

MINUTES OF MEETING  
DELAWARE SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS

DATE: July 27, 2017

LOCATION: Delaware Solid Waste Authority  
Administrative Office  
1128 S. Bradford Street  
Dover, DE 19904

TIME: 5:00 p.m.

ATTENDEES:

DIRECTORS

Gerard L. Esposito  
Ronald G. McCabe  
Norman Griffiths  
Michael R. Paraskewich, Ph.D, P.E.  
Tonda L. Parks  
Timothy P. Sheldon

STAFF

Richard P. Watson, P.E. BCEE  
Robin M. Roddy, P.E., BCEE  
Michael D. Parkowski  
Jason M. Munyan, P.E., BCEE  
EmmaLee S. Vecere  
Robert A. Ziegler

REGULAR BOARD MEETING

The Chairman, Gerard Esposito, called the three hundred and eighty-seventh regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, July 27, 2017. 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 June 29, 2017, meeting of the Board of Directors.

**Motion A** – moved by Mr. Sheldon

“The Minutes of the June 29, 2017, Board of Directors’ meeting of the Delaware Solid Waste Authority be accepted as written.”

**Second** - Mr. Paraskewich

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

**Motion Adopted**  
(6 Yes, 0 No, 1 Absent)

*Report of Technical Affairs and Facilities Management Committee*

**B. CELL 3 & 4 PARTIAL CAPPING PHASE II AT THE SOUTHERN SOLID WASTE  
MANAGEMENT CENTER (SSWMC) – CONTRACT C-17-772-SS**

**Motion B** – moved by Mr. Sheldon

“The Board awards a contract for the Cell 3 & 4 Partial Capping Phase II at the Southern Solid Waste Management Center to the lowest bidder, A-Del Construction Company, Inc. in the amount of \$3,940,399.45.”

**Second** – Mr. Griffiths

Mr. Watson said that this work is being done to satisfy our landfill permit requirements. Certain areas of Cells 3 and 4 have reached their final elevation and now have to be capped. Ms. Roddy said that this work had been planned because we knew the elevation would be at a point that there would be a substantial amount of acreage to put out a construction job. There is about 14 acres to be capped. DSWA does cap-as-you-go, which means that the areas that reach elevation are capped and other areas of the cell are still in use. By putting on a membrane and topsoil you can draw gas better and rainwater infiltration will be less. Having the topsoil produces a good crop of vegetation that will help with erosion and seeps. This is Phase II of the cap, Phase I was completed several years ago. CDM did the design for this Cell and for the cap. Request for Bids went out in June and three bids were received. A-Del Construction was the low bidder. They have experience in capping landfills in Maryland. Their price is consistent with what DSWA spent on capping at CSWMC in 2015. Staff recommends awarding the contract to A-Del. Construction is scheduled to start in September and we are hoping to get 2 or 3 areas done before the winter season. Ms. Parks asked if the bid was lower than the engineer’s estimate. Ms. Roddy said that the winning bid was lower and the other 2 were significantly higher than the engineer’s estimate. Ms. Roddy said that staff had experienced the situation in the last few years where the engineer’s estimate is much lower than the bids submitted and staff plans to very carefully review engineer’s estimates or “probable cost of construction” on upcoming projects. Mr. Sheldon said that this topic was brought up in committee and the Board members discussed that several of the recent projects were higher than the engineer’s estimate. Ms. Parks thanked staff for pointing out that A-Del Construction has the background in landfill capping.

Mr. Griffiths            Yes  
Mr. Paraskewich      Yes

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

**Motion Adopted**

(6 Yes, 0 No, 1 Absent)

**C. THE SOUTHERN SOLID WASTE MANAGEMENT CENTER RECYCLING AREA -  
CONTRACT C-17-773-SS**

**Motion C** – moved by Mr. Sheldon

“The Board awards a contract for the Southern Solid Waste Management Center Recycling Area to the lowest bidder, Common Sense Solutions, LLC. in the amount of \$539,360.31.”

**Second** – Mr. Griffiths

Mr. Watson said that this item was for a establishing a separate recycling area at our Southern Solid Waste Management Center up in front of the scales so that traffic will not have to cross with the waste traffic. This is one of the sites that will be manned with DSWA personnel. Ms. Roddy said that this is one of the enhancements to the recycling services. This will put the recycling center on the right side of the road and will provide a deceleration lane into a gated, paved area that is exclusively for recycling drop-off boxes. On Mondays it will also be the area for our Household Hazardous Waste event. Six bids were received for the work. It is mostly paving work. The amounts were very tight. Common Sense Solutions was the lowest bidder. If you look at the engineer’s estimate for this project it is quite a bit lower than the lowest bid amount. The engineer’s estimate for this bid was \$481,000 and the low bid was \$539,000. Duffield thinks they might have underestimated the electrical and lighting and also said that there were quite a few construction jobs right now that could be driving the bid prices up. Staff is recommending awarding the contract to Common Sense Solutions and the goal is to get this project done in the next couple of months to have full conversion of the Recycle Delaware program. Mr. Griffiths asked if the bid amount includes all operations or does the contractor have to invest in some capital. Ms. Roddy said that this was construction work, such as earthwork, paving, lighting and fencing. Mr. Griffiths asked if this would be done at any sites up north. Ms. Roddy explained that all infrastructure was in place for the current sites, but that similar site work would be done if property is acquired near Newark. Ms. Parks asked if this would be similar to the Cheswold site. Ms. Roddy said that it will look a lot like Cheswold. Mr. Griffiths asked if people using this site will also be bringing in trash. Ms. Roddy said that there will be people using the site that will also drop off trash at the landfill. The flow of traffic will be better for customers using both areas. Mr. Sheldon asked if the money for the project was coming from capital funds. Ms. Roddy said that this was one of the capital improvement projects. Capital improvement projects are funded from operating revenues. Mr. Paraskewich said that it seems that often these estimates we talk about are coming in 10-25% off and that might be because typically engineers do estimates using a means book or a standards book. The reality is that the books are a little out dated. The contractors are going to the individual subs and they are getting pricing. So maybe instead of the

engineers just putting a percentage on their estimates, have them go to the subs as well. This is the third project that is 10-25% off. That is what we are seeing in the industry as well.

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

**Motion Adopted**

(6 Yes, 0 No, 1 Absent)

***Report of the Administrative & Citizens' Affairs Committee***

**D. STATEWIDE COLLECTION OF MATERIALS FROM DSWA DROP-OFF CENTERS – CONTRACT S-17-775-SW**

**Motion D** – moved by Mr. McCabe

“The Board awards a contract for the Statewide Collection of Materials from DSWA Drop-Off Centers for the Northern Sites to the lowest bidder Trash Tech, LLC in the amount of \$87,563.35 and for the Southern Sites to the lowest bidder BFI Waste Services, LLC doing business as Republic Services of Delaware in the amount of \$225,730.00.”

**Second** – Ms. Parks

Mr. Watson said that this contract is for the collection of materials from our drop-off centers statewide. Over the years we have reduced our sites from 180 to 14. This contract was split up into northern sites and southern sites. Contractors were given the option to bid in three ways, just the northern sites (Option A), just the southern sites (Option B), or the whole state (Option C). The results as you can see is that Trash Tech, who only bid the northern sites was the lowest bidder for Option A and BFI/Republic was the lowest for the southern sites Option B. The price of the combined sites, Option C, was not lower than the individual prices so that is why staff is recommending awarding the contract to two bidders. Mr. Parkowski said the Robert Ziegler, even though he was brand new, had a lot of insights into the work and was able to clean up the contract. Staff was really happy with the pricing because our internal estimate was higher. Mr. Parkowski commended Bob for a good job and appreciated having him on board. Mr. Esposito observed that this was an innovative approach to the work and at some point the economies of scale will be that we can go with Option C. Mr. Sheldon asked how many sites were in New Castle County. Mr. Parkowski explained that the northern sites included the Cheswold site and that would make it a total of eight sites.

Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Sheldon	Yes
Mr. McCabe	Yes

Mr. Esposito                      Yes

**Motion Adopted**

(6 Yes, 0 No, 1 Absent)

**E.        CONTRIBUTIONS**

**Motion E** – moved by Mr. McCable

“The Board approves the request from the American Heart Association for a \$1000 contribution to sponsor the Kent County and Sussex County Heart Walks in accordance with DSWA’s Policy Guidance on Contributions.”

**Second** – Ms. Parks

Mr. Watson said that DSWA has participated in the Heart Walks for several years and for the same dollar amount and it meets the criteria for DSWA contributions.

Mr. Griffiths                      Yes

Mr. Paraskewich                      Yes

Ms. Parks                              Yes

Mr. Sheldon                              Yes

Mr. McCabe                              Yes

Mr. Esposito                              Yes

**Motion Adopted**

(6 Yes, 0 No, 1 Absent)

**NEW BUSINESS**

Ms. Roddy told the Board that customer service training will be held for specific DSWA staff in August. With the changes to the Recycle Delaware program and having the manned sites it was time to have customer service training. Mr. Watson, Ms. Forcier, and Ms. Roddy interviewed several companies and selected one that was focused on service. This will give staff more tools to help staff with the new changes. Ms. Parks asked for any talking points for the Board so they would have the same information. Ms. Roddy said that Mr. Parkowski and Mr. Zielger would give the trainer information and the trainer will help with tools on how to handle any conflict and give the message to the public. Ms. Roddy said that the trainer was coming in before the classes to visit several of our sites.

**PUBLIC COMMENT**

No comment

**Motion** – Mr. Sheldon

“The Board Meeting is adjourned.”

**Second** – Mr. Griffiths

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

**Motion Adopted**  
(6 Yes, 0 No, 1 Absent)

Respectfully submitted,

Pamela Williamson

Meeting Adjourned: 5:25 p.m.