

State of Maine
RFP / Proposal Master Score Sheet

Instructions: Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

SCORESHEET FOR RFP# 201806111: Grants to Support Recycling and Organics Management Initiatives									
PROPOSAL SUBMITTED BY:		Bo' Lait		Central Penobscot SW Facility		Town of Falmouth		MRRA	
COST:		Cost:	\$17,550.00	Cost:	\$9155.03	Cost:	\$7,500.00	Cost:	\$10,300.00
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	20	15		10		20		15	
Section II: Proposed Services	45	35		25		30		35	
Section III: Cost Proposal	25	20		25		20		15	
Section IV: Maine Business and Economic Impact Consideration	10	6		6		10		6	
TOTAL	<u>100</u>	<u>76</u>		<u>66</u>		<u>80</u>		<u>71</u>	
PROPOSAL SUBMITTED BY:		MRC		Pleasant River Farms		UMPI			
COST:		Cost:	\$24,000	Cost:	\$38,578.45	Cost:	\$5,650.00	Cost:	
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	20	5		20		20			
Section II: Proposed Services	45	10		45		35			
Section III: Cost Proposal	25	5		15		20			
Section IV: Maine Business and Economic Impact Consideration	10	6		6		10			
TOTAL	<u>100</u>	<u>26</u>		<u>86</u>		<u>85</u>			



PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL MERCER
COMMISSIONER

September 21, 2018

Ms. Alexis MacDonald
Bo' Lait Farm
414 West Washington Rd.
Washington, ME 04574

SUBJECT: Notice of Conditional Contract Awards under RFP # 201806111,
Grants to Support Recycling and Organics Management Initiatives

Dear Ms. MacDonald:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for *Grants to Support Recycling and Organics Management Initiatives*. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

Bidder	Proposal Title
Bo' Lait Farm and ScrapDogs Community Compost	Food Scrap Collection, Community Education, and Compost Production Project, Midcoast area
Central Penobscot Solid Waste Facility	Community Reuse Building
Falmouth, Town of	Food Scrap Drop-off Stations
Maine Resource Recovery Association	Recycling PVC Building Materials
Pleasant River Farms	Western Maine Regional Composting System Development
UMPI	Sustainable Institutional Compost Operation

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.

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(207) 287-7688 FAX: (207) 287-7826

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BANGOR, MAINE 04401
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PORTLAND, MAINE 04103
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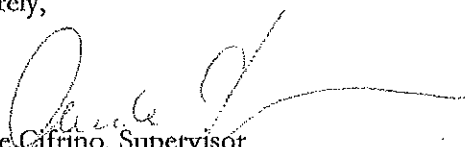
PRESQUE ISLE
1235 CENTRAL DRIVE, SKYWAY PARK
PRESQUE ISLE, MAINE 04769
(207) 764-0477 FAX: (207) 760-3143

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,



Carole Cifrino, Supervisor
Recycling Programs
Division of Materials Management
Bureau of Remediation and Waste 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).



PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL MERCER
COMMISSIONER

September 21, 2018

Mr. Allan Lord
Central Penobscot Solid Waste Facility
117 Main Street
Corinth, ME 04427

SUBJECT: Notice of Conditional Contract Awards under RFP # 201806111,
Grants to Support Recycling and Organics Management Initiatives

Dear Mr. Lord:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for *Grants to Support Recycling and Organics Management Initiatives*. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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UMPI	Sustainable Institutional Compost Operation

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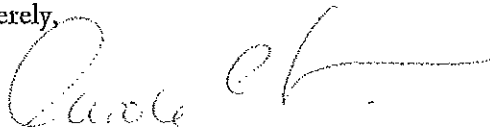
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Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in cursive script, appearing to read "Carole Ciffrino".

Carole Ciffrino, Supervisor
Recycling Programs
Division of Materials Management
Bureau of Remediation and Waste 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).



PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL MERCER
COMMISSIONER

September 21, 2018

Ms. Kimberly Darling
Town of Falmouth
271 Falmouth Road
Falmouth, ME 04105

SUBJECT: Notice of Conditional Contract Awards under RFP # 201806111,
Grants to Support Recycling and Organics Management Initiatives

Dear Ms. Darling:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for *Grants to Support Recycling and Organics Management Initiatives*. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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UMPI	Sustainable Institutional Compost Operation

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.

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

Sincerely,



Carole Cifrino, Supervisor
Recycling Programs
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PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL MERCER
COMMISSIONER

September 21, 2018

Mr. Victor Horton
Maine Resource Recovery Association
134C Main Street
Newport, ME 04953

SUBJECT: Notice of Conditional Contract Awards under RFP # 201806111,
Grants to Support Recycling and Organics Management Initiatives

Dear Mr. Horton:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for *Grants to Support Recycling and Organics Management Initiatives*. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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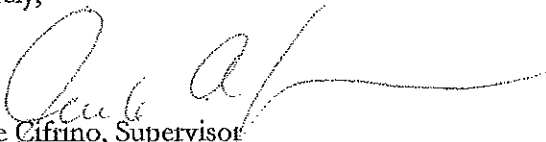
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Thank you for your interest in doing business with the State of Maine.

Sincerely,

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Carole Cifrino, Supervisor
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PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL MERCER
COMMISSIONER

September 21, 2018

Mr. Greg Louder
Municipal Review Committee
395 State Street
Ellsworth, ME 04605

SUBJECT: Notice of Conditional Contract Awards under RFP # 201806111,
Grants to Support Recycling and Organics Management Initiatives

Dear Mr. Louder:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for *Grants to Support Recycling and Organics Management Initiatives*. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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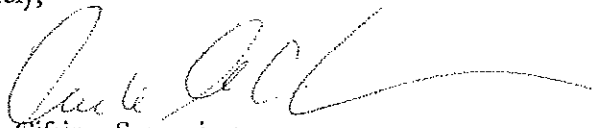
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Carole Cifrino, Supervisor
Recycling Programs
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PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL MERCER
COMMISSIONER

September 21, 2018

Mr. Dean Richmond
Pleasant River Farms
166 Smith Farm Road
Mason Township, ME 04217

SUBJECT: Notice of Conditional Contract Awards under RFP # 201806111,
Grants to Support Recycling and Organics Management Initiatives

Dear Mr. Richmond:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for *Grants to Support Recycling and Organics Management Initiatives*. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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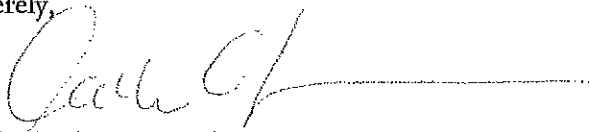
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Recycling Programs
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PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL MERCER
COMMISSIONER

September 21, 2018

Mr. Jason Johnston
UMPI
181 Main Street
Presque Isle, ME 04769

SUBJECT: Notice of Conditional Contract Awards under RFP # 201806111,
Grants to Support Recycling and Organics Management Initiatives

Dear Mr. Johnston:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for *Grants to Support Recycling and Organics Management Initiatives*. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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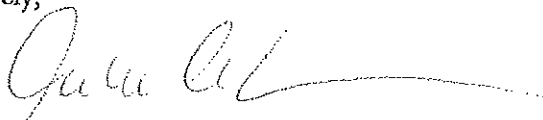
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Carole Cifrino, Supervisor
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

#: 201806111

TITLE: Grants to Support Recycling and Organics Management Initiatives

ORDER: Bo'Lait Farm

DATE: September 18, 2018

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Environmental Protection

NAME OF RFP COORDINATOR: Carole Cifrino

NAMES OF EVALUATORS: Mark King, Julie Churchill, Elena Bertocci, Carole Cifrino

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
Numerical Score:	Points Awarded:	
Section I. Organization Qualifications and Experience (Max: 20 Points)	15	
Section II. Proposed Services (Max: 45 Points)	35	
Section III: Cost Proposal (Max: 25 Points)	20	
Section IV: Maine Business and Economic Impact Consideration (Max: 10 Points)	6	
TOTAL POINTS (Max: 100 Points)	76	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Bo'Lait Farm

DATE: September 18, 2018

**EVALUATION OF SECTION III
Cost Proposal
Best Value Assessment of Money, Time, Tasks, Budget and Match**

Total Points Available: 25

Score: 20

Evaluation Team Comments:

30% cost share - P
The costs are reasonable for the expected outcomes
High likelihood of good return on investment – on-going composting operation serving Midcoast area. P

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Bo'Lait Farm

DATE: September 18, 2018

**EVALUATION OF SECTION IV
Maine Business and Economic Impact Consideration**

Total Points Available: 10

Score: 6

MAINE BUSINESS ANALYSIS			
	Total	Maine Resident	Maine Impact
Number of FTE Employees:	2.0	2.0	100 %
Payroll:	\$24,000	\$24,000	100 %
Average percent of MAINE BUSINESS ANALYSIS:			100 %

1-74%:	2 points
75-100%:	4 points

MAINE ECONOMIC IMPACT		
	Total amount in Maine	
Income Taxes Paid (State):	\$ 0	
Property Taxes Paid (Local):	\$ 2,900	
Wages to Maine Residents:	\$ 24,000	
Payments to Maine Subcontractors Estimated:	\$ 0	
Sum of MAINE ECONOMIC IMPACT:		\$ 26,900

\$1 - \$1,000,000:	2 points
\$1,000,001 - \$10,000,000:	4 points
>\$10,000,000:	6 points

Total Points for Maine Business and Economic Impact Consideration:	6
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Central Penobscot Solid Waste Facility

DATE: September 18, 2018

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Environmental Protection

NAME OF RFP COORDINATOR: Carole Cifrino

NAMES OF EVALUATORS: Mark King, Julie Churchill, Elena Bertocci, Carole Cifrino

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
Points Awarded:		
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 20 Points)	10	
Section II. Proposed Services (Max: 45 Points)	25	
Section III: Cost Proposal (Max: 25 Points)	25	
Section IV: Maine Business and Economic Impact Consideration (Max: 10 Points)	6	
TOTAL POINTS (Max: 100 Points)		
	66	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Central Penobscot Solid Waste Facility

DATE: September 18, 2018

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

Total Points Available: 20

Score: 10

Evaluation Team Comments:

3-town collaboration
Manager has 20 years' experience; successfully completed very similar project with proposed personnel. Facility licensed, open and operating; no documentation of certifications or special credentials. Using Charleston Correctional Facility Public Restitution work crew for construction - P
Quality of application minimal – only one previous project referenced. - M

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Central Penobscot Solid Waste Facility

DATE: September 18, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45

Score: 25

Evaluation Team Comments:

Targeted to increase reuse (recycling); likely increase small.
Quantity of material to be diverted likely small, impact local to 3 towns only. - M
Have identified need based on limitations imposed on current similar program operations by space constraints. New size and building design (insulated with heat pump) will address current limitations. - P
Very practical and achievable scope of work. Implementation planning complete. Will track amount of material diverted; did not mention reporting to DEP, but can include on required annual report. - P
Anticipate small immediate and future cost savings for 3 towns. Benefit derived from moving material several steps up the solid waste hierarchy, diverting from disposal to reuse.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Central Penobscot Solid Waste Facility

DATE: September 18, 2018

**EVALUATION OF SECTION III
Cost Proposal
Best Value Assessment of Money, Time, Tasks, Budget and Match**

Total Points Available: 25

Score: 25

Evaluation Team Comments:

Matching funds/services at 33%. - P
Work and cost estimates are very reasonable for the expected outcomes. - P
Positive return on investment; will enable on-going reduction in disposal costs. - P

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Central Penobscot Solid Waste Facility

DATE: September 18, 2018

**EVALUATION OF SECTION IV
Maine Business and Economic Impact Consideration**

Total Points Available: 10

Score: 6

MAINE BUSINESS ANALYSIS			
	Total	Maine Resident	Maine Impact
Number of FTE Employees:	2.0	2.0	100 %
Payroll:	\$59,149	\$59,149	100 %
Average percent of MAINE BUSINESS ANALYSIS:			100 %

1-74%:	2 points
75-100%:	4 points

MAINE ECONOMIC IMPACT		
	Total amount in Maine	
Income Taxes Paid (State):	\$ 2,731	
Property Taxes Paid (Local):	\$ 0	
Wages to Maine Residents:	\$ 59,149	
Payments to Maine Subcontractors Estimated:	\$ 249,464	
Sum of MAINE ECONOMIC IMPACT:		\$ 311,344

\$1 - \$1,000,000:	2 points
\$1,000,001 - \$10,000,000:	4 points
>\$10,000,000:	6 points

Total Points for Maine Business and Economic Impact Consideration:	6
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Town of Falmouth

DATE: September 18, 2018

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Environmental Protection

NAME OF RFP COORDINATOR: Carole Cifrino

NAMES OF EVALUATORS: Mark King, Julie Churchill, Elena Bertocci, Carole Cifrino

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
✦ None		
✦		
✦		
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 20 Points)	20	
Section II. Proposed Services (Max: 45 Points)	30	
Section III. Cost Proposal (Max: 25 Points)	20	
Section IV. Maine Business and Economic Impact Consideration (Max: 10 Points)	10	
TOTAL POINTS (Max: 100 Points)	80	

STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Town of Falmouth

DATE: September 18, 2018

EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45

Score: 30

Evaluation Team Comments:

Project targeted to divert organics from disposal to composting. - P
Local impact only; lessons learned may be applicable for others. - M
Addresses demonstrated need identified through surveying of residents and single-stream recycling contamination data. - P
Implementation planning adequately detailed. Contractor will collect food waste diversion tonnages and report to Town on a monthly basis for each collection location. Town staff will use data to target E&O. - P
Anticipated benefits include anticipated taxpayer savings of \$28,000 (annually on-going); strong educational component with several marketing outreach strategies. This would be first kiosk set up for WeCompostIt! Services.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111
RFP TITLE: Grants to Support Recycling and Organics Management Initiatives
BIDDER: Town of Falmouth
DATE: September 18, 2018

**EVALUATION OF SECTION III
Cost Proposal
Best Value Assessment of Money, Time, Tasks, Budget and Match**

Total Points Available: 25 Score: 20

Evaluation Team Comments:

Pilot project – no cost share required, but providing 33% cost share. - P
The costs are reasonable for the expected outcomes.
Likelihood of good return on investment for permanent expansion of organics collection and lessons learned that may be used by other municipalities. - P

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Town of Falmouth

DATE: September 18, 2018

**EVALUATION OF SECTION IV
Maine Business and Economic Impact Consideration**

Total Points Available: 10

Score: 10

MAINE BUSINESS ANALYSIS			
	Total	Maine Resident	Maine Impact
Number of FTE Employees:	86.0	86.0	100 %
Payroll:	\$5,140,500	\$5,140,500	100 %
Average percent of MAINE BUSINESS ANALYSIS:			100 %

1-74%:	2 points
75-100%:	4 points

MAINE ECONOMIC IMPACT	
	Total amount in Maine
Income Taxes Paid (State):	\$ 248,147
Property Taxes Paid (Local):	\$ 1,624,750
Wages to Maine Residents:	\$ 5,140,500
Payments to Maine Subcontractors Estimated:	\$ 4,000,000
Sum of MAINE ECONOMIC IMPACT:	
	\$ 11,103,397

\$1 - \$1,000,000:	2 points
\$1,000,001 - \$10,000,000:	4 points
>\$10,000,000:	6 points

Total Points for Maine Business and Economic Impact Consideration:	10
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111
RFP TITLE: Grants to Support Recycling and Organics Management Initiatives
BIDDER: Maine Resource Recovery Association
DATE: September 18, 2018

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Environmental Protection
NAME OF RFP COORDINATOR: Carole Cifrino
NAMES OF EVALUATORS: Mark King, Julie Churchill, Elena Bertocci, Carole Cifrino

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 20 Points)	15	
Section II. Proposed Services (Max: 45 Points)	35	
Section III: Cost Proposal (Max: 25 Points)	15	
Section IV: Maine Business and Economic Impact Consideration (Max: 10 Points)	6	
TOTAL POINTS (Max: 100 Points)	71	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: **Grants to Support Recycling and Organics Management Initiatives**

BIDDER: Maine Resource Recovery Association

DATE: September 18, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45

Score: 35

Evaluation Team Comments:

Targeted to expand recycling. Forward-looking project to demonstrate economic viability and logistical feasibility for increasing the materials recycled throughout Maine. - P
Regional program; lessons learned can be applied statewide on an on-going basis.
Addresses demonstrated need by targeting known material stream not currently recycled. - P
Project timeframe defined (no graphic representation) as one year or until funds are expended. Project will develop data on actual costs and experience in logistics for establishing & operating collection system for material not currently recycled in Maine (PVC).
Educational materials appropriately targeted. Will determine potential for on-going cost savings to businesses and new potential revenue stream for collection locations. - P

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Maine Resource Recovery Association

DATE: September 18, 2018

**EVALUATION OF SECTION III
Cost Proposal
Best Value Assessment of Money, Time, Tasks, Budget and Match**

Total Points Available: 25

Score: 15

Evaluation Team Comments:

25% match
Project work and costs estimates are reasonable for the expected outcomes.
This is an example of an underutilized recycling opportunity with the potential to save \$50-\$70/ton disposal costs for Maine businesses. Cost investment should yield significant benefit to Maine citizens. - P

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Maine Resource Recovery Association

DATE: September 18, 2018

**EVALUATION OF SECTION IV
Maine Business and Economic Impact Consideration**

Total Points Available: 10

Score: 6

MAINE BUSINESS ANALYSIS			
	Total	Maine Resident	Maine Impact
Number of FTE Employees:	2.0	2.0	100 %
Payroll:	\$97,551	\$97,551	100 %
Average percent of MAINE BUSINESS ANALYSIS:			100 %

1-74%:	2 points
75-100%:	4 points

MAINE ECONOMIC IMPACT		
	Total amount in Maine	
Income Taxes Paid (State):	\$ 0	
Property Taxes Paid (Local):	\$ 0	
Wages to Maine Residents:	\$ 97,551	
Payments to Maine Subcontractors Estimated:	\$ 0	
Sum of MAINE ECONOMIC IMPACT:		\$ 97,551

\$1 - \$1,000,000:	2 points
\$1,000,001 - \$10,000,000:	4 points
>\$10,000,000:	6 points

Total Points for Maine Business and Economic Impact Consideration:	6
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Municipal Review Committee

DATE: September 18, 2018

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Environmental Protection

NAME OF RFP COORDINATOR: Carole Cifrino

NAMES OF EVALUATORS: Mark King, Julie Churchill, Elena Bertocci, Carole Cifrino

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
Points Awarded:		
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 20 Points)	5	
Section II. Proposed Services (Max: 45 Points)	10	
Section III: Cost Proposal (Max: 25 Points)	5	
Section IV: Maine Business and Economic Impact Consideration (Max: 10 Points)	6	
TOTAL POINTS (Max: 100 Points)		
	26	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Municipal Review Committee

DATE: September 18, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45

Score: 10

Evaluation Team Comments:

Targeted to expand recycling of textiles, but the likelihood of this project resulting in significant expansion of textile recycling is questionable.
Regional project designed to serve 29 communities. As a new approach to textile collection, may demonstrate viability for implementing this model in other areas of Maine. – P
Need for this system has not been identified. Textile recycling systems already exist in proposed area; this project aimed at increasing amounts recycled by offering curbside pick-up, i.e., at-home collection. Need for this type of collection system not documented other than with general waste stream characterization statistics. No data on current amounts collected through existing systems. – M
Implementation planning is detailed, but missing some critical information: - M
- Dependent on various components of consolidating facility (Fiberight) being operational; facility development currently significantly behind schedule and not yet operational. By license condition must submit <i>Operations Manual</i> to DEP at least 60 days prior, but not yet submitted as of grant application review.
- No distinction made for handling bags of textiles collected with single-sort material vs. MSW. When collected with MSW, additional handling to ensure clean, dry textiles has not been included in project planning.
- Apparel Impact collects data based on entity delivering material to their facility, therefore amounts from all towns sending textiles to Fiberight through this and other programs (e.g., supersacks at transfer stations) will be aggregated. There is no data collection proposed on number of households by town participating in this program. The lack of this data combined with the lack of data on the number of households currently donating textiles through existing outlets precludes the ability to assess actual program impacts.
Anticipated cost savings assumes Maine households generate the average amount of textile waste from U.S. households; Maine households likely generate much less. Estimate savings of \$80,000 in tipping fees, but check on calculation yields a result of \$34,850 when utilizing overestimation of household generation rate. MRC anticipating no increase in operating costs, but have not accounted for extra handling (cleaning) needed for bags sorted from mixed MSW. Planned educational campaign partially dependent on participation by not-yet-committed volunteers in all towns. – M

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Municipal Review Committee

DATE: September 18, 2018

**EVALUATION OF SECTION III
Cost Proposal
Best Value Assessment of Money, Time, Tasks, Budget and Match**

Total Points Available: 25

Score: 5

Evaluation Team Comments:

47% cost share. – P
MRC labor costs are high for proposed tasks of contracting and administering program. Direct mail cost of \$17,500 to reach 41,000 is high given that the result is likely to be redirection of textiles that are already donated at drop-off locations. – M
A good return on the investment of \$24,000 is highly unlikely. \$5,280 of MRC's proposed match could be redirected to cover 88% of the costs of the proposed educational program. M

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Municipal Review Committee

DATE: September 18, 2018

**EVALUATION OF SECTION IV
Maine Business and Economic Impact Consideration**

Total Points Available: 10

Score: 6

MAINE BUSINESS ANALYSIS			
	Total	Maine Resident	Maine Impact
Number of FTE Employees:	2.0	2.0	100 %
Payroll:	\$137,000	\$137,000	100 %
Average percent of MAINE BUSINESS ANALYSIS:			100 %

1-74%:	2 points
75-100%:	4 points

MAINE ECONOMIC IMPACT		
	Total amount in Maine	
Income Taxes Paid (State):	\$ 4,375	
Property Taxes Paid (Local):	\$ 0	
Wages to Maine Residents:	\$ 137,000	
Payments to Maine Subcontractors Estimated:	\$ 501,849	
Sum of MAINE ECONOMIC IMPACT:		\$ 643,224

\$1 - \$1,000,000:	2 points
\$1,000,001 - \$10,000,000:	4 points
>\$10,000,000:	6 points

Total Points for Maine Business and Economic Impact Consideration:	6
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Pleasant River Farms

DATE: September 18, 2018

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Environmental Protection

NAME OF RFP COORDINATOR: Carole Cifrino

NAMES OF EVALUATORS: Mark King, Julie Churchill, Elena Bertocci, Carole Cifrino

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 20 Points)	20	
Section II. Proposed Services (Max: 45 Points)	45	
Section III: Cost Proposal (Max: 25 Points)	15	
Section IV: Maine Business and Economic Impact Consideration (Max: 10 Points)	6	
TOTAL POINTS (Max: 100 Points)	86	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111
RFP TITLE: Grants to Support Recycling and Organics Management Initiatives
BIDDER: Pleasant River Farms
DATE: September 18, 2018

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

Total Points Available: 20 Score: 20

Evaluation Team Comments:

Private business proposing to expand regional composting services in underserved area.
On-farm composting since 2001; experienced receiving materials from commercial operations as well as transfer stations and schools. 2017 Composter of the Year award. Has successfully implemented pilot project to demonstrate feasibility. - P
Complete, high-quality application. - P

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Pleasant River Farms

DATE: September 18, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45

Score: 45

Evaluation Team Comments:

Targeted to removing organics from disposal waste stream. – P
Identified underserved regional service area including Newry, Bethel, Greenwood, Hanover, Waterford, Bridgton, and Naples. Has already developed agreements with Newry, Hanover & Bethel to provide services if awarded grant. - P
Current facility capacity limited by existing infrastructure and equipment; will address an identified need for food scrap composting in regional area. – P
Comprehensive approach will enable scaling up of transportation, processing and marketing/educational aspects of operations. Proposed project and timeline carefully planned to complement existing farm operations. Recording and maintaining data by customer on organics diverted monthly; will report annually to customers (this will help towns prepare their annual solid waste reports to DEP). - P
Estimated to divert an additional 15.5 tons/month (186 tons/year) from disposal to composting at a lower cost than disposal. Actual cost savings TBD based on results. Cost savings will be on-going after project is completed. Educational campaign includes educational pamphlets, regional workshops, on-site training and follow-up on-site training as needed. – P

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Pleasant River Farms

DATE: September 18, 2018

**EVALUATION OF SECTION III
Cost Proposal
Best Value Assessment of Money, Time, Tasks, Budget and Match**

Total Points Available: 25

Score: 15

Evaluation Team Comments:

31% match. - P
Costs are reasonable for expected outcomes.
Good return on investment as will establish needed infrastructure for on-going diversion of organics from disposal to composting in underserved area.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: Pleasant River Farms

DATE: September 18, 2018

**EVALUATION OF SECTION IV
Maine Business and Economic Impact Consideration**

Total Points Available: 10

Score: 6

MAINE BUSINESS ANALYSIS			
	Total	Maine Resident	Maine Impact
Number of FTE Employees:	1.0	1.0	100 %
Payroll:	\$55,000	\$55,000	100 %
Average percent of MAINE BUSINESS ANALYSIS:			100 %

1-74%:	2 points
75-100%:	4 points

MAINE ECONOMIC IMPACT		
	Total amount in Maine	
Income Taxes Paid (State):	\$ 3,000	
Property Taxes Paid (Local):	\$ 4,000	
Wages to Maine Residents:	\$ 55,000	
Payments to Maine Subcontractors Estimated:	\$ 50,000	
Sum of MAINE ECONOMIC IMPACT:		\$ 112,000

\$1 - \$1,000,000:	2 points
\$1,000,001 - \$10,000,000:	4 points
>\$10,000,000:	6 points

Total Points for Maine Business and Economic Impact Consideration:	6
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: UMPI

DATE: September 18, 2018

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DEPARTMENT NAME: Environmental Protection

NAME OF RFP COORDINATOR: Carole Cifrino

NAMES OF EVALUATORS: Mark King, Julie Churchill, Elena Bertocci, Carole Cifrino

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
Points Awarded:		
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 20 Points)	20	
Section II. Proposed Services (Max: 45 Points)	35	
Section III: Cost Proposal (Max: 25 Points)	20	
Section IV: Maine Business and Economic Impact Consideration (Max: 10 Points)	10	
TOTAL POINTS (Max: 100 Points)		
	85	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: UMPI

DATE: September 18, 2018

**EVALUATION OF SECTION III
Cost Proposal
Best Value Assessment of Money, Time, Tasks, Budget and Match**

Total Points Available: 25

Score: 20

Evaluation Team Comments:

Pilot Project – No match required, but providing 35% match. – P
Project has reasonable costs for expected outcomes.
High likelihood of good return on investment as it will establish on-going educational opportunity as well as sustainable food scrap composting for UMPI. – P

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER: UMPI

DATE: September 18, 2018

**EVALUATION OF SECTION IV
Maine Business and Economic Impact Consideration**

Total Points Available: 10

Score: 10

MAINE BUSINESS ANALYSIS			
	Total	Maine Resident	Maine Impact
Number of FTE Employees:	148.0	145.0	98 %
Payroll:	\$6,976,781	\$6,878,781	99 %
Average percent of MAINE BUSINESS ANALYSIS:			99 %

1-74%:	2 points
75-100%:	4 points

MAINE ECONOMIC IMPACT		
	Total amount in Maine	
Income Taxes Paid (State):	\$ 0	
Property Taxes Paid (Local):	\$ 0	
Wages to Maine Residents:	\$ 6,878,781	
Payments to Maine Subcontractors Estimated:	\$ 900,000	
Sum of MAINE ECONOMIC IMPACT:		\$ 7,778,781

\$1 - \$1,000,000:	2 points
\$1,000,001 - \$10,000,000:	4 points
>\$10,000,000:	6 points

Total Points for Maine Business and Economic Impact Consideration:	8
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PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Bo' Lait	P=Positive M=Minus Q=Question I= Of Interest
Relevant Experience, including similar projects and longevity	Have some relevant experience, although longevity is limited	
Quality of application	High quality application	P
Documentation of any applicable licensing/certifications.special credentials	On-farm Nutrient Management Plan under development	
Section II Proposed Services		
1. Project / Program to be Performed		
Targeted to organics?	Yes	P
Will expand recycling?	No	
Local, regional or statewide impact?	Regional	
Addresses demonstrated need	Yes	
Educational component	Very strong	P
Completeness of implementation planning	Have strong business plan	P
Anticipated benefits, e.g., geographic applicability, immediate and future cost savings	New regional service will result in immediate costs savings for larger food scrap generators in Midcoast	
Data collection & reporting	Very thorough	
Section III Cost Proposal		
25% cost share?	Yes - 30%	
Reasonable costs for expected outcomes?	Yes	
Likelihood of good return on investment	High- will establish needed composting infrastructure in Midcoast area.	P

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Central Penobscot Solid Waste Facility	P=Positive M=Minus Q=Question I= Of Interest
Relevant Experience, including similar projects and longevity	20+ years experience with directly relevant experience completing similar building construction project with same partners	P
Quality of application	Adequate	
Documentation of any applicable licensing/certifications.special credentials	OK	
Section II Proposed Services	Construction of Re-use/Swap Shop building	
1. Project / Program to be Performed		
Targeted to organics?	No	
Will expand recycling?	Yes	P
Local, regional or statewide impact?	small regional	
Addresses demonstrated need	Yes	
Educational component	Yes	
Completeness of implementation planning	Good	
Anticipated benefits, e.g., geographic applicability, immediate and future cost savings	Applicable to small rural region; lessons learned can be shared	
Data collection & reporting	Yes	
Section III Cost Proposal		
25% cost share?	Yes - 25%	
Reasonable costs for expected outcomes?	Yes; will use Charleston CC work crews	P
Likelihood of good return on investment	Yes	

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Town of Falmouth	P=Positive M=Minus Q=Question I= Of Interest
Relevant Experience, including similar projects and longevity	Have done pilot	
Quality of application	High quality application	P
Documentation of any applicable licensing/certifications.special credentials	Public Works employees have qualificationc	
Section II Proposed Services		
1. Project / Program to be Performed	3 new food scrap drop-off locations with kiosks	
Targeted to organics?	Yes	P
Will expand recycling?	No	
Local, regional or statewide impact?	Local	
Addresses demonstrated need	Yes	
Educational component	Yes; using data collected to atarget education	
Completeness of implementation planning	Very thorough	P
Anticipated benefits, e.g., geographic applicability, immediate and future cost savings	Some on-going cost savings through reduced tip fees	
Data collection & reporting	Yes; meets requirements for pilot project	
Section III Cost Proposal		
25% cost share?	Yes - 33%; none required as pilot project	
Reasonable costs for expected outcomes?	Yes	
Likelihood of good return on investment	On-going savings and lessons learned applicable to similar towns	P

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Maine Resource Recovery Association	P=Positive M=Minus Q=Question I= Of Interest
Relevant Experience, including similar projects and longevity	Directly relevant experience- proposed project tasks similar to primary work of participants	P
Quality of application	Minimally adequate	
Documentation of any applicable licensing/certifications.special credentials	N/A	
Section II Proposed Services		
1. Project / Program to be Performed	Pilot project for recycling PVC & vinyl siding	
Targeted to orgnaics?	No	
Will expand recycling?	Yes	P
Local, regional or statewide impact?	regional	
Addresses demonstrated need	Yes	
Educational component	Directly targeted to high waste generators	
Completeness of implementation planning	Adequate	
Anticipated benefits, e.g., geographic applicability, immediate and future cost savings	addressed identified geographic need; model may be applied statewide	
Data collection & reporting	Will determine potential for on-going cost savings to businesses and new potential revenue stream for collection locations.	
Section III Cost Proposal		
25% cost share?	Yes - 25%	
Reasonable costs for expected outcomes?	Yes	
Likelihood of good return on investment	Will provide critical economic information to develop system for colelction and recycling of waste stream currently sent for disposal.	P

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Municipal Review Committee	P=Positive M=Minus Q=Question I= Of Interest
Relevant Experience, including similar projects and longevity	MRC/Fiberight facility not completed as proposed.	M
Quality of application	All aspects addressed, but some operational challenges not addressed.	M
Documentation of any applicable licensing/certifications.special credentials	Propose use of marketing companies appropriate to media.	
Section II Proposed Services		
1. Project / Program to be Performed		
Targeted to organics?	No	
Will expand recycling?	Cannot be determined due to lack of local baseline data.	M
Local, regional or statewide impact?	Regional	
Addresses demonstrated need	Asserted need based on national statistics likely no representative of local conditions	M
Educational component	Partially dependent on unpaid 3rd parties to implement local education.	
Completeness of implementation planning	Significant operational questions not addressed, e.g., consolidation facility not yet operational, no planning for cleaning/quality control on textile bags collected with MSW	M
Anticipated benefits, e.g., geographic applicability, immediate and future cost savings	Regional applicability; extent of potential cost savings indeterminate due to lack of baseline on current household management of textiles.	
Data collection & reporting	No planning for separate data collection by town or type of collection; only data collected proposed is data on aggregated textiles delivered from consolidation facility	M
Section III Cost Proposal		
25% cost share?	Yes - 47%	P
Reasonable costs for expected outcomes?	No- no evaluation of actual need	M
Likelihood of good return on investment	No - Majority of proposed grant funds to be spent on one-time mailing of bags/tags to all households -very wasteful.	M

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Pleasant River Farm	P=Positive M=Minus Q=Question I= Of Interest
Relevant Experience, including similar projects and longevity	Directly relevant experience	P
Quality of application	Well-planned & thorough	P
Documentation of any applicable licensing/certifications.special credentials	Yes	
Section II Proposed Services		
1. Project / Program to be Performed		
Targeted to organics?	Yes	P
Will expand recycling?	Yes	
Local, regional or statewide impact?	Regional	
Addresses demonstrated need	Yes	P
Educational component	Yes	P
Completeness of implementation planning	Very strong	P
Anticipated benefits, e.g., geographic applicability, immediate and future cost savings	Regional expansion	
Data collection & reporting	Yes	
Section III Cost Proposal		
25% cost share?	31% match	P
Reasonable costs for expected outcomes?	Yes	
Likelihood of good return on investment	Will expand regional infrastructure to address identified need.	P

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	UMPI	P=Positive M=Minus Q=Question I= Of Interest
Relevant Experience, including similar projects and longevity	Good relevant experience in successful limited trial	P
Quality of application	High quality application	P
Documentation of any applicable licensing/certifications.special credentials	UMPI Facilities Management staff have needed CDL licensing and on-going safety training	P
Section II Proposed Services		
1. Project / Program to be Performed		
Targeted to organics?	Yes	P
Will expand recycling?	No	
Local, regional or statewide impact?	Local	
Addresses demonstrated need	Yes - have performed successful time-limited trial	
Educational component	Yes	
Completeness of implementation planning	Complete	
Anticipated benefits, e.g., geographic applicability, immediate and future cost savings	Will result in on--going cost savings for UMPI	
Data collection & reporting	Strong data collection proposal	P
Section III Cost Proposal		
25% cost share?	Yes - no match required for pilot, but providing 35% match	
Reasonable costs for expected outcomes?	Yes	
Likelihood of good return on investment	Yes - designed to develop year-round sustainable composting operations for food scraps generated on UMPI campus. Will serve as on-going educational demonstration project for students.	P

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER NAME: Bot Lait Farm (and Scrap dogs compost)

DATE: 9/11/2018

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:

1) Program will benefit underserved mid-east community, but the population density (lack of) may make growth difficult.
2) Two fledgling businesses working together synergistically to help community needs. Neither business can survive alone.

3) Don't understand the 150' x 10' pad Turner not needed if we don't do pad
 $17,550 = 7,000 + 6,000 + 1,000 + 1,500$
Pad should be wider, hard to work. needed

4) Data collected? Estimates ok if well thought out.

5) long transportation distances from sparsely populated areas unlikely to support project
MA 9/13/2018

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER NAME: Central Kennebec Solid Waste Facility - Allan Lord

DATE: 9/11/2018

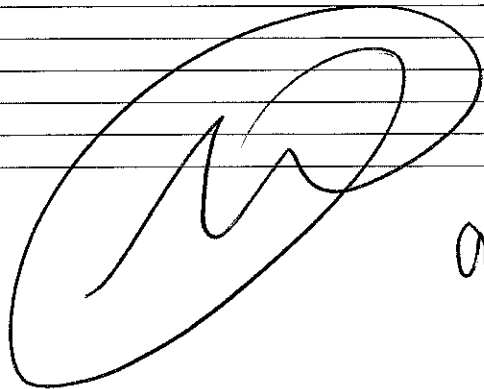
EVALUATOR NAME: Mark Kilg

EVALUATOR DEPARTMENT: Department of Environmental Protection

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Individual Evaluator Comments:

- 1) Build a reuse building to allow reprocessing of diverted solid waste
 - 2) Expect to divert 2,600 tons annually
 - 3) Save money by not having to repair existing building
 - 4) Not especially interesting proposal but appears beneficial in the long run.
- 9.15.18
- 5) should be funded



9/13/2018

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

Can be Pilot Project?

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER NAME: Town of Falmouth

DATE: 9-10-2018

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Department of Environmental Protection

(Krochus only?)

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:

1) All (3) projects look to be very beneficial to the Falmouth community, reducing landfill burden.

- ⓐ Expansion of the food scraps collection will increase organics reuse and help to further recycling goals.
- ⓑ The kiosks will improve participation while reinforcing education.
- ★ Should award total, if possible.
- ⓒ Good data collection essential here.
- ⓓ Should we pay for contractual services to haul food away? \$4320.00
- ⓔ Can we get more detail on Kiosk design?

 9/13/2018

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER NAME: MIRA - Victor Horton

DATE: 9/11/2018

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.

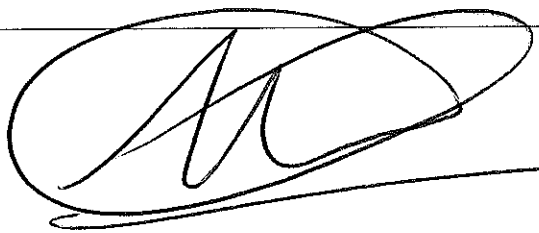
Individual Evaluator Comments:

1) Neat concept!

2) This is an example of an underutilized recycling opportunity, saving \$50-\$70/ton CDD disposal fee.

3) \$10,300 cost should yield significant benefit to Maine citizens
Personnel costs of \$2,600 (1,800 for Project Manager?)

4) Would work great @ Paris - and South Paris and extend Medway home facilities.



9/13/2018

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER NAME: MRC - Greg Couder

DATE: 9/11/2018

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Department of Environmental Protection

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Individual Evaluator Comments:

- 1) Textiles are a difficult material to ~~recycle~~ recycle in Maine.
- 2) Pilot could blaze trail for statewide programs?
- 3) Requesting \$24,000 offering 11/280 in kind match.
- 4) Is there an established need in Maine?
- 5) Could be expensive trial?
- 6) Depends on operational receiving facility.



9/13/2018

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER NAME: Degr Richmond - Pleasant River Farms

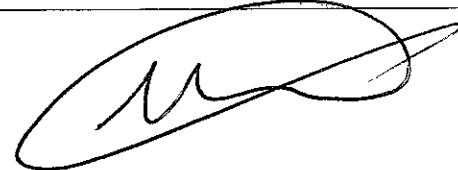
DATE: 9/11/2018

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:

1) Successful DEP Pilot diverting 15 tons annually	
2) has capacity to up to 300 tons annually	
3) Awarded 2017 Composter of the Year	
4) Has agreements with Bethel / Melrose / Dover	
5) but lacks critical infrastructure to get job done	
6) Wants to branch out to western Maine / Oxford County	
7) <u>Equipment Priority</u>	
#1 48 gal Toters (32)	4,075.00
#2 7x16 galvanized trailer	11,110.45
#3 Loader	7,000.00
#4 Topsoil Screener	22,185.45
#5 Marketing / Ed	13,893.00
	36,078.45
	2,500.00
	38,578.45

 9/13/2018

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

Pilot
project

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER NAME: University of Maine Presque Isle

DATE: 9-10-2018

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:

- 1) The project promises to help UMPI move towards a more sustainable campus by diverting food scraps to reuse. This amounts to 1/2 ton per week and will ultimately saving \$\$ and needed land fill space.
- 2) Compost to benefit campus sustainable gardening? to generate income to help defray costs.
- 3) 5,650 will be used appropriately and should result in a self-sustaining project going forward.
- 4) Applicants can - I will report data captured during study.



9/13/2018

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER NAME: Bo' Lait Farm (and Scrap Dogs Community Compost)

DATE: 9/10/18

EVALUATOR NAME: Elena Bertacci

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:

<p>Recycling or Organics Mgmt Programs (?)</p> <p>(N): paid (subscription) composting to Camden area (regional) -- collaboration between hauling company and dairy farm; also contributing to k-12 edu and community edu</p> <p>U: confused by Project 4 U: Maine providing technical support?</p> <p>(P) looking to build on current operations, which include diversion from restaurants, schools, hospital, and transfer station</p> <p>(I/Q): how much diversion + cost saving info can they get for/from these customers?</p> <p>M: stream diverted numbers are questionable</p> <p>I/Q: have they considered the potential probs of lawn cuttings? (this is going to an organic farm)</p> <p>(P) very well written and supported proposal</p> <p>I/Q: are end market prices something people will realistically pay? (\$30-50/yd³) (potentially)</p> <p>(P) UMaine providing tech support</p> <p>M: educational funding (operational cost) from grant</p> <p>N: ~250 tons diverted per yr? (goal)</p> <p>N: asking \$17,500</p> <p>is this at all realistic? -- long transportation distances, low pop density, yet working w/ a number of large quantity generators</p>
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PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Bo' Lait Farm and ScrapDogs Composting	P=Positive M=Minus Q=Question I= Of Interest
1. Overview of the Organization		
entity type	Private business collaboration (family farm & composting)	I
qualifications and skills	Partner businesses have complementary training and resources; both supported by UMaine & Travis Blackmer	P
three example projects	OK	
additional notes		
2. Subcontractors		
name, address, phone number, contact person	None	
organizational capacity and qualifications		
3. Organizational Chart		
Is project shown on chart?	Yes	
are position titles included?	Yes	
4. Litigation		
Any current litigation or litigation in past 5 years?	No	
If yes, see Section IV.B.1 for required details		
5. Financial Viability		
Brief descriptive letter included?	Statement included in application	
Is letter signed by the accountant, bookkeeper or other qualified individual representing the organization?	Application signed by farm owner	
6. Licensure/Certification		
Documentation of any applicable licensure/certification or any specific credentials required to provide the proposed services	Do they have a completed on-farm compost master plan? At what size will they need a DEP permit?	Q
7. Certificate of Insurance		
certificate of insurance (standard Acord form or equivalent) evidencing the Applicant's general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services	Included	

Section II Proposed Services		
1. Project / Program to be Performed	Regional household food scrap commercial composting operation	
Scope of services described?	Yes	P
Description of how tasks will be accomplished?	Yes	
How will ensure expectations and/or desired outcomes will be achieved?	Yes	
How does proposal meet identified priorities for grant funds?	Yes	
a. brief project description & how it will improve/expand recycling/composting	Yes	
entities and municipality(ies) involved and their contact information	Yes	
the physical location of project	Yes	
DEP license required for current and proposed activities?	Not noted	Q
b. components of waste stream targeted	Yes	
c. end markets identified	Yes	
d. feasibility evaluated	Yes	
e. Location map (if applicable)	Yes	
f. Site drawing (if applicable)	Yes	
g. describe new equipment/facilities	Yes	
h. describe integration with existing facilities	Yes	
i. planned education campaign & implementation	Yes	P
j. data gathering & record-keeping systems for reporting to DEP	Yes	P
2. Implementation - Work Plan		
a. timeline chart	Detailed	P
b. describe each program development and implementation task, the month it will be carried out and the person or position responsible for each task	Detailed	P
c. note all tasks to be delegated to subcontractors, as applicable	None	
3. Anticipated Project Benefits		
a. Quantify (tons) to be diverted from disposal, and as percentage change in disposal	75-720 tons per year; 15% diversion of organics from MSW waste stream	

b. Estimate of anticipated cost savings	\$35-\$70/ton cost reduction for customers; 8 hours/week labor reduction for Bo' Lait compost operation; economies-of-scale savings in collection operations for ScrapDogs; ~\$40/ton revenue for finished compost	P
c. Impacts on current & future operating costs	Will produce 500-700 cubic yards of compost annually (cow manure + food scraps)	P
Section III Cost Proposal		
25% cost share? (N/A/ for pilots)	Yes	P
To what degree does the project represent a good return for the investment (money, time)?	Positive	
Are the project work and cost estimates (tasks & budget) reasonable for the expected outcomes?	Yes	
Are the amount and quality of proposed matching funds or services reasonable for the expected outcomes?	Yes	
Priority factors (from PL 461, 2016)		
Municipal or regional association applicant?	regional service area	P
Organic materials targeted?	Yes	
Prioritized to provide the most benefit to the State in terms of increasing the diversion of solid waste from disposal	local impact	
Education campaign	Design, training & implementation of food scrap separation at local schools	P
Data collection	Scrap Dogs will track by client and estimated weight (based on volume). Bo' Lait will report volume of compost generated	P

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Central Penobscot Solid Waste Facility	P=Positive M=Minus Q=Question I= Of Interest
1. Overview of the Organization		
entity type	quasi-municipal (3 towns - Bradford, Charleston, Corinth)	P
qualifications and skills	20 years as facility manager overseeing facility development	P
three example projects	only one in past five years - but very similar	
additional notes	Proposes use of Charleston Correctional Facility's Public Restitution work crews.	P, I
2. Subcontractors		
	Heat pump installation	I
name, address, phone number, contact person	Marc Warner, no address	
organizational capacity and qualifications	included	
3. Organizational Chart		
	Described (manager reports to 3-person board of directors)	
Is project shown on chart?	described	
are position titles included?	yes	
4. Litigation		
Any current litigation or litigation in past 5 years?	None	
If yes, see Section IV.B.1 for required details		
5. Financial Viability		
Brief descriptive letter included?	Narrative indicates a letter is included, but I didn't see it; includes auditor's report with financial statements	Q
Is letter signed by the accountant, bookkeeper or other qualified individual representing the organization?	auditor signed report	
6. Licensure/Certification		
Documentation of any applicable licensure/certification or any specific credentials required to provide the proposed services	N/A	
7. Certificate of Insurance		
certificate of insurance (standard Acord form or equivalent) evidencing the Applicant's general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services	Included	

Section II Proposed Services		
1. Project / Program to be Performed		
Scope of services described?	Yes	
Description of how tasks will be accomplished?	Yes	
How will ensure expectations and/or desired outcomes will be achieved?	Utilizing similar oversight & process to successfully completed project	
How does proposal meet identified priorities for grant funds?	Expansion of reuse shop targets highest step on the SW hierarchy; will decrease disposal amounts	P
a. brief project description & how it will improve/expand recycling/composting	included	
entities and municipality(ies) involved and their contact information	CPSWF	
the physical location of project	Yes	
DEP license required for current and proposed activities?	None required	
b. components of waste stream targeted	Yes	
c. end markets identified	Yes	
d. feasibility evaluated	Yes	
e. Location map (if applicable)	Yes	
f. Site drawing (if applicable)	Yes	
g. describe new equipment/facilities	Yes	
h. describe integration with existing facilities	Yes	
i. planned education campaign & implementation	FB, Town reports & Town newsletters	
j. data gathering & record-keeping systems for reporting to DEP	Will track estimated weight; did not mention reporting to DEP (but normally included in annual report)	
2. Implementation - Work Plan		
a. timeline chart	No chart; described to begin in Spring 2019 and be completed in approximately 3 weeks	
implementation task, the month it will be carried out and the person or position responsible for each task	generally described	
c. note all tasks to be delegated to subcontractors, as applicable	Yes	
3. Anticipated Project Benefits		
a. Quantify (tons) to be diverted from disposal, and as percentage change in disposal	2 tons, ".00008%" (actually 0.08%)	M
b. Estimate of anticipated cost savings	\$150 in disposal fees; unstated amount in building repairs	
c. Impacts on current & future operating costs	\$150+ annual reduction in disposal costs	
	What are they going to do with the old swap	Q

Section III Cost Proposal		
25% cost share? (N/A/ for pilots)	Yes; cash match	
To what degree does the project represent a good return for the investment (money, time)?	Use of Charleston Correctional work crews reduces costs and provides training.	P, I
Are the project work and cost estimates (tasks & budget) reasonable for the expected outcomes?	Yes	
Are the amount and quality of proposed matching funds or services reasonable for the expected outcomes?	Yes	
Priority factors (from PL 461, 2016)		
Municipal or regional association applicant?	Yes	P
Organic materials targeted?	No	
Prioritized to provide the most benefit to the State in terms of increasing the diversion of solid waste from disposal	local impact	M
Education campaign	incidental - not required	
Data collection	incidental - not required	

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Town of Falmouth	P=Positive M=Minus Q=Question I= Of Interest
1. Overview of the Organization		
entity type	municipality	
qualifications and skills	OK	P
three example projects	Yes	
additional notes		
2. Subcontractors		
name, address, phone number, contact person	Yes - We Compost It!	
organizational capacity and qualifications	OK	
3. Organizational Chart		
Is project shown on chart?	Yes	P
are position titles included?	Yes	
4. Litigation		
Any current litigation or litigation in past 5 years?	None	
If yes, see Section IV.B.1 for required details		
5. Financial Viability		
Brief descriptive letter included?	Yes	
Is letter signed by the accountant, bookkeeper or other qualified individual representing the organization?	Yes	
6. Licensure/Certification		
Documentation of any applicable licensure/certification or any specific credentials required to provide the proposed services	OK	
7. Certificate of Insurance		
certificate of insurance (standard Acord form or equivalent) evidencing the Applicant's general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services	Yes	

Section II Proposed Services		
1. Project / Program to be Performed		
Scope of services described?	Yes	
Description of how tasks will be accomplished?	Yes	
How will ensure expectations and/or desired outcomes will be achieved?	E&O; data reporting	
How does proposal meet identified priorities for	organics diversion from disposal	
a. brief project description & how it will improve/expand recycling/composting	Yes	
entities and municipality(ies) involved and their contact information	Yes	
the physical location of project	Yes	
DEP license required for current and proposed activities?	N/A	
b. components of waste stream targeted	Yes	
c. end markets identified	Yes	
d. feasibility evaluated	Yes	
e. Location map (if applicable)	Yes	
f. Site drawing (if applicable)	Yes	
g. describe new equipment/facilities	Yes	
h. describe integration with existing facilities	Yes	
i. planned education campaign & implementation	Yes	P
j. data gathering & record-keeping systems for reporting to DEP	Yes	P
	Data reviewed monthly to target E&O	
2. Implementation - Work Plan		
a. timeline chart	Yes	P
b. describe each program development and implementation task, the month it will be carried out and the person or position responsible for each task	Yes	
c. note all tasks to be delegated to subcontractors, as applicable	Yes	
3. Anticipated Project Benefits		
a. Quantify (tons) to be diverted from disposal, and as percentage change in disposal	400 tons/year	
b. Estimate of anticipated cost savings	\$28,000 annually	
c. Impacts on current & future operating costs	Above plus reduction in cost of PAYT bags for residents	

Section III Cost Proposal		
To what degree does the project represent a good return for the investment (money, time)?	OK	
Are the project work and cost estimates (tasks & budget) reasonable for the expected outcomes?	Yes	
Are the amount and quality of proposed matching funds or services reasonable for the expected outcomes?	N/A	
Priority factors (from PL 461, 2016)		
Municipal or regional association applicant?	No	
Organic materials targeted?	Yes	
Prioritized to provide the most benefit to the State in terms of increasing the diversion of solid waste from disposal	local effect	
Education campaign	Yes	P
Data collection	Yes	P

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Maine Resource Recovery Association	P=Positive M=Minus Q=Question I= Of Interest
1. Overview of the Organization		
entity type	member-based trade association	
qualifications and skills	adequate	
three example projects	included	
additional notes		
2. Subcontractors		
name, address, phone number, contact person	Yes - Irecycle	
organizational capacity and qualifications	OK	
3. Organizational Chart		
Is project shown on chart?	MRRA only has 1 employee currently	
are position titles included?	Yes	
4. Litigation		
Any current litigation or litigation in past 5 years?	None	
If yes, see Section IV.B.1 for required details		
5. Financial Viability		
Brief descriptive letter included?	No	
Is letter signed by the accountant, bookkeeper or other qualified individual representing the organization?	Financial statements with signed auditor cover letter	
6. Licensure/Certification		
Documentation of any applicable licensure/certification or any specific credentials required to provide the proposed services	N/A	
7. Certificate of Insurance		
certificate of insurance (standard Acord form or equivalent) evidencing the Applicant's general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services	Yes	
Section II Proposed Services		
1. Project / Program to be Performed	Pilot project for recycling PVC & vinyl siding	

Scope of services described?	Yes	
Description of how tasks will be accomplished?	Yes	
How will ensure expectations and/or desired outcomes will be achieved?	Tracking & reporting by Irecycle	
How does proposal meet identified priorities for grant funds?	new waste stream for recycling	P
a. brief project description & how it will improve/expand recycling/composting	Yes	
entities and municipality(ies) involved and their contact information	possible partners identified	
the physical location of project	possible locations identified	
DEP license required for current and proposed activities?	N/A	
b. components of waste stream targeted	Yes	
c. end markets identified	Yes	
d. feasibility evaluated	purpose of pilot project	P
e. Location map (if applicable)	N/A	
f. Site drawing (if applicable)	N/A	
g. describe new equipment/facilities	Yes	
h. describe integration with existing facilities	Yes	
i. planned education campaign & implementation	Yes	
j. data gathering & record-keeping systems for reporting to DEP	Yes	
2. Implementation - Work Plan		
a. timeline chart	None included - to be completed within 1 year or when funds expended	
b. describe each program development and implementation task, the month it will be carried out and the person or position responsible for each task	Taskes not put into timeframe	M
c. note all tasks to be delegated to subcontractors, as applicable	Yes	
3. Anticipated Project Benefits		
a. Quantify (tons) to be diverted from disposal, and as percentage change in disposal	Not quantified	M
b. Estimate of anticipated cost savings	Not quantified	
c. Impacts on current & future operating costs	Not quantified	
Section III Cost Proposal		
25% cost share? (N/A/ for pilots)	Yes	
To what degree does the project represent a good return for the investment (money, time)?	OK	
Are the project work and cost estimates (tasks & budget) reasonable for the expected outcomes?	Yes	

Are the amount and quality of proposed matching funds or services reasonable for the expected outcomes?	Yes*	
	*Check for possible line item duplication between grant amounts and match	Q
Priority factors (from PL 461, 2016)		
Municipal or regional association applicant?	Yes	
Organic materials targeted?	No	
Prioritized to provide the most benefit to the State in terms of increasing the diversion of solid waste from disposal	Pilot scale	
Education campaign	minimal	
Data collection	Yes	

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Municipal Review Committee	P=Positive M=Minus Q=Question I= Of Interest
1. Overview of the Organization		
entity type	Non-profit corp with 115 member communities	P
qualifications and skills	OK; assigned staff overqualified for work proposed	
three example projects	not all projects have been implemented as planned	M
additional notes		
2. Subcontractors		
name, address, phone number, contact person	Yes	
organizational capacity and qualifications	Yes	
3. Organizational Chart		Q
Is project shown on chart?		
are position titles included?		
4. Litigation		
Any current litigation or litigation in past 5 years?	Yes	
If yes, see Section IV.B.1 for required details	Settled 12/8/16	
5. Financial Viability		
Brief descriptive letter included?	Statement included in application	
Is letter signed by the accountant, bookkeeper or other qualified individual representing the organization?	Application signed by ED	
6. Licensure/Certification		
Documentation of any applicable licensure/certification or any specific credentials required to provide the proposed services	Subcontractors have appropriate marketing experience	
7. Certificate of Insurance		
certificate of insurance (standard Acord form or equivalent) evidencing the Applicant's general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services	Yes	

Section II Proposed Services		
1. Project / Program to be Performed	Textile & Garment Curbside Recycling	
Scope of services described?	Yes	
Description of how tasks will be accomplished?	In part - curbside collected bags to be processed by Apparel Impact	
How will ensure expectations and/or desired outcomes will be achieved?	will track weight diverted from disposal	
How does proposal meet identified priorities for grant funds?	diverts textiles from disposal to reuse	
a. brief project description & how it will improve/expand recycling/composting	Yes	
entities and municipality(ies) involved and their contact information	Yes	
the physical location of project	Yes	
DEP license required for current and proposed activities?	Yes	
b. components of waste stream targeted	Yes	
c. end markets identified	Yes	
d. feasibility evaluated	If mixed with curbside MSW collection, are bags clean enough for management by AI?	Q
e. Location map (if applicable)	N/A	
f. Site drawing (if applicable)	N/A	
g. describe new equipment/facilities	Yes	
h. describe integration with existing facilities	Yes	
i. planned education campaign & implementation	Yes	
j. data gathering & record-keeping systems for reporting to DEP	AI will record amounts received from Fiberight facility; no ability to discern materials from curbside vs. other collection systems.	M
2. Implementation - Work Plan		
a. timeline chart	Yes	
b. describe each program development and implementation task, the month it will be carried out and the person or position responsible for each task	Yes	
c. note all tasks to be delegated to subcontractors, as applicable	Yes	
3. Anticipated Project Benefits		
a. Quantify (tons) to be diverted from disposal, and as percentage change in disposal	800 tons based on average generation by U.S. households (overly-generaous assumption)	

b. Estimate of anticipated cost savings	\$80,000 annually asserted; calculation check shows \$35,850 using generous assumption re: household generation rates	
c. Impacts on current & future operating costs	incidental	
	Will MRC continue to provide yellow tags after project is completed?	Q
Section III Cost Proposal		
25% cost share? (N/A/ for pilots)	Yes (\$11,280)	
To what degree does the project represent a good return for the investment (money, time)?	\$17,5000 cost for direct mail to all households high considering may simply divert textiles from drop-off donation	
Are the project work and cost estimates (tasks & budget) reasonable for the expected outcomes?	labor costs high for work to be performed	M
Are the amount and quality of proposed matching funds or services reasonable for the expected outcomes?	\$5,280 of MRC's proposed match could be redirected to cover 88% of the costs of the proposed educational program, negating the need for a grant for this portion.	
Priority factors (from PL 461, 2016)		
Municipal or regional association applicant?	Yes	P
Organic materials targeted?	No	
Prioritized to provide the most benefit to the State in terms of increasing the diversion of solid waste from disposal	regional impact	
Education campaign	Yes	
Data collection	Not project-specific	M
	Any planned evaluation of effectiveness of educational components?	M

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	Pleasant River Farms	P=Positive M=Minus Q=Question I= Of Interest
1. Overview of the Organization		
entity type	Private business	
qualifications and skills	Yes	P
three example projects	Yes	P
additional notes		
2. Subcontractors		
name, address, phone number, contact person	None	
organizational capacity and qualifications		
3. Organizational Chart		
Is project shown on chart?	Single-person operation	
are position titles included?	Yes	
4. Litigation		
Any current litigation or litigation in past 5 years?	None	
If yes, see Section IV.B.1 for required details		
5. Financial Viability		
Brief descriptive letter included?	Yes	
Is letter signed by the accountant, bookkeeper or other qualified individual representing the organization?	Yes	
6. Licensure/Certification		
Documentation of any applicable licensure/certification or any specific credentials required to provide the proposed services	Yes	
7. Certificate of Insurance		
certificate of insurance (standard Acord form or equivalent) evidencing the Applicant's general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services	Yes	
Section II Proposed Services		
1. Project / Program to be Performed		
Scope of services described?	Yes	

Description of how tasks will be accomplished?	Yes	
How will ensure expectations and/or desired outcomes will be achieved?	Yes	
How does proposal meet identified priorities for	Yes	P
a. brief project description & how it will improve/expand recycling/composting	Yes	
entities and municipality(ies) involved and their contact information	Yes	
the physical location of project	Yes	
DEP license required for current and proposed activities?	Yes	
b. components of waste stream targeted	Yes	
c. end markets identified	Yes	
d. feasibility evaluated	Yes	
e. Location map (if applicable)	Yes	
f. Site drawing (if applicable)	Yes	
g. describe new equipment/facilities	Yes	
h. describe integration with existing facilities	Yes	
i. planned education campaign & implementation	Yes	
j. data gathering & record-keeping systems for reporting to DEP	Yes	
2. Implementation - Work Plan		
a. timeline chart	Yes	P
b. describe each program development and implementation task, the month it will be carried out and the person or position responsible for each task	Yes	
c. note all tasks to be delegated to subcontractors, as applicable		
	Who will do on-site trainings? How	Q
3. Anticipated Project Benefits		
a. Quantify (tons) to be diverted from disposal, and as percentage change in disposal	15.5 Tons/month	P
b. Estimate of anticipated cost savings	TBD	
c. Impacts on current & future operating costs	TBD	
Section III Cost Proposal		
25% cost share? (N/A/ for pilots)	Yes	
To what degree does the project represent a good return for the investment (money, time)?	OK	
Are the project work and cost estimates (tasks & budget) reasonable for the expected outcomes?	Yes	
Are the amount and quality of proposed matching funds or services reasonable for the expected outcomes?	Yes	

	How will \$2500 for marketing & promo materials be used?	
Priority factors (from PL 461, 2016)		
Municipal or regional association applicant?	regional service area	P
Organic materials targeted?	Yes	P
Prioritized to provide the most benefit to the State in terms of increasing the diversion of solid waste from disposal	OK	
Education campaign	Yes	
Data collection	Yes	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

BIDDER NAME: *UMPI*

DATE: *9/11/18*

EVALUATOR NAME: *Carole Cifrino*

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: *See attached*

Lined area for additional individual evaluator comments, currently blank.

PART IV - PROPOSAL SUBMISSION REQUIREMENTS		
Section I Organization Qualifications and Experience	UMPI	P=Positive M=Minus Q=Question I= Of Interest
1. Overview of the Organization		
entity type	public university	
qualifications and skills	OK	P
three example projects	Yes	
additional notes		
2. Subcontractors		
name, address, phone number, contact person	Yes - Star City Sanitation	
organizational capacity and qualifications		
3. Organizational Chart		
Is project shown on chart?	within Facilities Management	
are position titles included?	Yes	
4. Litigation		
Any current litigation or litigation in past 5 years?	None	
If yes, see Section IV.B.1 for required details		
5. Financial Viability		
Brief descriptive letter included?	Yes	
Is letter signed by the accountant, bookkeeper or other qualified individual representing the organization?	Yes	
6. Licensure/Certification		
Documentation of any applicable licensure/certification or any specific credentials required to provide the proposed services	Yes	
7. Certificate of Insurance		
certificate of insurance (standard Acord form or equivalent) evidencing the Applicant's general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services	Yes	

Section II Proposed Services		
1. Project / Program to be Performed		
Scope of services described?	Yes	
Description of how tasks will be accomplished?	Yes	
How will ensure expectations and/or desired outcomes will be achieved?	revenue from selling compost to pay student labor for year-round operations	P
How does proposal meet identified priorities for grant funds?	food scrap pilot	P
a. brief project description & how it will improve/expand recycling/composting	Yes	
entities and municipality(ies) involved and their contact information	Yes	
the physical location of project	Yes	
DEP license required for current and proposed activities?	N/A	
b. components of waste stream targeted	Yes	
c. end markets identified	Yes	
d. feasibility evaluated	Yes	
e. Location map (if applicable)	Yes	
f. Site drawing (if applicable)	Yes	
g. describe new equipment/facilities	Yes	
h. describe integration with existing facilities	Yes	
i. planned education campaign & implementation	Yes - includes food waste reduction	P
j. data gathering & record-keeping systems for reporting to DEP	Yes	
2. Implementation - Work Plan		
a. timeline chart	Yes	
b. describe each program development and implementation task, the month it will be carried out and the person or position responsible for each task	Yes	
c. note all tasks to be delegated to subcontractors, as applicable	Yes	
3. Anticipated Project Benefits		
a. Quantify (tons) to be diverted from disposal, and as percentage change in disposal	23.34 tons annually	
b. Estimate of anticipated cost savings	\$2,445 annually; ~50% of waste disposal costs	
c. Impacts on current & future operating costs	See above	

Section III Cost Proposal		
To what degree does the project represent a good return for the investment (money, time)?	Designed to create a sustainable program	P
Are the project work and cost estimates (tasks & budget) reasonable for the expected outcomes?	Yes	
Are the amount and quality of proposed matching funds or services reasonable for the expected outcomes?	N/A (although contributing \$2000 in labor)	
Priority factors (from PL 461, 2016)		
Municipal or regional association applicant?	No	
Organic materials targeted?	Yes	
Prioritized to provide the most benefit to the State in terms of increasing the diversion of solid waste from disposal	Great pilot for higher ed schools	
Education campaign	Yes	
Data collection	Yes	



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Paul R. LePage
Governor

Paul Mercer
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

I, Elena Bestocci 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 that the evaluation process is to be conducted in an impartial manner. 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 funding decision notices for public distribution.

Elena Bestocci
Signature

8/20/18
Date



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Paul R. LePage
Governor

Paul Mercer
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

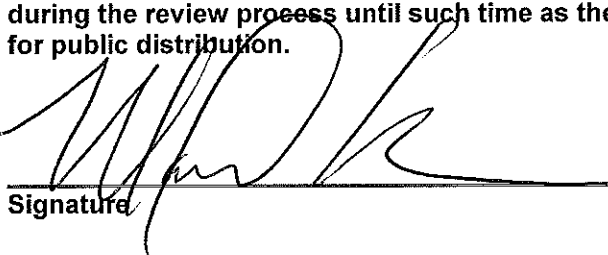
I, Mark King accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Environmental Protection. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with 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 that the evaluation process is to be conducted in an impartial manner. 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 funding decision notices for public distribution.


Signature

8-20-2018
Date



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Paul R. LePage
Governor

Paul Mercer
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

I, Julie Churchill 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 that the evaluation process is to be conducted in an impartial manner. 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.

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Julie Churchill
Signature

8/20/18
Date



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Paul R. LePage
Governor

Paul Mercer
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives

I, Megan Pryor 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 that the evaluation process is to be conducted in an impartial manner. 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 funding decision notices for public distribution.

Signature

08/20/2018

Date



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Paul R. LePage
Governor

Paul Mercer
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201806111

RFP TITLE: Grants to Support Recycling and Organics Management Initiatives


I, _____ 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 that the evaluation process is to be conducted in an impartial manner. 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 funding decision notices for public distribution.



Signature

8/20/18

Date