a new fiscal year more than the number of unused compensatory leave hours which equals the funded percentage of the employee's position multiplied by 120 hours. For example, if a part-time employee works a 60 percent schedule, then the employee may not carry into the new fiscal year more than 72 unused compensatory leave hours (0.60 x 120). If, on June 30 of a year, a part-time employee has more than the permitted carryover amount of accumulated compensatory leave, then, on July 1, the Service shall reduce the employee's accumulated unused compensatory leave to the permitted carryover amount.

E. An employee's supervisor shall approve compensatory time earned by the employee. Use of compensatory leave is subject to supervisory approval.

.15 Other Paid Leave.

A. Holiday Leave.

(1) The holidays of the Service are:

(a) New Year's Day—January 1;

(b) Martin Luther King Jr.'s Birthday—Third Monday in January;

(c) ~~George Washington's Birthday~~Presidents Day —Third Monday in February;

(d) Memorial Day—Last Monday in May;

(e) Juneteenth – June 19;

(~~e~~f) Independence Day—July 4;

(~~f~~g) Labor Day—First Monday in September;

(~~g~~h) Veteran's Day—November 11;

(~~h~~i) Thanksgiving Day—Fourth Thursday in November;

(j) American Indian Heritage Day – Day after Thanksgiving; and

(~~i~~k) Christmas Day—December 25.

Title 14
INDEPENDENT AGENCIES
Subtitle 27 MARYLAND ENVIRONMENTAL SERVICE
Chapter 03 Procurement

Authority: Natural Resources Article, §§3-103 and 3-127, Annotated Code of Maryland

.03 Definitions.

A. In this chapter, the following terms have the meanings indicated.

B. Terms Defined.

(1) "Award" means the decision by the Service to execute a contract.

(2) "Bid" means a statement of price, terms of sale, and description of supplies, services, or construction offered by a bidder in response to an invitation for bids.

(3) "Bidder" means a person who submits a bid to the Service.

(4) "Board" means the Board of Directors of the Service.

(5) "Construction" means the process of building, altering, repairing, improving, or demolishing any structure, building, or other improvement to real property.

(6) "Day" means a calendar day.

(7) "Determination" means a written procurement decision made by an official or employee of the Service which is based upon written findings.

(8) "Director" means the Executive Director of the Maryland Environmental Service.

(9) "Emergency" means a sudden and unexpected occurrence or condition which management of the Service could not reasonably foresee and which requires an action to avoid or to mitigate damage to the environment or to health, safety, or welfare.

(10) "Invitation for bids" means a document used for soliciting bids.

(11) "Municipality" has the meaning stated in Natural Resources Article, §3-101(h), Annotated Code of Maryland.

(12) "Pay-for-success contracting" has the meaning stated in Natural Resources Article, §3-103(g)(3)(ii)(7), State Finance & Procurement Article, §13-228, and COMAR 21.06.10.

(~~12~~13) "Person" has the meaning stated in Natural Resources Article, §3-101(j), Annotated Code of Maryland.

(~~13~~14) "Procurement" includes all functions that pertain to the process of buying, purchasing, or otherwise obtaining supplies, services, or construction, or leasing personal property as lessee.

(~~14~~15) "Procurement officer" means a person authorized by the Director to administer contracts, or to make written determinations and findings with respect to contracts.

(~~15~~16) "Professional services" means services provided by attorneys, engineers, architects, financial advisors, physicians, consultants, land surveyors, appraisers, and accountants.

(~~16~~17) Proposal.

(a) "Proposal" means the response by an offeror to a request for proposals to obtain supplies, services, or construction.

(b) "Proposal" may include, without limitation, an offeror's price, a description of technical expertise, work experience, and other information requested in the solicitation.

(~~17~~18) "Request for proposals" means a document used for soliciting proposals from offerors.

(~~1~~198) "Respondent" means a bidder or an offeror.

(~~19~~20) "Responsible" means a person who has the capability in all respects to dutifully perform fully the contract requirements, and the integrity and reliability that ensures good faith performance.

(~~20~~21) "Responsive" means a bid or offer submitted in response to a solicitation that conforms in all material respects to the requirements contained in the solicitation.

(~~21~~22) "Services" means the rendering of time, effort, or work, rather than the furnishing of a specific physical product other than reports incidental to the required performance.

(~~22~~23) "Sole source procurement" means a procurement for a requirement that is available from only a single vendor.

(~~23~~24) "Solicitation" means an invitation for bids, a request for proposals, or any other method or instrument used to communicate to potential bidders or offerors the Service's procurement needs.

(~~24~~25) "Service" means the Maryland Environmental Service.

(~~25~~26) "Supplies" means items of purchase which may include office goods, printing, building materials, equipment, parts, motor vehicles, tools, and equipment leases.

.06 Source Selection.

A. The Service may use the following procurement methods:

(1) Competitive sealed bidding;

(2) Competitive proposals;

(3) Negotiated award after unsatisfactory competitive sealed bidding;

(4) Intergovernmental cooperative purchasing;

(5) Sole source procurement; ~~and~~

(6) Emergency source selection; and

(7) Pay-for-success contracting.

B. Prequalification.

(1) The Service may require that respondents be prequalified before receipt of bids or proposals.

(2) If the Service determines that respondents shall be prequalified, then the Service shall establish reasonable prequalification criteria. The criteria shall be clearly set forth in a request for qualifications.

(3) The Service may require that architectural or engineering respondents submit U.S. Government Standard Form 330, Architect/Engineer and Related Services Questionnaire (SF-330), in order to be prequalified.

C. Notice of Solicitation.

(1) The Service shall distribute solicitation notices in a reasonable manner sufficient to provide general notice to potential respondents. The Service shall issue solicitation notices in a reasonable time in advance of the date responses are due. The Service may charge reasonable fees for the solicitation documents.

(2) For a procurement estimated to exceed $25,000, the Service shall publish notice of the solicitation in an appropriate publication at least 10 days before the date bids or proposals are due.

D. Small Procurement.

(1) For a procurement estimated to be equal to or less than $5,000, the Service may solicit any number of bids or offers orally, and the Service may enter into either written or oral contracts.

(2) For a procurement estimated to exceed $5,000 and be less than or equal to $15,000, the Service shall, when practical, obtain two or more verbal bids or offers.

(3) For a procurement estimated to exceed $15,000 and be less than or equal to $~~25,000~~50,000, the Service shall, when practical, obtain two or more written bids or offers.

(4) In determining whether it is practical to obtain multiple bids or offers the Service may consider factors such as availability of vendors, dollar value of the procurement, cost of administering the procurement, and time available to make the procurement including delivery time.

Administrative History

Effective date: December 19, 1994 (21:25 Md. R. 2108)
Regulation .02C amended effective March 12, 2018 (45:5 Md. R. 288)
Regulation .03B amended as an emergency provision effective July 1, 2021 (48:15 Md. R. 592); amended permanently effective September 6, 2021 (48:18 Md. R. 693)
Regulation .04 amended effective August 14, 1995 (22:16 Md. R. 1222)
Regulation .04C amended effective June 1, 1998 (25:11 Md. R. 822)
Regulation .04C amended as an emergency provision effective July 1, 2021 (48:15 Md. R. 592); amended permanently effective September 6, 2021 (48:18 Md. R. 693)
Regulation .06 amended effective July 17, 2006 (33:14 Md. R. 1162)
Regulation .06B amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .06D amended effective July 5, 2004 (31:13 Md. R. 995); August 17, 2015 (42:16 Md. R. 1056)
Regulation .07F amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .07K amended effective July 17, 2006 (33:14 Md. R. 1162)
Regulation .11D adopted effective November 14, 2011 (38:23 Md. R. 1422)

Title 14
INDEPENDENT AGENCIES
Subtitle 27 MARYLAND ENVIRONMENTAL SERVICE
Chapter 04 Public Information Act Requests

Authority: General Provisions Article, §4-201; Natural Resources Article, §3-127; Annotated Code of Maryland

.01 General.

This chapter establishes procedures for submitting requests to the Maryland Environmental Service for the inspection or copying of public records under General Provisions Article, §§4-101—4-601, Annotated Code of Maryland.

.02 Definitions.

A. In this chapter, the following terms have the meanings indicated.

B. Terms Defined.

(1) "Applicant" has the meaning stated in General Provisions Article, §4-101(b), Annotated Code of Maryland.

(2) "Custodian" has the meaning stated in General Provisions Article, §4-101(d), Annotated Code of Maryland.

(3) "Director" means the Executive Director of the Maryland Environmental Service or the Director's designee.

(4) "Official custodian" means the Secretary of the Maryland Environmental Service or the Secretary's designee.

(5) "Person in interest" has the meaning stated in General Provisions Article, §4-101(g), Annotated Code of Maryland.

(6) "Public Information Act" means General Provisions Article, §§4-101—4-601, Annotated Code of Maryland.

(7) "Public Information Act Representative" means the person designated by the Service to receive Public Information Act requests and is named on the Service's website.

(8) "Public record" has the meaning stated in General Provisions Article, §4-101(j), Annotated Code of Maryland.

(9) "Service" means the Maryland Environmental Service.

(10) "Working day" means each day between the hours of 9 a.m. and 4 p.m. except Saturdays, Sundays, and holidays.

.04 Response to Request.

A. Responses to a request under the Maryland Public Information Act shall be made in accordance with General Provisions Article, §§4-201—4-3012, Annotated Code of Maryland.

B. The custodian shall deny inspection of a public record in accordance with General Provisions Article, §§4-301—4-302358, Annotated Code of Maryland.

.06 Review of Denial.

A. Review of the denial may be submitted to the Office of the Public Access Ombudsman in accordance with General Provisions Article, §§4-1B-01—4-1B-04, Annotated Code of Maryland and COMAR 14.37.01 – 14.37.05.

B. Disputes concerning fees charged by the Service under Regulation .08 of this chapter may be submitted to the Public Information Act Compliance Board in accordance with General Provisions Article, §4-1A-05, Annotated Code of Maryland.

C. An applicant may obtain judicial review in accordance with General Provisions Article, §4-362, Annotated Code of Maryland.

Administrative History

Effective date: November 4, 1996 (23:22 Md. R. 1497)
Regulation .01 amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .02B amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .03B amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .04 amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .05 amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .06 amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .07 amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .08A, D amended effective October 8, 2018 (45:20 Md. R. 919)
Regulation .09 amended effective October 8, 2018 (45:20 Md. R. 919)

Approval after Solicitation

PROCUREMENTS, CONTRACTS, PURCHASE ORDERS, AMENDMENTS, AND CHANGE ORDERS FOR BOARD OF DIRECTORS' APPROVAL

October 29, 2026

Item:	1
Type:	A/E Services
Group & Division:	Water and Wastewater Engineering
MES Contract Number:	1-27-2-12-3
Project Name:	Maryland Correctional Institution – Hagerstown (MCI-H) WWTP Headworks and Miscellaneous Improvements
Title/Description:	Engineering design, permitting, and bidding services for improvements to the headworks, screening systems, sludge receiving station, standby power system, and miscellaneous facilities at the MCI-H Wastewater Treatment Plant.
Procurement Method:	A/E shortlist
Bids/Proposals:	NA
Awarded To:	Whitman, Requardt & Associates, LLP
Amount:	$621,497
Term:	Notice to proceed through December 2027
Client/Fund Source:	Dept. of Public Safety & Correctional Services/MCCBL 25, 134 MCCBL PCA-#12295 - $621,497
MBE Goal:	29**%**

Remarks: The Maryland Correctional Institution–Hagerstown (MCI-H) Wastewater Treatment Plant Headworks and Miscellaneous Improvements project will implement the recommendations of the approved Facility Program to improve the reliability, maintainability, and long-term operation of the existing wastewater treatment facilities. Whitman, Requardt & Associates, LLP will provide engineering design, permitting, and bidding services for improvements to the headworks and screening systems, sludge receiving station, standby power system, anoxic mixers, and associated structural, architectural, mechanical, electrical, instrumentation, and site improvements. The consultant will prepare final design documents, obtain the necessary regulatory approvals and permits, develop bid-ready construction documents, and provide assistance during bidding.

Approval after Solicitation

PROCUREMENTS, CONTRACTS, PURCHASE ORDERS, AMENDMENTS, AND CHANGE ORDERS FOR BOARD OF DIRECTORS' APPROVAL

October 29, 2026

Item:	2
Type:	Services over $200,000
Group & Division:	Environmental Operations Group
MES Contract Number:	1-27-4-07-5
Project Name:	Brush Grinding Services at Midshore I and Midshore II
Title/Description:	Grinding services for wood and yard waste
Procurement Method:	Competitive Sealed Bid
Bids/Proposals:	Victory Gardens, Inc. - $332,370
Awarded To:	Victory Gardens, Inc.
Amount:	$332,370
Term:	Two (2) years, with three (3) one-year renewal options
Client/Fund Source:	Midshore Enterprise Fund
MBE Goal:	5%
Remarks:	The Midshore II Landfill receives approximately 6,500 tons per year of yard and natural wood waste, the majority of which is transferred from the Midshore I Transfer Station. Mixed wood and yard waste accepted at the Midshore II Landfill is required by permit to be ground within 180 days of receipt. The project's 5% MBE participation goal was calculated via MES' standardized goal setting protocol. The limiting factor for this procurement was constrained subcontracting opportunities for on-call service work. While only one bid was received, pricing is in line with current contract rates and fits within budgetary requirements. This is a unit price contract with vendor compensation set at a fixed per-ton bid price.

Pre-Solicitation Approval

PROCUREMENTS, CONTRACTS, PURCHASE ORDERS, AMENDMENTS, AND CHANGE ORDERS FOR BOARD OF DIRECTORS' APPROVAL

October 29, 2026

Item:	3
Type:	A/E Services over $200,000
Group & Division:	Technical and Environmental Services Group
MES Procurement #:	1-27-3-11-8
Project Name:	Maryland Energy Administration (MEA) Advanced Reconductoring Feasibility Study Technical Services
Title/Description:	MEA seeks to complete an advanced reconductoring and grid-enhancing technologies (GETs) feasibility study funded by the DOE State Energy Program (SEP) base grant.
Procurement Method:	Request for Proposals
Advertising Date:	September 22, 2026
Estimate:	$490,000
Client/Fund Source:	Maryland Energy Administration, 2-17-3-84
MBE Goal:	15%
Remarks:	The study will evaluate the strategic replacement of existing conventional transmission lines with advanced carbon fiber and composite-core conductors, as well as the application of grid-enhancing technologies (GETs). The evaluation will assess the potential to increase transmission capacity, improve operational efficiency and system reliability, and reduce overall costs. The study will also quantify the anticipated impacts of these solutions through economic and environmental impacts. The proposal is closed and in the review phase. Given the specialized technical and regulatory requirements of the scope, there may be a limited number of firms qualified to perform the work. Potential conflicts of interest related to firms currently working with Maryland utilities may further reduce the available pool. A

higher MBE goal was therefore considered potentially challenging and could unintentionally affect competition for the procurement.

Change Order Approval

PROCUREMENTS, CONTRACTS, PURCHASE ORDERS, AMENDMENTS, AND CHANGE ORDERS FOR BOARD OF DIRECTORS' APPROVAL

October 29, 2026

Item: 4

Type: Services over $200,000

Group & Division: Environmental Operations, Solid Waste

MES Contract Number: 1-23-4-03-8

Project Name: Hazardous Household Waste (HHW) Collection for Various Counties

Title/Description: Collection services for HHW for various Counties within Maryland

Original Procurement Method: Request for Proposals

Contractor: MXI Environmental Services, LLC

Original Term: 3 years with 2 one -year renewal options

Modified Term: Original term - 3 years (1/11/2023 - 12/13/2025
Renewal 1 - 1 year (1/1/26 - 12/31/26)
Renewal 2 - 1 year (1/1/27-12/31/27)

Original Amount: $2,195,231.25 (BOD Item 14, 7/28/22 for $3.5M)

Modifications to Date: CO #1 $134,000 added to contract to cover additional Prince George's County events (10/18/25)

Letter of Renewal #1 $930,000 (BOD Item 1, 10/30/25)
Exercising first of 2 one-year renewal options

Amount of this Renewal 2: $930,000

Revised Total Contract Amount: $4,189,231.25

Client/Fund Source:

- Worcester Co. HHW - $37,000.00
- Prince George's County -BSRSL Operations - $585,000.00
- Wicomico Co. HHW - $30,000.00

- St. Mary's HHW - $58,000.00
- Midshore Recycling Program - HHWC - $107,000.00
- Harford Solid Waste Operation – Recycling - $113,000.00

MBE Participation: 20% MBE goal achieved to date: 22.37%

Remarks: This contract is for periodic HHW collection events in counties throughout Maryland. These collection events offer residents an opportunity to properly dispose of their HHW, thereby keeping it out of landfills and the environment.

Approval after Solicitation

PROCUREMENTS, CONTRACTS, PURCHASE ORDERS, AMENDMENTS, AND CHANGE ORDERS FOR BOARD OF DIRECTORS' APPROVAL

October 29, 2026

Item:	5
Type:	Construction over $200,000
Group & Division:	Environmental Operations- Montgomery County
MES Contract Number:	TBD
Project Name:	Montgomery County Yard Trim Compost Facility
Title/Description:	Bagging Building
Procurement Method:	Intergovernmental Cooperative Purchasing Program (Sourcewell) EZIQC Contract#: MD-R#-GC-030425-CCE
Bids/Proposals:	Centennial Contractors Enterprises
Awarded To:	Centennial Contractors Enterprises
Amount:	$1,949,353
Term:	One (1) time purchase
Client/Fund Source:	Montgomery County: IGA #2-24-4-61, PO#1184867
MBE Goal:	30%
Remarks:	This will be the construction project needed to enclose the bagging area and upfit the current infrastructure for the new automated bagging line.

Approval after Solicitation

PROCUREMENTS, CONTRACTS, PURCHASE ORDERS, AMENDMENTS, AND CHANGE ORDERS FOR BOARD OF DIRECTORS' APPROVAL

October 29, 2026

Item:	6
Type:	Construction over $200,000
Group & Division:	Water/Wastewater Engineering Division
MES Contract Number:	1-27-2-17-5
Project Name:	Charlotte Hall Veterans Home – Water Treatment Plant Upgrade
Title/Description:	Upgrades to the water treatment plant at the Charlotte Hall Veterans Home
Procurement Method:	Competitive Sealed Bid
Bids/Proposals:	HRI/M2 Construction LLC $6,628,937 Norair Engineering Corp. $6,775,100 CPP Construction $7,884,000 W.M. Schlosser Company, Inc. $8,166,000
Awarded To:	HRI/M2 Construction LLC
Amount:	$6,628,937
Term:	450 calendar days from the Notice to Proceed (NTP), including weekends and holidays.
Client/Fund Source:	MCCBL of 2025 Infrastructure Improvement Fund (UB00) Chapter 5 (SB 283) MCCBL of 2026 Preauthorization
MBE Goal:	20.18%
Remarks:	This project is necessary to rehabilitate and modernize the Veterans Home water treatment facilities to ensure reliable operation, maintain water quality, and address significant deficiencies in the aging infrastructure. The existing treatment building has deteriorated due to long-term exposure to high humidity, with many components exceeding their useful lives. The project will also support compliance with water management practices designed to

reduce the risk of pathogens within the building water systems. The project additionally includes the rehabilitation of the existing elevated water storage tank constructed in 1982 to ensure the long-term integrity and reliability of the potable water supply system.

This project is planned to be presented to the Board of Public Works at the November 18, 2026, meeting.

Change Order Approval

PROCUREMENTS, CONTRACTS, PURCHASE ORDERS, AMENDMENTS, AND CHANGE ORDERS FOR BOARD OF DIRECTORS' APPROVAL

October 29, 2026

Item: 7

Type: Construction over $200,000

Group & Division: Environmental Dredging and Restoration

MES Contract Number: 1-26-5-19-5

Project Name: Poplar Island Land Base Dredging and Island Pier Improvements

Title/Description: The proposed change order includes replacement of the floating dock at Poplar Island, repairs to the corrosion protection junction boxes at the steel bulkhead at Poplar Island, and repairs to the land base pier.

Original Procurement Method: Competitive Sealed Bids

Contractor: Dissen and Juhn, LLC

Original Term: 3/27/2026 through 06/30/2026

Modified Term: CO 1: extended to 9/30/2026; CO 2: no cost extension through 3/31/27

Original Amount: $97,923.00

Modifications to Date: CO 1: $29,105.84

Amount of this Change Order #3: $136,681.81

Revised Total Contract Amount: $263,710.65

Client/Fund Source: Maryland Port Administration / Poplar Island Environmental Restoration Project Site Development, MES Contract No. 2-25-5-21

MBE Participation: Goal = 0% (SBR Procurement)

Remarks: The proposed increase will provide the necessary funding for Dissen & Juhn, LLC to complete critical repairs to the steel bulkhead's corrosion prevention system at

Poplar Island, which was damaged in a storm. In addition, the funding will support the replacement of the floating dock at Poplar Island and repairs to the land base personnel pier, both of which were identified during a recent inspection. These repairs are required to maintain safe access to the island and protect infrastructure assets.

Change Order Approval

PROCUREMENTS, CONTRACTS, PURCHASE ORDERS, AMENDMENTS, AND CHANGE ORDERS FOR BOARD OF DIRECTORS' APPROVAL

October 29, 2026

Item:	8
Type:	A/E Services over $200,000
Group & Division:	Environmental Dredging and Restoration
MES Contract Number:	1-23-5-18-8
Project Name:	Various Maryland Port Administration (MPA) Projects
Title/Description:	Engineering and Environmental Services in Support of MPA Dredged Material Management Program (DMMP) Activities & Projects

Original Procurement Method: Request for Proposals (RFP)

Contractor:	Anchor QEA, LLC
Original Term:	April 24, 2023 – April 24, 2027
Modified Term:	Option Year 1 – April 24, 2027 – April 24, 2029
Original Amount:	$6,000,000 (BOD Item 3, 10/20/22)
Modifications to Date:	NA

Amount of this Renewal #1: $2,000,000

Revised Total Contract Amount: $8,000,000

Client/Fund Source:	Maryland Port Administration – 2-23-5-05: Tronox Remediation MOU, 2-22-5-08: Technical Service Agreement IV; Task 9 Pearce Creek Dredged Material Containment Facility and other MOUs as tasks are identified.
MBE Participation:	29% MBE goal attainment to date is 16.92%.
Remarks:	Budget projections show the next invoice to be submitted by Anchor are expected to raise MBE achievement to about 40% MBE participation.

This is the first optional 2-year, up to $2 million extension for the contract. The contract cannot exceed $12 million. The options are executed at MES' discretion and require BOD approval.

Approval after Solicitation

PROCUREMENTS, CONTRACTS, PURCHASE ORDERS, AMENDMENTS, AND CHANGE ORDERS FOR BOARD OF DIRECTORS' APPROVAL

October 29, 2026

Item:	9
Type:	A/E Services
Group & Division:	Water and Wastewater Engineering
MES Contract Number:	1-27-2-18-3
Project Name:	Elk Neck State Park Power Distribution System Improvements
Title/Description:	Engineering design, permitting, bidding, and construction-phase services for improvements to the electrical power distribution system at Elk Neck State Park.
Procurement Method:	A/E SBR shortlist
Bids/Proposals:	NA
Awarded To:	Paramount Energy Services, LLC
Amount:	$595,000
Term:	14 months
Client/Fund Source:	Department of Natural Resources / MES Infrastructure Improvement Funds – NRDF/POS 27004**,** PCA #12310 – $595,000
MBE Goal:	29**%**

Remarks: The Elk Neck State Park Power Distribution System Improvements project will implement the recommendations of the approved Facility Program and Preliminary Engineering Report to improve the safety, reliability, and long-term operation of the Park's electrical distribution system. The existing system includes aging and deficient medium- and low-voltage infrastructure, including below-grade switchgear, transformers, panelboards, underground cabling, and other electrical equipment requiring replacement or upgrades. Paramount Energy Services, LLC, will provide engineering design services through 60%, 90%, and 100% bid-ready documents; permitting assistance; construction cost estimates; bidding assistance; and construction-phase engineering services.