

MINUTES OF MEETING  
DELAWARE SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS

DATE: February 26, 2015

LOCATION: DSWA Administration Office  
1128 S. Bradford Street  
Dover, Delaware

TIME: 5:00 p.m.

ATTENDEES:

DIRECTORS

Gerard Esposito  
Ronald G. McCabe  
Norman D. Griffiths  
Tonda L. Parks  
Theodore W. Ryan  
Timothy Sheldon

STAFF

Richard P. Watson  
Robin M. Roddy  
Michael D. Parkowski

LEGAL COUNSEL

F. Michael Parkowski

GENERAL PUBLIC

None

REGULAR BOARD MEETING

The Chairman, Gerard Esposito, called the three hundred and sixty-fifth regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, February 26, 2015. He announced the meeting had been duly noticed and the Directors had received copies of the information to be considered.

**A. MINUTES**

Chairman Esposito called for additions or corrections to the draft of the Minutes of the January 29, 2015, meeting of the Board of Directors.

**Motion A** – Moved by Mr. Sheldon

“The Minutes of the January 29, 2015, Board of Directors’ meeting of the Delaware Solid Waste Authority be accepted.”

**Second** – Mr. Griffiths

**Vote** – (Griffiths, Parks, Ryan,  
Sheldon, McCabe, Esposito)

**Motion Adopted**  
(unanimous)

**B. CENTRAL SOLID WASTE MANAGEMENT CENTER (CSWMC) –  
ENGINEERING SERVICES FOR SITE IMPROVEMENTS – S-14-723-CS**

**Motion B** - moved by Mr. Sheldon

“The Board awards the contract to provide Engineering Services for Site Improvements for the Central Solid Waste Management Center to KCI Technologies in the amount of \$289,268.00.”

**Second** – Mr. Ryan

Mr. Watson explained that this project is to replace the scalehouse and reconfigure some roads so that there is better traffic flow at the Sandtown Landfill. This contract is for the design of the improvements and also the construction inspection of the project. After receiving the proposals staff did the process of reviewing, shortlisting, and interviewing and selected KCI Technologies. Staff then began negotiations with KCI and after two meetings were able to get the price down to \$289,268. Staff believes that this is a fair price. DSWA has worked with KCI Technologies before. Mr. Griffiths wanted to know what the contract time was. Mr. Watson said that it would be three to four months for the design portion and six months for the construction to be done. Mr. Esposito asked what the scalehouse would look like when it was complete. Mr. Watson said the facility would be similar to our transfer station scalehouses. The improved design will allow the customers to stop on the scale and not have to get out of their vehicles when they are checking out of the landfill. Mr. Esposito asked how staff was able to negotiate the price down so much. Ms. Roddy said that staff was able to reduce hours in two areas. One was cutting down on the hours of geotechnical work being done because DSWA has a lot of borings already done and the other area was for professional services hours for inspection during the construction. KCI will provide a full time inspector during the construction phase. KCI was willing to work with DSWA and make these concessions in order to get the contract. KCI is a local company so staff was pleased to be able to negotiate the contract and use them. Ms. Parks questioned if there would be a lot a change orders. Ms. Roddy said staff will definitely be keeping a close eye on them as the project moves forward and will be hard with any negotiated changes. Mr. Griffiths was concerned about the trucks stopping at the window and the weighmasters being exposed to carbon monoxide. Ms. Roddy said that the scalehouses are constructed with a positive air flow so the air is being forced out. The weighmasters do have to open the windows but there are measures in place to help with outside conditions like water trucks to keep the dust down and some of the larger trucks are fitted with radio frequency technology so that they won't have to open a window for that transaction.

Mr. Griffiths	Yes
Ms. Parks	Yes
Mr. Ryan	Yes
Mr. Sheldon	Yes
Mr. McCabe	Yes
Mr. Esposito	Yes

**Motion Adopted**

(6 Yes, 0 No)

NEW BUSINESS

No comment

PUBLIC COMMENT

No comment

**Motion** – Mr. Sheldon

“The Board Meeting is adjourned.”

**Second** – Mr. Griffiths

**Vote** – (Griffiths, Parks, Ryan,  
Sheldon, McCabe, Esposito)

**Motion Adopted**  
(unanimous)

Respectfully submitted,

Pamela R. Williamson

Meeting Adjourned: 5:10