

**State of Maine
Master Score Sheet**

RFP# 202403057					
2024 Waste Diversion Grants Program, Round I					
Bidder Name:		David L. Berry dba Sagadahoc Recycling Co., LLC	Alfond Youth & Community Center	Town of Eustis	Town of Kennebunk
Proposed Cost:		\$15,051.00	\$15,015.00	\$17,042.00	\$5,220.96
Scoring Sections	Points Available				
Section I: Preliminary Information (Eligibility)	Pass/Fail	Pass	Pass	Pass	Pass
Section II: Organization Qualifications and Experience	15	15	15	15	15
Section III: Proposed Services	50	50	50	50	50
Section IV: Cost Proposal	35	35	35	35	35
TOTAL	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
Bidder Name:		Town of Oxford Transfer and Recycling	Maine Resource Recovery Association	1 Earth Composting, LLC	Town of Madison
Proposed Cost:		\$7,500.00	\$8,125.00	39,750.00	\$15,000.00
Scoring Sections	Points Available				
Section I: Preliminary Information (Eligibility)	Pass/Fail	Pass	Pass	Pass	Pass
Section II: Organization Qualifications and Experience	15	15	15	13	14
Section III: Proposed Services	50	50	50	40	25
Section IV: Cost Proposal	35	35	32	28	10
TOTAL	<u>100</u>	<u>100</u>	<u>97</u>	<u>81</u>	<u>49</u>

RFP# 202403057

2024 Waste Diversion Grants Program, Round I

Bidder Name:		Eagle Point Energy Center LLC			
Proposed Cost:		\$40,000.00			
Scoring Sections	Points Available				
Section I: Preliminary Information (Eligibility)	Pass/Fail	Fail			
Section II: Organization Qualifications and Experience	15	N/A			
Section III: Proposed Services	50	N/A			
Section IV: Cost Proposal	35	N/A			
TOTAL	<u>100</u>	<u>N/A</u>			

Award Justification Statement
RFP# 202309192, 2023 Waste Diversion Grants, Round II

I. Summary

On Thursday, March 14, 2024, the Maine Department of Environmental Protection, in accordance with 38 MRSA §2201-B, Maine Solid Waste Diversion Grant Program, issued RFP# 202403057, that sought proposals for the development, implementation or improvement of programs, projects, initiatives or activities designed to increase the diversion of solid waste from disposal, including waste reduction activities. Maine law (38 MRSA §2132.1-B) sets a goal of reducing the amount of waste disposed per capita by 5% every five years. The Department believes that progress toward this goal can be achieved by implementing innovative and proven local, regional, and statewide initiatives aimed at reducing the generation of solid waste, and at increasing the recovery and utilization of discarded materials, including organics. A total of nine proposals were initially received. These proposals were evaluated by a qualified team of individuals from the Department's Division of Materials Management. Seven projects were finally chosen for funding following a competitive, consensus-based evaluation process. Proposals chosen showed significant potential to divert materials away from costly disposal practices, while simultaneously focusing on the goals of Maine's "Solid Waste Management Hierarchy" (38 M.R.S. § 2101). Six proposals were awarded a full award and one will receive a partial award.

II. Evaluation Process

Prior to initiation of the RFP process, an evaluation team was established, comprised of qualified reviewers, each with specific solid waste expertise, from the Division of Materials Management. The evaluation team was trained regarding the RFP review/evaluation process and conducted their individual reviews of proposals.

Following individual reviews, the evaluation team met on April 23, 2024, to discuss, as a group, the merits of each proposal and rank them. Each proposal was then scored using a consensus-based evaluation system. The maximum achievable score was 100 points, based on the following categories:

- Preliminary Information (checked, but not scored)
- Organization, Qualifications and Experience (15 points),
- Proposed Services (50 points), and
- Cost Proposal (35 points)

Scores were assigned based upon the following criteria:

- The applicant's ability to address key solid waste management goals,
- The project's anticipated return for the investment (money, time),
- The project's efficiency in achieving expected outcomes, in terms of

- proposed work, budget and time frame, and
- The amount and quality of proposed matching funds or services.

III. Qualifications & Experience

This year's round of proposals contained many qualified individuals, governmental entities, and businesses. One of the most important deciding factors for our evaluation team was proven experience and ability to adapt to changing circumstances. Those entities chosen for funding also possessed the following additional qualifications/experience:

- Operate using a proven business model,
- Apply strong educational outreach efforts,
- Can develop strong community partnerships,
- Show a strong commitment to future growth of their proposed program, and/or
- Utilize or propose technology that is adaptable and scalable to fit many solid waste management scenarios.

IV. Proposed Services

During the evaluation process, our team focused on the following key “proposed services” factors—determining that the project as proposed will:

- Address an identified solid waste management need,
- Take advantage of regional economies of scale,
- Increase organics management and recycling infrastructure in underserved areas of the state,
- Promote waste reduction through reuse, repair and sharing economy initiatives,
- Reduce wasted food through donation or other sharing initiatives,
- Address a statewide need, and/or
- Expand the types of materials managed through composting and recycling.

V. Cost Proposal

The applicant's requests ranged from a low of \$5,220.96 to purchase 100 lobster trap wire compost bins to expand a community-wide backyard compost program to a high of \$39,750.00 to purchase a vehicle to facilitate food scrap collection in a metropolitan area. The Waste Diversion Grants program operates solely as a grant, so we did not compare the costs of each project against one another but judged each based on its own individual merit.

VI. Conclusion

The seven proposals chosen for funding all represent opportunities to expand collection, diversion, and reuse of various solid waste materials. A common theme among the projects selected was moving materials away from disposal in support of

higher and better end uses in accordance with the state's solid waste management hierarchy.



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

May 13, 2024

David L. Berry, Owner
Sagadahoc Recycling Co., LLC
21 Dinsmore Crossroad
Bowdoinham, ME 04008
alisonberry374@gmail.com

SUBJECT: Notice of Conditional Contract Awards under RFP# 202403057,
2024 Waste Diversion Grants Program, Round I

Dear Mr. Berry,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of nine proposals of which 8 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

The Department now wishes to announce the following conditional grant awardees who will receive full awards:

Award Recipient Name	Award Type
Sagadahoc Recycling Co., LLC	Full
Alfond Youth and Community Center	Full
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Town of Kennebunk	Full
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1 Earth Composting	Full
Maine Resource Recovery Association	Partial

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The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the

Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark A. King', with a long horizontal flourish extending to the right.

Mark A. King,
Organics Management Specialist
Division of Materials Management

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

May 13, 2024

Ken Walsh, CEO
Alfond Youth & Community Center
126 North Street
Waterville, ME 04901
kwalsh@clubaycc.org

**SUBJECT: Notice of Conditional Contract Awards under RFP# 202403057,
2024 Waste Diversion Grants Program, Round I**

Dear Mr. Walsh,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of nine proposals of which 8 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

May 13, 2024

Rachel Williams, Town Clerk
Town of Eustis
88 Main Street
Eustis, ME 04982
eustisclerk@eustismaine.org

SUBJECT: Notice of Conditional Contract Awards under RFP# 202403057,
2024 Waste Diversion Grants Program, Round I

Dear Ms. Williams,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of nine proposals of which 8 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

May 13, 2024

Heather Balsler, Town Manager
Town of Kennebunk
1 Summer Street
Kennebunk, ME 04043
hbalsler@kennebunkmaine.us

**SUBJECT: Notice of Conditional Contract Awards under RFP# 202403057,
2024 Waste Diversion Grants Program, Round I**

Dear Ms. Balsler,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of nine proposals of which 8 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

May 13, 2024

Ed Knightly, Manager
Town of Oxford Transfer and Recycling
89 Smith Road
Oxford, ME 04270
ots@oxfordmaine.org

SUBJECT: Notice of Conditional Contract Awards under RFP# 202403057,
2024 Waste Diversion Grants Program, Round I

Dear Mr. Knightly,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of nine proposals of which 8 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

May 13, 2024

Victor Horton, Executive Director
Maine Resource Recovery Association
P.O. Box 357
Newport, ME 04953
Victor.horton@mrma.net

SUBJECT: Notice of Conditional Contract Awards under RFP# 202403057,
2024 Waste Diversion Grants Program, Round I

Dear Mr. Horton,

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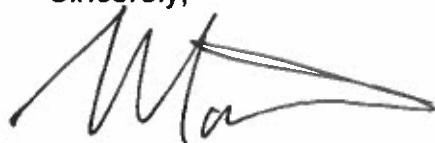
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JANET T. MILLS
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STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

May 13, 2024

Matt Saunders, Owner/Operator
1 Earth Composting, LLC
43 Elm Street West
Hampden, ME 04444
1earthcomposting@gmail.com

**SUBJECT: Notice of Conditional Contract Awards under RFP# 202403057,
2024 Waste Diversion Grants Program, Round I**

Dear Mr. Saunders,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of nine proposals of which 8 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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Division of Materials Management

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

May 13, 2024

Denise Ducharme, Town Manager
Town of Madison
26 Western Avenue
Madison, ME 04950
townmanager@madisonmaine.com

SUBJECT: Notice of Conditional Contract Awards under RFP# 202403057,
2024 Waste Diversion Grants Program, Round I

Dear Ms. Ducharme,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of nine proposals of which 8 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

The Department now wishes to announce the following conditional grant awardees who will receive full awards:

Award Recipient Name	Award Type
Sagadahoc Recycling Co., LLC	Full
Alfond Youth and Community Center	Full
Town of Eustis	Full
Town of Kennebunk	Full
Town of Oxford Transfer and Recycling	Full
1 Earth Composting	Full
Maine Resource Recovery Association	Partial

AUGUSTA
17 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0017
(207) 287-7688 FAX: (207) 287-7826

BANGOR
106 HOGAN ROAD, SUITE 6
BANGOR, MAINE 04401
(207) 941-4570 FAX: (207) 941-4584

PORTLAND
312 CANCO ROAD
PORTLAND, MAINE 04103
(207) 822-6300 FAX: (207) 822-6303

PRESQUE ISLE
1235 CENTRAL DRIVE, SKYWAY PARK
PRESQUE ISLE, MAINE 04769
(207) 764-0477 FAX: (207) 760-3143

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the

Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark A. King', with a long horizontal line extending to the right.

Mark A. King,
Organics Management Specialist
Division of Materials Management

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

May 13, 2024

Evan Coleman, Managing Member
Eagle Point Energy Center LLC
29 Industrial Way
Orrington, ME 04474
ecoleman@epec.com

SUBJECT: Notice of Conditional Contract Awards under RFP# 202403057,
2024 Waste Diversion Grants Program, Round I

Dear Mr. Coleman,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of nine proposals of which 8 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

The Department now wishes to announce the following conditional grant awardees who will receive full awards:

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As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark A. King', written over a horizontal line.

Mark A. King,
Organics Management Specialist
Division of Materials Management

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: David L. Berry dba Sagadahoc Recycling Co., LLC

DATE: 04/23/2024

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, James Guerra, Jessica Nadeau

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Preliminary Information (Eligibility)	Pass/Fail	Pass
Section II. Organization Qualifications and Experience	15	15
Section III. Proposed Services	50	50
Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: David L. Berry dba Sagadahoc Recycling Co., LLC

DATE: 04/23/2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments: Eligible based on responsiveness to RFP criteria.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: David L. Berry dba Sagadahoc Recycling Co., LLC

DATE: 04/23/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	15	15

Evaluation Team Comments:

- I. Overview of the Organization
 - The applicant has been successfully operating Sagadahoc Recycling Center since 1988.
 - Mr. Berry served as the Town of Bowdoinham’s Solid Waste Manager prior to retiring.
 - The center has seen ongoing improvements in what is handled and how it is handled over the decades. Dedication to the endeavor of providing recycling and re-use opportunities to the community is well proven.
 - Support from Bowdoinham Historical Society, State Rep. Sally Cluchey, and Board members.
- II. Subcontractors
 - Janarelli Electric
- III. Organizational Chart
 - Submitted, operates as LLC and features David Berry as owner and head carpenter and volunteer supporters.
- IV. Litigation
 - n/a
- V. Certificate of Insurances
 - Submitted

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: David L. Berry dba Sagadahoc Recycling Co., LLC

DATE: 04/23/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	50

Evaluation Team Comments:

1. Proposed Services:
 - a. The applicant is proposing to use the funds to improve the operations at their 1584 ft² Recycling Barn, aka, "Gift Shop" by adding insulation to walls and ceilings to create an easy to heat, inviting space that will provide year-round access to area residents.
 - b. The space currently serves a whole host of charitable organizations along with area residents as is indicated by the attached letter of support. Anytime we can encourage community members to get together is a good thing.
 - c. Gift shop is year-round and easily accessible by Richmond, Bowdoinham, Topsham, and other surrounding residents.
 - d. This project would increase the amount of material moved up the solid waste hierarchy by promoting waste diversion through reuse.
2. Implementation – Work Plan
 - a. The proposed work plan is well thought-out, ambitious and very doable.
 - b. To ensure Gift Shop remains open during improvements, work will be carried out in sections.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: David L. Berry dba Sagadahoc Recycling Co., LLC

DATE: 04/23/2024

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	35

Evaluation Team Comments:

- Much-needed program expansion in an underserved part of the state.
- The cost is reasonable, and the bulk of the work force is volunteer effort.
- Applicant proposes a 33% percent share/match. Requesting \$15,051 and is matching by \$7,500, or 33%.
- Local support indicates the project is a positive investment.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Alford Youth & Community Center

DATE: 04/23/2024

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, James Guerra, Jessica Nadeau

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Preliminary Information (Eligibility)	Pass/Fail	Pass
Section II. Organization Qualifications and Experience	15	15
Section III. Proposed Services	50	50
Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Alford Youth & Community Center

DATE: 04/23/2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments: The application is eligible for funding due to responsiveness to the RFP requirements.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Alford Youth & Community Center

DATE: 04/23/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	15	15

Evaluation Team Comments:

I. Overview of the Organization

- The Alford Youth & Community Center (AYCC) has been an anchor institution for the Northern Kennebec and Southern Somerset County communities for over 100 years.
- Currently, the Center provides health and wellness programs, full-service childcare and workforce development training to nearly 9,000 members across 50 communities in the greater Waterville area.
- The AYCC operates the largest licensed and accredited childcare facility in Maine, with more than 200 rural youth in grades K-7 attending the AYCC's after-school and summer enrichment programs.
- As part of its after-school program, the AYCC runs a STEM course called "Computer Club." The club teaches grade 4-7 students how to repair and upgrade recycled desktop computers, adding at least 3-4 years to the used computers' lifespans. The repurposed computers are distributed at no cost to low-income families, schools and after-school programs.
- 501C3 Organization that has a board of directors who oversee a CEO.

II. Subcontractors

- Not a subcontractor, but a collaborators—Information Technology Exchange-Waterville

III. Organizational Chart

- Submitted.

IV. Litigation

- n/a

V. Certificate of Insurances

- Submitted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Alfond Youth & Community Center

DATE: 04/23/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	50

Evaluation Team Comments:

1. Proposed Services

- To refurbish each computer, students implement solid-state hard drives, RAM modules, video cards and WIFI adapters. Once the students upgrade each computer's hardware, they install the Linux Mint operating system and download software programs.
- Since September 2023, Computer Club has refurbished and distributed nearly 50 desktop computer setups for reuse to low-income families, schools and after-school programs.
- Each desktop setup includes a monitor, mouse, keyboard and cables. More than 1,000 pounds of e-waste has been diverted for reuse by Computer Club.
- Additional e-waste has been reduced by eliminating the need for partner organizations to purchase new devices.
- The AYCC would use awarded funding to purchase the necessary components for students to repair and upgrade 165 recycled desktop computers, diverting more than 4,000 pounds of e-waste for reuse.
- This increase in program materials would allow the AYCC to almost double the number of students able to participate in Computer Club.
- Reuse is an important wrung in the solid waste diversion ladder and helps to build and strengthen the community the AYCC serves.

2. Work Plan

- The work plan is well thought out and very doable. This plan provides a scalable opportunity across the State and nation. It addresses the fundamental underpinnings for creating a confident and robust repair and reuse ethic in our youth.
- The work plan goes from June 2024 to June 2026, by semester.
- Applicant plans to refurbish 160 desktop computers in 2024-2025 and expand to 250 desktop computers in 2025-2026.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Alford Youth & Community Center

DATE: 04/23/2024

- Applicant plans to scale sales revenue through establishing partnerships for bulk purchases of refurbished computers.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Alford Youth & Community Center

DATE: 04/23/2024

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	35

Evaluation Team Comments:

- Applicant requesting \$15,015.
- Applicant matching \$19,004, or 56%.
- The value from both the avoided e-waste disposal cost and the beneficial reuse of manufactured electronics is well worth use of waste diversion grant funding.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Eustis

DATE: 04/23/2024

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, James Guerra, Jessica Nadeau

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Preliminary Information (Eligibility)	Pass/Fail	Pass
Section II. Organization Qualifications and Experience	15	15
Section III. Proposed Services	50	50
Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Eustis

DATE: 04/23/2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments: This project is eligible for funding as the application is responsive to the requirements of the RFP.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Eustis

DATE: 04/23/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	15	15

Evaluation Team Comments:

- I. Overview of the Organization
 - The transfer station for Town of Eustis serving 600 full-time residents and many seasonal residents run by one full-time attendant.
 - Licensed and permitted.
 - Self-identified as an underserved community operating on a low municipal budget.
 - Participates in annual HHW collection events for the past 5 years.
 - Recently added a water supply to the transfer station.
- II. Subcontractors
 - n/a
- III. Organizational Chart
 - Submitted.
- IV. Litigation
 - Submitted.
- V. Certificate of Insurances
 - Submitted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Eustis

DATE: 04/23/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	50

Evaluation Team Comments:

1. Proposed Services
 - The Town of Eustis is requesting funding to allow them to upgrade their existing transfer station to help manage the influx of new residents since the pandemic.
 - The bulk of the funding will be used to purchase two 8' x 20' Conex Boxes to allow storage of recycled items that may be sold or repurposed.
 - The Conex boxes offer a safe, cost-effective and weather-tight alternative to traditional storage sheds.

2. Work Plan
 - Proposed project noted to be completed in a timely fashion.
 - Applicants propose to immediately order the boxes upon funding for immediate use after leveling the area for placement. They have the equipment needed to level the space.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Eustis

DATE: 04/23/2024

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	35

Evaluation Team Comments:

- Applicant proposes 29% match.
- The applicants are requesting \$17,042 to allow purchase of the boxes and have offered \$7,000 as match.
- The potential value of these boxes regarding Eustis's immediate storage needs makes this proposal a good use of WDG funds.
- The reviewers would like to ensure the contract process covers additional details not entirely clear in the documentation, including the \$5,000 match.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Kennebunk

DATE: 04/23/2024

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, James Guerra, Jessica Nadeau

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Preliminary Information (Eligibility)	Pass/Fail	Fail
Section II. Organization Qualifications and Experience	15	15
Section III. Proposed Services	50	50
Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Kennebunk

DATE: 04/23/2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments: This project application is responsive to the RFP and eligible for funding.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Kennebunk

DATE: 04/23/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	15	15

Evaluation Team Comments:

- I. Overview of the Organization
 - Town of Kennebunk transfer station recycling drop-off center and treasure chest resident swap shop, residential hazardous waste day.
 - Town is on a quest for town-wide composting by encouraging residents to first manage their organic waste at home.
 - Kennebunk Energy Efficiency & Sustainability Committee (EESC) contains a group of town citizens experienced in home composting.
 - 2020 DEP grant recipient for 100 composting cages.
- II. Subcontractors
 - n/a
- III. Organizational Chart
 - Simple – Public Works > Energy Efficiency & Sustainability Committee (EESC) > homeowners.
- IV. Litigation
 - Submitted.
- V. Certificate of Insurances
 - Submitted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Kennebunk

DATE: 04/23/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	50

Evaluation Team Comments:

1. Proposed Services

- The Town of Kennebunk is requesting funding to expand its town-wide composting efforts by continuing to encourage residents to first manage their organic waste at home. The Town received a grant to purchase 100 home compost units in 2020 and this program was extremely successful, leading to the current proposal to expand the program by another 100 units.
- The Town believes this effort will help them to significantly reduce the weight of solid waste, thus reducing our cost for tipping fees for curbside collection; while also reducing the release of methane, a potent greenhouse gas.
- Finally, they believe that involving more households in backyard composting raises awareness generally making it a more acceptable practice that may lead to an eventual town-wide composting program. This program has been added to Kennebunk’s 2024 Climate Action Plan strategy.
- The proposed lobster trap compost bins have been used successfully throughout Maine and offer a durable compost experience at an affordable price.

2. Work Plan

- Utilizing experience from previous project, upon which this is built.
- The Department of Public Services would give demos.
- Willing citizens would accept and monitor volume and weight from cages overtime.
- Weight data, waste stream savings and financial savings reported to Select Board.
- 12-month timeline.
- The applicants propose to purchase the bins immediately upon notification of an award and have them handed out in a relatively short timeframe.
- Data collection will result in a cost-benefit report that will be used by the town government to provide recommendations for further actions.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Kennebunk

DATE: 04/23/2024

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	35

Evaluation Team Comments:

- The applicants are requesting \$5,220.96 (plus \$1,068.04, the required 25% match) to allow purchase of the 100 compost bins which are being offered at a substantial discount from the manufacturer.
- The Department believes that the data collected from this project and the previous rounds' project serves as a model for future community efforts.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Oxford Transfer & Recycling

DATE: 04/23/2024

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, James Guerra, Jessica Nadeau

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Preliminary Information (Eligibility)	Pass/Fail	Pass
Section II. Organization Qualifications and Experience	15	15
Section III. Proposed Services	50	50
Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Oxford Transfer & Recycling

DATE: 04/23/2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments: This application is responsive to the criteria laid out in the RFP and is eligible for funding.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Oxford Transfer & Recycling

DATE: 04/23/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	15	15

Evaluation Team Comments:

- I. Overview of the Organization
 - Town of Oxford has 4,500 residents year-round, maybe 10,000 in the summer.
 - Town hosts several seasonal venues/events including Oxford County Fair and Oxford Plains Speedway.
 - Town runs a transfer station and a recycling center, mandatory since 1990 beginning, managing over 1,120 tons of waste and over 100 tons of mixed bulk waste.
 - i. The facility has new safety installments, compactor, 100-yard trash trailer to haul waste to Mid Maine Waste in Auburn, recycling building signs, and 50-yard roll off to help with bulk waste.
 - ii. Previously had a system in place where items could be reused, but due to town ordinance, pandemic, and lack of space, it fell through.
 - iii. Apparel Impact site collected 15.2 tons of clothing in 2023, saving the ton \$1,275 in tipping fees.
- II. Subcontractors
 - Northern Lights Electric
- III. Organizational Chart
 - Submitted.
- IV. Litigation
 - Submitted.
- V. Certificate of Insurances
 - Submitted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Oxford Transfer & Recycling

DATE: 04/23/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	50

Evaluation Team Comments:

1. Proposed Services

- The Town of Oxford Transfer and Recycling is requesting funding to place a 10' x 20' shed and electrify it at the Town's Transfer and Recycling Center. The building will serve as Swap Shop to help further collect, divert, recycle and repurpose items that would normally end-up in the MSW stream.
- Waste Diversion Grant funds have been used through the years to purchase many of these buildings and the results have been nothing short of remarkable. Swap shops positively impact waste diversion and help strengthen community relationships by providing a meeting place where citizens may gather and exchange stories and other pleasantries. The phrase, "One person's trash is another person's treasure" was definitely meant to describe these valuable facilities.

2. Work Plan

- Shed building will be ordered from Old Hickory Buildings in Oxford and delivered free of charge.
- Northern Lights Electric will power it up.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Oxford Transfer & Recycling

DATE: 04/23/2024

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	35

Evaluation Team Comments:

- Requesting \$7,500
- Matching \$2,500, or 25%
- Old Hickory provided a cost estimate.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Maine Resource Recovery Association

DATE: 04/23/2024

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, James Guerra, Jessica Nadeau

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Preliminary Information (Eligibility)	Pass/Fail	Pass
Section II. Organization Qualifications and Experience	15	15
Section III. Proposed Services	50	50
Section IV. Cost Proposal	35	32
<u>Total Points</u>	<u>100</u>	<u>97</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Maine Resource Recovery Association

DATE: 04/23/2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments: This application is eligible for funding as it is responsive to the criteria outlined in the RFP.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Maine Resource Recovery Association

DATE: 04/23/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	15	15

Evaluation Team Comments:

I. Overview of the Organization

- MRRA operates as a 501C 3 non-profit corporation using a Board of Directors who oversee an Executive Director.
- Established in 1984, MRRA lessens the burdens of state government by providing local and regional solutions to solid waste management issues.
- MRRA currently assists towns and cities throughout Maine with creative solutions to help them manage a myriad of solid waste issues, including reuse, recycling, composting and other methodologies to help direct waste streams towards higher and better uses.
- Organization also hosts conferences bringing markets and vendors together for members and nonmembers.
- Seller of backyard composting equipment after taking program from State Planning Office in 2008.

II. Subcontractors

- n/a

III. Organizational Chart

- Submitted.

IV. Litigation

- Submitted.

V. Certificate of Insurances

- Submitted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Maine Resource Recovery Association

DATE: 04/23/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	50

Evaluation Team Comments:

1. Proposed Services

- Develop a statewide council or committee focused on wasted food recovery, connecting generators with appropriate end users whether as food for humans, feed for animals, for compost or for digestion.
 - The proposal is exploratory in nature and will measure or encourage interest although there is no guarantee that the council will be developed.
- On a membership basis, this council would consolidate, develop, evaluate, and make available a statewide database and tracking system for all organics-related activities.
- MRRA would like to explore the creation of a statewide group that would handle composting, food waste, and food recovery through a council or committee.
- The council would act as a clearing house of information for municipalities and businesses including food producers, processors, collectors of wasted food and collectors of usable food stuffs such as pantries and food banks.
- One of the goals would be to set up a membership base with a governing board made up of industry experts and interested individuals. The groups existence would be sustainable through member fees and reside under the MRRA umbrella.
- This group would hold meetings to discuss issues facing the membership and food community and devise plans to get food that may be on the verge of waste into the hands of those that can distribute it before it is wasted.
- To accomplish this: MRRA will hire an intern to provide outreach to interested parties and collect contact information of those willing to attend meetings to measure the interest and to flesh out ideas of the group concerning food waste, composting, and processing.
- The meetings would be held over the next year or so with the culmination and reporting being presented to the recycling and solid waste community at the MRRA Annual Convention being held in the spring of 2026.

2. Workplan

- The proposed work plan is well thought-out, ambitious, and very doable within the time parameters selected.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Maine Resource Recovery Association

DATE: 04/23/2024

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	32

Evaluation Team Comments:

- Applicant requesting \$8,125.00.
- Applicant matching \$2,940.00, or 27%.
- The majority of labor costs are to support an intern, which is an eligible, temporary cost under this RFP.
- **Some additional funding was requested for permanent staff labor, including 25 hours for the Project Manager and 10 hours for the Assistant Manager. Ongoing staff costs are not eligible for funding under this project so \$1,050 will be deducted out of fundable costs.**
- With the renewed interest in food scrap management, this seems like a timely project to support food scrap diversion.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: 1 Earth Composting, LLC

DATE: 04/23/2024

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, James Guerra, Jessica Nadeau

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Preliminary Information (Eligibility)	Pass/Fail	Pass
Section II. Organization Qualifications and Experience	15	13
Section III. Proposed Services	50	40
Section IV. Cost Proposal	35	28
<u>Total Points</u>	<u>100</u>	<u>81</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: 1 Earth Composting, LLC

DATE: 04/23/2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments: The applicant is eligible as they were responsive to the RFP criteria.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: 1 Earth Composting, LLC

DATE: 04/23/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	15	13

Evaluation Team Comments:

- I. Overview of the Organization
 - The organization is a start-up between a husband-and-wife team and has shown positive growth since their summer start in 2022.
 - Matt Saunders holds a certificate of technical ability from recognized compost program—131 Degree School of Composting—whose lead instructor is a graduate of the Maine Compost Program.
 - Both co-owners show adequate knowledge of the food scrap availability within the Greater Bangor Area.
 - Operational since December of 2022 doing curbside collection of food scraps.
 - This company is still a new business with a limited track record.
- II. Subcontractors
 - The company does not list any subcontractors at present, but Matt Saunders has joined forces with Kate Tomkins at Chickadee Compost, and she serves as a mentor for both Matt and Katie.
 - i. Chickadee Compost has a proven track record for collection and composting of food scraps in the Blue Hill Peninsula area (Downeast Maine).
- III. Organizational Chart
 - Lists Matt and Katie as co-owners and Kate Tomkins as a partner.
- IV. Litigation
 - n/a
- V. Certificate of Insurances
 - Submitted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: 1 Earth Composting, LLC

DATE: 04/23/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	40

Evaluation Team Comments:

1. Proposed Services

- The applicants are requesting funds to help expand their collection efforts by purchasing a more reliable collection truck (and to install the liftgate purchased with their previous WDG) to facilitate and expand collection of food scraps in the greater Bangor area.
- There is currently a lack of food scrap collection options for residents and businesses in the Bangor area, and 1 Earth hopes to begin to fill that void. For example, the three communities of Bangor, Brewer and Hampden have a combined residential population of approximately 49,200 and recent communications with these communities indicate that there is a great interest to start a food scrap collection operation.
 - Given that most Mainers waste approximately 200 lbs. of food scraps annually, the potential exists to divert up to 10 million pounds or 5,000 tons of food scraps per year from just those three communities alone.
- 1 Earth believes that feel that a newer vehicle in better shape will allow them to expand their collections to increase organics diversion while simultaneously becoming a more financially viable business.
- The scraps will initially be composted at Chickadee Compost in Surry, but 1 Earth does have a plan in the works to keep the scraps more local by developing their own compost site in the Hampden area.
- This project would increase the amount of material up the solid waste hierarchy by promoting waste diversion of food scraps through composting via curbside pick-up service, contingent on grant funds.

2. Work Plan

- The work plan would have been strengthened by providing additional details relating to the amount of food scraps being collected and composted, nor reference to the expected increase in the amount of food scraps that would be collected and will be composted.
- Additionally, assurance of an ability to achieve financial solvency would have been helpful for assessing future potential.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: 1 Earth Composting, LLC

DATE: 04/23/2024

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	28

Evaluation Team Comments:

- The applicants are requesting \$39,750 to purchase a newer, rugged truck to provide reliable pick-up services and to also support their lift-gate system.
- They have provided adequate evidence that they meet the 25% match and that the acquisition of a newer truck will allow them to expand their existing collection and, potentially, divert a significant amount of food scraps away from disposal.
- The cost proposal would have been strengthened with the inclusion of a quote for the truck.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057
RFP TITLE: 2024 Waste Diversion Grants Program, Round I
BIDDER: Town of Madison
DATE: 04/23/2024

SUMMARY PAGE

Department Name: Environmental Protection
Name of RFP Coordinator: Mark King
Names of Evaluators: Mark King, James Guerra, Jessica Nadeau

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Preliminary Information (Eligibility)	Pass/Fail	Pass
Section II. Organization Qualifications and Experience	15	14
Section III. Proposed Services	50	25
Section IV. Cost Proposal	35	10
<u>Total Points</u>	<u>100</u>	<u>49</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Madison

DATE: 04/23/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	15	14

Evaluation Team Comments:

- I. Overview of the Organization
 - The applicant is a municipality located in central Maine, and which operates with a Town Manager and Select Board format.
- II. Subcontractors
 - Application is not entirely clear, but they appear to be considering Somerset Disposal Services, Madison
- III. Organizational Chart
 - Submitted.
- IV. Litigation
 - Submitted.
- V. Certificate of Insurances
 - Submitted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Madison

DATE: 04/23/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	25

Evaluation Team Comments:

1. Proposed Services
 - Town of Madison seeking to reestablish its recycling and composting programs which were eliminated due to budgetary constraints created by the closure of the Madison Paper Industries paper mill in 2016.
 - Town of Madison is in the process of bringing before the select board a proposal to re-establish these programs to better serve the towns community.
 - The Town of Madison is requesting funding to re-establish its recycling and composting programs that were eliminated due to budgetary constraints created by the closure of the Madison Paper Industries paper mill in 2016. The town is proposing to work with local solid waste management companies to manage the flow of recyclable materials, as well as patterning with local farms and farmers to manage compostable components.
 - The project as proposed would increase organics management in an underserved portion of Maine.
 - Increase education within the community school system by coordinating with the school systems (Elementary, Middle and High schools) to educate the students on the importance of recycling.
 - **The applicants have admitted that the proposed project is an idea that has not been approved by the Town Administration and would therefore need to receive conditional funding pending approval of the concept by the Town and its acceptance of a Waste Diversion Grant award and implementation.**

2. Work Plan
 - The applicant is proposing to work with local solid waste management companies to manage the flow of recyclable materials (metal, plastic, paper, glass, cardboard) as well as patterning with local farms and farmers to manage compostable components.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Town of Madison

DATE: 04/23/2024

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	10

Evaluation Team Comments:

- The applicants are requesting \$15,000.00 to purchase equipment and pay for associated labor.
- The cost page offers little specificity and without an exact breakout of costs of various pieces of equipment, it is difficult to determine what the funds will be used for.
- Additionally, the labor portion (drivers/collectors) would be ineligible for funding consideration.
- Finally, the proposal lists a \$5,000 match, but no further information regarding the funds is available in the application.
- This application should be redrafted and resubmitted with town buy-in and much greater detail in a future WDG round.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Eagle Point Energy Center LLC

DATE: 04/23/2024

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, James Guerra, Jessica Nadeau

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Preliminary Information (Eligibility)	Pass/Fail	Fail
Section II. Organization Qualifications and Experience	15	n/a
Section III. Proposed Services	50	n/a
Section IV. Cost Proposal	35	n/a
<u>Total Points</u>	<u>100</u>	<u>n/a</u>

Evaluation Team Comments: The proposal did not meet the eligibility criteria as defined in the RFP and was disqualified from award consideration; no further evaluation was conducted.

Specifically, the proposal requested funds to assist purchasing a bailing unit that would serve to prepare collected MSW for loading into the facility’s incinerator. This proposal constitutes disposal and is contrary to requirements of the Waste Diversion Grants Program making it ineligible for funding consideration (see relevant sections from RFP# 202403057 below):

- Page 3, Public Notice—The State of Maine is seeking proposals to assist in the development, implementation or improvement of programs, projects, initiatives, or activities designed to increase the **diversion of solid waste from disposal**.
- Page 4, Definitions—

Disposal	The discharge, deposit, dumping, spilling, leaking, placing or incineration of any solid waste into or on any land, air or water so that the solid waste or any constituent thereof may enter the environment or be emitted into the air, or discharged into any waters, including ground waters, including landfilling and waste-to-energy incineration.
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER: Eagle Point Energy Center LLC

DATE: 04/23/2024

- Page 6, Eligibility—In accordance with [38 MRSA §2201-B. Maine Solid Waste Diversion Grant Program](#), the Department may disburse grants under the program to any Maine-based public or private entity demonstrating that a proposed program, project, initiative, or activity is, in the Department's determination, likely to increase the diversion of solid waste from **disposal** within a particular community, municipality, or region or the State.

- Page 6, Funding Priorities—The awarding of funds under this section must be consistent with the solid waste management hierarchy established under [section 2101](#) and the food recovery hierarchy established under [section 2101-B](#) and must be prioritized to provide the most benefit to the State in terms of increasing the diversion of solid waste from **disposal**.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: David Berry d/b/a/ Sagadahoc Recycling Co., LLC

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Founded in 1988, by 1989 established a 10-week pilot program, ultimately led town to create full-service, source-separated recycling program
- Old poultry barn turned into recycling infrastructure, Bowdoinham Recycling Barn
 - 1. Hopper-and-chute
 - 2. Overhead joist on a trolley
 - 3. Baler
- In 2021, pilot project constructed with help of volunteer workers and grant funds from Bowdoinham Community Development Initiative to decide whether or not to adopt a self-sort collection system
 - 1. Various plastics, metal, glass, newspaper, and magazines
- Support from Bowdoinham Historical Society, State Rep. Sally Cluchey, and Board members

2. Subcontractors

- Janarelli Electric

3. Organizational Chart, Proof of Insurance, Financials

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: David Berry d/b/a/ Sagadahoc Recycling Co., LLC

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

- Included

II. Proposed Services

1. Services to be Provided

- Project being proposed to improve conditions through a major improvement to the re-use and repair center (Gift Shop), carried out by volunteers
 1. Insulate relatively large space and allow for the available heat source, hot water fin-tube delivery system from a wood-fired boiler, to adequately warm the space
- Gift shop provides reusable and repairable items to residents for free, but need insulated walls to be a year-round operation
 1. Toys, games, sports equipment, furniture, library, kitchenware, small appliances, building materials
- Gift shop easily accessible by Richmond, Bowdoin, Topsham, and other surrounding residents
- All funds will be used to pay for electrician work and purchase materials to make space well-insulated and easy to heat
- Through these improvements, applicant plans increase comfort and productivity of volunteers and shoppers, year-round
- Looking to account for another ton, or more, of material diverted, but contingent on what is supplied
 1. Material shipped to entities like Goodwill is estimated to be more than a ton
 2. Various items moving through Gift Shop Annex estimated to be another ton, or more
 3. Estimated weight of material out the door of the Gift Shop to be around half a ton
- Looking to develop a system for recording weight of material diverted for heavier items
 1. Record on material going out in bulk lots are easily kept
 2. Record on material going out to residents, difficult to measure

2. Implementation – Work Plan

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: David Berry d/b/a/ Sagadahoc Recycling Co., LLC

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

- To ensure Gift Shop remains open during improvements, work will be carried out in 12'x12' sections needing a dozen of these will require 6 months to complete
- For each section,
 1. David plus 3 volunteers, build a plywood floor 4" above building's concrete floor,
 2. Styrofoam insulation between 2'x4' floor joists, and
 3. Fiberglass insulation will be installed in exterior walls and ceiling, and
 4. Ceilings will be strapped and sheetrock installed.
 5. Electrician will install lights and receptacles

III. Cost Proposal

- Requesting \$15,051
- Matching \$7,500, or 33%

IV. Comments

1. This project would increase the amount of material moved up the solid waste hierarchy by promoting waste diversion through reuse, contingent on residents' donations
2. Project benefitting and diverting waste from multiple communities

V. Questions

1. Is the Gift Shop items free for residents from all towns? Does it generate income?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: David Berry, Sagadahoc Recycling Co

DATE: 4/16/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. Organization Qualifications and Experience

1. Overview of Organization

- *Applicant has a proven track record having established a recycling center for Bowdoinham and surrounding communities operating since the 1980s*
- *The center has seen ongoing improvements in what is handled and how it is handled over the decades. Dedication to the endeavor of providing recycling and re-use opportunities to the community is well proven*

•

2. Subcontractors

- *Licensed electrical contractor, Janarelli Electric*

•

•

3. Organizational Chart

- *Straightforward with principal closely involved*

4. Etc.

II. Proposed Services

1. Services to be Provided

- *The project currently benefits many local residents as well as schools and charitable organizations. It moves what would otherwise be discarded material well up the hierarchy to re-use.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: David Berry, Sagadahoc Recycling Co

DATE: 4/16/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

The project extends the ethic of re-use to anyone utilizing the facility

- *Proposes winterization upgrade to a large swap shop which will expand use of the facility to year-round thus increasing diversion and participation further than already exists.*

2. Implementation – Work Plan

- *Principle will be the lead carpenter with much work accomplished by a corps of dedicated volunteers. Shop is long and narrow allowing work to progress in an area while the remainder remains open for business*

-

III. Cost Proposal

- Generous participation by volunteers allows applicant to provide 33% match to the project in labor.

IV. Comments

- This project was approved for grant last year but due to circumstances unrelated it was retracted and re-applied for this year. Judging from the local support the center has, the project is a positive investment

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grants Program, Round I

BIDDER NAME: Sagadahoc Recycling

DATE: 04/19/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- *The applicant has been successfully operating Sagadahoc Recycling Center since 1988.*
- *Mr. Berry served as the Town of Bowdoinham's Solid Waste Manager prior to retiring.*

2. Subcontractors—N/A

- *Electrical*

3. Organizational Chart-

- *The Company operates as an LLC and Features David Berry as owner with a Head Carpenter and Volunteer supporters*

4. Etc.

II. Proposed Services

1. Services to be Provided

- *The applicant is proposing to use the funds to improve the operations at their 1584 ft² Recycling Barn, aka, "Gift Shop" by adding insulation to walls and ceilings to create an easy to heat, inviting space that will provide year-round access to area residents.*
- *The space currently serves a whole host of charitable organizations along with area residents as is indicated by the attached letter of support.*
- *Anytime we can encourage community members to get together is a good thing.*

2. Implementation – Work Plan

- *The proposed work plan is well thought-out, ambitious and very doable.*

III. Cost Proposal

- 1. The cost is reasonable and will allow for a much needed program expansion in an underserved part of the state.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Ken Walsh, Alford Youth & Community Center

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Combined Boys & Girls Clubs and YMCA
- AYCC runs a STEM course called "Computer Club" teaching grade 4-7 students how to repair and upgrade recycled desktop computers,
- Repairs and upgrades add 3-4 years to the used computers' lifespans, and computers are distributed at no cost to low-income families, schools and after-school programs
- From Sept 2023 to Feb 2024, students refurbished approximately 50 desktop computers for reuse, diverting more than 1,000 lbs of electronic waste
 1. 20 of the refurbished desktop computers were donated, the rest distributed at no cost to schools, educational organizations, and after-school programs
- Computer Club build a computer lab using 10 refurbished desktop computers that now launch new STEM programming
 1. More than 130 youth use the computer lab, daily
- "LEGO Drive" acquired 45,000 used LEGO bricks, approximately 130 lbs of plastic waste diverted for reuse

2. Subcontractors

- None

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Ken Walsh, Alford Youth & Community Center

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

3. Organizational Chart, Proof of Insurance, Financials

- Included as required

II. Proposed Services

1. Services to be Provided

- Applicant would use funds to purchase necessary component for students to repair and upgrade 165 recycled desktop computers, equating to more than 4,000-lbs of reused electronic waste
- The increase in program materials would allow the applicant to almost double the number of students able to participate in Computer Club
- Give IT Get IT recovers and supplies desktop computers to applicant creating a distribution channel
- Looking to provide refurbished desktop computers to multiple educational organizations and low-income youth and their families in Central Maine to reduce waste generation by eliminating the need for the groups to purchase new computers
 1. China Primary School, Benton Elementary School, Atwood Elementary School, Mill Stream Elementary School, the Augusta Boys and Girls Clubs Teen Center and the Boys and Girls Clubs North End Waterville Learning Center
- Looking to become financially sustainable by reselling refurbished electronic devices through an e-commerce platform in partnership with Give IT Get IT
- Applicant aims to utilize this network for Computer Club and replicate the program's model regionally, statewide, and nationally

2. Implementation – Work Plan

- The work plan goes from June 2024 to June 2026, by semester
- Applicant plans to refurbish 160 desktop computers in 2024-2025 and expand to 250 desktop computers in 2025-2026
- Applicant plans to scale sales revenue through establishing partnerships for bulk purchases of refurbished computers

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Ken Walsh, Alford Youth & Community Center

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

III. Cost Proposal

- Applicant requesting \$15,015
- Applicant matching \$19,004, or 56%
- Notes, any additional material, labor, equipment or facilities costs not included in this budget that arise as a result of this program will be absorbed by the AYCC

IV. Comments

1. This project would increase the amount of material moved up the solid waste hierarchy by promoting waste diversion through reuse
2. The work plan is well organized, complete, and reasonable in its time scale for implementing each step
3. Assurance of an ability to achieve financial solvency

V. Questions

1. Recycled personal desktop computer setup w/ mouse, cables, monitor and keyboard are part of cost proposal—where and from whom are these bought? They are not donated?
2. Does 165 units cover the goal of the refurbished desktop computers for 2024-2025? Is the plan for the 250 refurbished computers or 2025-2026 going to be sustained by revenue from e-commerce?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Alford Youth & Community Center

DATE: 4/19/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. Organization Qualifications and Experience

1. Overview of Organization

- The Alford Youth & Community Center (AYCC) has been an anchor institution for the Northern Kennebec and Southern Somerset County communities, providing vital health and wellness programs, full-service childcare and workforce development training to nearly 9,000 members across 50 communities in the greater Waterville area.
- As operator of the largest accredited childcare facility in Maine, it has proven reputation and organizational skills to make excellent use of any provided Diversion Grant Funds it might be awarded.

•

2. Subcontractors (collaborator)

- Give IT Get IT's (GIGI) - MEDEP licensed – manages a collection, reuse and recycling program for otherwise waste, digitally oriented electronics (computers) for companies across Maine.

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3. Organizational Chart

- Provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Alford Youth & Community Center

DATE: 4/19/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

II. Proposed Services

1. Services to be Provided

- Secure 165 computers diverted from GIGI for STEM oriented (computer club) after school and summer enrichment programs for students to learn proper refurbishment and upgrading techniques.
- The computers will run Linux MINT architecture and be provided to an array of educational facilities across central Maine as well as low income families, some at some cost.
- Funds will also purchase new ram and solid state hard drives.
-

2. Implementation – Work Plan

- Well organized and reasonable through June 2026.
-

III. Cost Proposal – Applicant proposes just shy of a 56% match!

IV. Comments – This plan provides a scalable opportunity across the State and nation. It addresses the fundamental underpinnings for creating a confident and robust Repair and Re-use ethic in our youth. Halleluia!

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Alford Youth & Community Center

DATE: 04/19/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Individual Evaluator Comments:

1. Organization Qualifications and Experience

- *Overview of Organization:* The Alford Youth & Community Center (AYCC) has been an anchor institution for the Northern Kennebec and Southern Somerset County communities for over 100 years.
- Currently, the Center provides, health and wellness programs, full-service childcare and workforce development training to nearly 9,000 members across 50 communities in the greater Waterville area.
- The AYCC operates the largest licensed and accredited childcare facility in Maine, with more than 200 rural youth in grades K-7 attending the AYCC's after-school and summer enrichment programs.
- As part of its after-school program, the AYCC runs a STEM course called "Computer Club." The club teaches grade 4-7 students how to repair and upgrade recycled desktop computers, adding at least 3-4 years to the used computers' lifespans. The repurposed computers are distributed at no cost to low-income families, schools and after-school programs

2. Collaborators—Information Technology Exchange-Waterville

3. Organizational Chart

- *The Company operates as a 501 C 3 non-profit corporation using a Board of Directors who oversee a Chief Executive Officer.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Alford Youth & Community Center

DATE: 04/19/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

•

II. Proposed Services

1. Services to be Provided

- To refurbish each computer, students implement solid-state hard drives, RAM modules, video cards and WIFI adapters. Once the students upgrade each computer's hardware, they install the Linux Mint operating system and download software programs.
- Since September 2023, Computer Club has refurbished and distributed nearly 50 desktop computer setups for reuse to low-income families, schools and after-school programs.
- Each desktop setup includes a monitor, mouse, keyboard and cables. More than 1,000 pounds of e-waste has been diverted for reuse by Computer Club.
- Additional e-waste has been reduced by eliminating the need for partner organizations to purchase new devices.
- The AYCC would use awarded funding to purchase the necessary components for students to repair and upgrade 165 recycled desktop computers, diverting more than 4,000 pounds of e-waste for reuse.
- This increase in program materials would allow the AYCC to almost double the number of students able to participate in Computer Club.
- Reuse is an important wrung in the solid waste diversion ladder and also helps to build and strengthen the community the AYCC serves.

2. Implementation – Work Plan

- *The proposed work plan is well thought-out, ambitious and very doable.*

III. Cost Proposal

- 1. The applicants are requesting \$15,015 to allow students to refurbish 165 PCs and Laptops for donation to needy families. The value from*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Alford Youth & Community Center

DATE: 04/19/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

*both the avoided E-waste disposal and beneficial reuse of
manufactured electronics is well-worth the investment using WDG
funding.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town Clerk for Town of Eustis

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Transfer station for Town of Eustis serving 600 full-time residents and many seasonal residents run by one full-time attendant
- Licensed and permitted
- Self-identified as an underserved community operating on a low municipal budget
- Participates in annually HHW collection events for the past 5 years
- Recently added a water supply to the transfer station

2. Subcontractors

- None noted

3. Organizational Chart, Proof of Insurance, Financials

- Not included

II. Proposed Services

1. Services to be Provided

- Town of Eustis is looking to expand operations and allow the transfer station to grow by making upgrades that aim to lower the tipping costs by diverting materials to a swap shop for reuse or sale

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town Clerk for Town of Eustis

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

- Requiring 2—8'x20' Conex boxes to house reusable items to be sold/given back to the public

2. Implementation – Work Plan

- Proposed project noted to be completed in a timely fashion

III. Cost Proposal

- Requesting \$17,042
- Matching \$7,000, or 29%

IV. Comments

- Matched funds include installation of the project, amount from grant include installation of equipment
- In kind project management does not include hours and rate
- No hard dates
- No details on the cost of leveling in cost proposal (install of project?)
- A 29% match, not 41% match

V. Questions

- What is included in the installation of the project? How does this compare to the installation of the equipment?
- No mention of how the project will be operated after installation; by who, for how long, and at what rate?
- How much waste is expected to be diverted to reuse?
- Why 2 Conex boxes?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Eustis

DATE: 4/12/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. Organization Qualifications and Experience

1. Overview of Organization

- *Very small underserved community with a simple infrastructure*
-
-

2. Subcontractors

- *Conex West*
-
-

3. Organizational Chart

4. Etc.

II. Proposed Services

1. Services to be Provided

- *Install two 20' Conex containers with side mount roll-up doors for use as Swap Shop*
-
-
-

2. Implementation – Work Plan

- *According to narrative, containers will be delivered with doors. Town will provide level pad and perhaps blocking....*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Eustis

DATE: 4/12/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- III. Cost Proposal – Applicant proposes 29% match.

- IV. Comments - Match includes \$5k match for install and \$2k for site work. Install of what exactly? It seems roll up doors are to be installed by seller? Need some resolution.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Eustis

DATE: 04/21/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Individual Evaluator Comments:

I. Organization Qualifications and Experience

- Applicant is a municipality located in Western Maine, and operates with a Town Manager and Board of Selectmen.

2. Subcontractors-N/A.

II. Proposed Services

1. Services to be Provided

- The Town of Madison is requesting funding to allow them to upgrade their existing transfer station to help manage the influx of new residents since the pandemic.
- The bulk of the funding will be used to purchase two 8' x 20' Conex Boxes to allow storage of recycled items that may be sold or repurposed.
- The Conex boxes offer a safe, cost-effective and weather-tight alternative traditional storage sheds.

2. Implementation – Work Plan

- The applicants propose to purchase the boxes immediately upon notification of an award and have them in place shortly after ordering.

III. Cost Proposal

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Eustis

DATE: 04/21/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

1. *The applicants are requesting \$17,042 to allow purchase of the boxes and have offered \$7,000 as match. The potential value of these boxes in regards to Eustis's immediate storage needs, make this proposal a good use of WDG funds.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Heather Balsler, Town Manager of Town of Kennebunk _ Kennebunk Energy Efficiency & Sustainability Committee (EESC)

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Town of Kennebunk transfer station recycling drop-off center and treasure chest resident swap shop, residential hazardous waste day
- Town is on a quest for town-wide composting by encouraging residents to first manage their organic wastes at home
- Kennebunk Energy Efficiency & Sustainability Committee (EESC) contains a group of town citizens experienced in home composting
- 2020 DEP grant recipient for 100 composting cages

2. Subcontractors

- None noted

3. Organizational Chart, Proof of Insurance, Financials

- None provided

II. Proposed Services

1. Services to be Provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Heather Balsler, Town Manager of Town of Kennebunk _ Kennebunk Energy Efficiency & Sustainability Committee (EESC)

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

- Applicant seeks to significantly reduce the weight of solid waste, thus reducing our cost for tipping fees at the transfer station run by CPRP (?)
- Applicant seeks to implement Kennebunk's draft Climate Action Plan strategy
- Looking to duplicate 100 composting cages program to 100 new households to further introduce the practice of composting including instructions and free demos by the Composting Workgroup (housed in EESC)
- Looking to research:
 1. collaborating with 3 communities, and
 2. use of large leak-protected containers for residents and restaurants
- Goal is to divert 100 tons of waste from the waste stream, annually

2. Implementation – Work Plan

- Secure 100 composting cage material
- Department of Public Services would give demos
- Willing citizens would accept and monitor volume and weight from cages overtime
- Weight data, waste stream savings and financial savings reported to Select Board
- 12-month timeline
 1. Month 1-2: secure funding from DEP and town in-kind match, advertise project, procure compost cages
 2. Month 3-5: distribute compost cages, provide education and demos
 3. Month 6-10: EESC provide continued support and advice
 4. Month 10-12: Collect and analyze data

III. Cost Proposal

- Requesting \$5220.96
- Matching \$1,068.04, or 25%

IV. Comments

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Heather Balsler, Town Manager of Town of Kennebunk _ Kennebunk
Energy Efficiency & Sustainability Committee (EESC)

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

- 100 cage composters with 50 lids

V. Questions

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Kennebunk

DATE: 4/12/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. Organization Qualifications and Experience

1. Overview of Organization

- *Municipality with appropriate field experience*
-
-

2. Subcontractors

- *N/A*
-
-

3. Organizational Chart

- *Simple – Public Works > Energy Efficiency & Sustainability Committee (EESC) > homeowners*

4. Etc.

II. Proposed Services

1. Services to be Provided

- *Provide 100 backyard composters to interested homeowners. This is round 2 expansion of this effort.*
- *EESC will provide hands on education.*
-

2. Implementation – Work Plan

- *Well provided utilizing experience from first round in 2020*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Kennebunk

DATE: 4/12/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

-
- III. Cost Proposal
 - Applicant proposes a 25% match
- IV. Comments
 - A proven program with 100 participants to date.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Town of Kennebunk

DATE: 04/21/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Individual Evaluator Comments:

I. Organization Qualifications and Experience

- Applicant is a municipality located in Southern Maine, and operates with a Town Manager and Board of Selectmen.

2. Subcontractors-N/A.

II. Proposed Services

1. Services to be Provided

- The Town of Kennebunk is requesting funding to expand its town-wide composting efforts by continuing to encourage residents to first manage their organic wastes at home. The Town received a grant to purchase 100 home compost units in 2020 and this program was extremely successful, leading to the current proposal to expand the program by another 100 units.
- The Town believes this effort will help them to significantly reduce the weight of solid waste, thus reducing our cost for tipping fees for curbside collection; while also reducing the release of methane, a potent green house gas.
- Finally, they believe that involving more households in backyard composting raises awareness generally making it a more acceptable practice that may lead to an eventual town-wide composting program. This program has been added to Kennebunk's 2024 Climate Action Plan strategy.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Town of Kennebunk

DATE: 04/21/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- The proposed lobster trap compost bins have been used successfully throughout Maine and offer a durable compost experience at an affordable price.
- 2. *Implementation – Work Plan*
 - The applicants propose to purchase the bins immediately upon notification of an award and have them handed out in a relatively short timeframe.
 - Data collection will result in a cost benefit report that will be used by the town government to provide recommendations for further actions.

III. Cost Proposal

1. *The applicants are requesting \$5,220.96 (plus \$1,068.04) to allow purchase of the 100 compost bins which are being offered at a substantial discount from the manufacturer. The Department believes that the data collected from this project will serve as a model for future community efforts.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Ted Knightly, Manager of Town of Oxford Transfer and Recycling

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Town of Oxford has 4,500 residents year round, maybe 10,000 in the summer
 - 1. Oxford County Fair and Oxford Plains Speedway
- Town runs a transfer station and a recycling center, mandatory since 1990 beginning, doing over 1,120 tons of waste and over 100 tons of mixed bulk waste
- New safety installments, compactor, 100-yard trash trailer to haul waste to Mid Maine Waste in Auburn, recycling building signs, and 50-yard roll off to help with bulk waste
- Previously had a system in place where items could be reused, but due to town ordinance, pandemic, and lack of space, it fell through
- Apparel Impact site collected 15.2 tons of clothing in 2023, saving the ton \$1,275 in tipping fees

2. Subcontractors

- Norther Lights Electric
- Old Hickory Buildings

3. Organizational Chart, Proof of Insurance, Financials

- Not included
- Reference to 97-16 acct.at the town office

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Ted Knightly, Manager of Town of Oxford Transfer and Recycling

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

II. Proposed Services

1. Services to be Provided

- Applicant looking to obtain a shed building to salvage usable items that can be repurposed and reused, keeping it from being thrown into the waste stream
- Since it will be a separate building it will free us the flow of traffic at the transfer station
- Shed is a 10' x 20' to accommodate for larger items
- Applicant is seeking to eliminate excess waste and keep useful items from landfill
- Estimated approximately 20 tons, or \$3,000 in tipping fees, will be saved through this reuse program, annually

2. Implementation – Work Plan

- Shed building will be ordered from Old Hickory Buildings in Oxford and delivered free of charge
- Northern Lights Electric will power it up

III. Cost Proposal

- Requesting \$10,000
- Matching \$2,500, or 25%

IV. Comments

- Appreciate inclusion of data and measurements

V. Questions

1. Are they requesting \$7,500?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Oxford, Transfer and Recycling

DATE: 4/11/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. Organization Qualifications and Experience

1. Overview of Organization

- Rural and underserved community in lower Oxford County
-
-

2. Subcontractors

- Northern Light Electric to provide electrical hookup (code compliant)
- Estimate included from "Old Hickory Buildings" to construct and install a 10 X 20 wood frame structure on blocks
-

(No details provided for either subcontractor although very likely capable)

•

3. Organizational Chart

- N/A

4. Etc.

II. Proposed Services

1. Services to be Provided

- Seeking to add a wood framed re-use shop to further ignite community interest in waste diversion by recycling and re-use. Proposal is simple

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Oxford, Transfer and Recycling

DATE: 4/11/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

•

2. Implementation – Work Plan

- Implementation is simple and to be performed by two subcontractors in sequence.

(It would be good to verify that some sort of preserving paint/stain is applied to the structure)

III. Cost Proposal

- Proposes a 25% share of project \$10,000 total for structure and electrical.

IV. Comments

- Applicant has a mandatory recycling ordinance but provides no indication of current % diverted. Proposal is a type encouraged for facilities throughout the State.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Oxford Transfer and Recycling

DATE: 04/21/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Individual Evaluator Comments:

I. Organization Qualifications and Experience

- Applicant is a municipality located in Southwestern Maine, and operates with a Town Manager and Board of Selectmen.

2. Subcontractors-Northern Light Electric

II. Proposed Services

1. Services to be Provided

- The Town of Oxford Transfer and Recycling is requesting funding to place a 10' x 20' shed and electrify it at the Town's Transfer and Recycling Center. The building will serve as Swap Shop to help further collect, divert, recycle and repurpose items that would normally end-up in the MSW stream.
- Waste Diversion Grant funds have been used through the years to purchase many of these buildings and the results have been nothing short of remarkable. Swap shops positively impact waste diversion and help strengthen community relationships by providing a meeting place where citizens may gather and exchange stories and other pleasantries. The phrase, "One man's trash is another man's treasure" was definitely meant to describe these valuable facilities.

2. Implementation – Work Plan

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Oxford Transfer and Recycling

DATE: 04/21/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- The applicants propose to purchase the bins immediately upon notification of an award and have them handed out in a relatively short timeframe.
- Data collection will result in a cost benefit report that will be used by the town government to provide recommendations for further actions.

III. Cost Proposal

1. *The applicants are requesting \$7,500.00 (plus \$2,500 match) to purchase the building and pay subcontractor to install electricity. I consider this project to be especially eligible as it is located in a typically underserved portion of Maine and stands to benefit the community in numerous ways.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Maine Resource Recovery Association

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Est. 1984 in lessening the burden of government in managing recycling streams for towns
- Federally and state recognized nonprofit with board of directors made up of member towns
- Seller of backyard composting equipment after taking program from State Planning Office in 2008
- Supporting towns market their scrap metal and several of the lowered valued and grades of plastics and provide competitive pricing for towns to purchase equipment
- Hosts conferences bringing markets and vendors together for members and nonmembers
- Conducted bulky waste survey for all MRC towns, and outreach through schools
- State vinyl and PVC collection grant recipient and returned revenue

2. Subcontractors

- None

3. Organizational Chart, Proof of Insurance, Financials

- Organizational chart underdeveloped
- Proof of insurance and financials provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Maine Resource Recovery Association

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

II. Proposed Services

1. Services to be Provided

- Applicant looking to explore the creation of a statewide group that would handle composting, food waste, and food recovery through a council or committee
 1. Council would act as a clearing house of information for municipalities and businesses including food producers, processors, collectors of wasted food and collectors of usable food stuffs such as pantries and food banks
- Applicant looking to set up a membership base with a governing board made up of industry experts and interested individuals. The groups existence would be sustainable through member fees and reside under the MRRA umbrella
 1. Group would hold meetings to discuss issues facing the membership and food community and devise plans to get food that may be on the verge of waste into the hands of those that can distribute it before it is wasted

2. Implementation – Work Plan

- Applicant will hire an intern to provide outreach to interested parties and collect contact information of those willing to attend meetings to measure the interest and to flesh out ideas of the group concerning food waste, composting, and processing
- Meetings would be held over the next year or so with the culmination and reporting being presented to the recycling and solid waste community at the MRRA Annual Convention being held in the spring of 2026
- List of invitees would be the restaurant association, composting operations, municipalities, food bank concerns, school districts, colleges, and universities, large food producers such as Pineland Farms, and food sellers like Star Markets, Hannaford, Walmart, Trader Joes, Market Basket, Maine Hospital Association, and of course the farming community and or animal feed and growing concerns

III. Cost Proposal

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Maine Resource Recovery Association

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

- Applicant requesting \$8,125.00
- Applicant matching \$2,940.00, or 27%

IV. Comments

- \$2050.00 out of requested \$8,125.00 is for labor

V. Questions

- Where are the 4 meetings? When are they scheduled for?
- Estimated member fees?
- Any evidence of interest from entities listed?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: MRRA

DATE: 4/16/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. Organization Qualifications and Experience

1. Overview of Organization

- *Well established cooperative providing recyclable market development and marketing services state-wide.*
- *Decades long relationship with businesses and municipalities*
-

2. Subcontractors

- *N/A*
-
-

3. Organizational Chart

- *Typical non profit Board and staff arrangement*

4. Etc.

II. Proposed Services

1. Services to be Provided – “Food Waste Council Grant”

- *Develop a statewide council or committee focused on wasted food recovery, connecting generators with appropriate end users whether as food for humans, feed for animals, for compost or for digestion*
- *On a membership basis make available a statewide data base and trucking*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: MRRA

DATE: 4/16/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- *By collecting information from members, help to remove various barriers to efficient food waste diversion.*

2. *Implementation – Work Plan*

- *Develop volunteer oversight committee then,*
- *MRRA would hire an intern to get the program up and running. The intern would be responsible for outreach to interested parties, developing a data base to inform a plan and would assist in arranging meetings and workshops*

III. Cost Proposal – A relatively inexpensive venture. Applicant proposes more than 26% share

IV. Comments

- This program is exploratory in nature. It will measure (encourage) interest with no guarantee a Council being developed.
- While not a replicable effort, it could provide a significant solution to food waste diversion statewide.
- MRRA is an organization critical to the State not only in providing training assistance, it also helps to guarantee fair pricing in the recycling commodities market by providing an alternative to a market with only one controlling player.
- Budget seems to include some wages?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Maine Resource Recovery Association

DATE: 04/19/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Individual Evaluator Comments:

I. Organization Qualifications and Experience

- *Overview of Organization:* The Maine Resource recovery Association (MRRA) is a 501C3 nonprofit that has worked with Maine Municipalities since 1984.
- MRRA currently assists towns and cities throughout Maine with creative solutions to help them manage a myriad of solid waste issues, including: reuse, recycling, composting and other methodologies to help direct waste streams towards higher and better uses.
- In short, MRRA lessens the burdens of state government by providing local and regional solutions to solid waste management issues.

2. Collaborators—Information Technology Exchange-Waterville

3. Organizational Chart

- *MRRA operates as a 501 © 3 non-profit corporation using a Board of Directors who oversee a Executive Director.*

II. Proposed Services

1. Services to be Provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Maine Resource Recovery Association

DATE: 04/19/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- MRRA would like to explore the creation of a statewide group that would handle composting, food waste, and food recovery through a council or committee.
- The council would act as a clearing house of information for municipalities and businesses including food producers, processors, collectors of wasted food and collectors of usable food stuffs such as pantries and food banks.
- One of the goals would be to set up a membership base with a governing board made up of industry experts and interested individuals. The groups existence would be sustainable through member fees and reside under the MRRA umbrella.
- This group would hold meetings to discuss issues facing the membership and food community and devise plans to get food that may be on the verge of waste into the hands of those that can distribute it before it is wasted.
- To accomplish this: MRRA will hire an intern to provide outreach to interested parties and collect contact information of those willing to attend meetings to measure the interest and to flesh out ideas of the group concerning food waste, composting, and processing.
- The meetings would be held over the next year or so with the culmination and reporting being presented to the recycling and solid waste community at the MRRA Annual Convention being held in the spring of 2026.

2. Implementation – Work Plan

- *The proposed work plan is well thought-out, ambitious and very doable.*

III. Cost Proposal

1. *The applicants are requesting \$8,125 to allow set-up, an intern to provide outreach and administration of the newly formed group. With the renewed interest in wasted food and food scrap management, this seems like an appropriate time for the formation of this valuable group.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Matt Saunders, 1 Earth Composting, LLC

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Previous Waste Diversion Grant recipient for a lift gate and 35-gallon totes, however, current vehicle is unsuitable
- Food scrap curbside pick-up service, in Bangor area
- Operational since December 2022
- Partnered with Chickadee Compost
- Financially burdened, but interested in increasing longevity and expanding operations
- Presently 60 subscribers to a weekly food scrap pickup service
- Presently a dozen customers using 'drop and swap' site at Rize co-working space
- Presently 1 commercial customer in Orono
- Compost operator certified
- Need to secure and license a permanent site in Bangor area
- Estimate diverting 110,000 pounds of food scraps annually
 1. Estimate contingent on Hampden facility operations
- Noted several community partnerships
 1. Greendrinks, McGraw elementary school, Town of Hampden, Maine Discovery Museum

2. Subcontractors

- None

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Matt Saunders, 1 Earth Composting, LLC

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

3. Organizational Chart, Proof of Insurance, Financials

- Included, but incomplete
 - Missing page 1 of tax form

II. Proposed Services

1. Services to be Provided

- Curbside pick-up service with a drop off site for food scraps
- Mentored by Chickadee Compost, and keep Chickadee Compost in day-to-day operations
- Be a community compost producer in the Bangor area

2. Implementation – Work Plan

- The work plan was not provided in actionable steps
- Applicant is looking to:
 1. Service the greater Bangor area, Hampden, and Brewer and provide services to entities other than individuals residents
 - a. Interest in servicing households, small and large businesses, schools, events, universities, and municipalities, but need to secure business relationships
 2. Divert pre- and post-consumer food scraps from businesses, such as restaurants, breweries, and cafes
 3. Have a finished compost product to sell back to local community
- Engaged in ongoing site development, planning, and acquisition
- Looking to record daily volumes and weights for throughputs and outputs
- Looking to measure food scraps diverted and cost savings realized, by location

III. Cost Proposal

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Matt Saunders, 1 Earth Composting, LLC

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

- Applicant requests funds for a newer vehicle in better shape to allow them to put previous grant funds to better use
- Applicant bought a trailer, although may not be needed depending on the commercial accounts they might acquire
- It is the applicant's hope that the newest truck they can buy with the grant funds will decrease their debt and become financially viable as quickly as possible
- Requesting \$39,750
- Planning to match \$13,250, or 33%

IV. Comments

1. This project would increase the amount of material up the solid waste hierarchy by promoting waste diversion of food scraps through composting via curbside pick-up service, contingent on grant funds
2. Work plan did not include details relating to the amount of food scraps being collected and composted, nor reference to the expected increase in the amount of food scraps that would be collected and will be composted
3. No assurance of an ability to achieve financial solvency

V. Questions

1. Where is the applicant in the process of site development, planning, and acquisition?
2. Where is the applicant in the process of recording daily volumes and weights for throughputs and outputs and measuring food scraps diverted and cost savings realized, by location?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: 1 Earth Composting LLC

DATE: 4/22/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. Organization Qualifications and Experience

1. Overview of Organization

- 1 Earth is an LLC whose intention is to ultimately site a commercial food waste composting facility in the greater Bangor area.
- Currently, with no facility in hand, 1 Earth is focused on developing a broad collection of subscribers, households businesses and institutions, to their pick up service which will utilize the existing Chickadee Compost facility in Blue hill.
- 1 Earth applied for and received a WDG last year for a lift tailgate which "out classed" the current truck. Stated that they also have a trailer as backup

2. Subcontractors

-
-
-

3. Organizational Chart

4. Litigation

II. Proposed Services

1. Services to be Provided

- Their current truck is not suitable for the purchased tailgate. Further, the existing truck (no specifics) is prone to frequent breakdowns.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: 1 Earth Composting LLC

DATE: 4/22/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- 1 Earth proposes buying a newer truck (no specifics) with any awarded grant funds.
-
-
- 2. *Implementation – Work Plan*
 - Simply to purchase a truck (no specifics)
 -
- III. Cost Proposal – Proposes 25% share
- IV. *Comment* - Rather than jump into a newer truck (no specifics) it might be more worthwhile to utilize a smaller truck and a well-designed trailer. With no headway on locating a more proximal compost facility described, it seems that distance to current location is not sustainable in the longer term.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: 1 Earth Composting, LLC

DATE: 04/19/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- *The organization is a start-up between a husband and wife team, and has shown positive growth since their summer start in 2022.*
- *Matt Saunders holds a certificate of technical ability from recognized compost program—131 Degree School of Composting—whose lead instructor is a graduate of the Maine Compost Program.*
- *Both co-owners show adequate knowledge of the food scrap availability within the Greater Bangor Area.*

2. Subcontractors

- *The company does not list any subcontractors at present, but Matt Saunders has joined forces with Kate Tomkins at Chickadee Compost and she serves as a mentor for both Matt and Katie.*
- *Chickadee Compost has a proven track record for collection and composting of food scraps in the Blue Hill Peninsula area (Downeast Maine).*
-

3. Organizational Chart

- *The current org chart lists Matt and Katie as co-owners, partnering with Kate Tomkins of Chickadee Compost.*

4. Matt has shown a great intensity of effort in the Bangor area and continues to increase his subscriptions from residences there. His vision to expand his program has been carefully thought out and shows promise of positive future growth.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: 1 Earth Composting, LLC

DATE: 04/19/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

II. Proposed Services

1. Services to be Provided

- *The applicants are requesting funds to help expand their collection efforts by purchasing a more reliable collection truck (and to install the liftgate purchased with their previous WDG) to facilitate and expand collection of food scraps in the greater Bangor area.*
- *There is currently a lack of food scrap collection options for residents and businesses in the Bangor area, and 1 Earth hopes to begin to fill that void. For example, the three communities of Bangor, Brewer and Hampden have a combined residential population of approximately 49,200 and recent communications with these communities indicate that there is a great interest to start a food scrap collection operation.*
- *1 Earth believes that feel that a newer vehicle in better shape will allow them to expand their collections to increase organics diversion while, simultaneously becoming a more financially viable business.*
- *Given that most Mainers waste approximately 200 lbs. of food scraps annually, 1 Earth has the potential to collect (and divert from landfilling) up to 10,000,000 million pounds or 5,000 tons annually from just those three communities alone.*
- *The scraps will initially be composted at Chickadee Compost in Surry, but 1 Earth does have a plan in the works to keep the scraps more local by developing their own compost site in the Hampden area.*

2. Implementation – Work Plan

- *The work schedule is appropriately set-up for success. Once the the truck has been acquired, the applicants will immediately begin expanding relationships with area business and residents; allow natural growth of the existing program.*

III. Cost Proposal

1. *The applicants are requesting \$39,750 to purchase a newer, rugged truck to provide for reliable pick up services and to also support their lift-gate system. They have provided adequate evidence that they meet the 25% match and that the acquisition of a newer truck will allow them to expand their existing collection and, potentially, divert a significant amount of food scraps away from disposal.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Denise Ducharme, Town Manager of Town of Madison

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Town of Madison seeking to reestablish its recycling and composting programs which were eliminated due to budgetary constraints created by the closure of the Madison Paper Industries paper mill in 2016
- Town of Madison is in the process of bringing before the select board a proposal to re-establish these programs to better serve the towns community

2. Subcontractors

-

3. Organizational Chart, Proof of Insurance, Financials

- Somerset Disposal Service

II. Proposed Services

1. Services to be Provided

- Applicant is proposing to work with local solid waste management companies to manage the flow of recyclable materials, as well as

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Denise Ducharme, Town Manager of Town of Madison

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

patterning with local farms and farmers to manage compostable components

1. Metal, plastic, paper, glass, cardboard
 2. Food scraps from schools, local retirement and assisted living facilities, local restaurants and food establishments, and residents
- Applicant is looking to coordinate with the school system to educate and recruit students as volunteers
 - Applicant intends to reduce the tonnage of waste being delivered to the landfill, thus lowering our municipal disposal costs

2. Implementation – Work Plan

- As of March 2024, a committee is formed and interest is being gathered
- End markets for compost are being planned
- Identification of proposed acquisitions of equipment include, but not limited to:
 1. Balers, recycling containers, collection bins, curbside containers, and collection vehicles.
 2. Equipment to assist with source separation, collection and/or receipt of kitchen food discards and other organics, for delivery to composting facilities or anaerobic digesters.
- There are no plans at present to build facilities, only to utilize what Town buildings are available. Once we determine the feasibility of the project, we may increase our vision of the future.
- Looking to expand our Public Works Department from only Highway responsibilities to a more comprehensive role in our community.
- Planned training, education, and outreach
- Data gathering and record keeping systems will be used to measure the amount of materials diverted from disposal, and the related cost savings realized by the participating entity(ies) to report to the Department

III. Cost Proposal

- Requesting \$15,000
- Matching \$5000, or 25%

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Denise Ducharme, Town Manager of Town of Madison

DATE: April 9, 2024

EVALUATOR NAME: Jessica Nadeau

EVALUATOR DEPARTMENT: Environmental Protection

IV. Comments

- This project would increase the amount of material up the solid waste hierarchy by promoting waste diversion through recycling and composting
- Lacking cost item specificity in cost proposal
- Local and regional impacts
- Instilling education about composting in children can have long-lasting and far-reaching benefits as they carry those lessons home to their family and as a behavioral norm
- Location TDB
- Opportunity to divert a significant amount of waste, but no assurance of an ability to achieve financial solvency

V. Questions

- Mention of 'expanding types of materials managed currently', what are these materials?
- Who are the participating town solid waste management partners?
- What are the existing buildings?
- Who will operate the recycling and composting program?
- Is our Public Works Department on board with the expansion of job tasks?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Madison

DATE: 4/11/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. *Organization Qualifications and Experience*

1. *Overview of Organization*

-
-
-

2. *Subcontractors*

-
-
-

3. *Organizational Chart*

4. *Etc.*

II. *Proposed Services*

1. *Services to be Provided*

-
-
-

2. *Implementation – Work Plan*

-
-

III. *Cost Proposal*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Madison

DATE: 4/11/2024

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- *Very poor budget detail reflecting a lack of understanding of what such an effort entails....*

IV. Comments

- Single stream? Curbside? Drop-off? Does the Town have a transfer station?
- Smooth and locally managed flow of recyclables....
- Easily manageable form of composting
- Components of the waste stream are indicated but not the components of hardware.
- Location is nebulous and TBD (TBD?)
- Mentioned that commercial provider ceased operation but do not indicate a new provider.
- Madison has a population of over 4500
- No licensed local farms
- a. *With a list like* "including but not limited to:
 - i. "Balers, recycling containers, collection bins, curbside containers, and collection vehicles.
 - ii. Equipment to assist with source separation, collection and/or receipt of kitchen food discards and other organics, for delivery to composting facilities or anaerobic digesters." It indicates a very rudimentary understanding of what is required to run a program"
- Clearly this group knows what they want to achieve but they have not fleshed out how. This would allow them to cost such an effort out.
- No apparent licensed site for anything.
- No approved locally. Approve it, initiate committees, plan it, hire and reapply.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202403057

RFP TITLE: 2024 Waste Diversion Grant Round I

BIDDER NAME: Town of Madison

DATE: 04/21/2024

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Individual Evaluator Comments:

I. Organization Qualifications and Experience

- Applicant is a municipality located in Central Maine, and operates with a Town Manager and Board of Selectmen.

2. Subcontractors-Somerset Disposal Service (Madison, ME)

II. Proposed Services

1. Services to be Provided

- The Town of Madison is requesting funding to re-establish its recycling and composting programs that were eliminated due to budgetary constraints created by the closure of the Madison Paper Industries paper mill in 2016. The town is proposing to work with local solid waste management companies to manage the flow of recyclable materials, as well as patterning with local farms and farmers to manage compostable components.
- The project as proposed would increase organics management in underserved portion of Maine.
- Increase education within the community school system by coordinating with the school systems (Elementary, Middle and High schools) to educate the students on the importance of recycling.
- **The applicants have admitted that the proposed project is an idea that has not been approved by the Town Administration and would therefore need to receive conditional funding**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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pending approval of the concept by the Town and its acceptance of a Waste Diversion Grant award and implementation.

2. Implementation – Work Plan

- The applicants propose to purchase the bins immediately upon notification of an award and have them handed out in a relatively short timeframe.
- Data collection will result in a cost benefit report that will be used by the town government to provide recommendations for further actions.

III. Cost Proposal

- 1. The applicants are requesting \$15,000.00 to purchase equipment, and pay for associated labor. The cost page offers little specificity and without an exact breakout of costs of various pieces of equipment, it is difficult to determine what the funds will actually be used for. Additionally, the labor portion (drivers/collectors) would be ineligible for funding consideration. Finally, the proposal lists \$5,000 match, but no further information regarding the funds is available in the application. I believe that this application should be redrafted and resubmitted in a future WDG round.*



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL
PROTECTION

Janet T. Mills
Governor

Melanie Loyzim
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202403057
RFP TITLE: 2024 Waste Diversion Grants Program, Round I

I, Mark King accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Environmental Protection. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the awarded decision notices for public distribution.



Signature

May 1, 2024

Date



STATE OF MAINE
DEPARTMENT OF Environmental Protection

Janet T. Mills
Governor

Melanie Loyzim
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202403057
RFP TITLE: 2024 Waste Diversion Grant Program Round I


I, James A Guerra accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Environmental Protection I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.



Signature

4/10/2024
Date



STATE OF MAINE
DEPARTMENT OF Environmental
Protection

Janet T. Mills
Governor

Melanie Lozym
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202403057
RFP TITLE: 2024 Waste Diversion Grants Program, Round I

I, Jessica Nadeau accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Environmental Protection. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Handwritten signature of Jessica Nadeau in black ink.

Signature

May 8, 2024

Date