

# **ADDENDUM 2**

**September 26, 2017**

## **REQUEST FOR QUALIFICATIONS FOR**

**Processing and Recovery of Recyclables  
and  
Transfer, Transport and Disposal of Municipal Solid Waste**

**for the**

**Medina County Solid Waste District  
Medina County, Ohio**

September 7, 2017

**Request for Qualifications Due by:  
October 10, 2017; 4PM EDT**

Medina County Sanitary Engineer  
791 W. Smith Road  
Medina, OH 44256  
330-723- 9574

A second opportunity for potential Respondents to visit the site to obtain additional measurements was held on Tuesday, September 19, 2017, from 1:00 pm to 4:00 pm at the Medina County Solid Waste District Facility (MCSWDF), 8700 Lake Road, Seville, Ohio, 44273. All attendees were asked to sign in on the "sign in" sheet to demonstrate their attendance. A copy of the "sign in" sheet is attached to this Addendum 2.

Written Questions were encouraged up to the final question deadline, **Wednesday September 20, 2017, until 3:00 PM EDT**. The questions that were received are summarized below as submitted by potential Respondents, with the questions presented in standard black text, along with the respective answers as demonstrated by *blue, bold, italics text*.

### **Questions by Waste Management**

1. The timeframe in the current bidding schedule does not provide for enough time for bidders to complete proper architectural and engineering reviews. Can the time frame be pushed back?  
*In response to the RFQ, no. A timeline will be part of the Part II Project Proposal Request provided to the top-ranked qualified Respondents and/or part of contract negotiations.*
2. Are the building and property plans available electronically?  
*The plans are available in PDF format as posted per Addendum 1 and may be found at the following web link: <http://www.sanitaryengineer.co.medina.oh.us/bidnotices.html>*
3. Who is specifically who is responsible for building maintenance, road maintenance, etc.  
*This question is not relevant to the RFQ. The District will clarify this in the Part II Project Proposal Request provided to top-ranked qualified Respondents.*
4. The District itself documents in the spec it is their intention is to continue to create additional recycling opportunities that will undoubtedly be funded by the District and ultimately in competition with the Contractor to obtain volumes through the processing plant. How will the contractor be made whole as recyclable commodities will be removed from the waste stream by curbside programs?  
*Please refer to the District Ohio EPA-approved Solid Waste Management Plan (Plan), [http://www.recyclemedinacounty.com/pdf/2015\\_solid\\_waste\\_plan\\_final.pdf](http://www.recyclemedinacounty.com/pdf/2015_solid_waste_plan_final.pdf) for the role of the District in the Plan. Subject to existing contracts, the District will deliver all tons under its control to the District Facility.*
5. The option to extend must be mutually agreeable can this be changed?  
*This question is not relevant to the RFQ. The District will consider this in the Part II Project Proposal Request provided to top-ranked qualified Respondents.*

6. The document states a fixed fee for 10 years will there be annual escalators?  
*This question is not relevant to the RFQ. The District will clarify this in the Part II Project Proposal Request provided to top-ranked qualified Respondents.*
7. With all the changes in the recycling and packaging industry and specifically the import ban China is about to implement, recycling can no longer be a fixed cost process. How will the contractor be compensated for materials that are no longer recyclable or have a negative value such as glass?  
*This question is not relevant to the RFQ. However, the District does recognize the trends in the industry and expects respondents to consider this risk in their response if they are qualified to participate in Part II Project Proposal Request provided to top-ranked qualified Respondents.*
8. Will annual waste characterizations be completed to adjust the compensation to the contractor?  
*The waste characterization is provided for informational purposes only and all respondents have access to the same information. As stated in the RFQ, the Appendix information is not intended to be a complete or final description of the project but will be augmented and finalized prior to October 24, 2017.*
9. Will the Contractor be afforded the opportunity to implement a fuel surcharge?  
*This question is not relevant to the RFQ. The District will clarify this in the Part II Project Proposal Request provided to top-ranked qualified Respondents.*
10. Does the County expect three different processing rates, mixed waste, solid waste only (i.e. Montville Twp.), recyclables?  
*This question is not relevant to the RFQ. The District will clarify this in the Part II Project Proposal Request provided to top-ranked qualified Respondents.*
11. If a contractor wishes to submit alternative proposals, must they submit a bid on the base bid?  
*There is no "base bid" stated in the Request for Qualifications for Processing and Recovery of recyclables and Transfer, Transport and Disposal of Municipal Solid Waste. Once the Board of Directors for the District adopts a resolution identifying the top-ranked qualified Respondents, the Sanitary Engineer shall provide each selected Respondent with a description of the project and project delivery, a project schedule, a description of the requested services, a description of the funding options available to the District regarding the design and implementation of the Respondent's recycling system, the form of the services contract, and a request for a design and pricing proposal.*
12. If there is a team submission will the district contract individually with each team member?  
*The District will clarify this in the Part II Project Proposal Request provided to top-ranked qualified Respondents.*
13. Because the scale operations are controlled and manned by the District, how is the contractor protected should there be a problem with the scales?

*Generally accepted public/private best practices (including regular scale testing with Contractor representatives observing) will be followed.*

### **Questions by Rumpke Waste and Recycling**

1. Would you please provide historical tonnage summary broken down into commercial tonnage and residential tonnage? Page 33 item 6 of the RFQ provides a table of tonnage, but the data is combined.

*The Medina County Solid Waste District does not differentiate or track inbound residential loads from inbound commercial loads, therefore the combined total tonnage is as represented in the table under item 6 on page 33.*

2. Would you please provide the dimensions for the Class 1 concrete slab? In this, if you can provide the size and the thickness of the concrete.

*According to the record copy of the Class I Compost Facility Permit to Install Application, the total concrete area is 80,000 square feet. The concrete pad measures 400 feet long by 200 feet wide. The pad is constructed of 6” reinforced concrete.*

3. In regards to the Class 1 composting site, are there any restrictions to building a structure on this pad? If so, please detail.

*The District is not aware of any specific restrictions, excepting a regulatory clear zone radius from an existing privately owned and operated gas/oil well located between the Class IV and Class I compost areas. Any building plans would require the approval of the District prior to the Contract Operator making the respective submittals to local building and zoning authorities for approval and/or for the permits/licenses as required by other regulatory agencies, including but not limited to the Ohio EPA and the Medina County Health Department.*

4. In regards to the Class 1 composting site, are there utilities available? If so, please detail.

*An electrical service is located on an existing pole adjacent to the pad. However, further evaluation and subsequent suitability for reuse shall be determined by the Respondent.*

5. In regards to Flow Control, what is the current status of debt held by the County? What is the long term intent for debt?

*Respondents are directed to the Medina County Solid Waste Management District Plan Update (Plan) Section VIII Cost of Financing Plan Implementation. The balance on the Tables VIII-4.1, VIII-4.2A, and VIII-4.2B, “Anticipated Loans Secured by the District,” present the current and future status of the District’s loans to upgrade and operate the CPF. Table VIII-4.1 is unaffected by whether Budgets (A) or (B) are implemented. The table presents the District’s current loan for equipment at the MCSWDF, which will sunset in 2022.*

## **Questions by Envision Waste Services**

### SECTION X

1. What were the residential and the commercial recycling rate for Medina County in years 2015 and 2016? Please break the recycling rate down by each SOAP program.

*This question is not relevant to the RFQ. However, attached is a copy of the District's score card with recycling and diversion figures based on Annual District Report data as submitted and reconciled by the OEPA.*

2. What is the cost per recovered ton for the County's drop off system in 2015 and 2016?

*This question is not relevant to the RFQ. As a courtesy, the cost per recovered ton from the County-wide Single Stream Recycling Bin contract in years 2015 and 2016 has been calculated as \$228.76 and \$235.97, respectively.*

3. Has Medina County granted any waivers to flow control for residential or commercial jurisdictions and if so, please list and explain.

*This question is not relevant to the RFQ. However, as a courtesy, yes. As indicated in the Plan, in 2014, the total solid waste that was calculated to have been granted a waiver was 10,000 tons. For 2016, the first year of the planning period, the District projects approximately 10,000 tons of solid waste or \$20,000 in waiver fees will be collected. Pursuant to Ohio Revised Code section 343.01(I)(2), upon the request of a person or the legislative authority of a municipal corporation or township, the board of county commissioners of a county district may grant a waiver authorizing the delivery of all or any portion of the solid wastes generated in a municipal corporation or township to a solid waste facility other than the facility designated under section 343.013, 343.014, or 343.015 of the Revised Code, or in the initial or amended plan of the district prepared and ordered to be implemented under section 3734.521, 3734.55, or 3734.56 of the Revised Code, as applicable, regardless of whether the other facility is located within or outside of the district, if the board finds that delivery of those solid wastes to the other facility is not inconsistent with the projections contained in the district's initial or amended plan under divisions (A)(6) and (7) of section 3734.53 of the Revised Code as approved or ordered to be implemented and will not adversely affect the implementation and financing of the district's initial or amended plan pursuant to the implementation schedule contained in it under divisions (A)(12)(a) to (d) of that section. The board shall act on a request for such a waiver within ninety days after receiving the request. A table of facilities that have obtained waivers to take solid waste outside of the District is attached hereto.*

4. Have any cities or governmental jurisdictions opted out of Medina County flow control? If so, please provide copies of the opt out agreements and or specifics and agreement terms.

*No, there is no "opt-out" provision mentioned in the Request for Qualifications. The compliance program in the Solid Waste Management Plan ensures compliance with the District's designation of facilities and requires that all solid waste generated within the District must be collected, transported and first delivered to the MCSWDF, except for solid*

*waste generated within the City of Wadsworth, which Wadsworth solid waste may be delivered to the Wadsworth Transfer Station prior to the delivery to the MCSWDF.*

5. What cities or governmental jurisdictions is the Sanitary Engineer's office aware of or has knowledge of which either already have or are planning to commence curbside recycling service?

*Montville Township is the only political subdivision the District is aware of that has publicly awarded a curbside recycling contract. The City of Brunswick is considering such a program.*

What are their waste volumes? *Unknown.*

What are their curbside recycling volumes? *Unknown.*

What is their cost of recovered ton? *Unknown.*

6. Please list the factors for scoring that will be used for each of the evaluation criteria listed in the table on section B on page 13? Please insure that we have a clear understanding of each factor required to earn a perfect score on each of the 7 listed items.

*A description of the criteria enumerated as Items 1 through 7 in the table on page 13 may be found in the RFQ document in the sections preceding the table. The score received will be based on the strength of the qualifications received in the sole opinion of the District.*

7. What are the decision criteria and what is the scoring mechanism and percentages which will be used to make the final selection of the contractor for Part II? (our approach and design required for Part 1 depends on this information)

*This process is a Request for Qualifications only. The finalized Part II Project Proposal document will be issued to top-ranked qualified Respondents to the RFQ by Board action on October 24, 2017. Responders are encouraged to submit their RFQ response as described in the RFQ.*

8. How will the "Fixed Processing Fee for Recovered Tons" be calculated? Provide examples.

*This process is a Request for Qualifications only. The calculation methodology for the "Fixed Processing Fee for Recovered Tons" will be part of the Part II Project Proposal Request provided to the top-ranked qualified Respondents.*

9. Class 1 volume reduction (not the ADC produced from the Class 1) is counted by the Ohio EPA in the same way as a ton of recovered recyclable material. Medina County has received recycling credit from the OEPA for the prior Class 1 Compost volume reduction. Will the Class 1 volume reduction be counted the same as recyclables in the "Fixed Processing Fee for Recovered Tons?" If not, then please explain the reasoning.

*This process is a Request for Qualifications only. The calculation methodology for "Fixed Processing Fee for Recovered Tons" will be part of the Part II Project Proposal Request provided to the top-ranked qualified Respondents.*

## SECTION XI

*Note: The 1<sup>st</sup> three (3) questions relate to Section B, the last 4 bullet points on page 8 of the RFQ*

1. At the bidders meeting, the Sanitary Engineer added a qualifier to the 7<sup>th</sup> bullet point on page 8 saying “or anticipated contractual relationship.” Please submit the revised bullet point language here.

*A letter from a licensed solid waste disposal facility owner or operator indicating that the landfill has capacity and will accept the proposed tonnage volumes for disposal for the anticipated initial term in the event of a contract will suffice as a guarantee.*

2. How can the bidder be expected to “bind each member to a team to perform” in the absence of Part II and a contract to perform? Can this language be removed?

*The current process is an RFQ process and the top-ranked qualified Respondents will be chosen to participate in a Part II Project Proposal process where the selected Respondent will be expected to bind each team member prior to any negotiated agreement. The RFQ process is importantly designed to elicit transparency from the responses and the greater the commitment from Respondent team members, the better. The District will leave the level of the binding to the Respondents, and will be a feature of the strength of the Qualifications.*

3. How can the respondent to the RFQ be expected to produce a “Contract or Guarantee” for landfill disposal volume without knowing the proposal requirements under Part II or without specific contract terms? Likewise the time limit for the RFQ response may be prohibitive of establishing such an agreement or contract. Certainly there is adequate landfill space in our area. Can this “contract or guarantee” be moved to become part of Part II?

*No. A letter from a licensed solid waste disposal facility owner or operator indicating that the landfill has capacity and will accept the proposed tonnage volumes for disposal in the event of a contract will suffice as a guarantee.*

4. Can you be more specific as to exactly what deliverable you are seeking regarding demonstration of the “ability to obtain capital equipment prior to service date”? How is this possible without knowing the specifics in Part II? *This is an Request for Qualifications only. Respondents may use whatever methodology they believe will best demonstrate competence in that area.*

5. Since privately held companies are not required to prepare financial statements to an audit level, are financial statements to a review level acceptable?

*Respondents are required to submit audited financial information. Absent audit level financial information, Respondent may submit the financial information they believe will best demonstrate competence in that area.*

## SECTION XII

1. If a corporate entity formed within the last 3 years has principals and or key employees with greater than 3 years of experience in providing similar types of services requested in the RFQ, will that satisfy the third bullet point listed on page 13?

*Disqualification under Section XII is discretionary and the District encourages all interested bidders to submit their qualifications.*

2. Bullet point number 4 on page 13 states “Insufficient Corporate or Team Capability as revealed by financial statements” is listed as a disqualification event. Therefore, please state the minimum financial threshold in dollars that will be deemed acceptable to the County.  
*This is an Request for Qualifications only. A minimum financial threshold has not been predetermined as your financial corporate statements will be compared to other respondents to determine relative strength. However, insufficient corporate and team capability may be revealed not only by financial statements but by experience or equipment statements or other factors.*
3. Bullet point number 5 on page 13 states “Insufficient Corporate or Team Capability as shown by past work, judged from the standpoint of RFQ data as submitted.” Please detail what is deemed sufficient corporate or team capability.  
*Insufficient Corporate or Team Capability has not been predetermined. Respondents should make their best case. Also, see answer to Envision Section XII, question 2 above.*
4. Please explain for each of the selection criteria how the possible points can be earned. For example – what constitutes a “10” for project team? A “20” for experience? And so on for each of the 7 criteria.  
*This is an RFQ process and the top-ranked qualified Respondents will be chosen to participate in a Part II Project Proposal process. The relative strength of proposals will determine points allotted. Respondents may be given a numerical value up to the top points number listed in the table by the evaluation panel, as is customary in RFQ processes.*
5. If project economics are important, then how does the County weigh the possible economic benefits of a respondent’s submittal to the RFQ? Would it be possible for a company to be highly competitive in the RFQ and then submit a proposal under Part II that is not economically competitive?  
*This question is unclear. The District is not seeking and will not consider price proposals in response to this RFQ. Qualified Respondents that are top-ranked through the RFQ process and notified to prepare and submit a Part II Project Proposals shall include proposed costs at that time.*

ATTACHEMENT A – QUALIFICATION FORMS

1. Please explain how the confidentiality of a respondent’s materials as submitted under this RFQ can be assured. Specifically, how will they be handled?  
*The District has not indicated that a Respondent’s materials will be sealed or confidential. The District is obligated to comply with the Ohio Public Records Act and this is not a R.C. 307.862 Competitive Sealed Proposal procedure. Form A-6C outlines the opportunity for respondents to designate proprietary information in compliance with the Ohio Public Records Act (R.C. 149.43).*



## APPENDIX

1. What is the status of the existing permits? Can we get copies of the existing permits? Will the County be renewing the permits for the Transfer Station, Class 4 Compost area, and Class 1 Compost area?

*The District holds a license for each Class I Compost and the Transfer Station and a permit for Class IV compost, copies of which are attached hereto. Under current conditions, only the Class I Compost license is not being renewed by the District. The respondents will be responsible for obtaining all additional permits related to their operations which are not mentioned here, unless through negotiation after submission of the Part II Project Proposal phase it is decided otherwise.*

2. Since the County owns the property, on what basis can the respondent apply for the necessary permits? What is the County's review process for each permit application required for EPA or other non-County permits? Please provide list of events and a timeline for each.

*Ohio EPA applications may be submitted by a Facility Owner, a Facility Operator, or a Facility Owner/Operator. Any permits or licenses applied for by the Facility Operator shall require District approval prior to submittal. A timeline will be part of the Part II Project Proposal Request provided to the top-ranked qualified Respondents and/or part of contract negotiations.*

3. In the case where present activity takes place in areas where the proposer plans to place processing equipment, when can the area be vacated for the proposer's use? What notification is required?

*This is an RFQ process and the question is a matter of schedule which will be addressed during Part II with the top-ranked qualified Respondents. Respondents may identify District occupied areas of interest with their Preliminary Technical Approach if they so choose. The details of the timing of the availability of the area, and what notification will be required, will be addressed in the Part II Project Proposal or contracting phase.*

4. On page 33, the RFQ states "If a respondent consideration for an organics management system on site, the District would prefer Dry fermentation anaerobic digestion (AD), advanced composting technologies, and multi-stream organic approaches, except for existing yard waste programs (which are to be retained)." Please define "advanced composting technologies" and "multi-stream organic approaches." Explain why the District prefers these approaches including AD. Is the County preference of these technologies agnostic of cost as compared to other forms of organics management? Please list and prioritize the County's organics management preferences including cost.

*The RFQ is comprised of pages 1 through 29, with an Appendix comprised of pages 30 through 45. As stated in the RFQ, the Appendix information is not intended to be a complete or final description of the project but will be augmented and finalized prior to October 24, 2017. The District appreciates the input and will consider it in the Part II Project Proposal Request provided to top-ranked qualified Respondents.*

5. When will the new Medina County Liverpool WWTP bio-gas facility be open for business? What are the economics for sending recovered organics there? (Will Medina County pay for the organics or charge a tip fee for the organics and on what basis?) What are the specifications on what this facility will accept? Since the RFQ calls for the facility floor be empty each day absent outside storage, will Medina County guarantee acceptance of this material daily for the duration of the contract period (10 years)?

*See answer to Envision Appendix, question 4.*

6. Please explain the waiver process identified in section 7 – Bypass tons. Since the Plan update will fall within the tenure of operation granted under the 10 year RFQ/RFP term, will the County guarantee that the waiver process will remain unchanged?

*No. As previously discussed, the District has a duty pursuant to Ohio Revised Code section 343.01(I)(2), upon the request of a legislative authority of a municipal corporation or township, to consider a waiver request. As stated in the Solid Waste Management Plan, there is a mandatory five-year plan update and the District cannot guarantee that the waiver process will remain unchanged. There is no “RFP”.*

7. Please provide detail pertaining to existing and future curbside recycling programs in Medina County. Provide a list of the communities that already have curbside recycling as well as their population base and annual waste volumes. Also provide a list of communities that have indicated a strong interest in developing a mandatory curbside collection program in lieu of mixed waste processing along with their population base and annual waste volumes.

*See answer to Envision Section X, question 5.*

8. In page 34, item 8 – it references a “Recovered Materials Guarantee (below)”. There is no such reference below. Please explain the Recovered Materials Guarantee.

*See answer to Envision Appendix, question 4. Also please note the goals of the District available in the Plan submitted to OEPA (above).*

9. What is the minimum amount to be processed annually? There is no reference in item 8 on page 34.

*See answer to Envision Appendix, question 4.*

10. Page 34, item 2 states “The District wishes to procure cost effective MSW Processing.”

- a. Can you please explain how the opt-out program helps the cost effectiveness of the MSW Processing?
- b. Since the RFQ/RFP anticipates the County owning the equipment after the initial 10 year term, can you explain how this is cost effective? Please explain the cost effectiveness of the RFQ/RFP format in reference to each of the following:
  - i. Respondent purchase adds the cost of sales tax whereas a direct County purchase is exempt from sales tax.
  - ii. The County does not pay 12% FET tax which the respondent will on rolling stock.
  - iii. The County is eligible for State discounts on equipment where the respondent is not eligible for these same discounts.

- iv. The prior MWP equipment lasted for 21 years yet this RFQ/RFP amortizes the equipment over 10 years.
- v. All prior RFP's and RFB's for the CPF allowed the respondent to utilize the office section of the building yet this RFQ/RFP requires the respondent to construct and utilize their own offices.
- vi. All prior RFP's and RFB's had the County paying directly for all utilities however this RFQ/RFP has the respondent paying for the utilities. Note that the County is presently paying for all utilities on the CPF building while it is being used as a transfer station. Please explain the change and how it will be reflected as a reduction in the County's overhead levied on each ton.

*See answer to Envision Appendix, question 4. There is no "RFP". The District will consider the input provided for the Part II Project Proposal or contracting phase.*

11. The table on page 35 shows that the County plans to pay a "processing fee for MSW tons which are recovered." What does this mean? What is the County's current cost per ton recovered for the drop off bin program? Can you adjust that number for contamination to make it comparable?

*See answer to Envision Appendix, question 4.*

12. The table on page 35 states that the District owns the processing equipment at the end of the term. This differs from the language on page 38, item 5, second bullet point which simply gives the County the right to purchase the equipment. It seems that the document conflicts itself. Which section is correct? *See answer to Envision Appendix, question 4. The District will consider the input provided for the Part II Project Proposal or contracting phase.*

13. Page 36 in the top paragraph suggests that the County will pay for building modifications. The roof is over 20 years old, the insulation needs to be replaced, the floor needs replacement/repair, the walls need to be painted, doors repaired, and more not to mention the work required for the respondent's specific needs. What is the County's budget for all building modifications?

*See answer to Envision Appendix, question 4.*

14. On page 36, second bullet point, since the respondent does not control the permit process, will the County provide relief on the schedule to adjust for permitting time? What approvals are anticipated and or required from the Sanitary Engineer's office, Solid Waste Policy Committee, Medina County Commissioners, or other Medina County authority other than the building department?

*See answer to Envision Appendix, question 4.*

15. On page 37, paragraph 2, is there other land that the County is making available for this purpose? Is there any restriction on traffic, working hours, or other restrictions on receiving materials and or shipping finished goods or captured materials beyond the working hours of the CPF as specified in this RFQ/RFP? If not, then it should be noted that additional

materials will significantly impact traffic and unloading times for Medina County waste vehicles.

*There is no “RFP”. See answer to Envision Appendix, question 4.*

16. Please explain why the RFQ/RFP for mixed waste processing “expects the Respondent to accept source separated recyclables (single and dual stream and or any components) at a competitive rate” when in fact the County plans to continue its drop off program and allow local governments to “opt out” for mandatory curbside recycling programs performed by a sole source contractor? Are you suggesting that the curbside recyclables and drop off recyclables will be directed to the CPF as a condition of the “opt out” clause?

*There is no “RFP”. See answer to Envision Appendix, question 4.*

17. Page 37, paragraph 4 suggests that the County can guarantee that District controlled MSW will be delivered to the Respondent during the term. The “opt out” program, reliance on the drop off program for meeting “recycling access” and the use of private funds (no County debt) all seem to increase the risk of the County losing flow control. Does the Sanitary Engineer have a legal opinion on Flow Control based on this new RFQ/RFP? Will the County guarantee flow control thru the contract term? Will the County vigorously defend flow control at its sole cost and use its police powers to enforce flow control during the term of this contract? What relief will the County provide to the respondent if flow control is lost or if waste haulers are caught bypassing the CPF? *There is no “RFP”. See answer to Envision Appendix, question 4. Please also refer to the recently submitted OEPA Plan for a summary of County intentions and processes. The Sanitary Engineer does not give legal opinions.*

Page 37, last paragraph states that “Respondents that are deemed qualified will be included in the Part II process...” Please provide a list of the minimum qualifications in each category.

*See answer to Envision Appendix, question 4.*

18. Page 39, bullet point two – please explain the approval process for a “District-approved site.” Include a timeline since the RFQ/RFP and plant commencement is time specific.

*There is no “RFP”. See answer to Envision Appendix, question 4.*

19. Page 40, item c) states that “All MSW must be cleared from the transfer floor area every evening.” The receipt of waste in Medina County is non-linear. Waste volumes in the summer are in some cases double of that in the winter months. In the past, the County has allowed waste to be stored overnight in order to facilitate materials processing. In the interest of recycling, can this point be revised to allow for waste storage in the peak months?
- a. How does the following sentence “At least 1 time per week, the processing tip floor shall be cleared of all residual materials” differ from the prior sentence since mixed waste is to be processed? What do you mean by this?

*See answer to Envision Appendix, question 4.*

Please explain the relevance of item f) on page 40 since the County routinely stores single stream recyclables outdoors at over 50 locations?

*See answer to Envision Appendix, question 4.*

20. During the CPF's 21 year history, there was never a single day whereby recyclables were not able to be processed due to a plant malfunction. Further there was never a requirement for a backup processing plan in any past RFP or RFB for CPF operation. Therefore, what is the basis for the requirement of a back-up processing plan? Does the County understand that this will add a layer of extra cost for a service that has never been needed?  
*See answer to Envision Appendix, question 4.*
21. Page 41, item 11 – does the County guarantee the accuracy of the scales? What happens if the County's scale readings are inaccurate due to any number of reasons?  
*See answer to Envision Appendix, question 4.*
22. Can item 12 on page 41 be revised since the respondent is held to a performance standard and paid by the processed ton? The Respondent needs the right to reject any load of recyclables that has excessive contamination and also needs the right of rejection for any loads that present a danger or safety concern.  
*See answer to Envision Appendix, question 4.*
23. What is meant by section 13 on page 41?  
*See answer to Envision Appendix, question 4.*
24. Page 40, item 14 – please see the above question #21. Why is outside storage not permitted when in fact the County stores its recyclables outside at over 50 different drop off locations as well as its yard waste at the CPF? Why is this facility held to a different standard than the drop off locations? Does this apply to compost?  
*See answer to Envision Appendix, question 4. Of note, the qualified respondents who participate in Part II can propose additional covered storage or offer alternative proposals.*
25. Page 42, item 16 – why doesn't the County just contract and pay directly for the waste composition analysis? We have to use District approved contractors anyways and the respondent will need to pay tax where the County is tax exempt. The County routinely includes a waste composition analysis as part of the 5 year Plan update. Therefore what is the reasoning for requiring a waste composition study every 2 years? The waste composition study is simply a snapshot in time so if it was done every 5 years, then it would be in the normal cycle of the Plan update. If it was done every 2.5 years, then it would be double that of what is required in the Plan update. The 2 year cycle seems not to coincide with anything. Please provide the list of approved contractors now since per the RFQ/RFP the Respondent will need to include this cost in the proposal. What is the County's requirement for a "District Approved Agencies" to conduct this study?  
*There is no "RFP". See answer to Envision Appendix, question 4.*
26. Page 43 item 17(v) – what is meant by "Receive credit for Reduced Tons?" How is it calculated? How often is it paid? Does the respondent get reimbursed for the savings in fees associated with the waste diversion? How does out of district waste and recyclables figure into this credit? How often is it paid?  
*See answer to Envision Appendix, question 4.*

27. Page 44, item 23 – how will the respondent be able to secure the building if the County maintains its offices in the Building?

*See answer to Envision Appendix, question 4.*

Page 44 bottom of the page thru the first paragraph on page 45 – please detail what is meant by “all repairs and routine maintenance to the Facility.” Also define what is meant by “...building systems, portions of the MWPF site used by the Respondent, maintenance of the building and related infrastructure...” Will the County be responsible for any of the land, building and site items and if so, please list them and describe.

*See answer to Envision Appendix, question 4.*

28. Page 45, item 26 – define “good working condition” as well as “all preventative maintenance.”

*See answer to Envision Appendix, question 4.*

#### GENERAL QUESTIONS:

1. It remains possible that the County’s response to questions may require follow up questions or clarifications. The timeline/schedule does not seem to allow for another round of questions. Therefore it remains possible that the RFQ does not adequately allow for the proper time for Q/A. Will there be a second round of questions and if not, then please explain the rationale.

*This is an RFQ process and the schedule has been provided in the documents. No further time will be granted for clarifying questions.*

2. Is it the overall goal of the County to assemble the SOAP components so as to accomplish the highest amount of recycling at the lowest possible cost? If not, what is the County’s overall goal?

*In accordance with the goals and objectives as outlined in the District's Ohio EPA approved Solid Waste Management Plan Update (Plan), the District is interested in contracting for Processing and Recovery of Recyclables as a complimentary service to several other recycling activities conducted by and within the District.*

3. Please list each of the SOAP components in order of priority.

*The Plan does not specify an order of priority.*

4. The County likely may gather and compare data of the various SOAP programs. How will the County measure and report residue/contamination in each of the respective programs so that they may be compared and reported on an equal basis?

*This question is not relevant to the RFQ.*

5. Who pays for the insurance on the building, land, scalehouse?

*See answer to Envision Appendix, question 4.*

6. Please provide the history of the “opt out” provision for mixed waste processing. It is not currently listed in the Solid Waste Plan. Has it been discussed and or recommended by the Solid Waste Policy Committee and if so, please provide the meeting minutes to reflect the same. Has it been previously discussed and approved by the County Commissioners and if

so, please provide the minutes to reflect the same. Please provide a complete description of the process, flow chart, timeline, and approval authority, requirements, opt out contract term, check list, and any other material relating to the opt out program . Is there an “opt in” provision for jurisdictions that have opted out? if so, please describe in detail.

*There is no “opt-out” provision mentioned in the Request for Qualifications.*

7. When the County rebids the drop off contract, will the County revise the bid specs to a haul only contract requiring the materials to be delivered to the CPF for processing?

*Unknown.*

8. Do you agree that the County does have the authority to designate where its’ own material is processed?

*This question is not relevant to the RFQ.*

9. How did the County come about to select RRS for this procurement? What other firms were considered? Has RRS prepared an RFQ/RFP for local or county government specifically for mixed waste processing that has resulted in a contract? If so, please list the MWP facilities. Did Medina County Solid Waste Coordinator Beth Ramer previously work for RRS?

*These questions are not relevant to the RFQ process.*

10. Will the County Sanitary Engineer continue to promote curbside recycling and provide and or assist with grant funding of such once the MWP facility is open?

*In implementing the Plan, the Sanitary Engineer is thereby directed to encourage all potential opportunities for increased recycling and diversion within the District, inclusive of source reduction, community drop-off programs, single stream recycling, mixed waste processing, and others, and will continue as such.*

11. Will the County Sanitary Engineer support the Respondent in the application for OEPA grant funding? If there are multiple applicants for grant funding, will the County Sanitary Engineer preference the grant requests by the Respondent?

*These questions are not relevant to the RFQ process.*

12. How will the Sanitary Engineer work with the Respondent on education and educational materials? On what basis? *This question is not relevant to the RFQ.*

13. Addendum 1 – bottom of page 1 and top of page 2 - The RFQ requests a design for the proposed mixed waste processing line yet the details for the processing line scoring are not included in the RFQ but instead in the RFP (Part II) which has not been released yet. Therefore the Sanitary Engineer seeks a design from the respondent in the absence of full disclosure. In this case, the Respondent will be scored for the design yet the actual method for scoring is not disclosed. The Respondent is not provided clear guidance on the County’s preference towards maximum diversion, lowest cost, minimum and maximum design throughput, quality/longevity of equipment, or other considerations. Therefore, please provide a list and full detail of each factor for which the County will use for its scoring of the process design. Also provide the weighting of each factor as it pertains to the decision making and evaluation process.

*Refer to RFQ page 5, "Preliminary Technical Approach" for emphasis that Respondents are encouraged to include in the RFQ response an explanation of a Respondent's capacity, experience and/or approach..." Respondents are also referred to the RFQ Section IV on page 4 as the basis for responding. The RFQ makes no reference to an RFP.*

14. Currently the Solid Waste industry is listed in the top 5 most dangerous industries in America. In fact it is rated #3. Most of the fatalities occur in the waste hauling sector. Ohio has experienced multiple fatalities this year related to waste hauling and about 50 such fatalities have occurred this year in the US. Safety is a concern for the County in the RFQ as listed as item 8 on page 12. Please explain how the safety of additional waste hauling as required by curbside recycling is factored into the SOAP plan and how the consideration for County safety is evaluated when allowing communities to "opt out." Also indicate how increased or reduced hauling will be considered in the evaluation of alternative proposals. The conceptual design required in Phase 1 may be influenced by this response.

*These statements and questions are confusing Depending on relative response. For purposes of this RFQ the issue of safety will be addressed as described in form A-7. . It is customary to qualify respondents based on safety records as one qualifying criteria. The District will be evaluating the Respondent's safety record for purposes of ranking under this RFQ.*

15. Addendum 1 – Desktop Waste Characterization – the “Desktop Waste Characterization” performed by RRS does not meet the same standard as what is required by the Respondent on page 42, item 16. Absent a comparable waste composition study, the results could vary which could lead to improper design and or conclusions. If the County requires a composition analysis as set forth in the RFQ, then why did they furnish a waste composition study to a less accurate and site specific standard now? Can the County furnish a waste composition study meeting the same standards as required in the RFQ to the respondents in advance of their submittal? By the same token, if a desktop waste composition analysis is acceptable to the County now, then can the same standard be substituted in the RFQ in lieu of the specification under section 16 on page 42? If not then please explain.

*The County and Waste Management professionals are well aware waste characterizations change for many reasons and can change from day to day. The characterization results are typical for a U.S. jurisdiction. This characterization is provided for informational purposes only and all respondents have access to the same information. A qualified respondent who is invited to participate in Part II, could include waste sampling before final design of equipment or a number of other remedies to insure proper design. The District does not guarantee composition of the MSW but is looking for a respondent who can flexibly recover the largest fraction of material at an efficient rate. The County may consider your input in the final Part II document.*

16. Can the transfer operation be bid separately or is it the intention for the RFP to be inclusive of the processing and the transfer operation? If they can be bid separately, then please detail



how the separate contracts will interface since waste to be processed must be stored during the day on the transfer floor for second shift processing.

*There is no “RFP”. As stated in the Request for Qualifications for Processing and Recovery of Recyclables AND Transfer, Transport and Disposal of Municipal Solid Waste. Once the Board of Directors for the District adopts a resolution identifying the top-ranked qualified Respondents, the Sanitary Engineer shall provide each selected Respondent with a description of the project and project delivery, a project schedule, a description of the requested services, a description of the funding options available to the District regarding the design and implementation of the Respondent's recycling system, the form of the services contract, and a request for a design and pricing proposal.*

17. Will there be an RFP conference and time period for questions in the RFP process, and a response date for answers?

*See answer to Envision General Question 16 above.*

18. For a community to receive “bypass” status, what are the qualifications to consider the curbside collection program to be “mandatory”?

*Municipalities and townships that implement subscription curbside recycling will not be eligible for Bypass Tons. As described in the Solid Waste Management Plan, a non-subscription curbside recycling service is a curbside recycling service that residents who live in the service area receive automatically. Typically, a political jurisdiction contracts for non-subscription services on behalf of its residents. The resident does not have the ability to opt out of the program regardless of whether the resident chooses to participate. Credit is given for all residents who have the ability to participate in the non-subscription curbside recycling service within the specified political jurisdiction provided that the four materials identified in Table VII-1 for the residential sector are collected through the program.*

19. Will a community have to certify a curbside program with the County by having audits or some other form of verification of “mandatory” participation?

*This question is not relevant to the RFQ.*

20. Will the county have some form of enforcement mechanism to ensure the community is adequately meeting the “mandatory” requirements? In other words, what will the county do to ensure that a community is not running a perfunctory program in order to receive a discounted tip fee?

*This question is not relevant to the RFQ.*

21. Will there be a performance/participation standard which the community will be held to in order to receive “bypass” status?

*This question is not relevant to the RFQ.*

22. If further processing of the “bypass” waste shows significant volumes of recyclables not captured by the curbside collection program which would be sent to the landfill if allowed to bypass the processing operation, can that community lose its bypass status? *No, but that does*

*not prohibit a contracted Respondent from processing, rather than transferring, the Bypass Tons.*

23. If every community adopts a curbside collection program during the contract period, how would the contractor recoup their processing equipment investment?

*Nothing prohibits a community that has implemented or contracted for a non-subscription curbside recycling program from delivering the source separated recyclable materials to the MCSWDF. Your prior question recognizes there may be additional recyclables in Bypass Tons available to the Operator to process.*

24. With the uncertainty of delivered volumes due to cycles of waste generation, the uncertainty of waste composition, reductions from district programs and community curbside collection programs, how will the process minimum be determined and/or adjusted?

*This question is not relevant to the RFQ.*

25. Assuming any contractor will face various penalties for not meeting contractual performance standards for the operation of the MWP, in regards to Other District Programs and Curbside Recycling programs:

- a. Will these programs be held to the same standard of “Recycled Materials Guarantee” as the contract for the successful mixed waste plant operator? For instance, if a contractor has a recovery guarantee of 30% which is verifiable by actual tons shipped to market and volume reduction, will a curbside program have to show verifiable proof of that same level of recovery of clean marketable materials net of contamination?
- b. Will there be an ongoing evaluation of these programs as compared to the guarantee?
- c. Will there be consequences for not meeting these guarantees?
- d. Will a program be invalidated for not meeting the guarantee?
- e. Will there be a financial lever to enforce the guarantee?

*These speculative questions are not relevant to the RFQ and respondents who are qualified will receive a final Part II Proposal document that will have a question and answer period to clarify any remaining ambiguities. Please reference the above mentioned County Plan for District Intentions.*

26. As noted on page 35, it states that the respondent will be responsible for providing insurance and utilities except for water and sewer. Can the County provide historical costs of these items for the last 10 years? *See answer to Envision Appendix, question 4.*

RFQ Equipment Review  
 DATE: September 19, 2017  
 TIME: 1:00pm

Recyclables Recovery Operations at the Medina Co. Solid Waste District Facility

	NAME	COMPANY NAME	PHONE/FAX	EMAIL
1	Scott Jable	Stadler	630-335-3247	Sjable@stadler.com
2	Sarah Mathews	Rumpke	216-333-454	Sarah.mathews@Rumpke.com
3	Steve Sayart	Rumpke	614-332-5769	Steve.Sayart@Rumpke.com
4	David Marcouiller	MTI	916-704-5504	DMARCOILLER@Machinex.ca
5	Simon - Pierre Therrien	MTI	819-350-4961	s.therrien@machinex.ca
6	LARRY Ochs	Rumpke	513-383-8647	LARRY.Ochs@Rumpke.com
7	STEVEN BERRY	VEXOR	330-721-9773	STEVEN.BERRY@VEXORTechnology.com
8				
9				
10				

**Recycling Score Card (Final: 9-13-17)**

	2012		2013		2014		2015		2016	
	Tons	Percentage (1)	Tons	Percentage (1)	Tons	Percentage (1)	Tons	Percentage (1)	Tons	Percentage (1)
Residential /Commercial	183,867		187,010		182,792		182,842		194,857	
Industrial	128,778		126,259		158,001		131,569		134,648	
<b>Total Waste Generated</b>	<b>312,645</b>		<b>313,269</b>		<b>340,793</b>		<b>314,411</b>		<b>329,505</b>	
Waste Brought to CPF(3)	133,576.30	42.72%	140,453.40	44.83%	144,864.58	42.51%	149,134.23	47.43%	158,090.67	47.98%
Waste Processed Outside CPF(4)	179,069.07	57.28%	172,815.41	55.17%	195,928.68	57.49%	165,276.34	52.57%	171,413.88	52.02%
Recycled waste at CPF (Residential/Commercial)										
Belts (CPF)**	5,359.66	1.71%	4,145.97	1.32%	3,936.36	1.16%	0	0.00%	0.00	0.00%
MCSWD Drop-Offs (CPF)	1,163.34	0.37%	1,137.10	0.36%	1,087.35	0.32%	0	0.00%	Inc. below	0.00%
Yard Waste	13,885.55	4.44%	14,998.73	4.79%	15,245.93	4.47%	15,881.11	5.05%	13,184.80	4.00%
Special Programs*	429.77	0.14%	434.20	0.14%	492.63	0.14%	390.50	0.12%	360.18	0.11%
Sum of All Parts Drop Off Program***	0.00	0.00%	0.00	0.00%	0.00	0.00%	1,530.30 (2)	0.49%	4,731.24	1.44%
Recycled outside CPF	17,136.63	5.48%	20,422.08	6.52%	17,188.25	5.04%	17,172.38	5.46%	19,921.71	6.05%
<b>Total Residential/Commercial Recycled Waste</b>	<b>37,974.95</b>	<b>12.15%</b>	<b>41,138.08</b>	<b>13.13%</b>	<b>37,950.52</b>	<b>11.14%</b>	<b>34,974.29</b>	<b>11.12%</b>	<b>38,197.93</b>	<b>11.59%</b>
Industrial Recycled Waste	116,817.47	37.36%	110,148.56	35.16%	111,321.53	32.67%	86,032.53	27.36%	89,630.13	27.20%
<b>Total Combined Recycled Waste</b>	<b>154,792.42</b>	<b>49.51%</b>	<b>151,286.64</b>	<b>48.29%</b>	<b>149,272.05</b>	<b>43.80%</b>	<b>121,006.82</b>	<b>38.49%</b>	<b>127,828.06</b>	<b>38.79%</b>
Reduction of waste due to evaporation of Class 1 Processing	5,550.00		4,533.35		2,855.44		0.00		0.00	
<b>Total Waste Taken to Landfill</b>	<b>157,852.95</b>	<b>50.49%</b>	<b>161,982.17</b>	<b>51.71%</b>	<b>191,521.21</b>	<b>56.20%</b>	<b>193,403.75</b>	<b>61.51%</b>	<b>201,676.49</b>	<b>61.21%</b>

(1) The percentage of recycling is calculated using the total waste generated County wide.

(2) The Sum of All Parts recycling bins were placed at County locations October of 2015.

(3) Total inbound waste brought to the CPF includes tonnage processed through mixed waste processing and all other recycling programs summarized above at the CPF

(4) Waste processed outside the CPF includes all recycling programs that happen in Medina County AND outboard of the Solid Waste District, i.e. cardboard recycled direct by big box commercial entities

\* Includes appliances, paint, batteries, electronics, etc.

\*\* Includes Engineered Fuel

\*\*\* This number is inclusive of the drop off bins at the CPF and all other County Locations

WAIVERS

DATE	COMPANY	ADDRESS	CONTACT	DESCRIPTION
07/10/12	Accel Group (Ohio Cabinet Works)	325 Quadral Dr. Wadsworth	Matt Dezelan Bill Delorm	Loads containing saw dust, laminated plastic made with urea-formaldehyde bonded wood productal, veneer core particle board.
08/09/93	Al-Fe Heat Treating Inc.	979 Seville Road Wadsworth		Foundry sand with aluminum chips mixed in.
11/04/93	Amcor	835 W. Smith Road Medina	Jay Vordran	Ceramic fiber
06/02/98	B C Composites	777 W. Smith Road Medina	Rich Stoner	Dust contaminated solid waste material
04/12/12	City of Medina	Medina		Loads of street sweeping materials.
11/07/12	City of Wadsworth	165 Auble Street Wadsworth	Scott Pond	Grit material, grease and rags
07/23/14	ECM Chemicals, LLC	201 Quadral Drive Wadsworth	Gary Harris	Scrap rubber, scrap resin and powder from grinding and blending operations
04/29/94	ECS	1030 Seville Road Wadsworth	Dan Brown	"Spent" foundry sand
08/09/93	Goldsmith & Eggleton Inc.	300 First Street Wadsworth		Carbon black, talc, clay, various powdered chemicals, oil dry, metal shavings, cured rubber.
11/15/95	GrafTech International	1475 Wolf Creek Sharon Center		Dust and collector fines
12/19/2016	Hubbell Power Systems	8711 Wadsworth Road Wadsworth		Electric resistor processed waste - small particulate material
05/10/00	Kleen Polymers	145 Rainbow Street Wadsworth		Dust container - Powder products, produced great deal of dust when dumped on transfer floor
02/11/13	Knott Brake Company	144 West Drive Lodi		Brake dust which creates large billows of black dust that blankets loading equipment, tractors, trailers and employees
05/28/99	Marquette Steel		David Wonkovich	Loads from Industrial Plastics that contain airborne fiberglass particles.
12/11/12	Medina County Schools	124 W. Washington Medina	Lori Hogue	Elmer's glue sticks/bottles, writing instruments, juice pouches, scotch tape dispensers through Terracycle Recycling Program.
04/30/98	Owens Corning Fiberglass	890 W. Smith Road Medina		Fiberglass contaminated solid waste material.
05/10/13	Owens-Corning	Medina	Dallis Conrad	Large chunks of asphalt, crushed rock, sand and dolomite material.
09/30/93	Parker Hannifin	135 Quadral Drive Wadsworth	Richard Kanzleiter	Foundry sand.
08/06/98	PCM	291 W Berger & Seville medina 424	Brannon Riley	Sand and plaster material
11/04/93	Permold	820 W. Liberty Medina	Bryan Schlauch	Foundry sand
04/10/12	Reilly Sweeping, Inc.	Brunswick & Wadsworth	Sean Reilly	Loads of street sweeping materials.
11/21/2016	Rockstedt Tool & Die	2974 interstate Pkwy. Brunswick	Debi Haber	Garnet sand produced in manufacturing process
07/01/02	Royal Products	820 Bank Street, Lodi	Steve	Approximately 12,000 lbs. "Jello Shots".
05/20/13	RPM	Medina		Pigment bags of titanium dioxide and calcium carbonate, labels indicate contents may be hazardous and residue may be injurious.
11/03/09	Sandridge Food Corp	133 Commerce Drive Medina	Jim Meadows	Very wet loads of food wastes
03/04/94	Shells, Inc.	350 State Street Wadsworth	Skip Brays	Foundry sand
08/09/93	Soprema U.S.A.	310 Quadral Drive Wadsworth		Sand, scrap resin, polyester and fiberglass reinforcement and asphalt from the manufacturing of roofing products.
07/07/98	United Insulation	1021 Industrial Pkwy Medina	Rich Read	Dust contaminated solid waste material
03/29/01	Vexor Technology	955 West Smith Road Medina	John Slutz	Loads that contain sludge and similar materials.
5/12/2015	Village of Lodi	300 Grandview Drive Lodi	Harold Kasten-Krause	"Unacceptable biological waste" - sewer sludge
12/04/03	Wellman Friction Products	920 Lake Road Medina	Peggy Mullins	Paper dust



**Solid Waste Facility License  
Composting Site - Class 1 - -1**

License Expires December 31, 2107

<b>Facility:</b> Medina Co Central Processing & Compost Facilities CID: 30065 8700 Lake Rd Seville, OH 44273	<b>Applicant:</b> Medina County Solid Waste District P.O. Box 542 Medina, OH 44258
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This license has been issued in accordance with the requirements of state law, is subject to revocation or suspension for cause, and is not transferable without the consent of the Board of Health and the Director of the Ohio Environmental Protection Agency.

**Licensing Authority: Medina County Com General Health District**

**Conditions of Licensure**

The Licensee hereunder, its agents, employees, and all others in active concert with said licensee, including the facility owner and operator, shall be subject to and shall comply with the following conditions of this license:

1. All applicable requirements of Ohio Revised Code Chapters 3734, 3767, 6111, and 3704 and rules adopted thereunder.
2. Permits-to-install, plans, operational reports, other authorizing documents, and administrative and judicial orders applicable to this facility and as approved by the Director of the Ohio Environmental Protection Agency.
3. This license is conditional upon payment of the applicable fee to the Board of Health or the Director, as appropriate, within 30 days after issuance.
4. By applying for and accepting this license, the licensee specifically consents in advance and agrees to allow the Director, the Health District, or an authorized representative, to enter upon the licensee's premises at any reasonable time during the construction and/or operation of the facility for the purpose of inspecting, conducting tests, collecting samples, or examining records or reports pertaining to construction, modification, installation, or operation of the facility. The licensee hereby acknowledges and agrees that any and all rights of access granted herein shall not be deemed to be unreasonable or unlawful under Ohio Revised Code Sec. 3734.07. The licensee, its agents, employees, and all others in active concert with said licensee shall maintain and operate the facility to which the license pertains in a sanitary manner so as not to create a nuisance, cause or contribute to water pollution, or create a health hazard. This license shall not be construed to constitute a defense to any civil or criminal action brought by the State of Ohio or any duly authorized representative thereof to enforce the provisions of Chapters 3734, 3767, 6111, or 3704 of the Ohio Revised Code, or regulations issued thereunder. Issuance of this license does not relieve the licensee of the duty to comply with all applicable federal, state, and local laws, regulations and ordinances.

If Checked, Additional Conditions Apply to This License (See Back, or Attachment)

*Krista R. Wasson*

Health Commissioner

12-6-16

Date Issued

2017



2017

**Solid Waste Facility License  
Solid Waste Transfer Facility - -1**

License Expires December 31, 2017

**Facility:** Medina County Central Processing Facility  
CID: 30065  
8700 Lake Rd  
Seville, OH 44273

**Applicant:** Medina County Solid Waste District  
P.O. Box 542  
Medina, OH 44258

This license has been issued in accordance with the requirements of state law, is subject to revocation or suspension for cause, and is not transferable without the consent of the Board of Health and the Director of the Ohio Environmental Protection Agency.

**Licensing Authority: Medina County Com General Health District**

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4. By applying for and accepting this license, the licensee specifically consents in advance and agrees to allow the Director, the Health District, or an authorized representative, to enter upon the licensee's premises at any reasonable time during the construction and/or operation of the facility for the purpose of inspecting, conducting tests, collecting samples, or examining records or reports pertaining to construction, modification, installation, or operation of the facility. The licensee hereby acknowledges and agrees that any and all rights of access granted herein shall not be deemed to be unreasonable or unlawful under Ohio Revised Code Sec. 3734.07. The licensee, its agents, employees, and all others in active concert with said licensee shall maintain and operate the facility to which the license pertains in a sanitary manner so as not to create a nuisance, cause or contribute to water pollution, or create a health hazard. This license shall not be construed to constitute a defense to any civil or criminal action brought by the State of Ohio or any duly authorized representative thereof to enforce the provisions of Chapters 3734, 3767, 6111, or 3704 of the Ohio Revised Code, or regulations issued thereunder. Issuance of this license does not relieve the licensee of the duty to comply with all applicable federal, state, and local laws, regulations and ordinances.

If Checked, Additional Conditions Apply to This License (See Back, or Attachment)

*Krista R. Wisniewski*  
Health Commissioner

12-6-16  
Date Issued



**Division of Materials and Waste Management**  
**Registered Class II, III and Class IV Composting Facilities**  
 Monday, 28 August 2017

Reg. No.	Facility Name	Facility Address	Phone	Date Registered	ID
51-C4R-0955	Park Enterprise Construction Co Inc	560 Barks Rd W Marion, OH 43302 CM010743		11/27/2006	29521
<b>Medina - NEDO</b>					
52-C4R-0819	#1 Landscape	3775 Ridge Rd Medina, OH 44256 CM010329		08/22/2002	147805
52-C3R-0948	Madden Bros Inc - Boston Rd Class III	5630 Boston Rd Valley City, OH 44280		07/12/2006	266370
52-C4R-0947	Madden Bros Inc - Boston Rd Class IV	5630 Boston Rd Valley City, OH 44280 CM010432		07/12/2006	266369
52-C4R-0036	Medina Cnty Compost Facil	8700 Lake Rd Seville, OH 44273 CM010146		01/28/1994	54704
52-C2R-0952	ODOT Medina County Burbank Outpost	10224 Avon Lake Rd Burbank, OH 44214		10/17/2006	268211
52-C4R-0243	Smith Bros Inc	3087 Marks Rd Medina, OH 44256 CM010121		11/08/1994	54675
52-C4R-1008	Treemasters Tree Service Recycling Yard	1035 W Smith Rd Medina, OH 44256 CM010486		06/30/2008	280241
52-C3R-0858	Urban Organics	2934 Sleepy Hollow Rd Brunswick Hills, OH 44212		08/07/2003	236809
<b>Mercer - NWDO</b>					
54-C4R-0531	Brookside Wood Products	2192 State Route 127 Saint Henry, OH 45860 CM010582		12/23/2016	134105
54-C4R-0019	Celina Compost	450 Summit Celina, OH 45822 CM010819		11/12/1993	54325





## ***Class IV Composting Facility Requirements***

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The State of Ohio has specific regulations regarding registered solid waste composting facilities. The detailed requirements for Class IV composting facilities can be found in Rules 3745-560-400 through 3745-560-435 of the Ohio Administrative Code (OAC). Composting related definitions can be found in OAC Rule 3745-560-02. This guidance document is a summary of the responsibilities associated with this type of facility, including the specific waste materials acceptable at a Class IV facility and definitions associated with composting. This document reflects current effective rule language as it appears in the Ohio Administrative Code. A copy of the current composting regulations can be printed from our website at: [www.epa.ohio.gov/dmwm](http://www.epa.ohio.gov/dmwm).

### **What is Composting?**

OAC Rule 3745-560-02 defines composting as the process of biological decomposition of solid wastes under controlled conditions resulting in compost. For the purpose of Chapters 3745-560 and 3745-501 of the Ohio Administrative Code, composting is considered a form of solid waste disposal.

### **What is a Class IV Composting Facility?**

Class IV composting facilities are those which accept only source-separated yard wastes as feedstock. Source-separated yard waste means yard waste that has been separated at the point of generation or collection from other solid wastes.

#### **Yard waste refers to the following wastes:**

- Leaves
- Grass clippings
- Brush
- Garden waste
- Tree trunks & stumps
- Holiday trees
- Prunings from trees or shrubs

Industrial or agricultural processing wastes, such as discarded fruits, vegetables, or foliage, are NOT considered yard waste. Vegetative waste resulting from clearing of construction sites is considered yard waste.

In addition, Class IV composting facilities can use only those bulking agents and additives authorized by rule. Bulking agents and additives must be source-separated; however, multiple bulking agents and additives may be collected or mixed together.

#### **Bulking agents acceptable for use at Class IV facilities are:**

- Wood chips
- Straw
- Sawdust
- Shredded brush
- Clean untreated wood (including wood pallets and dimensional lumber)
- Shredded newspaper
- Shredded cardboard
- Stover
- Compostable containers

Compostable containers refer to containers made of vegetative matter, paper, cardboard, and compostable plastics that meet ASTM D6400 or D6868.

## Class IV Composting Facility Requirements

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**Additives acceptable for use at Class IV facilities are:**

- Urea
- Bacterial / fungal inoculum

**Class IV Composting Facilities Must Meet the Following Requirements:**

### Registration

**Who should register:** Those who want to compost yard waste and distribute (sell or give away) the finished product should register as a Class IV composting facility.

**When to apply:** At least 90 days prior to the Class IV composting facility accepting solid waste.

**Obtaining an application:** Contact the Division of Materials and Waste Management (DMWM) at (614) 644-2621, your local health department, or the appropriate Ohio EPA district office. Registration forms may also be printed from DMWM's website at [www.epa.ohio.gov/dmwm](http://www.epa.ohio.gov/dmwm).

**Submitting an application:** Mail the completed and notarized application to Ohio EPA, Division of Materials and Waste Management, Lazarus Government Center, P.O. Box 1049, Columbus, Ohio 43216-1049.

**Fees involved:** None.

**Plan view drawing:** A plan view drawing of the facility must accompany the registration application. The plan view drawing shall include specific information about the facility within five hundred feet beyond the facility boundaries. See OAC Rule 3745-560-400(B)(2) for the complete list of information.

**Letter of intent to register:** Concurrent to submittal of registration, a letter of intent to establish a composting facility (including description of property and facility boundaries) must be sent to the following entities via certified mail or any other form of mail accompanied by a receipt requested:

Local government (e.g. county commissioner, board of township trustees, etc.)
Solid waste management district
Owner or lessee of any easement or right of way bordering or within the proposed facility boundaries
Local zoning authority
Park system administrator and conservancy district
Local fire department

**Changes:** Provide written notification to the Ohio EPA and approved health department of any changes to the name, address, and phone number of the registrant, or changes in the contact person or phone number, as well as any changes in the location of the facility or changes in ownership. An amendment to the registration that involves any proposed change to the materials placement area requires written concurrence from Ohio EPA. See OAC Rule 3745-560-400(F) for details.

### Facility Construction and Preparation

Construction must be completed and the facility must be inspected by Ohio EPA before any feedstock, bulking agents, and additives are accepted at the facility. Land surfaces utilized for waste handling, composting, and storage of compost product (material placement areas) must be constructed according to

## Class IV Composting Facility Requirements

the following requirements:

Land surface must be between one and six percent in slope to divert surface water to collection points
Construct materials placement area to allow facility operations during inclement weather
Construct roads to allow passage of vehicles at all time
Construct any planned leachate or surface water management structures
Post signs

### Facility Operations

**Composting methods:** Class IV composting facilities must use any combination of the following composting methods: windrow, in-vessel, aerated static pile, or static pile. Construction and turning frequency of the composting mix must enable controlled biological decomposition under predominately aerobic conditions.

**Prevent nuisances and health hazards:** Conduct operations in a manner that:

- Controls noise, dust, and odors
- Prevents the attraction, breeding, and emergence of insects, birds, rodents, and other vectors
- Prevents fires

**Access to the facility:** Maintain access roads to allow passage of loaded vehicles during inclement weather conditions with minimum erosion and dust generation, and allow access only to employees and other authorized persons when the facility is not in operation.

**Signs:** When public access is allowed, signs must be posted at the entrance that list the accepted wastes and those that are prohibited.

**Equipment:** Have fire control equipment, material, and services available to control or extinguish any fire at the facility. Necessary equipment to conduct facility operations must be maintained in the appropriate size and quantity.

**Wood Processing:** Shred or chip any tree stumps, trunks, limbs and clean untreated wood and remove foreign materials prior to incorporation into the composting process. Tree stumps, trunks, limbs, and clean untreated wood must be processed at a minimum annually or more often if conditions causing a nuisance or safety hazard exist.

**Distribution requirement:** The owner or operator shall distribute compost product at a minimum rate of one-fourth the amount of material received the previous year.

**Surface Water Management:** Includes the control of surface water run-off and run-on, preventing ponding and erosion, and minimizing impact to surface and ground waters. Surface water must be diverted from the material placement areas.

**Leachate Management:** Leachate includes any liquid that has come in contact or been released from solid wastes including yard waste, bulking agents, or additives. The facility operator must take action to minimize the production of leachate. All leachate must be maintained onsite unless authorization is obtained by Ohio EPA Division of Surface Water.

**Other Requirements:** No unauthorized solid wastes shall be accepted at the facility. If such wastes are found, remove and properly dispose of them as soon as possible. Biodegradable containers must be

## Class IV Composting Facility Requirements

processed prior to incorporation into the composting mixture to allow for mixing of its content.

**Log of Operations:** Maintain an operational log on the appropriate forms and enter information at least weekly during facility operations. The log is to be available to Ohio EPA and health district representatives during operating hours and copies or summaries submitted on request. Forms can be printed from DMWM's website at [www.epa.state.oh.us/dmwm](http://www.epa.state.oh.us/dmwm). Alternate or electronic forms may be used when all information required by OAC Rule 3745-560-04 is included.

**Annual report:** Submit an annual report to the appropriate Ohio EPA district office no later than the first day of February of each year. The annual report form can be from our website at [www.epa.ohio.gov/dmwm](http://www.epa.ohio.gov/dmwm).

**Records Retention:** Copies of the log of operations must be kept for a minimum of three (3) years.

### Closure

**Mandatory closure:** Closure is mandatory if the registrant declares that the facility will no longer accept waste or the director of Ohio EPA orders the facility to close. The closure requirements can be found in OAC Rules 3745-560-435. The owner or operator must comply with the operational requirements (OAC Rule 3745-560-410) until Ohio EPA concurs with the closure certification.

**Notice of closure:** Within 7 days after mandatory closure is required, a facility that allowed public access must post signs that the facility is closed. The sign requirements are located in OAC Rule 3745-560-435(B)(2).

#### Cleanup time frames:

Within thirty days of ceasing to accept solid wastes:

- Remove all solid wastes, including compost, bulking agents and additives from the facility.
- Remove and properly dispose of leachate remaining on site.
- Modify, remove, or seal the leachate collection system as necessary to prevent discharges to surface or ground waters of the state, unless such discharges are regulated by Ohio EPA, Division of Surface Water

Within thirty (30) days after closure activities have been completed, the owner or operator shall certify to Ohio EPA and the board of health that closure has been completed.

### More Sources of Information Regarding Class IV Composting Facilities

1. Visit [www.epa.ohio.gov/dmwm](http://www.epa.ohio.gov/dmwm)
2. Contact your local health department
3. Contact your Ohio EPA District Offices - Division of Materials and Waste Management inspectors
  - Central District Office: (614) 728-3778
  - Northeast District Office: (330) 963-1200
  - Northwest District Office: (419) 352-8461
  - Southeast District Office: (740) 385-8501
  - Southwest District Office: (937) 285-6357
4. Contact Ohio EPA's Solid Waste Compliance and Inspection Support Unit at (614) 644-2621