



## Agenda Report Form

### Open Session Item

**SUBJECT:** Bid Award (PUR-1388) – Contract Services at Transfer Stations and On-Site at Forty West Landfill

**PRESENTATION DATE:** July 17, 2018

**PRESENTATION BY:** Brandi Naugle, Buyer - Purchasing Department and David Mason – Deputy Director, Department of Solid Waste.

**RECOMMENDED MOTION:** Move to award the Contract Services at Transfer Stations and On-Site at the Forty West Landfill to responsive, responsible, bidder Apple Valley Waste of Maryland of Kearneysville, WV based on the Total Sum Bid (Transfer Station Location Nos. 1 through 5) \$312,550.00, plus Alternate No.1 (cardboard transports at Forty West) \$6,000.00 for a Total Amount of \$318,550.00.

**REPORT-IN-BRIEF:** On June 13, 2018, the County accepted bids for the Contract Services at the Transfer Stations and On-Site at Forty West Landfill. The Invitation to Bid (ITB) was advertised in the local newspaper, listed on the State’s “*eMaryland Marketplace*” website and the County’s website. Thirteen (13) persons/companies registered downloaded the bid document on-line. Two (2) bids were received as indicated on the attached bid tabulation matrix.

The contract is for a one (1) year period, tentatively beginning August 1, 2018 with an option by the County to renew for up to three (2) additional consecutive one (1) periods, subject to written notice given by the County at least sixty (60) calendar days in advance of its expiration. The County guarantees neither a maximum/minimum of transports from each location under this contract.

**DISCUSSION:** N/A

**FISCAL IMPACT** Funds are budgeted in the amount of \$307,280 in the department’s various operating expense accounts (515190-21-21100 and 515190-21-21020).

**CONCURRENCES:** N/A

**ALTERNATIVES:** N/A

**ATTACHMENTS:** Bid Matrix Tabulation.

**AUDIO/VISUAL NEEDS:** N/A