

MES consultant personnel. "Rules of engagement" need to be mutually agreed upon in order to maintain confidentiality requirements.

#### **COST**

The estimated cost for this effort will be approximately \$ 46,150 based upon the estimated hours and actual hourly employee costs on the attached "Cost Estimate". Harford County will be billed actual costs of the project and administrative costs by MES to its staff and consultant's staff performing work under this agreement. Changes to the work scope not contemplated by this proposal could result in modification to the estimated costs described herein.

#### **DELIVERABLES**

After completing the facility assessment MES will provide a letter report to the County, which will include key observations, findings, and recommendations, arising from the assessment. Distribution of this report will be limited to the Director of Public Works.

#### **ASSUMPTIONS**

- MES will be given reasonable access during normal working hours to the physical operations at the HWDC for the purpose of making observations and documenting them in written and photo logs.
- MES will be given reasonable access during normal working hours to key County personnel, including the Deputy Director of Environmental Services, the Chief of Solid Waste Management, and the Division's direct reports, for the purpose of conducting interviews.
- MES will be given reasonable access during normal working hours to pertinent documentation, including but not limited to:
  - Current MDE Refuse Disposal Facility Permit for HWDC and associated documents including, but not limited to:
    - o Operating and Maintenance Manual
    - o Litter and dust control measures
    - o Lesson plans and documentation of employee training
    - o Survey and filling plans with updated capacity evaluations
    - o Erosion & sediment control plans
    - o Stormwater Management and surface water protection plans
    - o Closure Plan
    - o Recently approved Landfill Expansion Plan
  - Refuse Disposal Facility Permit Application and any subsequent requests to modify the facility
  - Other MDE permits (e.g. air permits, storm and wastewater permits, etc.)
  - MDE inspection reports
  - Correspondence between MDE and the facility
  - Current Harford County Solid Waste Plan
  - Annual tonnage/quantity reports for:
    - o MSW acceptance
    - o MSW diversion
    - o Source-separated recyclable materials acceptance
    - o Consumer electronics acceptance
    - o Car and truck battery acceptance