



**TOWN COUNCIL INFORMATIONAL
WORK SESSION AGENDA
Starting at 6:00 PM
May 10, 2022**

I. Call to Order and Roll Call

II. Pledge of Allegiance

III. Informational discussion on the following:

1. Water Reclamation Treatment Plant Biosolids Sludge Removal
2. HVAC Improvements Public Works Facility

IV. Council Lightning Round:

V. Adjournment

8200 BAYSIDE ROAD, P.O. BOX 400 CHESAPEAKE BEACH, MARYLAND 20732

(410) 257-2230

(301) 855-8398



To: The Honorable Mayor and Town Council

From: Holly Wahl, Town Administrator

Subject: Water Reclamation Treatment Plant Biosolid Sludge Removal RFP

Date: May 6, 2022

I. BACKGROUND:

The Town of Chesapeake Beach released a formal RFP for sludge removal on April 12, 2022. The RFP was posted on eMaryland Marketplace Advantage and sent directly to thirty vendors through the EMMA procurement portal. The Town held a mandatory pre-bid meeting at the Water Reclamation Treatment Plant with one bidder present, Old Line Environmental - Synagro: 435 Williams Ct., Suite 100 Baltimore, MD 21230.

II. RESULTS:

Sealed proposals were received in Town Hall on May 6th, at 12:00. See Exhibit "A", summarized below.

BIDDER PRICING: Pricing should be based off an average of 1,700 wet tons a year

1. Bidder to provide a price per wet ton of removal or sludge from August 1, 2022 – August 1, 2023:

One Hundred Forty Eight Dollars and Fifty Cents per wet ton

(In writing)

\$ 148.50 per wet ton

(In numbers)

2. Bidder to provide a price per wet ton of removal or sludge from August 1, 2023 – August 1, 2024:

One Hundred Fifty Seven Dollars and Forty One Cents per wet ton

(In writing)

\$ 157.41 per wet ton

(In numbers)

3. Bidder to provide a price per wet ton of removal or sludge from August 1, 2024 – August 1, 2025:

One Hundred Sixty Six Dollars and Eighty Five Cents per wet ton

(In writing)

\$ 166.85 per wet ton

(In numbers)



III. NEXT STEPS:

The Town's current provider for sludge removal is Old Line Environmental – Synagro and our current contract expires in August of 2022.

Town staff is reviewing the price against the budgeted amount for FY23 and expects to be able to make a recommendation to Town Council. The per wet ton price is higher than the Town staff budgeted number.

Proposal to Provide:

WATER RECLAMATION TREATMENT PLANT BIOSOLIDS
SLUDGE REMOVAL

to

TOWN OF CHESAPEAKE BEACH, MD



Submitted on
May 6, 2022



OLD LINE



Environmental, Inc.

May 4, 2022

Town of Chesapeake Beach
8200 Bayside Rd.
Chesapeake Beach, MD 20732

Re: RFP – Water Reclamation Treatment Plant Biosolid Sludge Removal

Ladies and Gentlemen:

Old Line Environmental, Inc. is pleased to respond to the Town of Chesapeake Beach for RFP “Water Reclamation Treatment Plant Biosolid Sludge Removal”.

We have enclosed for your review our completed bid forms and supplemental information.

Old Line Environmental, Inc. has been in business for eight years providing similar services as our parent company, Synagro-WWT, Inc. which has been in business for over 40 years, and is one of the largest residuals management companies in the country with over 650 municipal and industrial customers and operations in 38 states. Old Line Environmental, Inc. and Synagro-WWT, Inc. provide various residuals management services to water and wastewater treatment plants and have extensive equipment and personnel resources to perform Biosolids Sludge Removal for the Chesapeake Beach WRTP.

Thank you for the opportunity to submit our bid for this project. If you have any questions about our submittal or require any additional information, please contact me at 410-688-4438 or ekneis@synagro.com. We look forward to hearing from you soon.

Warm regards,

Emil Kneis, Sales Support Manager

EK:sh

Old Line Environmental, Inc. 435 Williams Ct., Suite 100, Baltimore, MD 21220

435 Williams Court, Suite 100
Baltimore, MD 21220
www.synagro.com



October 20, 2021

Delegation of Authority

FROM: Matt Robertson, Chief Commercial Officer

TO: Emil Kneis, Sales Support Manager

In consideration of the continued closing of our corporate office in response to the COVID-19 pandemic and in anticipation of continued disruption in normal company procedures, I, Matt Robertson as Chief Commercial Officer of Synagro Technologies, Inc. and all its affiliates and subsidiaries, hereby delegate to you, Emil Kneis, authority to sign binding bids and awarded contracts as an officer or as an authorized person. Also, I delegate to you the authority to sign as an officer or authorized person on any business-related application and other agreements as necessary to provide uninterrupted service to current and new customers. Such authority does not alter our internal approval processes. This delegation of authority is valid from the date of this letter until revoked by me.

A handwritten signature in black ink, appearing to read "Matt Robertson".

Matt Robertson

Chief Commercial Officer

Date 11/1/2021



 **AIA** Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

OLD LINE ENVIRONMENTAL, INC.
435 Williams Court Suite 100
Baltimore, MD 21220

SURETY:

(Name, legal status and principal place of business)

NATIONWIDE MUTUAL INSURANCE COMPANY
One Nationwide Plaza
Columbus, OH 43216

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

TOWN OF CHESAPEAKE BEACH, MARYLAND

8200 Bayside Road, CHESAPEAKE BEACH, MD 20732

BOND AMOUNT: Five Percent of Amount bid
(5% of Amount Bid)

PROJECT:

(Name, location or address, and Project number, if any)

Water Reclamation Treatment Plant Biosolid Sludge Removal

Project Number, if any:

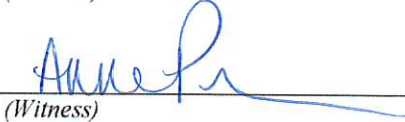
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 28th day of April, 2022


(Witness)


(Witness)

Anne Potter

OLD LINE ENVIRONMENTAL, INC.
(Principal)  (Seal)

(Title)

NATIONWIDE MUTUAL INSURANCE COMPANY
(Surety)  (Seal)
(Title) Francesca Kazmierczak, Attorney in Fact

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

AKLIMA NOORHASSAN; ANNE POTTER; BEVERLY WOOLFORD; BRYAN HUFT; DEBRA A DEMING; FRANCES RODRIGUEZ; FRANCESCA KAZMIERCZAK; JANE GILSON; JEAN CORREIA; KEMAL BRKANOVIC; MARK P HERENDEEN; NANCY SCHNEE; NATHANIEL JAKAITIS; PETER HEALY; SANDRA DIAZ; SUSAN A WELSH; THERESAN E ROWEDDER; VALORIE SPATES;

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

UNLIMITED

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 20th day of August, 2021.

[Handwritten signature of Antonio C. Albanese]

Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK COUNTY OF NEW YORK: ss

On this 20th day of August, 2021, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Stephanie Rubino McArthur
Notary Public, State of New York
No. 02MC6270117
Qualified in New York County
Commission Expires October 19, 2024

[Handwritten signature of Stephanie Rubino McArthur]

Notary Public
My Commission Expires
October 19, 2024

CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 28th day of April, 2022.

[Handwritten signature of Laura B. Guy]

Assistant Secretary



**REQUEST FOR PROPOSAL
WATER RECLAMATION TREATMENT PLANT BIOSOLID SLUDGE
REMOVAL**

ISSUE DATE: APRIL 12, 2022

NOTICE

A Prospective Offeror that has received this document from a source other than eMarylandMarketplace (eMM) <https://emaryland.buyspeed.com/bsc/>

VENDOR FEEDBACK FORM

To help us improve the quality of Town solicitations, and to make our procurement process more responsive and business friendly, please provide comments and suggestions regarding this solicitation. Please return your comments with your response. If you have chosen not to respond to this solicitation, please email to hwahl@chesapeakebeachmd.gov

Title: Water Reclamation Treatment Plant Biosolid Sludge Removal

1. If you have chosen not to respond to this solicitation, please indicate the reason(s) below:
 - Other commitments preclude our participation at this time
 - The subject of the solicitation is not something we ordinarily provide
 - We are inexperienced in the work/commodities required
 - Specifications are unclear, too restrictive, etc. (Explain in REMARKS section)
 - The scope of work is beyond our present capacity
 - We cannot be competitive. (Explain in REMARKS section)
 - Time allotted for completion of the Proposal is insufficient
 - Start-up time is insufficient
 - Bonding/Insurance requirements are restrictive (Explain in REMARKS section)
 - Proposal requirements (other than specifications) are unreasonable or too risky (Explain in REMARKS section)
 - Other: _____
2. If you have submitted a response to this solicitation, but wish to offer suggestions or express concerns, please use the REMARKS section below. (Attach additional pages as needed.)

REMARKS:

Vendor Name: Old Line Environmental, Inc. Date: May 4, 2022

Contact Person: Emil Kneis Phone (410) 688 - 4438

Address: 435 Williams Court Suite 100, Baltimore, MD 21220

E-mail Address: ekneis@synagro.com

TOWN OF CHESAPEAKE BEACH
KEY INFORMATION SUMMARY SHEET

Request for Proposals	Water Reclamation Treatment Plant Biosolid Sludge Removal
RFP Issue Date:	April 12, 2022
RFP Issuer:	Holly Wahl, Town Administrator
RFP Issuer Contact Information:	hwahl@chesapeakebeachmd.gov Town Hall: 8200 Bayside Rd. Chesapeake Beach, MD 20732 (410) 257-2230
Proposals are to be sent to:	<i>ATTENTION DALE CLARK, TOWN TREASURER</i> 8200 Bayside Rd PO Box 400 Chesapeake Beach, MD 20732
Mandatory Pre-Bid Conference:	April 29 th at 9:00 AM Water Reclamation Treatment Plant: 8550 Bayside Rd. Chesapeake Beach MD 20732
Questions Due Date and Time	April 29, 2022, at 5:00 PM
Sealed Proposal Due (Closing) Date and Time:	May 6 th at 12:00 PM at 8200 Bayside Rd. Chesapeake Beach MD 20732
Contract Type:	Fixed Lump Sum Annual Rate
Contract Duration:	1 year, with the option to extend 2 additional 1-year terms

1 Minimum Qualifications

1.1 Minimum Qualifications

To be considered reasonably susceptible of being selected for award, the Offeror must document in its Proposal that, within the last seven (7) years, the following Minimum Qualifications have been met:

Experience providing monitoring, record keeping and reporting programs in accordance with applicable laws and regulations. Ability to provide all permits and approvals necessary to haul and dispose of biosolid sludge.

Required Documentation: As proof of meeting this requirement, the Offeror shall provide with its Proposal one or more references from the past five years that collectively are able to attest to the Offerors required years of experience in providing treatment plant biosolid sludge removal to a municipal government or similar setting.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

2 Contractor Requirements: Scope of Work

2.1 Summary Statement

- 2.1.1 The Town of Chesapeake Beach is issuing this Request for Proposals (RFP) in order to contract Water Reclamation Treatment Plant Biosolid Sludge Removal service.
- 2.1.2 It is the Town's intention to obtain goods and services, as specified in this RFP, from a Contract between the selected Offeror and the Town.
- 2.1.3 The Town intends to make a single award as a result of this RFP.

2.2 Background and Purpose

The Town of Chesapeake Beach operates a Water Reclamation Treatment plant with a 1.5 MGD capacity. The Treatment plant facilities waste reclamation for the Town of Chesapeake Beach, the Town of North Beach, a portion of Calvert County and a portion of Anne Arundel County.

2.2.1 Project Goals

Provide efficient, timely, permitted removal of sludge material at the most economic cost to the Town and its partners of the Chesapeake Beach Water Reclamation Treatment Plant.

2.2.2 Current Environment

The Water Reclamation Treatment Plant has utilized a biosolid company whereas the contract is expiring.

2.2.3 Town Staff and Roles

A. Town Administrator

Provides oversight of the contract terms, conditions, performance.

B. Town Treasurer

Ensures all project costs are within the Town budget and receives all bid proposals.

C. WRTP Superintendent

Ensures work is performed as agreed at the Plant.

2.3 Responsibilities, Tasks, Scope of Work:

- Provide fulltime sludge hauling trailer
- Provide trucking and hauling of Chesapeake Beach biosolids. Sludge trailer shall meet all DOT regulations for hauling biosolid sludge. It shall be the contractor's responsibility to ensure a trailer is always provided and in place for Town use
- Utilization of Chesapeake Beach biosolids in accordance with applicable laws and regulations
- Use a certified scale to weigh trucks to determine load weights for volumes hauled and billing purposes
- Provide monitoring, record keeping and reporting programs in accordance with applicable laws and regulations

- Provide all permits and approvals to haul and dispose of biosolid sludge
- Remove and dispose of biosolid material

Town Plant Deliverables:

- Load and place contractor provided trailer with Chesapeake Beach biosolids
- At least 24 hours' notice to contractor for loaded trailer pickup
- Provide copies of plant biosolids analyses including metals, nutrients and % total solids on a quarterly basis

General Deliverables:

1. This is a one-year contract with the option to renew for two additional one year terms. The anticipated start date is August 1, 2022
2. Provide a list of each sub-consultants, if any, along with what they will provide for your Team and the anticipated percentage of work they are anticipated to perform.
3. All work must be performed Monday through Friday 7:00 a.m. – 3:00 p.m. In case of plant emergencies, the time for work performed can be modified per Town needed requirements.

BID FORM
CONTRACTOR'S BID
FOR
CHESAPEAKE BEACH, MARYLAND

***WATER RECLAMATION TREATMENT PLANT BIOSOLID
REMOVAL***

**THIS BID IS SUBMITTED TO: THE TOWN OF CHESAPEAKE
BEACH (OWNER) 8200 BAYSIDE ROAD POST OFFICE BOX 400
CHESAPEAKE BEACH, MARYLAND 20732**

BY: BIDDER'S NAME AND ADDRESS:

Name: Old Line Environmental, Inc.

Address: 435 Williams Court, Suite 100

Baltimore, MD 21220

Telephone: 410-688-4438

Email: [REDACTED]

Date: May 4, 2022

1 .01 The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Bidding Documents to perform

all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

2.01 BIDDER accepts all of the terms and conditions of the Advertisement or Invitation to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

3.01 In submitting this Bid, BIDDER represents, as set forth in the Agreement, that:

- A. BIDDER has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of all, which is hereby acknowledged:

Addendum No.

Addendum Date

BID PROPOSAL

4.01 BIDDER further represents that this Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham Bid; BIDDER has not solicited or induced any individual or entity to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other BIDDER or over OWNER.

- A. BIDDER acknowledges that BIDDER's price(s) constitutes BIDDER's sole compensation for performing all Work required by the Contract Documents, and if a particular part of the Work is not listed in the Bid Item Descriptions, BIDDER has included that part of the Work in the Bid Item Description which it most logically belongs.

5.01 Schedule of Bid Items

BIDDER PRICING: Pricing should be based off an average of 1,700 wet tons a year

1. Bidder to provide a price per wet ton of removal or sludge from August 1, 2022 – August 1, 2023:

One Hundred Forty Eight Dollars and Fifty Cents per wet ton

(In writing)

\$ 148.50 per wet ton

(In numbers)

2. Bidder to provide a price per wet ton of removal or sludge from August 1, 2023 – August 1, 2024:

One Hundred Fifty Seven Dollars and Forty One Cents per wet ton

(In writing)

\$ 157.41 per wet ton

(In numbers)

3. Bidder to provide a price per wet ton of removal or sludge from August 1, 2024 – August 1, 2025:

One Hundred Sixty Six Dollars and Eighty Five Cents per wet ton

(In writing)

\$ 166.85 per wet ton

(In numbers)



To: The Honorable Mayor and Town Council
Subject: HVAC Public Works facility
Date: May 6, 2022

From: Holly Wahl, Town Administrator

I. BACKGROUND:

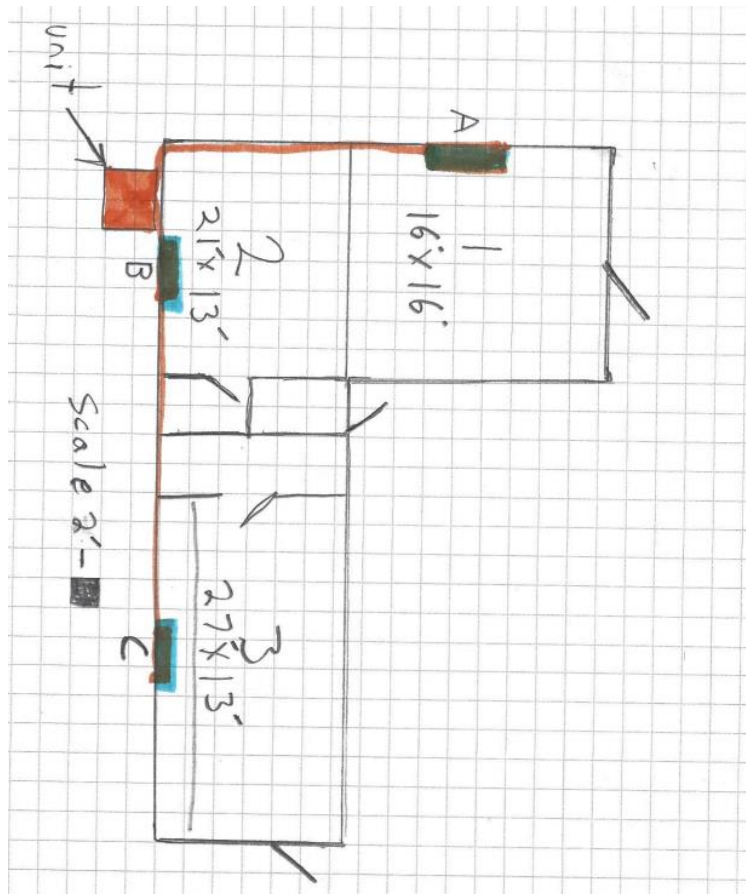
The Town Council approved the FY22 budget, which included the costs related to HVAC upgrades at the Chesapeake Beach Public Works facility.

II. SCOPE OF WORK:

Install a Multi-zone, mini-split ductless high-efficiency heat pump at the Public Works Garage.

The system will be a minimum of 21 SEER and include a low ambient heating package.

This system has three zones, as shown in the drawing below:



Area 1 = 16'x16' Area 2 = 21'x13' Area 3 = 27'x13' all ceilings are 8'



The indoor mount locations are shown as A, B, and C. The outdoor unit will be installed twenty-four" above grade.

All walls are 2"x4" with R-13 insulation. The ceiling is 2"x10" with R-19 insulation.

Electrical power will be installed by others to the outdoor unit only; all other power (low or high voltage) must be included in your bid. An onsite walkthrough of the site will be required before accepting proposals.

All proposals must provide the cost of equipment and the price of labor.

III. NEXT STEPS:

Due to the value of the project, this procurement is being handled through an informal RFP process as outlined by the Town charter. The Town has received one proposal and expects (2) two more proposals the week of May 9th. Final recommendations are expected to be before Town Council at the upcoming May Town meeting.