

**State of Maine**  
**Master Score Sheet (page 1 of 2)**

RFP# 202301008					
2023 Waste Diversion Grants Program, Round I					
<b>Bidder Name:</b>		David Berry d/b/a "Sagadahoc Recycling Co."	Information Technology Exchange	Town of Carthage	Central Aroostook Soil and Water Conservation District
<b>Proposed Cost:</b>		15,051	39,890	40,000	32,474
<b>Scoring Sections</b>		<b>Points Available</b>			
Section I: Preliminary Information		N/A			
Section II: Organization Qualifications and Experience		15	15	15	15
Section III: Proposed Services		50	50	50	50
Section IV: Cost Proposal		35	35	35	34
<b>TOTAL</b>		<b><u>100</u></b>	<b><u>100</u></b>	<b><u>100</u></b>	<b><u>99</u></b>
<b>Bidder Name:</b>		Maine Urban Timber Company	University of Maine System acting through the University of Maine	A.B. Electrical Services	Kennebec Valley Council of Governments
<b>Proposed Cost:</b>		15,000	27,049	8,375.04	29,170
<b>Scoring Sections</b>		<b>Points Available</b>			
Section I: Preliminary Information		N/A			
Section II: Organization Qualifications and Experience		15	15	11	15
Section III: Proposed Services		50	50	25	35
Section IV: Cost Proposal		35	30	30	10
<b>TOTAL</b>		<b><u>100</u></b>	<b><u>95</u></b>	<b><u>66</u></b>	<b><u>60</u></b>

**State of Maine**  
**Master Score Sheet (page 2 of 2)**

RFP# 202301008					
2023 Waste Diversion Grants Program, Round I					
<b>Bidder Name:</b>		<b>SHAREcenter/ ASD</b>			
<b>Proposed Cost:</b>		<b>9,375</b>			
<b>Scoring Sections</b>	<b>Points Available</b>				
Section I: Preliminary Information	N/A				
Section II: Organization Qualifications and Experience	15	15			
Section III: Proposed Services	50	15			
Section IV: Cost Proposal	35	10			
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>40</u></b>			
<b>Bidder Name:</b>					
<b>Proposed Cost:</b>					
<b>Scoring Sections</b>	<b>Points Available</b>				
Section I: Preliminary Information	N/A				
Section II: Organization Qualifications and Experience	15				
Section III: Proposed Services	50				
Section IV: Cost Proposal	35				
<b>TOTAL</b>	<b><u>100</u></b>				

**Award Justification Statement**  
**2023 Waste Diversion Grants Program, Round I**  
**RFP# 202301008**

**I. Summary**

On Friday, February 3, 2023, the Maine Department of Environmental Protection, in accordance with 38 MRSA §2201-B, Maine Solid Waste Diversion Grant Program, issued RFP# 202301008, that sought proposals for the development, implementation or improvement of programs, projects, initiatives or activities designed to increase the diversion of solid waste from disposal, including waste reduction activities. Maine law (38 MRSA §2132.1-B) sets a goal of reducing the amount of waste disposed per capita by 5% every five years. The Department believes that progress toward this goal can be achieved by implementing innovative and proven local, regional and statewide initiatives aimed at reducing the generation of solid waste, and at increasing the recovery and utilization of discarded materials, including organics. A total of nine proposals were initially received. These proposals were evaluated by a qualified team of individuals from the Department's Division of Materials Management. Five projects were finally chosen for funding following a competitive, consensus-based evaluation process. Proposals chosen showed significant potential to divert materials away from costly disposal practices, while simultaneously focusing on the goals of Maine's "Solid Waste Management Hierarchy" (38 M.R.S. § 2101). Four proposals were awarded a full award and one will receive a partial award.

**II. Evaluation Process**

Prior to initiation of the RFP process, an evaluation team was established, comprised of qualified reviewers, each with specific solid waste expertise, from the Division of Materials Management. The evaluation team was trained with regard to the RFP review/evaluation process and conducted their individual reviews of proposals. Following individual reviews, the evaluation team met on April 6, 2023 to discuss, as a group, the merits of each proposal and rank them. Each proposal was then scored using a consensus-based evaluation system. The maximum achievable score was 100 points, based on the following categories:

- Organization, Qualifications and Experience (15 points),
- Proposed Services (50 points), and
- Cost Proposal (35 points)

Scores were assigned based upon the following criteria:

- The applicant's ability to address key solid waste management goals,
- The project's anticipated return for the investment (money, time),

- The project's efficiency in achieving expected outcomes, in terms of proposed work, budget and time frame, and
- The amount and quality of proposed matching funds or services.

### **III. Qualifications & Experience**

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

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

### **IV. Proposed Services**

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

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

### **V. Cost Proposal**

The applicant's requests ranged from a low of \$8,375.04 to cover the costs of electrical hook-ups for a cardboard compactor to a high of \$40,000 to construct a building to improve storage and house a "Swap-Shop" at a rural Maine transfer station.

The Waste Diversion Grants program operates solely as a grant, so we did not compare the costs of each project against one another but judged each based on individual merit.

## **VI. Conclusion**

The five proposals chosen for funding all represent opportunities to expand collection, diversion and reuse of various solid waste materials. A common theme among the projects selected was moving materials away from disposal in support of higher and better end uses in accordance with the state's solid waste management hierarchy.



JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM  
COMMISSIONER

**AWARD NOTIFICATION LETTER**

April 20, 2023

David L. Berry d/b/a Sagadahoc Recycling Co., LLC  
David L. Berry, Owner  
21 Dinsmore Crossroad  
Bowdoinham, ME 04008  
[alisonberry374@gmail.com](mailto:alisonberry374@gmail.com)

**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202301008,  
2023 Waste Diversion Grants Program, Round I

Dear Mr. Berry,

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

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

Award Recipient Name	Award Type
David Berry d/b/a Sagadahoc Recycling Co., LLC	Full
Information Technology Exchange	Full
Town of Carthage	Full
Central Aroostook Soil and Water Conservation District	Partial
Maine Urban Timber Company	Full

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

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

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

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

Sincerely,



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

### **STATEMENT OF APPEAL RIGHTS**

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

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JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM  
COMMISSIONER

**AWARD NOTIFICATION LETTER**

April 20, 2023

Information Technology Exchange dba give IT get IT  
Chris Martin, Operations Director  
60 Industrial Street  
Waterville, ME 04901  
[cmartin@itec3.org](mailto:cmartin@itec3.org)

**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202301008,  
2023 Waste Diversion Grants Program, Round I

Dear Mr. Martin,

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

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Town of Carthage	Full
Central Aroostook Soil and Water Conservation District	Partial
Maine Urban Timber Company	Full

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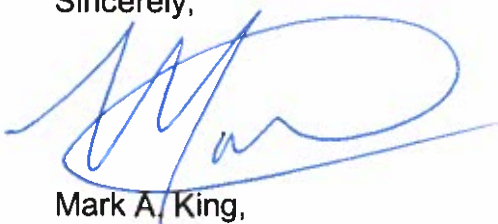
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice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

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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,



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

### **STATEMENT OF APPEAL RIGHTS**

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JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM  
COMMISSIONER

**AWARD NOTIFICATION LETTER**

April 20, 2023

Town of Carthage  
Jan Hutchinson, Selectboard Chair  
703A Carthage Road  
Carthage, ME 04224  
[carthage@myfairpoint.net](mailto:carthage@myfairpoint.net)

**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202301008,  
2023 Waste Diversion Grants Program, Round I

Dear Mr. Hutchinson,

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

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

Award Recipient Name	Award Type
David Berry d/b/a Sagadahoc Recycling Co., LLC	Full
Information Technology Exchange	Full
Town of Carthage	Full
Central Aroostook Soil and Water Conservation District	Partial
Maine Urban Timber Company	Full

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Mark A. King,  
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JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM  
COMMISSIONER

**AWARD NOTIFICATION LETTER**

April 20, 2023

Central Aroostook Soil and Water Conservation District  
Randy Martin, District Manager  
735 Main Street, Suite 3  
Presque Isle, ME 04769  
[centralaroostookswcd@gmail.com](mailto:centralaroostookswcd@gmail.com)

**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202301008,  
2023 Waste Diversion Grants Program, Round I

Dear Mr. Martin,

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

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Maine Urban Timber Company	Full

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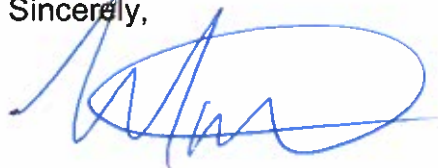
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Sincerely,



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

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JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM  
COMMISSIONER

**AWARD NOTIFICATION LETTER**

April 20, 2023

Maine Urban Timber Company  
Niles Krech, Owner  
521 Water Street  
Gardiner, ME 04345  
[maineurbantimberco@gmail.com](mailto:maineurbantimberco@gmail.com)

**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202301008,  
2023 Waste Diversion Grants Program, Round I

Dear Mr. Krech,

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

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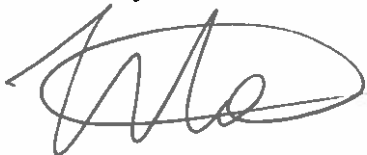
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Sincerely,



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

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JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM  
COMMISSIONER

**AWARD NOTIFICATION LETTER**

April 20, 2023

University of Maine System acting through the University of Maine  
David Hart, Director, Mitchell Center  
5717 Corbett Hall  
Orono, ME 04469  
[david.hart@maine.edu](mailto:david.hart@maine.edu)

**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202301008,  
2023 Waste Diversion Grants Program, Round I

Dear Mr. Hart,

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

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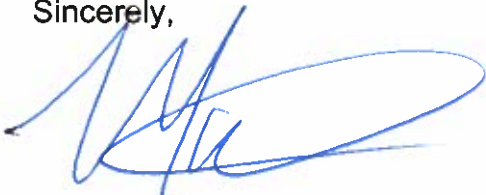
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Sincerely,



Mark A. King,  
Organics Management Specialist  
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JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM  
COMMISSIONER

**AWARD NOTIFICATION LETTER**

April 20, 2023

A.B. Electrical Services  
Tony Blake, Owner  
58 Carding Machine Road  
Richmond, ME 04357  
[tony@abelectricalserv.com](mailto:tony@abelectricalserv.com)

**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202301008,  
2023 Waste Diversion Grants Program, Round I

Dear Mr. Blake,

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

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Maine Urban Timber Company	Full

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

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

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

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

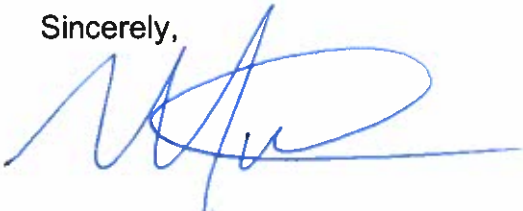
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice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

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

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

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

Sincerely,



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

### **STATEMENT OF APPEAL RIGHTS**

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



JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM  
COMMISSIONER

**AWARD NOTIFICATION LETTER**

April 20, 2023

Kennebec Valley Council of Governments  
Olivia Kunesh, Environmental Planner  
17 Maine Street  
Fairfield, ME 04937  
[okunesh@kvkog.org](mailto:okunesh@kvkog.org)

**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202301008,  
2023 Waste Diversion Grants Program, Round I

Dear Ms. Kunesh,

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

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

Award Recipient Name	Award Type
David Berry d/b/a Sagadahoc Recycling Co., LLC	Full
Information Technology Exchange	Full
Town of Carthage	Full
Central Aroostook Soil and Water Conservation District	Partial
Maine Urban Timber Company	Full

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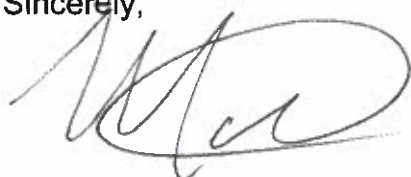
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice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

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

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

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

Sincerely,

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

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

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JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM  
COMMISSIONER

**AWARD NOTIFICATION LETTER**

April 20, 2023

SHAREcenter/ASD  
Lisa L. Rodrigues  
1830 Lisbon Street  
Lewiston, ME 04240  
[lrodrigues@auburnschl.edu](mailto:lrodrigues@auburnschl.edu)

**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202301008,  
2023 Waste Diversion Grants Program, Round I

Dear Ms. Rodrigues,

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

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

Award Recipient Name	Award Type
David Berry d/b/a Sagadahoc Recycling Co., LLC	Full
Information Technology Exchange	Full
Town of Carthage	Full
Central Aroostook Soil and Water Conservation District	Partial
Maine Urban Timber Company	Full

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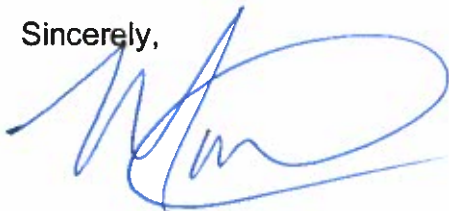
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Thank you for your interest in doing business with the State of Maine.

Sincerely,



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

### **STATEMENT OF APPEAL RIGHTS**

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**From:** [King, Mark A](#)  
**To:** [alisonberry374@gmail.com](mailto:alisonberry374@gmail.com)  
**Subject:** RE: Waste Diversion Grant Final Results-Corrected Copy  
**Date:** Thursday, April 20, 2023 9:44:00 AM  
**Attachments:** [D1 David L. Berry dba Sagadahoc Recycling Co., LLC award letter.pdf](#)

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Good Morning,

The Department has completed its review of the latest proposals submitted during our Spring Round of the 2023 Waste Diversion Grants. We evaluated a total of 9 proposals using the criteria in the RFP and we were able to conditionally award 5.

The attached letter lists the awardees receiving grants and we will be reaching out shortly to awardees to complete the process.

Please note that I can't be reached for questions until the mandatory 15-day appeal period has expired on May 6th.

My Best,

Mark

Mark King

Organics Management Specialist  
Maine Department of Environmental Protection  
Division of Materials Management  
207-592-0455  
Maine Compost School—[www.composting.org](http://www.composting.org)



**From:** [King, Mark A](#)  
**To:** [Chris Martin](#)  
**Subject:** RE: Waste Diversion Grant Final Results-Corrected Copy  
**Date:** Thursday, April 20, 2023 9:45:00 AM  
**Attachments:** [D2 Information Technology Exchange dba give IT get IT award letter.pdf](#)

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My Best,

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Mark King

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Maine Department of Environmental Protection  
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Maine Compost School—[www.composting.org](http://www.composting.org)

**From:** [King, Mark A](#)  
**To:** [carthage@myfairpoint.net](mailto:carthage@myfairpoint.net)  
**Subject:** RE: Waste Diversion Grant Final Results-Corrected Copy  
**Date:** Thursday, April 20, 2023 9:46:00 AM  
**Attachments:** [D3 Town of Carthage award letter.pdf](#)

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**From:** [King, Mark A](#)  
**To:** [Central Aroostook Soil & Water](#)  
**Subject:** RE: Waste Diversion Grant Final Results-Corrected Copy  
**Date:** Thursday, April 20, 2023 9:47:00 AM  
**Attachments:** [D4 Central Aroostook Soil And Water Conservation District award letter.pdf](#)

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**From:** [King, Mark A](#)  
**To:** [maineurbantimberco@gmail.com](mailto:maineurbantimberco@gmail.com)  
**Subject:** RE: Waste Diversion Grant Final Results-Corrected Copy  
**Date:** Thursday, April 20, 2023 9:49:00 AM  
**Attachments:** [D5 Maine Urban Timber Company award letter.pdf](#)

---

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**From:** [King, Mark A](#)  
**To:** [David Hart](#)  
**Subject:** Waste Diversion Grant Results Corrected Copy  
**Date:** Thursday, April 20, 2023 9:41:00 AM  
**Attachments:** [D6 University of Maine System acting through the University of Maine award letter.pdf](#)

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Maine Compost School—[www.composting.org](http://www.composting.org)

**From:** [King, Mark A](#)  
**To:** [tony@abelectricalserv.com](mailto:tony@abelectricalserv.com)  
**Subject:** FW: Waste Diversion Grant Final Results  
**Date:** Thursday, April 20, 2023 9:39:00 AM  
**Attachments:** [D7 A.B. Electrical Services award letter.pdf](#)

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**From:** [King, Mark A](#)  
**To:** [Olivia Kunesh](#)  
**Subject:** Waste Diversion Grants Results Corrected Copy  
**Date:** Thursday, April 20, 2023 9:42:00 AM  
**Attachments:** [D8\\_Kennebec Valley Council of Governments award letter.pdf](#)

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Maine Department of Environmental Protection  
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**From:** [King, Mark A](#)  
**To:** [lrodrigues@auburnschool.edu](mailto:lrodrigues@auburnschool.edu)  
**Subject:** Waste Diversion Grant Final Results  
**Date:** Thursday, April 20, 2023 9:43:00 AM  
**Attachments:** [D9 Auburn School District SHAREcenter award letter.pdf](#)

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**From:** [King, Mark A](#)  
**To:** [maineurbantimberco@gmail.com](mailto:maineurbantimberco@gmail.com)  
**Subject:** RE: Waste Diversion Grant Final Results-Corrected Copy  
**Date:** Thursday, April 20, 2023 9:49:00 AM  
**Attachments:** [D5 Maine Urban Timber Company award letter.pdf](#)

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Good Morning,

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** David Berry dba Sagadahoc Recycling

**DATE:** 04/6/23

**SUMMARY PAGE**

**Department Name:** Maine Department of Environmental Protection

**Name of RFP Coordinator:** Mark A. King

**Names of Evaluators:** Mark King, Mike Parker, Megan Pryor and Jim Guerra

---

<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>15</b>
Section III. Proposed Services	<b>50</b>	<b>50</b>
Section IV. Cost Proposal	<b>35</b>	<b>35</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>100</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** David Berry dba Sagadahoc Recycling  
**DATE:** 04/6/23

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

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

**Evaluation Team Comments:**

- I. Overview of the Organization
  - The applicant has been successfully operating Sagadahoc Recycling Center since 1988
    - Mr. Berry served as the Town of Bowdoinham's Solid Waste Manager prior to retiring
    - Applicant has decades of experience both related to recycling and to the building work needed to complete the proposed project
  - Applicant has proven dedication to this project, as demonstrated by not only leasing the space for the municipality recycling and reuse program but constructing improvements over time to make it more efficient for staff to sort recyclables and create higher quality bales
  - While the proposal comes from an entity that is not municipal, this project would benefit the municipality in which the work would occur, in addition to other charitable organizations in the region including those serving the homeless population or newly housed individuals, animal rescue organizations, and other community-focused entities that provide various services to people in need
- II. Subcontractors
  - Janarelli Electrical is a local registered electrician who is known to the applicant and has successfully completed projects for them in the past
- III. Organizational Chart- Proof of Insurance, Financials
  - The Company operates as an LLC and Features David Berry as owner with a Head Carpenter and Volunteer supporters
  - Financials, insurance, and litigation info included as required

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** David Berry dba Sagadahoc Recycling  
**DATE:** 04/6/23

**EVALUATION OF SECTION III  
Proposed Services**

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

**Evaluation Team Comments:**

- I. Services to be Provided
  - The applicant is proposing to use the funds to improve the operations at their 1584 ft<sup>2</sup> Recycling Barn, aka, "Gift Shop" by adding insulation to walls and ceilings to create an easy to heat, inviting space that will provide year-round access to area residents.
  - The space currently serves a whole host of charitable organizations along with area residents as is indicated by the attached letter of support.
  - The proposed project moves materials that would otherwise have become waste up the waste hierarchy, promoting waste reduction through reuse, and supporting Maine's solid waste management hierarchy
  - The proposal includes strong letters of support noting the environmental, social, and economic benefits of the project from a long list of supporters including the local historical society, residents, the selectboard, and a state representative
  
- II. Implementation – Work Plan
  - The proposed work plan is well thought-out, ambitious, and very doable.
  - The work plan is straightforward and reasonable, with an incremental approach that will allow the work to take place one section at a time, with the projected to be completed in less than year

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** David Berry dba Sagadahoc Recycling  
**DATE:** 04/6/23

**EVALUATION OF SECTION IV  
Cost Proposal**

---

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>35</b>	<b>35</b>

**Evaluation Team Comments:**

- I. Cost Proposal
  - The cost is reasonable and will allow for a much-needed program expansion in an underserved part of the state.
  - Applicant has exceeded the match requirement
  - While some labor costs are requested, they would cover a one-time installation for equipment and all other labor is provided by volunteers as in-kind match; this is in alignment with the RFP requirements, which do provide one-time project startup or installation costs

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** Information Technology Exchange

**DATE:** 04/6/23

**SUMMARY PAGE**

**Department Name:** Maine Department of Environmental Protection

**Name of RFP Coordinator:** Mark A. King

**Names of Evaluators:** Mark King, Mike Parker, Megan Pryor and Jim Guerra

---

<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>15</b>
Section III. Proposed Services	<b>50</b>	<b>50</b>
Section IV. Cost Proposal	<b>35</b>	<b>35</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>100</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Information Technology Exchange  
**DATE:** 04/6/23

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

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

**Evaluation Team Comments:**

- I. Overview of the Organization
  - Minimal background of the bidder was provided, but the review team is familiar with the organization.
    - Applicant is a nonprofit whose work ties social benefit with environmental benefit by recycling and reusing electronics
    - The bidder, ITE, acquires used, but still serviceable computers, refurbishes them using a Linux based system, and makes them available to individuals at a discounted price.
    - The applicant's organization is well established and has undertaken many projects with significant success.
    - Applicant has been operating successfully in Maine for decades
    - The applicant is an approved electronics consolidator for the State of Maine's ewaste program
  - Applicant has extensive experience to complete the proposed project and has demonstrated commitment to multiple important causes, including providing laptops to refugees who fought alongside U.S. troops overseas, helping to provide career-transitioning tech and training to Maine workers who had been laid off, and working with public libraries to provide computer access to rural, low-income communities in Maine
- II. Subcontractors
  - N/A
- III. Organizational Chart, Proof of Insurance, Litigation, Financials
  - Included as required

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Information Technology Exchange  
**DATE:** 04/6/23

**EVALUATION OF SECTION III  
Proposed Services**

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

**Evaluation Team Comments:**

- I. Services to be Provided
  - The bidder proposes to distribute an open source, after-market operating system software/tutorial bundle through libraries and individual consumers that can be installed on older personal computers.
    - The applicant proposes a robust project to extend the life of personal computers and laptops by installing an open-source operating system on old devices whose operating systems are no longer supported by the original manufacturer
    - Provide easy to use thumb drive for install and downstream “how to” videos and live support.
    - The bidder will provide live tech support in addition to the online tutorials
    - Marketing the tool to Maine public libraries who could buy one of these, but could lend it to many people for free;
    - The creation of an online ecommerce platform to promote and fulfill requests for these tools;
  - Proposed services both divert significant amounts of e-waste AND works to make laptops more accessible to individuals who may not be able to afford the cost of purchasing new technology
    - There is significant greenhouse gas reduction related to keeping electronic devices in use longer, in addition to resource conservation including avoiding the extraction of critical minerals that are key to national security and essential for production of electronics from smartphones to goods needed to move away from fossil fuels such as electric vehicles
  - This project would have a large geographic reach across the state, and as such help to address a statewide need by managing electronics higher up the waste hierarchy and reducing waste
- II. Implementation – Work Plan
  - Workplan includes provisions for review, feedback, and product revisions to address problems
  - Work plan is concise and complete



**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Information Technology Exchange  
**DATE:** 04/6/23

**EVALUATION OF SECTION IV  
Cost Proposal**

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	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>35</b>	<b>35</b>

**Evaluation Team Comments:**

- I. Cost Proposal
  - Applicant provides 31% match, which is above the required 25%
  - While some labor costs are included, they are launching costs to get the program going rather than ongoing costs needed to sustain the program
  - The cost is reasonable and will allow for the expansion of a much-needed program that addresses the statewide needs of Maine citizens.
  - The cost is very low compared to the purchase of a new system and the multitude of benefits this program offers; there is an equity component that adds great value to the project
  - The applicant has indicated that they are prepared to absorb any additional, unexpected costs required to get the program operating

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** Town of Carthage

**DATE:** 04/6/23

**SUMMARY PAGE**

**Department Name:** Maine Department of Environmental Protection

**Name of RFP Coordinator:** Mark A. King

**Names of Evaluators:** Mark King, Mike Parker, Megan Pryor and Jim Guerra

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<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>15</b>
Section III. Proposed Services	<b>50</b>	<b>50</b>
Section IV. Cost Proposal	<b>35</b>	<b>35</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>100</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Town of Carthage  
**DATE:** 04/6/23

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

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

**Evaluation Team Comments:**

- I. Overview of the Organization
  - The bidder, the Town of Carthage, has operated a small solid waste transfer station, serving its population of 500 residents, since 1995. The facility consists of a packer truck, a couple old tractor trailers, and assorted outdoor storage areas. Its recycling program has foundered due to limited ability to collect and store recyclable materials. Currently, the bidder collects cardboard, paper, and plastics which are transported to Northern Oxford Solid Waste in Mexico, Maine. The bidder also collects waste oil.
  - The applicant has listed multiple projects including municipal landfill closure, which they worked with DEP on completing
  - The applicant has successfully managed to keep their recycling program by investing in roll-off containers and a truck to transport them to a nearby, larger facility resulting in economies of scale and reduced cost to the town
  
- II. Subcontractors
  - n/a
  
- III. Organizational Chart, Proof of Insurance, Financials
  - Included as required

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Town of Carthage  
**DATE:** 04/6/23

**EVALUATION OF SECTION III  
Proposed Services**

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

**Evaluation Team Comments:**

- I. Services to be Provided
  - The bidder proposes to construct a building that will be used to collect and properly store waste oil, recyclables, textiles, used paint, universal waste, and a new swap shop
    - The new structure will also house an existing, under-utilized compactor for recyclables. Increased use of the compactor would boost the Towns recycling rate and increase the per-load amount of recyclables transported offsite
    - The new structure will be located within the permitted footprint of the existing transfer station
    - The applicant is requesting funds to help build an indoor swap shop. This is especially important in this small Maine town as the transfer station not only serves to help transfer waste, but also creates an atmosphere for community members together and re-affirm relationships
    - As indicated in the diagram provided in the application, this project will significantly expand the space for reuse and recycling, allowing the community to divert more material from disposal
    - The new building would allow the transfer station to add collection of textiles and paint in addition to a swap shop for reuse of household goods
  - The project was proposed by a municipality, which means it ranks as the highest priority in the awarding of funds under this program
    - This municipality is located in an under-served area of the State, which has hampered its ability to collect and recycle materials generated by the residents
  - This project moves material up the solid waste hierarchy by promoting waste reduction through reuse and will expand the types of materials reused in the municipality, conserving resources, and diverting material from disposal
  
- II. Implementation – Work Plan
  - The work plan provides a reasonable time frame for the different steps of the project from purchasing materials through opening the reuse and recycling building to the public in approximately one year; every detail of the work process was captured and accounted for

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Town of Carthage  
**DATE:** 04/6/23

**EVALUATION OF SECTION IV  
Cost Proposal**

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	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>35</b>	<b>35</b>

**Evaluation Team Comments:**

- I. Cost Proposal
  - The applicant provides 38% match; exceeding the 25% requirement
  - The cost proposal includes only the building to house reuse and recycling; other costs will be managed by the applicant including construction labor, some of which goes for in-kind match although the applicant is also covering partial costs for the building itself including wiring for electricity and grading a parking area

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** Central Aroostook Soil and Water Conservation District

**DATE:** 04/6/23

**SUMMARY PAGE**

**Department Name:** Maine Department of Environmental Protection

**Name of RFP Coordinator:** Mark A. King

**Names of Evaluators:** Mark King, Mike Parker, Megan Pryor and Jim Guerra

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<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>15</b>
Section III. Proposed Services	<b>50</b>	<b>50</b>
Section IV. Cost Proposal	<b>35</b>	<b>34</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>99</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** Central Aroostook Soil and Water Conservation District

**DATE:** 04/6/23

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

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

**Evaluation Team Comments:**

I. Overview of the Organization

- The applicant has previously been awarded with a WDG and has established a well-run food scrap collection initiative since 2021—called “Buckets to Healthy Soils”.
- CASWCD has worked collaboratively with the Department on many initiatives designed to help farmers and also protect Maine’s Natural Resources
- CASWCD is an active and vibrant organization in Aroostook county with a far reach and good relationships to other organizations in the area.
- Applicant is an experienced regional nonprofit with a well-run existing composting program that is now entering its third year
  - Applicant is working with community partners to recover food scraps, utilize manure, produce quality compost, and improve soil health in the region they serve
  - Applicant has a strong track record of success with project management related to protecting and improving the environment including past composting projects and watershed management plan implementation

II. Subcontractors

- N/A

III. Organizational Chart, Proof of Insurance, Litigation, Financials

- Included as required

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Central Aroostook Soil and Water Conservation District  
**DATE:** 04/6/23

**EVALUATION OF SECTION III  
Proposed Services**

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

**Evaluation Team Comments:**

- I. Services to be Provided
  - Central Aroostook plans to leverage experience gained in the first phase of its composting trials to expand the program by providing an additional site to grow capacity
    - This project would result in a greatly expanded compost operation, increasing organics management infrastructure in an underserved, rural area of the state
  - The applicant is proposing to expand their existing “Buckets to Healthy Soils” program to include another 100 residents and also expand the compost operation to an additional site (Fort Fairfield) to allow for more compost generation and future sales to help support program financially.
    - Specifically, the bidder proposes to purchase 240 additional buckets with lids and labels to collect food scraps.
    - The existing Aroostook Waste Solutions Solid Waste Facility would be the point of collection.
    - The facility sees a high volume of user traffic and is a logical collection point.
    - The collected food scraps will be mixed with cattle manure and composted.
    - The second location may allow for the year-round collection and composting of food scraps. Currently, the Presque Isle collection point closes down with the closure of the Presque Isle farmer’s market in the fall.
  - The bidder also proposes to bag finished compost and have requested funds to purchase bags and a bag sealer. Bagged compost will be sold.
  - To allow this expansion, the proposal requests for a student technician to help promote the program and provide essential services as the project expands
  - Bidder’s proposal for expansion is well thought out and would engage more residents while also creating a sustainable system that allows for success in the future
  
- II. Implementation – Work Plan
  - The proposed work plan is well thought-out, ambitious, and very doable
    - The plan is very detailed, and well planned, leaving enough time for each step and documenting not only the tasks of each step, but the time allocated by each person involved in each step



**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Central Aroostook Soil and Water Conservation District  
**DATE:** 04/6/23

**EVALUATION OF SECTION IV  
Cost Proposal**

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	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>35</b>	<b>34</b>

**Evaluation Team Comments:**

- I. Cost Proposal
  - Applicant provides strong 64% match in funding
  - There are some minor inconsistencies in the math on the cost proposal
  - The cost proposal requests funding for fringe benefit costs for the student technician, which are not eligible under the RFP
  - Almost all costs are allocated to equipment and materials
  - Hauling and fuel costs are also requested; as noted in the proposal description, scaling up operations and bagging compost would provide funding in the future. Such funding could cover this type of ongoing cost in the future as there is currently more demand for compost than they are able to produce at current scale.
  - Cost does include labor, but it is temporary and would fund an intern; this is acceptable under the terms of the RFP and provides an excellent learning experience for the student who fills the position.
  - Long-term staffing has not been requested as the project is anticipated to be self-sustaining once the operation scales up sufficiently to allow for sale of compost.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** Maine Urban Timber Company

**DATE:** 04/6/23

**SUMMARY PAGE**

**Department Name:** Maine Department of Environmental Protection

**Name of RFP Coordinator:** Mark A. King

**Names of Evaluators:** Mark King, Mike Parker, Megan Pryor and Jim Guerra

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<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>15</b>
Section III. Proposed Services	<b>50</b>	<b>50</b>
Section IV. Cost Proposal	<b>35</b>	<b>30</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>95</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Maine Urban Timber Company  
**DATE:** 04/6/23

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

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

**Evaluation Team Comments:**

- I. Overview of the Organization
  - The bidder, Maine Urban Timber Company, has over 10 years of experience in the woodworking field and over 3 years of experience harvesting and salvaging timber.
    - Applicant's company was established in 2020 with the intent of harvesting trees from urban areas. Many of these trees are quite large and contain a significant amount of usable lumber for woodworking projects.
    - Harvested, usable timber is run through the company's sawmill, kiln dried, and sold to woodworking shops.
    - The bidder states that, to date, it has salvaged over 23,600 board feet of lumber, sequestered over 55 tons of carbon, and diverted 79 tons of waste from disposal.
    - As of January 2023, they have salvaged over 23,600 board feet of lumber, have sequestered over 111,000 lbs. (55 tons) of carbon and have diverted over 158,000 lbs. (79 tons) of weight from the waste stream by taking urban trees and turning them into kiln dried live edge slabs
  - Applicant is a growing business in the early stages, but has the knowledge, skills, and equipment to produce lumber from urban timber that has been removed and would typically be disposed
  - The large lumber slabs produced by the bidder are highly prized by woodworking artists and would otherwise go to waste
  - Applicant has begun to scale up and is meeting a niche need to repurpose urban timber that is diseased, in the way, or otherwise needs to be removed to create usable lumber and divert the wood from disposal
  - Applicant is either the only entity or one of the only entities in Maine recovering urban wood for use as lumber; generally, this wood is used as fuel or mulch for erosion control
- II. Subcontractors
  - N/A
- III. Organizational Chart, Proof of Insurance, Financials
  - Included as required

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Maine Urban Timber Company  
**DATE:** 04/6/23

**EVALUATION OF SECTION III  
Proposed Services**

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

**Evaluation Team Comments:**

- I. Services to be Provided
  - The bidder proposes to purchase a second vacuum kiln that would allow it to double the amount to lumber salvaged. The bidder purchased its' first vacuum kiln using funds from a previous grant award
    - Purchase of a second electric vacuum kiln (\$59,000) would expand the applicant's capacity to divert urban tree waste from being turned to firewood or wasted in a landfill towards milling as quality live edge hardwood lumber for sale for fine woodworking
  - Applicant provides a detailed analysis of the project's potential environmental benefits including material recovery and repurposing, carbon sequestration, and economic benefits in terms of saving entities needing to dispose of urban timber money and growing their small business through lumber sales
  - This project is in keeping with Maine's solid waste management hierarchy and has climate benefits of avoiding release of emissions through combustion, conserving resources and keeping material in use through reuse rather than burning it for a one-time energy use benefit
  - The applicant notes that they would like to provide education on the benefits of using urban timber as they scale up, so this project can provide a good model to be used in other regions of Maine or in other states to move urban timber from lower value uses to use as timber, conserving natural resources and reducing greenhouse gas emissions by reducing use of virgin wood
  - The company's process and feedstock allows them to produce a unique and sustainable product not currently available such as large slabs of wood to be used for tables or other furniture from trees that are much larger in diameter than those typically commercially harvested
  
- II. Implementation – Work Plan
  - The work plan is brief but conveys the necessary information
  - As a potential note to any contract issued under this grant program, the bidder will need comply with all quarantine requirements issued by the Maine Forest Service regarding tree species acting as carriers for select damaging invasive species.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Maine Urban Timber Company  
**DATE:** 04/6/23

**EVALUATION OF SECTION IV  
Cost Proposal**

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	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>35</b>	<b>30</b>

**Evaluation Team Comments:**

- I. Cost Proposal
  - Applicant provides very strong match of 72%
  - All funds requested would go for equipment to allow an increase in the diversion of urban wood from disposal or a lower value use
  - While the company still needs to raise some additional funds through a loan to purchase the second kiln, the supply of urban wood exceeds their current capacity and strong demand for lumber provides assurance of their ability to achieve financial solvency in a relatively short time period
    - The applicant has indicated a funds shortage of \$20,000 for which they are still securing a loan; the contract may not be finalized until that funding has been secured

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** University of Maine System, acting on behalf of University of Maine

**DATE:** 04/6/23

**SUMMARY PAGE**

**Department Name:** Maine Department of Environmental Protection

**Name of RFP Coordinator:** Mark A. King

**Names of Evaluators:** Mark King, Mike Parker, Megan Pryor and Jim Guerra

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<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>15</b>
Section III. Proposed Services	<b>50</b>	<b>47</b>
Section IV. Cost Proposal	<b>35</b>	<b>20</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>82</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** University of Maine System, acting on behalf of University of Maine

**DATE:** 04/6/23

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

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

**Evaluation Team Comments:**

- I. Overview of the Organization
  - The applicant has previously been awarded with a WDG and has established a well-run food scrap diversion and collection educational program through the George J. Mitchell Center for Sustainable Solutions (Mitchell Center).
  - The Mitchell Center has worked collaboratively with the Department on many initiatives designed to help Maine Communities develop robust food scrap collection and management programs with the goal always being diversion away from costly landfilling practices.
  - The organization is well established and has an excellent reputation for research and policy work around materials management, with a strong level of skill and expertise among the various individuals who would be collaborating on this proposed work
  - Applicant has robust statewide connections in various sectors as well as staff expertise and low-cost labor through their student work force to complete the proposed project
  
- II. Subcontractors
  - N/A
  
- III. Organizational Chart, Proof of Insurance, Financials
  - Included as required

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** University of Maine System, acting on behalf of University of Maine

**DATE:** 04/6/23

**EVALUATION OF SECTION III  
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>50</b>	<b>47</b>

**Evaluation Team Comments:**

I. Services to be Provided

- The proposed new program will build upon existing resources and, as a single point of online information, free up staff to address more complicated matters directly with individuals, towns and regions. As most of the resources will be available online, the program could serve a wide-ranging audience and minimize travel time for educators. Much of the targeted audience for this program is located in under-served areas of Maine.
- This proposal would result in the creation of a Maine Food Waste Education Center, providing a comprehensive source of information on organics management and food waste reduction for the state
- The opportunity to initiate coordinated statewide education about food waste reduction and organics management would provide for clearer, more consistent messaging about best practices, resulting in less confusion
- This project meets many of the priorities for this program including:
  - provide positive environmental benefits in a large geographic region
  - take advantage of regional economies of scale;
  - enhance the delivery of educational initiatives to promote organics management
  - address a statewide need
- In addition, the project has the potential to
  - increase organics management in underserved areas of the state;
  - reduce wasted food through donation or other sharing initiatives;
- The project also provides an excellent learning opportunity for the university students engaged in this work
- The proposal indicates an intent to establish permanent funding through legislation once the project has proven itself over the course of the initial two years to establish the Maine Food Waste Education Center

II. Implementation – Work Plan

- The proposed work plan is well thought-out and consists of multiple stages that expand over the two-year grant cycle. The implementation will begin immediately upon being awarded funding.



**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER:** University of Maine System, acting on behalf of University of Maine

**DATE:** 04/6/23

**EVALUATION OF SECTION IV  
Cost Proposal**

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	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>35</b>	<b>20</b>

**Evaluation Team Comments:**

I. Cost Proposal

- It seems that a lot of the funding requested in this proposal would go to support an existing program, but it is not clear how the work would be funded on an ongoing basis and in fact it states that the applicant is looking to legislation to establish permanent funding to keep the program going
- The proposal provides 38% match
- The applicant does request funding for labor and transportation costs associated with hosting meetings around the state
- This funding request includes \$12,319 for a temporary faculty position including fringe benefits. This would not be allowed unless the bidder can demonstrate proposed funding for the position as part of the grant proposal is essential and limited to a position associated with the development of the project. This would include educators, research associates and interns necessary for project inception.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** A.B. Electrical Services  
**DATE:** 4/6/23

**SUMMARY PAGE**

**Department Name:** Maine Department of Environmental Protection  
**Name of RFP Coordinator:** Mark A. King  
**Names of Evaluators:** Mark King, Mike Parker, Megan Pryor and Jim Guerra

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<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>11</b>
Section III. Proposed Services	<b>50</b>	<b>25</b>
Section IV. Cost Proposal	<b>35</b>	<b>30</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>66</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** A.B. Electrical Services  
**DATE:** 4/6/23

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>11</b>

**Evaluation Team Comments:**

- I. Overview of the Organization
  - Because this application came in with both the Town of Richmond and A.B. Electric as co-applicants, it is not clear whether the town is actually the intended applicant while A.B. Electric would function as a subcontractor or if this is a public-private partnership
    - A.B. Electrical Services provided examples of previous electrical projects
    - While previous experience was incomplete, review committee was familiar with previous projects undertaken by the Town of Richmond
  
- II. Subcontractors
  - As noted above, it appears that A.B. Electric may actually be intended to serve as the subcontractor
  
- III. Organizational Chart, Proof of Insurance, Litigation, and Financials
  - Organizational Chart not provided
  - Insurance, financials, and litigation provided as required

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** A.B. Electrical Services  
**DATE:** 4/6/23

**EVALUATION OF SECTION III  
Proposed Services**

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

**Evaluation Team Comments:**

- I. Services to be Provided
  - The only explanation of proposed services is a short note at the end of the proposed services for installation of a cardboard compactor on a concrete pad
  - It is unclear how the proposed service would result in additional diversion as the project is not described beyond installation of a compactor
  - The application notes that A.B. Electrical Services will provide the following materials and labor:
    - Provide labor and material for a complete electrical installation
    - Furnish and install new 20HP NEMA 4X rated VFD
    - Furnish and install 2P 80A circuit breaker in existing Homeline panel
    - Furnish and install all conduit and wire for connection to new equipment
    - Furnish and install 4' LED Vaportite 40W Strip fixture
    - Furnish and install weather tight toggle switch
  
- II. Implementation – Work Plan
  - The work plan was not provided; applicants did not provide details on when the work would be started or completed

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** A.B. Electrical Services  
**DATE:** 4/6/23

**EVALUATION OF SECTION IV  
Cost Proposal**

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	<u>Points Available</u>	<u>Points Awarded</u>
Section IV Cost Proposal	<b>35</b>	<b>30</b>

**Evaluation Team Comments:**

- I. Cost Proposal
  - The required match is provided; however, the proposal requests payment directly to a contractor; it does not provide timeframes
  - If the grant were awarded, we would require that the town become the recipient

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Kennebec Valley Council of Governments  
**DATE:** 04/6/23

**SUMMARY PAGE**

**Department Name:** Maine Department of Environmental Protection  
**Name of RFP Coordinator:** Mark A. King  
**Names of Evaluators:** Mark King, Mike Parker, Megan Pryor and Jim Guerra

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<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>15</b>
Section III. Proposed Services	<b>50</b>	<b>35</b>
Section IV. Cost Proposal	<b>35</b>	<b>10</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>60</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Kennebec Valley Council of Governments  
**DATE:** 04/6/23

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

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

**Evaluation Team Comments:**

- I. Overview of the Organization
  - The applicant is a well-established regional organization serving municipalities in Kennebec, Somerset, western Waldo, and a portion of Piscataquis counties, many of which are below Maine’s median household income
  - The applicant’s organization has undertaken many solid waste management projects over the years
  - The organization has ample experience working with municipalities on improving solid waste and hazardous waste management and is well qualified to take on work
  - The qualifications are supported by the examples provided in their application including joint purchasing to reduce costs for municipalities for needed supplies, facilitating regional household hazardous waste collection, and being accepted as a community resilience partner through the Governor’s Office of Policy, Innovation, & the Future
  
- II. Subcontractors
  - n/a
  
- III. Organizational Chart, Proof of Insurance, Litigation, Financials
  - Included as required

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Kennebec Valley Council of Governments  
**DATE:** 04/6/23

**EVALUATION OF SECTION III  
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>50</b>	<b>35</b>

**Evaluation Team Comments:**

- I. Services to be Provided
  - The applicant proposes to undertake a solid waste management project that will develop the educational infrastructure to support implementation of composting programs at public school districts within eight targeted municipalities in their service region
    - This effort will help to reduce and divert costly food waste from residents and schools.
    - The project would provide positive environmental benefits in a large geographic region and would entail working with children and teens in K-12 schools to initiate school composting programs
    - Instilling education about composting in children can have long-lasting and far-reaching benefits as they carry those lessons home to their family and as a behavioral norm
  - The proposed services described in this application would take advantage of regional economies of scale and would enhance the delivery of educational initiatives to promote organics management or recycling efforts
  - Selection of participating municipalities was based on a socioeconomic scale focused on needs and underserved areas.
  - The project is proposed by a regional organization and is focused on reducing food waste, both of which qualify the project for highest priority in the awarding of funds in the guiding statute for this grant program
  - The project only includes eight communities over the course of two years; it seems like a larger sample size or population served would be in order for a project of this scale
  - It is not clear whether all of the towns have been contacted and confirmed their commitment to participate as will be needed to carry the project
  
- II. Implementation – Work Plan
  - The work plan is detailed but missing key information: it would be effective for a project to start during the school year rather than June, and the feasibility of ongoing work once funding has run out was not addressed



**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Kennebec Valley Council of Governments  
**DATE:** 04/6/23

**EVALUATION OF SECTION IV  
Cost Proposal**

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	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>35</b>	<b>10</b>

**Evaluation Team Comments:**

- I. Cost Proposal
  - The most significant cost for the project is for staff labor, at \$25,500, while \$3,670 would go to composting equipment
    - The hourly labor rate of \$85 is extremely high
    - It does not appear that the labor funding requested meets the requirements of an exception to fund labor within the RFP
  - Applicant states that they will provide in-kind match through fringe benefits including, “technology, equipment, facilities, office space, printing services, grant administration & reporting requirements,” but does not provide a detailed break-down of value per item or service to clarify how these items were calculated to reach the match value
    - The cost proposal notes in regard to match, “The value of these offerings exceeds the 25% (\$10,000).”
    - There is no clear delineation to show that the match provided in their cost proposal is actually helping to fund this project as it reflects general operational costs for the organization
  - Based on the total project cost line item, the cost is \$40,000, which would make the exact match value \$10,830
  - For the amount of funding requested, the scope of the project should be expanded to include more communities

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Auburn School Department/SHAREcenter  
**DATE:** 04/06/2023

**SUMMARY PAGE**

**Department Name:** Maine Department of Environmental Protection  
**Name of RFP Coordinator:** Mark A. King  
**Names of Evaluators:** Mark King, Mike Parker, Megan Pryor and Jim Guerra

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<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Organization Qualifications and Experience	<b>15</b>	<b>15</b>
Section III. Proposed Services	<b>50</b>	<b>15</b>
Section IV. Cost Proposal	<b>35</b>	<b>10</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>40</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Auburn School Department/SHAREcenter  
**DATE:** 04/06/2023

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

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

**Evaluation Team Comments:**

- I. Overview of the Organization
  - This school SHAREcenter has been operating for nearly 25 years and is sustainably self-funded through annual memberships from partners including schools and nonprofits as well as donations from funders and benefactors
  - The current Director has a history of successful implementation of other grant-funded work to further the organization, including purchase of a box truck to allow more capacity to rescue usable goods
  - The applicant is stable and growing, serving other schools as well as other organizations and businesses to connect those who can use materials with those in need and through this work, has already prevented disposal of usable goods
  - Applicant provides many specific examples of projects successfully completed from college campus clear-outs to furnishing nonprofits with needed furniture and furnishings
  - The organization has a strong network of supporters including volunteers and members from the community and surrounding communities, in addition to businesses that it has developed relationships with
  - The applicant is stable and growing, serving other schools as well as other organizations and businesses to connect those who can use materials with those in need and through this work, has already prevented disposal of usable goods
- II. Subcontractors
  - Two companies, KT Electric and Dirty Deeds would likely be used as subcontractors
- III. Organization Chart, Proof of Insurance, Litigation, Financials
  - Provided as required

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Auburn School Department/SHAREcenter  
**DATE:** 04/06/2023

**EVALUATION OF SECTION III  
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>50</b>	<b>15</b>

**Evaluation Team Comments:**

- I. Services to be Provided
  - The proposed work section is incomplete; no alternatives were proposed (fans, shades, etc.)
    - The applicant is requesting funds to support labor - and possibly the equipment although this is not clear - involved in the installation of two heat pumps in a leased space they previously received funding to lease from a Waste Diversion Grant
  - The proposed services do not address any of the relevant criteria for which the funds may be used.
    - Specifically, the bidder has failed to demonstrate that the installation of heat pumps at its existing facility will assist in the development, implementation or improvement of recycling and organics management programs, initiatives or activities designed to increase the diversion of materials from solid waste disposal, including waste reduction activities.
  - Given that the space is leased, this could be a risky expenditure of grant funds as there are no guarantees that the lease will be continued, and the project will result in long-term waste diversion in this space
  
- II. Implementation – Work Plan
  - The work plan was not provided
    - The application indicates that the heat pump installation would be complete prior to summer, but no additional information was provided

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER:** Auburn School Department/SHAREcenter  
**DATE:** 04/06/2023

**EVALUATION OF SECTION IV  
Cost Proposal**

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	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>35</b>	<b>10</b>

**Evaluation Team Comments:**

- I. Cost Proposal
  - The applicant provides 25% match
  - The cost proposal didn't break costs out by potential subcontractor or equipment vs. labor in any meaningful way that would allow evaluators to determine the specific breakdown of costs

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFP #: 202301008

RFP TITLE: 2023 Waste Diversion Grants Program, Round 1

BIDDER NAME: David Berry D/B/A Sagadahoc Recycling Co

DATE: 3/13/23

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Environmental Protection

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

\*\*\*\*\*  
**Individual Evaluator Comments:**

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

- I. **Organization Qualifications and Experience**
  - 1. *Sagadahoc Recycling Co has been providing recycling and reuse opportunities to residents of Bowdoinham and the surrounding area since at least the late 80's and has ample experience to provide a successful year round, free, reuse center for the area.*
  - 2. *Subcontractors N/A - Volunteers*
- II. **Proposed Services**
  - 1. *Provide a year round, heated Reuse (Gift) shop to the residents of Bowdoinham and the surrounding area. This shop will provide further opportunity to sort, repair and bundle materials appropriate for numerous other non profits making useable goods available to more vulnerable populations throughout the region.*
  - 2. *Items recovered are typical for such an endeavor including furniture, sports equipment clothing, books and typical kitchenware.*
  - 3. *Since the operation is volunteer based, a comfortable, heated and safe workplace is particularly important*
- III. **Implementation – Work Plan**

*Work plan is staged to allow continued operation of the current "Gift Shop" during construction*
- IV. **Comments**

*This program appears well supported by the community and has a volunteer base of 15 townspeople. This endeavor is a template for other similar operations throughout the State. Proposal should divert more useable materials from the waste stream. Financials include State sales tax as well as a minor amount of electrical improvements. Applicant proposes 33% share.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round 1

**BIDDER NAME:** Information Technology Exchange

**DATE:** 3/17/23

**EVALUATOR NAME:** Jim Guerra

**EVALUATOR DEPARTMENT:** Environmental Protection

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

\*\*\*\*\*  
**Individual Evaluator Comments:**

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

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

- *ITE is a well established recycler of e-waste and is licensed by the State of Maine.*
- *ITE has submitted all requested material for the RFP*

*2. Subcontractors*

*3. Organizational Chart - included*

*II. Proposed Services*

*1. Services to be Provided*

- *Extend the working life of older computers by tailoring an easy to use, LINUX operating system install coupled with user education/guidance. Install to be made available via mail order or "library loaner program".*
- *Provide easy to use thumb drive for install and downstream "how to" videos and live support.*

*2. Implementation – Work Plan*

- *Program logically spans a 2 yr period with first release at end of year one. The first year is dedicated to providing critical reviews of all aspects of the program.*

*III. Applicant proposes 31% share and will use significant funds for wages and other non tangeables, The program has the potential to extend the life of a significant number of otherwise defunct PCs while furthering some level of rudimentary computer literacy for participating public. It would be helpful if such a program could also make available battery replacement / recycling.*

*Such a program can be duplicated in other areas of the State by its use of open source platform*

*Such a program could help to stem the high rate of computer obsolescence and disposal by promoting re-use, repair and sharing.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round 1

**BIDDER NAME:** Town of Carthage

**DATE:** 3/22/23

**EVALUATOR NAME:** Jim Guerra

**EVALUATOR DEPARTMENT:** Environmental Protection

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

\*\*\*\*\*  
**Individual Evaluator Comments:**

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

- I. *Organization Qualifications and Experience*
  - 1. *Overview of Organization*
    - *Municipality with existing transfer station*
    -
  - 2. *Subcontractors*
    - *N/D*
  - 3. *Organizational Chart – included*
    -
  
- II. *Proposed Services*
  - 1. *Services to be Provided*
    - *Purchase and install a prefabricated steel building of undisclosed size which will house a swap shop, a baler, textile recycling, paint care program and universal waste storage*
    -
  - 2. *Implementation – Work Plan*
    - *Timing is realistic and vendor for structure chosen*
    - *Opening Summer/'24*
    -
  
- III. *Comments*

*Carthage is an underserved and small community.*  
*Project is a one-off serving only town residents*  
*Grant would benefit the entire community by diverting waste more efficiently.*  
*All transfer facilities would benefit by having at least one such structure.*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round 1

**BIDDER NAME:** Central Aroostook Soil and Water Conservation District

**DATE:** 3/13/23

**EVALUATOR NAME:** Jim Guerra

**EVALUATOR DEPARTMENT:** Environmental Protection

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

\*\*\*\*\*  
**Individual Evaluator Comments:**

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

I. *Organization Qualifications and Experience*

1. *Overview of Organization*

- *CASWCD is organized and has successfully been running a kitchen waste composting operation since 2021. Taking a scientific approach, the District has been composting kitchen scraps and trialing the resulting material as a soil amendment at the research farm.*

II. *Proposed Services*

1. *CASWCD plans to leverage experience gained in the first phase of its composting trial to expand the program by providing another composting site, a bagging system to enhance the sale of finished compost and enough kitchen scrap buckets to encourage another 240 households to participate in the program.*

2. *Implementation – Work Plan*

- *The program will be phased in throughout the summer, buckets being provided to interested households in conjunction with the Presque Isle Farmers' market. A new "manure loaf" composting system will be installed at AWS in June. Food wastes will be buried into the loaf as the season progresses. (You good with this Mark?)*

III. *Comments*

- *64% share proposed*
- *Mistakes on financial page*
  1. *Manure: 200 @ 100 = \$2000 (Must mean \$10 /ton) -result is accurate though*
  2. *Pails and lids: 240 @ 5.49 = \$1,581.00 (1,317.60) – Probably w/out lids*
  3. *Screw on lids for pails: 240 @ \$9.50 = \$2,736.00 ( \$2,280.00)*
  4. *Cannot do fringe @ 30% less \$3051.00*
- *New Grant total = 28,703.60*
- *Otherwise this program does what we ask; figure out if something works , if so, implement further.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round 1

**BIDDER NAME:** Maine Urban Timber Company

**DATE:** 3/22/23

**EVALUATOR NAME:** Jim Guerra

**EVALUATOR DEPARTMENT:** Environmental Protection

\*\*\*\*\*  
\*\*\*\*\*

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

\*\*\*\*\*

**Individual Evaluator Comments:**

**I. Organization Qualifications and Experience**

**1. Overview of Organization**

- *MUTB is more than three years old and has been steadily developing a niche for itself over that time. Throughput seems to be the limiting factor because the current kiln can only handle so much in a set amount of time.*
- 

**2. Subcontractors**

- 

**3. Organizational Chart – included**

- 

**II. Proposed Services**

**1. Services to be Provided**

- *Purchase a second electric vacuum kiln (\$59,000) to divert urban tree waste from being turned to firewood or wasted in a landfill towards milling as quality live edge hardwood lumber for sale for fine woodworking.*
- *Applicant will cover 75% of cost by combined out of pocket and financing.*

**2. Implementation – Work Plan**

- 
- 
- 

**III. Comments**

*Applicant does not currently have \$20k towards purchase, nor does the applicant have a bank loan. I do feel that the proposal holds good potential of creating a high end product and certainly does divert wood stored carbon from release as fuel, or worse, in a landfill (stump dump). If viable, such a program could be implemented in other more urban settings in the State.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFP #: 202301008

RFP TITLE: 2023 Waste Diversion Grants Program, Round 1

BIDDER NAME: University of Maine System acting through the University of Maine

DATE: 3/22/23

EVALUATOR NAME: Jim Guerra

EVALUATOR DEPARTMENT: Environmental Protection

\*\*\*\*\*  
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\*\*\*\*\*  
**Individual Evaluator Comments:**

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

I. *Organization Qualifications and Experience*

1. *Overview of Organization*
  - *University of Maine, Muskie Center*
  -
2. *Subcontractors*
  -
3. *Organizational Chart – included*
  -

II. *Proposed Services*

1. *Services to be Provided*
  - *Provide a virtual Maine Food Waste Education Center to expand public awareness of food waste issues and essential diversion practice.*
  - *Connect with individuals and organizations*
  - *Education being the leading solution to food waste.*
  - *Develop a food waste education program for the entire State leveraging info collected from past pilot studies. Dissemination of tools already created.*
  - *Update and maintain established tools.*
  - *Providing one, clear voice*
2. *Implementation – Work Plan*
  - *Ranges from fall '23 to spring '25 with a very full schedule of outreach*

III. *Comments*

*Proposes to keep relevant many of the successful practices designed and tested to date in the area of food waste management. Holding educational events state-wide, and maintaining a robust presence on the web, it has potential to be very far reaching pulling completed studies “off the dusty shelf” and presenting it to the public.*

*Grant request is largely for wages( fringe benefits to be removed). Proposes 38%share+. One wage, \$12,319, includes fringe benefit and may not fit completely as fundable due to the more full-time status of the position.*

*Proposal would be a benefit state-wide and also would be a desirable and efficient use of studies performed thus far.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round 1

**BIDDER NAME:** A. B. Electrical Services

**DATE:** 3/13/23

**EVALUATOR NAME:** Jim Guerra

**EVALUATOR DEPARTMENT:** Environmental Protection

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

\*\*\*\*\*  
**Individual Evaluator Comments:**

*Proposal cover page is unusual and it is not clear that it is signed by a person authorized to enter into contracts on behalf of the Bidder. Bidder is A. B. Electric and cover is signed by T.M of Richmond who is also the Lead Point of contact. Debarment, Performance and Non-collusion Certification is signed by A. B. Electric.*

*The vender/Applicant appears well qualified to perform the project*

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

- A.B. Electric appears to be a licensed Electrician with the State of Maine although it is not stated. It is quite unusual to this reader to have the vender as the applicant for a Waste Diversion Grant.*

*2. Organizational Chart*

*II. Proposed Services*

*1. Services to be Provided*

- There is no indication of what the project is other than a sentence provided in the attached quote by the Applicant to the Town of Richmond and a listing of materials. The quote is for \$8,875.04 yet the grant request project total is \$19,375.04.*
- Assuming it is a baler. What do they collect? What do they do now?*

*III. Comments*

*Project Cost Proposal lacks any detail on which to base a grant, it exceeds the attached Quotation (A.B. Electric January 19<sup>th</sup>, 2023, Q0897) by almost \$10,000. What's happening to the rest? Perhaps a baler to be purchased? If so, by the applicant? Sales tax has also been included in the proposal. Seems the Town should have written the request and provided just a bit of narrative.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round 1

**BIDDER NAME:** Kennebec Valley Council of Governments

**DATE:** 3/22/23

**EVALUATOR NAME:** Jim Guerra

**EVALUATOR DEPARTMENT:** Environmental Protection

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

\*\*\*\*\*  
**Individual Evaluator Comments:**

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

I. *Organization Qualifications and Experience*

1. *Overview of Organization*

- *KVCOG is well respected asset to its communities and knowledgeable in Maine's Solid Waste Management Rules.*
- *KVCOG has experience working with groups of municipalities with common goals such as HHW management and composting.*

2. *Organizational Chart – included*

II. *Proposed Services*

1. *Services to be Provided*

- *Composting campaigns in 8 underserved towns*
- *Set up school composting in each of the eight selected towns*
- *Develop accurate data collection and reporting mechanisms to analyze and communicate composting rates and financial projections*
- *Design strong incentives for residential participation, combined with substantial public education on the benefits of composting*

III. *Comments: Plan to initiate program during summer, a notoriously bad time to garner teacher and administrative participation...Concludes that the students will generate revenue but don't describe how...Proposing an elaborate promotion of food waste composting. Little or no mention of food waste avoidance. The proposal is written in very general, less than specific terms. Mention setting up composting sites at 8 schools in municipalities described as under-served with no mention as to whether school contacts have been made. Skowhegan Transfer appears to compost food waste already.*

*Budget proposal provides "black box" description of in kind share which cannot be considered as part of the project Grant proposal. (In kind credit for "KVCOG will cover all fringe benefits, providing technology, equipment, facilities, office space, printing services, grant administration & reporting requirements." The value of these offerings exceeds the 25% (\$10,000)"*

*Yet there is an \$85 an hour request for 300 hrs worth of Enviro Planner time. (that's 7.5 weeks straight = \$176,800 annual, plus benefits! Seems high and is not admissible for grant reimbursement). Two different types of composters would be trialed with no technical description for choice. What's the rain barrel for?*

*Statistic is questionable: Reduce CO2 by 27.7 thousand megatons*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round 1

**BIDDER NAME:** SHAREcenter/ASD

**DATE:** 3/22/24

**EVALUATOR NAME:** Jim Guerra

**EVALUATOR DEPARTMENT:** Environmental Protection

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\*\*\*\*\*  
**Individual Evaluator Comments:**

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

**I. Organization Qualifications and Experience**

1. **Overview of Organization**

- *Well established organization providing re-use opportunities to an underserved area and schools state-wide*
- 

2. **Subcontractors**

- *No information on contractors provided. Who is "Dirty Deeds"?*

3. **Organizational Chart – included**

- 

**II. Proposed Services**

1. **Services to be Provided**

- *To provide heating and cooling heatpumps to an area to be designated as G-RE-en for ME Emporium, a re-sale shop for items collected by the SHAREcenter*
- 

2. **Implementation – Work Plan**

- *Straight forward but no detail provided*
- 
- 

**III. Comments**

*While the overall operation does divert a lot of useable materials from the waste stream, further diversion cannot be directly linked to the proposal.*

*No alternative means of achieving the goals was proposed (window treatments)*

*There are other sources for grants to purchase and install heat pumps – Efficiency Maine*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFP #: 202301008

RFP TITLE: 2023 Waste Diversion Grants Program, Round I

BIDDER NAME: Sagadahoc Recycling

DATE: 15 March 2023

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Department of Environmental Protection

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**Individual Evaluator Comments:**

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

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

*2. Subcontractors—N/A*

- *Electrical*

*3. Organizational Chart-*

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

*4. Etc.*

*II. Proposed Services*

*1. Services to be Provided*

- *The applicant is proposing to use the funds to improve the operations at their 1584 ft<sup>2</sup> Recycling Barn, aka, "Gift Shop" by adding insulation to walls and ceilings to create an easy to heat, inviting space that will provide year-round access to area residents.*
- *The space currently serves a whole host of charitable organizations along with area residents as is indicated by the attached letter of support.*

*2. Implementation – Work Plan*

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

*III. Cost Proposal*

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

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Information Technology Exchange dba give IT get IT

**DATE:** 16 March 2023

**EVALUATOR NAME:** Mark King

**EVALUATOR DEPARTMENT:** Department of Environmental Protection

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**Individual Evaluator Comments:**

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

- *The applicant has been successfully refurbishing laptop computers using a Linux-based system to extend their life.*
- *The applicant's organization is well established and has undertaken many projects with significant success.*

*2. Subcontractors—N/A*

*3. Organizational Chart-*

- *The Company operates through a Board of Directors and has a well-established operational system.*

*4. Etc.*

*II. Proposed Services*

*1. Services to be Provided*

- The applicant proposes to extend the useful life of aging laptop and desktop personal computers via a DIY model where owners of aging devices can request via mail-order or library loaner program, a USB thumbdrive that will install the Linux (Mint) operating system on their 3+ year old computer that they would otherwise dispose of. The user could then continue to use this computer themselves, or gift it to a neighbor, relative or child for use, reducing demand for a new device. This will be implemented through:
  - Development, review, revision of this USB Linux based DIY computer refurbishing tool;
  - The first 600 Units, manufacture, imaging, packaging and mailing;
  - A full 1 year awareness and promotional effort to make consumers aware that there is a tool/service available for just \$35 that can extend the useful life of their computer by another 3 to 5 years;
  - User Creation of 'How to' tutorial videos and printed step by step instruction;
  - Live Phone Support for use of the tool or in support of new Linux users;



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Information Technology Exchange dba give IT get IT

**DATE:** 16 March 2023

**EVALUATOR NAME:** Mark King

**EVALUATOR DEPARTMENT:** Department of Environmental Protection

- Marketing the tool to Maine public libraries who could buy one of these, but could lend it to many people for free;
  - The creation of an online ecommerce platform to promote and fulfill requests for these tools;
  - Support for the labor costs to produce, replicate and deliver this product
  - *Services proposed are innovative*
    - *Both diverts significant amounts of e-waste AND works to make laptops more accessible to individuals who may not be able to afford the cost of purchasing new technology*
2. *Implementation – Work Plan*
- *The proposed work plan is ambitious and should result in early deployment of the laptops to needy clients*
  - *Incorporation of public access/advertisement of availability of the software (to libraries) increases the diversion potential*
- III. *Cost Proposal*
1. *The cost is reasonable and will allow for the expansion of a much needed program that addresses the statewide needs of Maine citizens.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Town of Carthage

**DATE:** 23 March 2023

**EVALUATOR NAME:** Mark King

**EVALUATOR DEPARTMENT:** Department of Environmental Protection

\*\*\*\*\*

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**Individual Evaluator Comments:**

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

- *The applicant is a municipality located in a very under-served portion of Western Maine.*
- *The applicant's community consists of 500 year-round residents.*

*2. Subcontractors—N/A*

*3. Organizational Chart-*

- *The municipality operates through a 3-person Select Board system.*

*II. Proposed Services*

*1. Services to be Provided*

- *The applicant is requesting funds to help build an indoor swap shop. This is especially important in this small Maine town as the transfer station not only serves to help transfer waste, but also creates an atmosphere for community members to gather and re-affirm relationships.*
- *The addition of a year-round swap shop will create further opportunities for folks to gather and share reusable items; helping to further divert waste.*
- *To further capitalize on the new building, portions will also be dedicated to storage of waste oil, used paint and other items to help reduce the dependency on trailers.*

*2. Implementation -- Work Plan*

- *The applicant expects the project will take just under a year once approved.*

*III. Cost of Proposal*

- *The applicant has requested \$40,000 for the building itself and will provide associated labor, etc.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Central Aroostook Soil and Water Conservation District

**DATE:** 15 March 2023

**EVALUATOR NAME:** Mark King

**EVALUATOR DEPARTMENT:** Department of Environmental Protection

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**Individual Evaluator Comments:**

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

- *The applicant has previously been awarded with a WDG and has established a well-run food scrap collection initiative since 2021—called “Buckets to Healthy Soils”.*
- *CASWCD has worked collaboratively with the Department on many initiatives designed to help farmers and also protect Maine’s Natural Resources.*
- *CASWCD is an active and vibrant organization in Aroostook county with a far reach and good relationships to other organizations in the area*

*2. Subcontractors—N/A*

*3. Organizational Chart-*

- *The District is extremely well-run and provides many services to the Aroostook County residents.*

*4. Etc.*

*II. Proposed Services*

*1. Services to be Provided*

- *The applicant is proposing to expand their existing “Buckets to Healthy Soils” program to include another 100 residents and also expand the compost operation to an additional site to allow for more compost generation and future sales to help support program financially.*
- *To allow this expansion, the proposal requests for a student intern to help promote the program and provide essential services as the project expands.*
- *Bidder’s proposal for expansion is well thought out and would engage more residents while also creating a sustainable system that allows for success in the future*
- *CASWCD offers services in a historically under served area*

*2. Implementation – Work Plan*

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

*III. Cost Proposal*

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

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Maine Urban Timber Company

**DATE:** 27 March 2023

**EVALUATOR NAME:** Mark King

**EVALUATOR DEPARTMENT:** Department of Environmental Protection

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**Individual Evaluator Comments:**

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

- *The applicant has been successfully woodworking for over 10 years and understands the importance of quality wood for any project. He has researched the best techniques and equipment needed to perform the operations at hand.*

*2. Subcontractors—N/A*

*3. Organizational Chart-*

- *The applicant's organization is consists of two co-owners.*

*II. Proposed Services*

*1. Services to be Provided*

- That applicant hopes that by purchasing a second vacuum kiln, they can double the amount of lumber that can be dried, which in turn means they can increase the number of urban trees that are salvaged from our waste streams. The applicant specifically targets trees that have been harvested due to construction removal needs, diseased trees or existing safety concerns.
- As of January 2023, they have salvaged over 23,600 board feet of lumber, have sequestered over 111,000 lbs (55 tons) of carbon and have diverted over 158,000 lbs (79 tons) of weight from the waste stream by taking urban trees and turning them into kiln dried live edge slabs.
- Urban trees that are removed from residential or commercial properties are typically turned into wood pulp, firewood, or wood chips. This practice destroys the beauty of the tree and releases the carbon that tree has sequestered in its lifetime back into the atmosphere. Urban trees are often seen as a waste product and are simply thrown out at local landfills and left to rot.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Maine Urban Timber Company

**DATE:** 27 March 2023

**EVALUATOR NAME:** Mark King

**EVALUATOR DEPARTMENT:** Department of Environmental Protection

- By targeting urban trees, MUTC increases the recycling and use of an underserved products to make one-of-a-kind slabs in sizes and colors not commercially available in Maine. The applicant has, to date, removed more than 79 tons of wood from Maine's municipal waste streams.

2. *Implementation – Work Plan*

- *The proposed work plan is ambitious and should result in early acquisition of the Kiln; resulting in a surge in capacity at the applicant's processing facility.*

III. *Cost Proposal*

1. *The cost is reasonable (as the applicant is offering a 75% Match) and will allow for the expansion of a much needed program.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFP #: 202301008

RFP TITLE: 2023 Waste Diversion Grants Program, Round I

BIDDER NAME: University of Maine System acting through University of Maine

DATE: 27 March 2023

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Department of Environmental Protection

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**Individual Evaluator Comments:**

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

- *The applicant has previously been awarded with a WDG and has established a well-run food scrap diversion and collection educational program through the George J. Mitchell Center for Sustainable Solutions (Mitchell Center).*
- *The Mitchell Center has worked collaboratively with the Department on many initiatives designed to help Maine Communities develop robust food scrap collection and management programs with the goal always being diversion away from costly landfilling practices.*

*2. Subcontractors—N/A*

•

*3. Organizational Chart-*

- *N/A.*

*II. Proposed Services*

*1. Services to be Provided*

*The applicant is proposing to use WDG funds to create the **Maine Food Waste Education Center** which will significantly expand awareness and usage of the proven-effective food waste education resources and tools that were created with prior DEP funding. The funds being requested in this proposal will be used for:*

- 1) maintaining and updating these essential food waste education tools, programs and resources to ensure their effectiveness*
- 2) and to broaden dissemination of food waste education to individuals and organizations throughout Maine to drive increased food waste diversion.*

*2. Services to be provided within the center include:*

- **Food Rescue MAINE (FRM) website**
- **Food Rescue MAINE [social media resources](#)** - on-going Facebook, Instagram and TikTok activity to promote food waste education through our own posts as well as through linking with statewide and national stakeholder networks
- **Food Rescue MAINE [educational materials](#)** - signage, posters, brochures, stickers for use for school cafeterias, foodservice, recycling
- **Food Rescue MAINE events** - live speaking engagements, Zoom LIVE! events, [Maine Home Food Waste Challenge](#), and annual [Maine Food Waste Solutions Summit](#)

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** University of Maine System acting through University of Maine

**DATE:** 27 March 2023

**EVALUATOR NAME:** Mark King

**EVALUATOR DEPARTMENT:** Department of Environmental Protection

- Food Rescue MAINE [publicity](#) - press releases, media relations, archived print and television food waste coverage
- **Food Rescue MAINE** School Cafeteria Food Waste Education program
- Food Rescue MAINE [food rescue software](#) (Food Rescue US) connecting community donors, volunteers, and feeding sites to increase Maine's total food rescue/feeding capacity
- **Food Rescue MAINE** "Waste Watcher" App - designed to track and measure personal food waste to aid in prevention/reduction
- **Food Rescue MAINE** Circular Food System GIS Map and Databases - connecting Maine food producers, processors, distributors, retailers, consumers, and recyclers
- Food Rescue MAINE [Tracking and Measuring Systems](#) - includes systems for home and foodservice food waste tracking, measuring and reduction

3. *Implementation – Work Plan*

- *The proposed work plan is well thought-out, and consists of multiple stages that expand over the two-year grant cycle. The implementation will begin immediately upon being awarded funding.*

III. *Cost Proposal*

4. *The overall cost is reasonable except for the requested salary of one faculty member and fringe have been included at a cost of \$12,319. Because the WDG program does not pay for salaries of ongoing project staff, the total award could only be \$14,730 (\$27,049-\$12,319)*

*Susanne Lee, team leader, temp. faculty,  
\$51.33/hr including fringe at 8.2% \$12,319*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** A. B. Electrical Services

**DATE:** 15 March 2023

**EVALUATOR NAME:** Mark King

**EVALUATOR DEPARTMENT:** Department of Environmental Protection

\*\*\*\*\*

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**Individual Evaluator Comments:**

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

- *The applicant is an established business that has been chosen by the Town of Richmond to complete electrical installation of the compactor unit.*
- *The company is a well-established contractor with a series of municipal projects behind them*
- *It is confusing as to who the actual bidder is as the title page lists A.B. Electrical Services, but the applicant's signature is represented by Richmond Town Manager, Laurisa Loon and she is also listed as the project contact.*

*2. Subcontractors*

*3. Organizational Chart*

*4. Etc.*

*II. Proposed Services*

*1. Services to be Provided*

- *The only explanation of proposed services is a short note at the end of the Cost Proposal Page that states that "A.B Electrical Services to complete electrical installation to activate a compactor that the Town is installing on a concrete slab in a building with doors.*
- *It is unclear how the proposed service will result in further waste diversion*
- *Application is incomplete no real proposed work or schedule*

*2. Implementation – Work Plan*

- *There is no included work plan, application is incomplete.*

*III. Cost Evaluation*

- 1. The proposal requests payment directly to a contractor and does not indicate any proposed timeframe or project updates.*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Kennebec Valley Council of Governments

**DATE:** 23 March 2023

**EVALUATOR NAME:** Mark King

**EVALUATOR DEPARTMENT:** Department of Environmental Protection

\*\*\*\*\*

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**Individual Evaluator Comments:**

*I. Organization Qualifications and Experience*

*1. Overview of Organization*

- *The applicant is a well-established organization that serves the municipalities of Kennebec, Somerset and portions of Waldo County.*
- *The applicant's organization has undertaken many solid waste management projects over the years.*

*2. Subcontractors—N/A*

*3. Organizational Chart-*

- *The Company operates through a Board of Directors and has a well-established operational system.*

*II. Proposed Services*

*1. Services to be Provided*

- *The applicant proposes to undertake a solid waste management project that will develop the educational infrastructure to support implementation of composting programs at public school districts within eight targeted municipalities in their service region. This effort will help to reduce and divert costly food waste from residents and schools.*
- *A majority of the 63 communities within the KVCOG footprint have severely limited composting activity and accessibility; the following have been selected for their socioeconomic need, geographic diversity, and lack of municipal waste diversion. Elementary schools in Anson, Fairfield, and Skowhegan have already reached out to the Environmental Planner about the need for a food composting program at their school. Support for the labor costs to produce, replicate and deliver this product*
- *The proposal promises to provide additional benefits through expanding educational knowledge on reducing, recovering, and recycling food waste to the next generation stressing the importance of food conservation and recovering wholesome excess food for donation to those less fortunate.*
- *Presents a clear set of ambitious but achievable deliverables that target communities who are underserved in terms of composting and food scrap collection services.*

*2. Implementation – Work Plan*

•

*III. Cost Proposal*

- 1. The proposal cost includes a significant request for the salary of the Applicant to be reimbursed @ 85.00/hr. x 300 hours. The WDG program does not pay for salaries of permanent staff and thus we could only award \$3,670 (\$29,170-\$25,500).*

Labor (list positions, roles, and hourly rate)

Environmental Planning Labor (\$85/hour @ 300 hours)

\$25,500

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFP #: 202301008

RFP TITLE: 2023 Waste Diversion Grants Program, Round I

BIDDER NAME: SHAREcenter

DATE: 27 March 2023

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Department of Environmental Protection

\*\*\*\*\*

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**Individual Evaluator Comments:**

☒ Organization Qualifications and Experience

☒ Overview of Organization

- The applicant is an established business that has been in operation since 1998.

☒ Subcontractors

☒ Organizational Chart

I E Etc.

☒ Proposed Services

☒ Services to be Provided

- The proposal does not include a detailed description of the proposed work or schedule.
- It is unclear how the proposed service will be implemented or what the heat pump installation will gain for diversion.
- Very Short description of proposed work.
- Application is incomplete no real proposed work or schedule
- There is no included work plan, application is incomplete.  
Cost proposal lists mostly labor costs--no capital expenditures or sustainable items.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** David Berry, Sagadahoc Recycling Company, LLC

**DATE:** 03/20/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- Applicant has decades of experience both related to recycling and to the building work needed to complete the proposed project
- Applicant has proven dedication to this project, as demonstrated by not only leasing the space for the municipality recycling and reuse program but constructing improvements over time to make it more efficient for staff to sort recyclables and create higher quality bales
- While the proposal comes from an entity that is not municipal, this project would benefit the municipality in which the work would occur, in addition to other charitable organizations in the region including those serving the homeless population or newly housed individuals, animal rescue organizations, and other community-focused entities that provide various services to people in need

2. Subcontractors

- Janarelli Electrical is a local registered electrician who is known to the applicant and has successfully completed projects for them in the past

3. Organizational Chart, Proof of Insurance, Financials

- Included as required

II. Proposed Services

1. Services to be Provided

- This project is focused on improving the reuse section of an existing recycling barn where the municipality diverts material from disposal
- This upgrade involves insulating a reuse space that is currently not protected from the elements, resulting in less reuse happening during the winter when it is too cold to comfortably remain in the space
- The proposed project moves materials that would otherwise have become waste up the waste hierarchy, promoting waste reduction through reuse, and supporting Maine's solid waste management hierarchy
- The proposal includes strong letters of support noting the environmental, social, and economic benefits of the project from a long list of supporters including the local historical society, residents, the selectboard, and a state representative

2. Implementation – Work Plan

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** David Berry, Sagadahoc Recycling Company, LLC

**DATE:** 03/20/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

- The work plan is straightforward and reasonable, with an incremental approach that will allow the work to take place one section at a time, with the projected to be completed in less than year

III. Cost Proposal

- Applicant provides 25% match
- While some labor costs are requested, they would cover a one-time installation for equipment and all other labor is provided by volunteers as in-kind match

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Information Technology Exchange dba give IT get IT

**DATE:** 03/22/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

\*\*\*\*\*

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- Applicant is a nonprofit whose work ties social benefit with environmental benefit by recycling and reusing electronics
- Applicant has been operating successfully in Maine for decades
- Applicant has extensive experience to complete the proposed project and has demonstrated commitment to multiple important causes, including providing laptops to refugees who fought alongside U.S. troops overseas, helping to provide career-transitioning tech and training to Maine workers who had been laid off, and working with public libraries to provide computer access to rural, low-income communities in Maine

2. Subcontractors

- n/a

3. Organizational Chart, Proof of Insurance, Financials

- Included as required

II. Proposed Services

1. Services to be Provided

- The applicant proposes a robust project to extend the life of personal computers and laptops by installing an open source operating system on old devices whose operating systems are no longer supported by the original manufacturer
- The proposal includes developing the tools, along with education, outreach, and training to help people extend the life of an old computer at a very low, reasonable price – far less than purchasing a new or even refurbished device would cost
- This project would promote the top tiers of Maine's solid waste hierarchy increasing waste reduction through reuse by prolonging the life of electronics
- This project would have a large geographic reach across the state, and as such help to address a statewide need by managing electronics higher up the waste hierarchy and reducing waste
- There is significant greenhouse gas reduction related to keeping electronic devices in use longer, in addition to resource conservation including avoiding the extraction of critical minerals that are key to national security and essential for

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Information Technology Exchange dba give IT get IT

**DATE:** 03/22/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

production of electronics from smartphones to goods needed to move away from fossil fuels such as electric vehicles

- The proposed project has important social benefits as well as environmental benefits by making it feasible for low-income families to upgrade old electronics to keep them in use longer

2. Implementation – Work Plan

- The work plan is concise and complete

III. Cost Proposal

- Applicant provides 31% match, which is above the required 25%
- While some labor costs are included, they are launching costs to get the program going rather than ongoing costs needed to sustain the program
- The applicant has indicated that they are prepared to absorb any additional costs required to get the program operating

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER NAME:** Town of Carthage  
**DATE:** 03/23/2023  
**EVALUATOR NAME:** Megan Mansfield-Pryor  
**EVALUATOR DEPARTMENT:** Environmental Protection

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**Individual Evaluator Comments:**

- I. Organization Qualifications and Experience
  - 1. Overview of Organization
    - The applicant is a small, rural municipality that still manages to run a transfer station providing recycling, a reuse swap shop, and collection of universal waste, waste oil, and scrap metal to their town of 500
    - The applicant has listed multiple projects including municipal landfill closure, which they worked with DEP on completing
    - The applicant has successfully managed to keep their recycling program by investing in rolloff containers and a truck to transport them to a nearby, larger facility resulting in economies of scale and reduced cost to the town
  - 2. Subcontractors
    - n/a
  - 3. Organizational Chart, Proof of Insurance, Financials
    - Included as required
- II. Proposed Services
  - 1. Services to be Provided
    - The project was proposed by a municipality, which means it ranks as the highest priority in the awarding of funds under this program
    - This project moves material up the solid waste hierarchy by promoting waste reduction through reuse and will expand the types of materials reused in the municipality, conserving resources and diverting material from disposal
    - The new building would allow the transfer station to add collection of textiles and paint in addition to a swap shop for reuse of household goods
    - As indicated in the diagram provided in the application, this project will significantly expand the space for reuse and recycling, allowing the community to divert more material from disposal
  - 2. Implementation – Work Plan
    - The work plan provides a reasonable time frame for the different steps of the project from purchasing materials through opening the reuse and recycling building to the public in approximately one year
- III. Cost Proposal
  - The applicant provides very good 38% match
  - The cost proposal includes only the building to house reuse and recycling; other costs will be managed by the applicant including construction labor, some of

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Town of Carthage

**DATE:** 03/23/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

which goes for in-kind match although the applicant is also covering partial costs for the building itself including wiring for electricity and grading a parking area



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Central Aroostook Soil and Water Conservation District

**DATE:** 03/20/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- Applicant is an experienced regional nonprofit with a well-run existing composting program that is now entering its third year
- Applicant is working with community partners to recover food scraps, utilize manure, produce quality compost, and improve soil health in the region they serve
- Applicant has a strong track record of success with project management related to protecting and improving the environment including past composting projects and watershed management plan implementation

2. Subcontractors

- n/a

3. Organizational Chart, Proof of Insurance, Financials

- Included as required

II. Proposed Services

1. Services to be Provided

- This project ranks for highest priority as it is being proposed by a regional association applicant; in addition, the project is likely to increase the removal and recycling of organic materials from municipal waste streams
- This project would result in a greatly expanded compost operation, increasing organics management infrastructure in an underserved, rural area of the state
- This project would entail opening a second composting site, and potentially allow the applicant to grow the operation not only to take in more organics, but to operate throughout the year rather than being limited to a seasonal operation
- The applicant has demonstrated expertise and is already running a successful composting operation

2. Implementation – Work Plan

- The work plan is excellent: thorough, very detailed, and well planned, leaving enough time for each step and documenting not only the tasks of each step, but the time allocated by each person involved in each step

III. Cost Proposal

- Applicant provides strong 64% match in funding
- Almost all costs are allocated to equipment and materials

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Central Aroostook Soil and Water Conservation District

**DATE:** 03/20/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

- Hauling and fuel costs are also requested; as noted in the proposal description, scaling up operations would provide funding in the future. Such funding could cover this type of ongoing cost in the future as there is currently more demand for compost than they are able to produce at current scale
- Cost does include labor, but it is temporary and would fund an intern; this is acceptable under the terms of the RFP and provides an excellent learning experience for the student who fills the position.
- Long-term staffing has not been requested as the project is anticipated to be self-sustaining once the operation scales up sufficiently to allow for sale of compost.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER NAME:** Maine Urban Timber Company  
**DATE:** 03/21/2023  
**EVALUATOR NAME:** Megan Mansfield-Pryor  
**EVALUATOR DEPARTMENT:** Environmental Protection

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**Individual Evaluator Comments:**

- I. Organization Qualifications and Experience
  1. Overview of Organization
    - Applicant is a growing business in the early stages, but has the knowledge, skills, and equipment to produce lumber from urban timber that has been removed and would typically be disposed
    - Applicant has begun to scale up and is meeting a niche need to repurpose urban timber that is diseased, in the way, or otherwise needs to be removed to create usable lumber and divert the wood from disposal
    - Applicant is either the only entity or one of the only entities in Maine recovering urban wood for use as lumber; generally this wood is used as fuel or mulch for erosion control
  2. Subcontractors
    - n/a
  3. Organizational Chart, Proof of Insurance, Financials
    - Included as required
  
- II. Proposed Services
  1. Services to be Provided
    - Applicant provides a detailed analysis of the project's potential environmental benefits including material recovery and repurposing, carbon sequestration, and economic benefits in terms of saving entities needing to dispose of urban timber money and growing their small business through lumber sales
    - Even with limitations due to only having one kiln, the company has already produced 23,600 board feet of lumber, sequestered over 55 tons of CO<sub>2</sub>e, and diverted over 79 tons of wood waste from disposal or a lower value use
    - This project is in keeping with Maine's solid waste management hierarchy and has climate benefits of avoiding release of emissions through combustion, conserving resources and keeping material in use through reuse rather than burning it for a one-time energy use benefit
    - The applicant notes that they would like to provide education on the benefits of using urban timber as they scale up, so this project can provide a good model to be used in other regions of Maine or in other states to move urban timber from lower value uses to use as timber, conserving natural resources and reducing greenhouse gas emissions by reducing use of virgin wood

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Maine Urban Timber Company

**DATE:** 03/21/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

- The company's process and feedstock allows them to produce a unique and sustainable product not currently available such as large slabs of wood to be used for tables or other furniture from trees that are much larger in diameter than those typically commercially harvested
2. Implementation – Work Plan
- The work plan is brief but conveys the necessary information
- III. Cost Proposal
- Applicant provides very strong match of 72%
  - All funds requested would go for equipment to allow an increase in the diversion of urban wood from disposal or a lower value use
  - While the company still needs to raise some additional funds through a loan to purchase the second kiln, the supply of urban wood exceeds their current capacity and strong demand for lumber provides assurance of their ability to achieve financial solvency in a relatively short time period

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER NAME:** University of Maine  
**DATE:** 03/22/2023  
**EVALUATOR NAME:** Megan Mansfield-Pryor  
**EVALUATOR DEPARTMENT:** Environmental Protection

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**Individual Evaluator Comments:**

- I. Organization Qualifications and Experience
  - 1. Overview of Organization
    - The organization is well established and has an excellent reputation for research and policy work around materials management, with a strong level of skill and expertise among the various individuals who would be collaborating on this proposed work
    - Applicant has already done extensive work related to food scrap recovery and improving organics management throughout the state
    - Applicant has robust statewide connections in various sectors as well as staff expertise and low-cost labor through their student work force to complete the proposed project
  - 2. Subcontractors
    - n/a
  - 3. Organizational Chart, Proof of Insurance, Financials
    - Included as required
  
- II. Proposed Services
  - 1. Services to be Provided
    - This proposal would result in the creation of a Maine Food Waste Education Center, providing a comprehensive source of information on organics management and food waste reduction for the state
    - The opportunity to initiate coordinated statewide education about food waste reduction and organics management would provide for clearer, more consistent messaging about best practices, resulting in less confusion
    - This project meets many of the priorities for this program including:
      - provide positive environmental benefits in a large geographic region
      - take advantage of regional economies of scale;
      - enhance the delivery of educational initiatives to promote organics management
      - address a statewide need
    - In addition, the project has the potential to
      - increase organics management in underserved areas of the state;
      - reduce wasted food through donation or other sharing initiatives;

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** University of Maine

**DATE:** 03/22/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

- The project also provides an excellent learning opportunity for the university students engaged in this work
- The proposal indicates an intent to establish permanent funding through legislation once the project has proven itself over the course of the initial two years to establish the Maine Food Waste Education Center

2. Implementation – Work Plan

- The work plan is extremely detailed and provides a breakdown of the many initiatives this project would entail over the two-year period of the grant

III. Cost Proposal

- The cost proposal provides 38% match
- The applicant does request funding for includes labor and transportation costs associated with hosting meetings around the state

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER NAME:** AB Electrical Services  
**DATE:** 03/20/2023  
**EVALUATOR NAME:** Megan Mansfield-Pryor  
**EVALUATOR DEPARTMENT:** Environmental Protection

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**Individual Evaluator Comments:**

- I. Organization Qualifications and Experience
  - 1. Overview of Organization
    - The primary applicant is listed as AB Electric, with the primary contact listed as the Town Manager for the Town of Richmond
    - AB Electric did provide examples of successfully completed projects
  - 2. Subcontractors
    - It is not clear whether AB Electric is meant to be a subcontractor as they are listed as a co-applicant
  - 3. Organizational Chart, Proof of Insurance, Financials
    - Not provided
  
- II. Proposed Services
  - 1. Services to be Provided
    - No description of services file was provided
      - The explanation of proposed services is a short note at the end of the proposed services for installation of a compactor on a concrete pad
    - It is unclear how the proposed service would result in additional diversion as the project is not described beyond installation of a compactor
    - Overall, the application seems incomplete
  - 2. Implementation – Work Plan
    - The work plan was not provided
  
- III. Cost Proposal
  - Applicant required match of \$10,500 is provided
  - The proposal requests payment directly to a contractor

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER NAME:** Kennebec Valley Council of Governments  
**DATE:** 03/21/2023  
**EVALUATOR NAME:** Megan Mansfield-Pryor  
**EVALUATOR DEPARTMENT:** Environmental Protection

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- The applicant is a well established regional organization serving municipalities in Kennebec, Somerset, western Waldo, and a portion of Piscataquis counties, many of which are below Maine's median household income
- Applicant provides essential solid waste, waste diversion, household hazardous waste, and organics management assistant to municipalities within the region
- The organization has ample experience working with municipalities on improving solid waste and hazardous waste management and is well qualified to take on work
- The qualifications are supported by the examples provided in their application including joint purchasing to reduce costs for municipalities for needed supplies, facilitating regional household hazardous waste collection, and being accepted as a community resilience partner through the Governor's Office of Policy, Innovation, & the Future

2. Subcontractors

- n/a

3. Organizational Chart, Proof of Insurance, Financials

- Included as required

II. Proposed Services

1. Services to be Provided

- The project would provide positive environmental benefits in a large geographic region and would entail working with children and teens in K-12 schools to initiate school composting programs
- Instilling education about composting in children can have long-lasting and far-reaching benefits as they carry those lessons home to their family and as a behavioral norm
- The proposed services described in this application would take advantage of regional economies of scale and would enhance the delivery of educational initiatives to promote organics management or recycling efforts

2. Implementation – Work Plan



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** Kennebec Valley Council of Governments

**DATE:** 03/21/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

- The work plan is well organized, complete, and reasonable in its time scale for implementing each step
- The project is proposed by a regional organization and is focused on reducing food waste, both of which qualify the project for highest priority in the awarding of funds in the guiding statute for this grant program.

III. Cost Proposal

- The most significant cost for the project is for staff labor, at \$25,500, while \$3,670 would go to composting equipment
- Applicant states that they will provide in-kind match through fringe benefits including, “technology, equipment, facilities, office space, printing services, grant administration & reporting requirements,” but does not provide a detailed breakdown of value per item or service to clarify how these items were calculated to reach the match value
- The cost proposal notes in regard to match, “The value of these offerings exceeds the 25% (\$10,000).”
  - Based on the total project cost line item, the cost is \$40,000, which would make the exact match value \$10,830
- More details on how this match was calculated and a line item value per match, would greatly strengthen the cost proposal; however the work plan details a significant number of tasks that will cost the applicant money so it seems feasible that the match estimate is within reason and possibly will run actual costs upward of the \$10,000

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008  
**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I  
**BIDDER NAME:** SHAREcenter/Auburn School District  
**DATE:** 03/22/2023  
**EVALUATOR NAME:** Megan Mansfield-Pryor  
**EVALUATOR DEPARTMENT:** Environmental Protection

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- This school SHAREcenter has been operating for nearly 26 years and is sustainably self-funded through annual memberships from partners including schools and nonprofits as well as donations from funders and benefactors
- The current Director has a history of successful implementation of other grant-funded work to further the organization, including purchase of a box truck to allow more capacity to rescue usable goods
- The applicant is stable and growing, serving other schools as well as other organizations and businesses to connect those who can use materials with those in need and through this work, has already prevented disposal of usable goods
- Applicant provides many specific examples of projects successfully completed from college campus clear-outs to furnishing nonprofits with needed furniture and furnishings
- The organization has a strong network of supporters including volunteers and members from the community and surrounding communities, in addition to businesses that it has developed relationships with

2. Subcontractors

- n/a

3. Organizational Chart, Proof of Insurance, Financials

- Included as required

II. Proposed Services

1. Services to be Provided

- The project would entail installing heat pumps to provide comfort for use of a reuse space, save money and reduce both energy costs and emissions
- The reuse space lacks air conditioning and has large safety windows that do not open, raising concerns over the temperature in the building in summer heat
- The project would help promote waste reduction through reuse, repair, and sharing economy initiatives; application meets the highest priority in the awarding of funds as the project is proposed by a municipal applicant and upholds the highest level of the solid waste management hierarchy established under section 2101

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202301008

**RFP TITLE:** 2023 Waste Diversion Grants Program, Round I

**BIDDER NAME:** SHAREcenter/Auburn School District

**DATE:** 03/22/2023

**EVALUATOR NAME:** Megan Mansfield-Pryor

**EVALUATOR DEPARTMENT:** Environmental Protection

2. Implementation – Work Plan
  - The application indicates that the heat pump installation would be complete prior to summer
- III. Cost Proposal
  - The applicant provides 25% match
  - The cost proposal for two heat pumps and their installation notes that the quote did not break out labor and materials so while the items are listed under labor, it is likely that a significant percentage of the cost is the heat pumps themselves

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: David L. Berry d/b/a Sagadahoc Recycling Company**

**DATE: 03/16/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

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**Individual Evaluator Comments:**

I have obtained from reviewing this proposal due to my regulatory relationship with the bidder.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: INFORMATION TECHNOLOGY EXCHANGE**

**DATE: 03/31/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

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**Individual Evaluator Comments:**

- I. Organization Qualifications and Experience
  1. Overview of Organization
    - The bidder, ITE, acquires used, but still serviceable computers, refurbishes them, and makes them available to individuals at a discounted price. Minimal background of the bidder was provided. This reviewer relied on historical knowledge of the bidder.
  2. Relevant Experience
    - The bidder provided several examples of projects it has undertaken that demonstrated it has the relevant experience and expertise in performing the services it proposes to undertake.
  3. Subcontractors
    - No subcontractors will be used for the project.
  4. Organizational Chart
    - The bidder provided an organizational chart of the roles and responsibilities of the various officials.
  5. Financial Viability
    - The bidder provided financial statements, demonstrating financial viability.
  6. Certificate of Insurance
    - The bidder provided a current certificate of insurance.
- II. Proposed Services
  1. Services to be Provided
    - The bidder proposes to distribute an open source, after-market operating system software/tutorial bundle through libraries and individual consumers that can be installed on older personal computers. The software is designed to run on older technology hardware that would otherwise be discarded due to obsolescence.
    - While individuals will be able to purchase the product, libraries may purchase one copy and make it available to all patrons.
    - The bidder will provide live tech support in addition to the online tutorials.
    - The workplan includes provisions for review, feedback, and product revisions to address problems.
  2. Implementation – Work Plan

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: INFORMATION TECHNOLOGY EXCHANGE**

**DATE: 03/31/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

- A detailed schedule of dates, activities, and expected outcomes was provided. The proposed schedule and tasks are reasonable and have a high probability of being successfully implemented.

III. Cost Proposal

- The total cost of the proposal is \$57,890.00. The bidder will supply \$18,000.00 of the total cost, a match of 31%.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: TOWN OF CARTHAGE**

**DATE: 03/29/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

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**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- The bidder, the Town of Carthage, has operated a small solid waste transfer station, serving its population of 500 residents, since 1995. The facility consists of a packer truck, a couple old tractor trailers, and assorted outdoor storage areas. Its recycling program has foundered due to limited ability to collect and store recyclable materials. Currently, the bidder collects cardboard, paper, and plastics which are transported to Northern Oxford Solid Waste in Mexico, Maine. The bidder also collects waste oil.

2. Subcontractors

- None listed, but the bidder stated contractors would likely be used for construction.

3. Organizational Chart

- The bidder provided an organizational chart of the roles and responsibilities of the various town employees and officials.

4. Financial Viability

- The bidder provided several years of financial statements, demonstrating financial viability.

5. Certificate of Insurance

- The bidder provided a current certificate of insurance.

II. Proposed Services

1. Services to be Provided

- The bidder proposes to construct a building that will be use to collect and properly store waste oil, recyclables, textiles, used paint, universal waste, and a new swap shop.
- The new structure will also house an existing, under-utilized compactor for recyclables. Increased use of the compactor would boost the Towns recycling rate and increase the per-load amount of recyclables transported offsite.
- This municipality is located in an under-served area of the State, which has hampered its ability to collect and recycle materials generated by the residents.
- The new structure will be located within the permitted footprint of the existing transfer station.
- The Town is also contemplating setting up a repair café in the building, which would allow for the repair and reuse of items, such as lawnmowers and other items that have not exceeded their useful life, but are in need of service or repair.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: TOWN OF CARTHAGE**

**DATE: 03/29/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

2. Implementation – Work Plan

- If selected, the bidder will immediately use the grant funds to purchase and install the pre-fabricated structure. Local contractors will be used to construct the building and install electrical service. The Town will also install appropriate signage for the new services being provided. The new structure would be available for use by June, 2024.
- The work plan is simple and highly feasible.

III. Cost Proposal

- The total cost of the proposal is \$65,000.00. The bidder will supply \$25,000.00 of the total cost, a match of 38.5%.



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: CENTRAL AROOSTOOK SWCD**

**DATE: 03/27/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

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\*\*\*\*\*  
**Individual Evaluator Comments:**

- I. Organization Qualifications and Experience
  1. Overview of Organization
    - The bidder, CASWCD, received a grant in 2021 to compost food scraps. The program has been very successful, with demand for finished compost outstripping production. The bidder provided extensive details on the existing collection and composting operation, which is relevant, but did not provide many relevant details on the organizations' structure, management, or other special or unique characteristics of the organization, other than an list members of the CASWCD.
    - The bidder provided 3 examples of projects that reflect experience and expertise necessary to performing the functions described in the scope of services. These include the current, ongoing collection/composting operation, a watershed management plan for the Lower Aroostook River, and an American Beech, Elm and Chestnut propagation program to help reestablish these tree species in Maine.
  2. Subcontractors
    - None listed
  3. Organizational Chart
    - The bidder provided an organizational chart of the staff that will be involved in implementing the work proposed.
  4. Financial Viability
    - The bidder provided several years of financial staments, demonstrating financial viability.
  5. Certificate of Insurance
    - The bidder provided an email from the State of Maine Risk Management Division stating that the CASWCD is insured under the States' insurance program.
- II. Proposed Services
  1. Services to be Provided
    - The bidder proposes to implement a second food scraps collection program in Fort Fairfield, using the same model. Specifically, the bidder proposes to purchase 240 additional buckets with lids and labels to collect food scraps. The existing Aroostook Waste Solutions Solid Waste Facility would be the point of collection. The facility sees a high volume of user traffic and is a logical collection point. The collected food scraps will be mixed with cattle manure and composted.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: CENTRAL AROOSTOOK SWCD**

**DATE: 03/27/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

- The bidder also proposes to bag finished compost and have requested funds to purchase bags and a bag sealer. Bagged compost will be sold.
- The second location may allow for the year-round collection and composting of food scraps. Currently, the Presque Isle collection point closes down with the closure of the Presque Isle farmer's market in the fall.
- The bidder will advertise the project through press releases and a summer field day gathering.
- The two locations will serve a wide geographic area that is underserved by this type of service.

2. Implementation – Work Plan

- The bidder provided a detailed work plan that included dates, tasks and who would be serving in select roles to implement the tasks. The work will begin in June, 2023 and be completed by the end of 2023.

III. Cost Proposal

- The total cost of the proposal is \$91,199.00. The bidder will supply \$58,725.00 of the total cost, a match of 64%.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: MAINE URBAN TIMBER COMPANY**

**DATE: 03/29/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

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

\*\*\*\*\*  
**Individual Evaluator Comments:**

- I. Organization Qualifications and Experience
  1. Overview of Organization
    - The bidder, Maine Urban Timber Company, has over 10 years of experience in the woodworking field and over 3 years of experience harvesting and salvaging timber.
    - The company was established in 2020 with the intent of harvesting trees from urban areas. Many of these trees are quite large and contain a significant amount of usable lumber for woodworking projects. Harvested, usable timber is run through the company's saw mill, kiln dried, and sold to woodworking shops. The bidder states that, to date, it has salvaged over 23,600 board feet of lumber, sequestered over 55 tons of carbon, and diverted 79 tons of waste from disposal.
  2. Subcontractors
    - None listed
  3. Organizational Chart
    - The bidder provided an organizational chart of the company.
  4. Financial Viability
    - The bidder provided several years of financial statements, demonstrating financial viability.
  5. Certificate of Insurance
    - The bidder provided a current certificate of insurance.
- II. Proposed Services
  1. Services to be Provided
    - The bidder proposes to purchase a second vacuum kiln that would allow it to double the amount of lumber salvaged. The bidder purchased its' first vacuum kiln using funds from a previous grant award.
    - The bidder works closely with local arborists to identify and harvest high-value trees in urban locations that would otherwise be burned and/or chipped, releasing sequestered carbon back into the environment.
    - The bidder plans to provide education and outreach on the value of using this under-utilized material.
    - The large lumber slabs produced by the bidder are highly prized by woodworking artists and would otherwise go to waste.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: MAINE URBAN TIMBER COMPANY**

**DATE: 03/29/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

- As a potential note to any contract issued under this grant program, the bidder will need comply with all quarantine requirements issued by the Maine Forest Service regarding tree species acting as carriers for select damaging invasive species.

2. Implementation – Work Plan

- The bidder will use the grant funds to purchase and install the second kiln at its existing location. The kiln would be operational by late 2023 to early 2024.
- The work plan is simple and highly feasible.

III. Cost Proposal

- The total cost of the proposal is \$61,000.00. The bidder will supply \$46,000.00 of the total cost, a match of 75.4%.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: UNIVERSITY OF MAINE SYSTEM**

**DATE: 03/31/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

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\*\*\*\*\*  
**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- The bidder, UMS, is a public university established in 1865. In 2015, the Senator George Mitchell Center for Sustainability Solutions identified food waste as the most significant materials management issue for Maine. Following this finding, the Mitchell Center helped establish an interdisciplinary team to identify solutions to end food waste in Maine. Pilot programs were established to test the identified solutions. Using the lessons learned from the pilot programs, the bidder wishes to establish a state-wide Maine Food Waste Education Center to meet the need for food waste reduction education.

2. Relevant Experience

- The bidder provided several examples of projects it has undertaken that demonstrated it has the experience and expertise in performing the services it undertakes.

3. Subcontractors

- No subcontractors will be used for the project.

4. Organizational Chart

- The bidder provided an organizational chart of the roles and responsibilities of the various officials.

5. Financial Viability

- The bidder provided financial statements, demonstrating financial viability.

6. Certificate of Insurance

- The bidder provided a current certificate of insurance.

II. Proposed Services

1. Services to be Provided

- The bidder proposes foster and promote increased awareness of food waste reduction through the enhanced use of social media (Facebook, Instagram, and TikTok), dissemination of educational materials at points of generation, live speaking engagements, multi-media releases, food rescue software, and tracking and measuring systems for residential and commercial food waste producers. This new program will build upon existing resources and, as a single point of online information, free up staff to address more complicated matters directly with individuals, towns and regions. As most of the resources will be available online,

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: UNIVERSITY OF MAINE SYSTEM**

**DATE: 03/31/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

the program could serve a wide-ranging audience and minimize travel time for educators. Much of the targeted audience for this program is located in under-served areas of Maine.

- Benefits include community engagement, reduced costs for disposal, and educating individuals and whole communities on organics management, which critical to making positive changes.
- At the end of the grant period, the bidder will use the information gathered from the implementation of the program to seek long-term, stable funding from the Maine legislature.

2. Implementation – Work Plan

- A detailed schedule of key personnel, dates, activities, and expected outcomes was provided. The proposed schedule and tasks are reasonable and have a high probability of being successfully implemented.

III. Cost Proposal

- The total cost of the proposal is \$43,914.00. The bidder will supply \$16,865.00 of the total cost, a match of 38.4%. The grant request includes \$12,319 for a temporary faculty position. This would not be allowed unless the bidder can demonstrate proposed funding for the position as part of the grant proposal is essential and limited to a position associated with the development of the project. This would include educators, research associates and interns necessary for project inception.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: A. B. ELECTRICAL SERVICES and TOWN OF RICHMOND**

**DATE: 03/16/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

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\*\*\*\*\*

**Individual Evaluator Comments:**

- I. Organization Qualifications and Experience
  1. Overview of Organization
    - It appears that the Town of Richmond and A.B. Electrical Services are co-applicants, as they both signed the proposal. In reality, A.B. Electrical Services has been selected by the town to provide the electrical work associated with the installation of a compactor at the Richmond Transfer Station and should probably be considered to be a sub-contractor.
    - A.B. Electrical Services provided ample examples of work completed on similar, comparable projects.
    - The Town of Richmond provided no organizational qualifications or relevant experience
  2. Subcontractors
    - None listed
  3. Organizational Chart
    - None provided by either party
  4. If selected based on the scoring process, the Town of Richmond should be the "Provider" listed on the contract, as the overall project involves the installation of the cardboard baler, which will result in an increase in the recycling of this material. This would be consistent with the answer to Question #8 of the "RFP Submitted Questions & Answers Summary", dated February 21, 2023.
  
- II. Proposed Services
  1. Services to be Provided
    - A.B. Electrical Services will provide the following materials and labor:
      - Provide labor and material for a complete electrical installation
      - Furnish and install new 20HP NEMA 4X rated VFD
      - Furnish and install 2P 80A circuit breaker in existing Homeline panel
      - Furnish and install all conduit and wire for connection to new equipment
      - Furnish and install 4' LED Vaportite 40W Strip fixture
      - Furnish and install weather tight toggle switch
    - According to a note at the end of the Cost Proposal Section, the Town of Richmond will be providing the compactor and constructing a building on a concrete slab to house the compactor.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: A. B. ELECTRICAL SERVICES and TOWN OF RICHMOND**

**DATE: 03/16/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

2. Implementation – Work Plan
  - The applicants did not provide any details on how or when the building will be constructed, the compactor will be installed, nor the electrical work completed.
  
3. Cost Proposal
  - The applicants provided a 54.2% match and does not include labor cost as match.



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: KVCOG**

**DATE: 03/31/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

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\*\*\*\*\*  
**Individual Evaluator Comments:**

- I. Organization Qualifications and Experience
  1. Overview of Organization
    - The bidder, KVCOG, is a regional organization that provides regional services and technical assistance to municipalities in Kennebec, Somerset, Waldo, and Piscataquis counties. Many of these same municipalities are financially stressed and located in underserved areas of the state.
  2. Relevant Experience
    - The bidder provided several examples of projects it has undertaken that demonstrated it has the experience and expertise in performing the services it undertakes.
  3. Subcontractors
    - No subcontractors will be used for the project.
  4. Organizational Chart
    - The bidder provided an organizational chart of the roles and responsibilities of the various officials.
  5. Financial Viability
    - The bidder provided audited financial statements, demonstrating financial viability.
  6. Certificate of Insurance
    - The bidder provided a current certificate of insurance.
- II. Proposed Services
  1. Services to be Provided
    - The bidder proposes implement composting campaigns in public school districts located in 8 municipalities.
    - The food scrap collection and composting would occur at the schools selected for the project.
    - Initial steps will include identifying viable locations and willing participants in the program. Once implemented, regularly-scheduled meetings will be held to work through issues in an active feedback mechanism. Students would be actively engaged in the whole process.
    - Benefits include community engagement, reduced costs for disposal, and educating students on organics management, which is critical to making positive changes.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: KVCOG**

**DATE: 03/31/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

- Once set up, the programs will be self-sustaining, but did not explain how.

2. Implementation – Work Plan

- A detailed schedule of dates, activities, and expected outcomes was provided

III. Cost Proposal

- The total cost of the proposal is \$40,000.00. The bidder will supply \$10,830.00 of the total cost, a match of 27%.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: SHAREcenter/ASD**

**DATE: 03/31/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

\*\*\*\*\*  
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\*\*\*\*\*  
**Individual Evaluator Comments:**

I. Organization Qualifications and Experience

1. Overview of Organization

- The bidder, SHAREcenter, has been in operation for over 24 years. The program implemented under the bidder collects, organizes, and distributes serviceable school supplies, furniture, and personal care products. The bidder actively solicits donations from schools and businesses for these items that would otherwise be discarded. As an example, the bidder was able to connect a women's shelter with a local college that resulted in 20 beds, dressers, and desks being repurposed for the shelter. The bidder currently uses a 15-foot box trailer and rented warehouse space as part of its operation.

2. Relevant Experience

- The bidder provided several of projects it has undertaken that demonstrated it has the experience and expertise in performing the services it undertakes.

3. Subcontractors

- The bidder listed 2 contractors would likely be used for the project.

4. Organizational Chart

- The bidder provided an organizational chart of the roles and responsibilities of the various officials.

5. Financial Viability

- The bidder provided several years of financial statements, demonstrating financial viability.

6. Certificate of Insurance

- The bidder did not provide a current certificate of insurance.

II. Proposed Services

1. Services to be Provided

- The bidder proposes to install two heat pumps in its proposed public purchase area of the physical location.
- The bidder provided no information on how this would result in the reuse/recycling of more materials that would otherwise be discarded.
- The bidder did not adequately explain how the installation of the heat pumps would increase recycling infrastructure in an underserved area of the state.
- The installation of the heat pumps will not address a statewide need.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #: 202301008**

**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

**BIDDER NAME: SHAREcenter/ASD**

**DATE: 03/31/2023**

**EVALUATOR NAME: Michael T. Parker**

**EVALUATOR DEPARTMENT: Dept. of Environmental Protection**

- While this reviewer supports the ongoing work of this bidder, the proposed services do not address any of the relevant criteria for which the funds may be used. Specifically, the bidder has failed to demonstrate that the installation of heat pumps at its existing facility will assist in the development, implementation or improvement of recycling and organics management programs, initiatives or activities designed to increase the diversion of materials from solid waste disposal, including waste reduction activities.

2. Implementation – Work Plan

- No schedule was provided

III. Cost Proposal

- The total cost of the proposal is \$12,500.00. The bidder will supply \$3,125.00 of the total cost, a match of 25%.



MARK A. KING  
ENVIRONMENTAL SPECIALIST



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DEPARTMENT OF Environmental Prot

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Janet T. Mills  
Governor

Melanie Loyzim  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202301008**  
**RFP TITLE: Waste Diversion Grants Program**

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

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

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

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

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

3-9-2023

Signature

Date



STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Janet T. Mills  
Governor

Melanie Loyzim  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202301008**  
**RFP TITLE: 2023 Waste Diversion Grants Program, Round I**

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

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A handwritten signature in black ink, appearing to be 'Megan Mansfield-Pryor'.

Signature

Date

03/09/2023



STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Janet T. Mills  
Governor

Melanie Loyzim  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202301008**  
**RFP TITLE: 2023 Waste Diversion Grants Program, Round 1**

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

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

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

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

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Handwritten signature of Michael T. Parker in black ink.

3/10/2023

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Signature

Date



STATE OF MAINE  
DEPARTMENT OF Environmental Protection

Janet T. Mills  
Governor

Melanie Loyzim  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202301008**  
**RFP TITLE: 2023 Waste Diversion Grants Program, Round 1**

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

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

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

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

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

JAG

3/09/2023

Signature

Date