

State of Maine
Master Score Sheet

RFP# 202412217					
2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities					
Bidder Name:		1 Earth Composting	University of New England	Diamond Cove Community Composting	Maine Department of Corrections
Proposed Cost:		\$12,881.15	\$60,000.00	7,585.00	\$60,000.00
Scoring Sections	Points Available	100	100	100	100
Section I: Preliminary Information (Eligibility)	Pass/Fail	Pass	Pass	Pass	Pass
Section II: Organization Qualifications and Experience	15	15	15	15	15
Section III: Proposed Services	50	50	50	50	50
Section IV: Cost Proposal	35	35	35	35	35
TOTAL	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
Bidder Name:		ScrapDogs Community Composting	Town of Lyman	Town of Skowhegan, Solid Waste & Recycling Management	Chickadee Compost
Proposed Cost:		\$60,000.00	\$22,261.00	\$30,203.62	\$60,000.00
Scoring Sections	Points Available	100	100	100	100
Section I: Preliminary Information (Eligibility)	Pass/Fail	Pass	Pass	Pass	Pass
Section II: Organization Qualifications and Experience	15	15	15	15	15
Section III: Proposed Services	50	50	45	42	45
Section IV: Cost Proposal	35	30	35	32	28
TOTAL	<u>100</u>	<u>95</u>	<u>95</u>	<u>89</u>	<u>88</u>

Bidder Name:		Garbage to Garden	Town of Castine	Municipal Review Committee	Maine Laboratories, LLC	City of Waterville
Proposed Cost:		\$60,000.00	\$7,880.00	\$60,000.00	\$59,933.00	\$3,000.00
Scoring Sections	100	100	100	100	100	100
Section I: Preliminary Information (Eligibility)	Pass/Fail	Pass	Fail	Fail	Fail	Fail
Section II: Organization Qualifications and Experience	15	15	N/A	N/A	N/A	N/A
Section III: Proposed Services	30	30	N/A	N/A	N/A	N/A
Section IV: Cost Proposal	28	20	N/A	N/A	N/A	N/A
TOTAL	100	65	N/A	N/A	N/A	N/A
Bidder Name:		Norway Paris Solid Waste Inc.				
Proposed Cost:		\$12,000.00				
Scoring Sections	Points Available	100				
Section I: Preliminary Information (Eligibility)	Pass/Fail	Fail				
Section II: Organization Qualifications and Experience	15	N/A				
Section III: Proposed Services	50	N/A				
Section IV: Cost Proposal	35	N/A				
TOTAL	100	N/A				

Award Justification Statement
RFP# 202412217, 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

I. Summary

On Thursday, January 2, 2025, the Maine Department of Environmental Protection, in accordance with [38 MRSA §2201-B, Maine Solid Waste Diversion Grant Program](#), issued RFP# 202412217, that sought proposals to help develop, implement, or enhance projects, programs, or activities aimed at increasing the diversion of organic waste from disposal. [Maine law \(38 MRSA §2132.1-B\)](#) sets a goal of reducing the amount of waste disposed per capita by 5% every five years.

The Department believes that progress toward this goal can be achieved by implementing innovative and proven local, regional, and statewide initiatives aimed at reducing the generation of surplus food, and at increasing the recovery and utilization of discarded organics. A total of fourteen proposals were initially received. These proposals were evaluated by a qualified team of individuals from the Department's Division of Materials Management. Seven projects were finally chosen for funding following a competitive, consensus-based evaluation process. Proposals chosen showed significant potential to divert materials away from costly disposal practices, while simultaneously focusing on the goals of Maine's "[Solid Waste Management Hierarchy](#)" ([38 M.R.S. § 2101](#)). All seven proposals were awarded full awards.

II. Evaluation Process

Prior to initiation of the RFP process, an evaluation team was established, comprised of qualified reviewers, each with specific solid waste expertise, from the Division of Materials Management. The evaluation team was trained in the RFP review/evaluation process and conducted their individual reviews of proposals.

Following individual reviews, the evaluation team met on Wednesday, February 19, 2025, to discuss the merits of each proposal and rank them. Each proposal was then scored using a consensus-based evaluation system. The maximum achievable score was 100 points, based on the following categories:

- Preliminary Information/eligibility (Pass/Fail)
- Organization, Qualifications and Experience (15 points),
- Proposed Services (50 points), and
- Cost Proposal (35 points)

Scores were assigned based upon the following criteria:

- The applicant's ability to address key solid waste management goals,
- The project's anticipated return for the investment (money, time),
- The project's efficiency in achieving expected outcomes, in terms of

- proposed work, budget and time frame, and
- The amount and quality of proposed matching funds or services.

III. Qualifications & Experience

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

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

IV. Proposed Services

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

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

V. Cost Proposal

Approved project requests ranged from a low of \$7,585.00 to help expand an Island-based community compost project, to a high of \$60,000.00 for a medium-sized anaerobic digester for one of Maine's institutions of higher learning. The Solid Waste Diversion Grants program operates solely as a grant, so we did not compare the costs of each project against one another but judge each based on its own individual merit.

VI. Conclusion

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



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Matt Saunders, Owner/Operator
1 Earth Composting, LLC
43 Elm Street West
Hampden, ME 04444
1earthcomposting@gmail.com

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Mr. Saunders,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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

Award Recipient Name	Award Type
1 Earth Composting	Full
University of New England	Full
Diamond Cove Community Composting	Full
Maine Department of Corrections	Full
ScrapDogs Community Composting	Full
Town of Lyman	Full
Town of Skowhegan	Full

The bidders listed above received the evaluation team’s highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject

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to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed.

The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

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

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

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

Sincerely,



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

STATEMENT OF APPEAL RIGHTS

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



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Nicholas Gere, Director of Research Administration
University of New England
11 Hills Beach Road
Biddeford, ME 04005
ngere@une.edu

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Mr. Gere,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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

Sincerely,

A handwritten signature in black ink that reads "Mark King". The signature is written in a cursive, slightly slanted style.

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

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Stephen Sanders, Director
Diamond Cove Community Composting
4 Quartermaster Ct.
Diamond Cove (Portland), ME 04109
stephen.sanders@childrens.harvard.edu

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Mr. Sanders,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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

Sincerely,



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

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JANET T. MILLS
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STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Anthony Cantillo, Deputy Commissioner
Maine Department of Corrections
25 Tyson Drive, 3rd floor, Statehouse Station 111
Augusta, ME 04333
anthony.cantillo@maine.gov

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Mr. Cantillo,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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Sincerely,



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

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Davis Saltonstall, Co-Owner
ScrapDogs Community Compost, LLC
78 Lake Avenue
Rockland, ME 04841
hello@scrapdogscompost.com

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Mr. Saltonstall,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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Sincerely,

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

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Lindsay Gagne, Town Manager
Town of Lyman
11 S. Waterboro Road
Lyman, ME 04002
townmanager@lyman-me.gov

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Ms. Gagne,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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Sincerely,



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

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Dawn Diblasi, Town Manager
Town of Skowhegan
225 Water Street
Skowhegan, ME 04976
ddiblasi@skowhegan.org

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Ms. Diblasi,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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

Sincerely,



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

STATEMENT OF APPEAL RIGHTS

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Kate Tomkins, Chief Compost Officer
Chickadee Compost, LLC
641 Reach Road
Sargentville, ME 04673
kate@chickadeecompost.com

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Ms. Tomkins,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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

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Maine Department of Corrections	Full
ScrapDogs Community Composting	Full
Town of Lyman	Full
Town of Skowhegan	Full

The bidders listed above received the evaluation team’s highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject

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

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Tyler Frank, President and Founder
Garbage to Garden
352 Presumpscot Street
Portland, ME 04103
tyler@garbagetogarden.org

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Mr. Frank,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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Organics Management Specialist
Division of Materials Management

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Derik Goodine, Manager
Town of Castine
67 Court Street
Castine, ME 04421
derik@castine.me.us

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Mr. Goodine,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Michael Carroll, Executive Director
Municipal Review Committee
20 Godfrey Drive
Orono, ME 04473
mcarroll@mrcmaine.com

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Mr. Carroll,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Katie Richards, CEO
Maine Laboratories LLC
25 Main Street
Norridgewock, ME 04957
katie@mainelaboratories.com

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Ms. Richards,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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Sincerely,

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

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Bryan Kaenrath, City Manager
City of Waterville
One Common Street
Waterville, ME 04901
citymanager@waterville-me.gov

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Mr. Kaenrath,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

AWARD NOTIFICATION LETTER

March 18, 2025

Tonia Pike Facility Manager
Norway Paris Solid Waste
39 Brown Street
Norway, Maine 04268
NPSW39@gmail.com

SUBJECT: Notice of Conditional Contract Awards under RFP# 202412217,
2024-25 Waste Diversion Grants Program, Special Round for Organic
Management Activities

Dear Ms. Pike,

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department received a total of 14 proposals of which 9 were deemed eligible, evaluated and scored using the evaluation criteria identified in the RFP.

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: 1 Earth Composting

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	15
• Section III. Proposed Services	50	50
• Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: 1 Earth Composting

DATE: 2/19/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- A preliminary review of the applicant's proposal showed that the applicant has submitted all required information, along with verification that they have met the required 25% required match. The submitted proposal is therefore eligible for evaluation and consideration.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: 1 Earth Composting

DATE: 2/19/2025

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

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

Evaluation Team Comments:

- I. Overview of the Organization
 - 1 Earth Composting, LLC (“the Applicant”) is a husband-and-wife team, Matt and Katie Saunders, who founded the company in 2022. The Applicant currently operates a scrap food pick-up service in the Bangor area where there is currently no widescale community composting option available. The Applicant is currently working with Kate Tomkins of Chickadee Compost as a mentor learning the technical and business aspects of composting while they secure licensing and a permanent location near Bangor.
 - Have been expanding services and building clientele steadily over the past 3 years.
 - Matt and Katie both have relevant experience in the composting world, with Matt having worked with Chickadee Composting and becoming certified from the 131 Degree School of Composting and Katie having worked as a farm manager. They have an active client base of 80 individual subscribers, two commercial accounts, and one school.
 - Once a week they transport the food scraps to Kate's site in Blue Hill, where Matt assists in managing the compost site and her pick up route. They have also collaborated with Rize co-working space, who has agreed to host a drop-off site at their location.
 - The Applicant has been active in the greater Bangor community to begin new community partnerships (e.g., GreenDrink and Hampden Children’s Day School).
- II. Subcontractors
 - None
- III. Organizational Chart
 - Provided
- IV. Litigation
 - None noted.
- V. Financial Viability
 - Provided
- VI. Certificate of Insurances
 - Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: 1 Earth Composting

DATE: 2/19/2025

**EVALUATION OF SECTION III
Proposed Services**

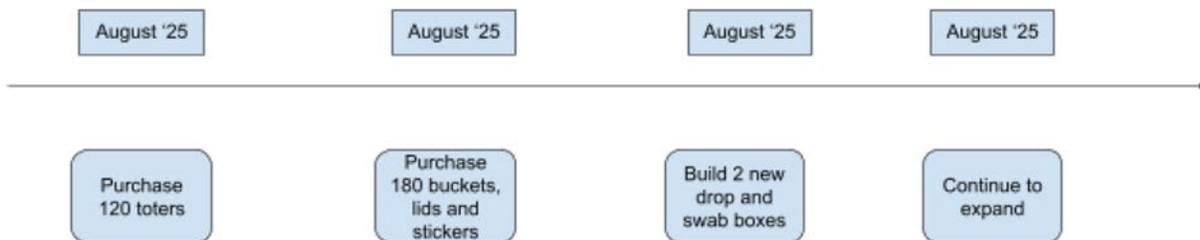
	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	50

Evaluation Team Comments:

The Bangor area currently lacks food scrap recycling options and there are no closed loop composting operations located in the area. The Bangor area is well-suited for the development of a community compost area given the population density and close location of businesses not only in downtown Bangor but also in the surrounding commercial areas.

The Applicant proposes using the grant funding to continue to grow the business by purchasing additional buckets, lids, stickers, drop and swap buckets, and toters, allowing them to service more customers.

Implementation - Work Plan



The applicant's are proposing to purchase all required equipment upon receiving the award and then begin expanding services immediately upon receipt of the required equipment.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: 1 Earth Composting

DATE: 2/19/2025

**EVALUATION OF SECTION IV
Cost Proposal**

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

Evaluation Team Comments:

Value for the dollar-Total amount requested = \$12, 881.15. The applicants have a proven track record on successfully establishing and growing their food scrap collection business. The proposed costs are consistent with other projects and the increased capacity is much-needed in this undeveloped organics collection area.

A closed loop composting option is not currently active in the area. Aside from the business opportunity of identifying a gap in the market for commercial composting, the Applicant would provide a much-needed service in diverting food waste from disposal and creating a sellable product in its compost.

1 Earth Composting has collaborated with many groups to spread awareness of the of composting.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: University of New England

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	15
• Section III. Proposed Services	50	50
Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: University of New England

DATE: 2/19/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- A preliminary review of the applicant's proposal showed that the applicant has submitted all required information, along with verification that they have met the required 25% required match. The submitted proposal is therefore eligible for evaluation and consideration.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: University of New England

DATE: 2/19/2025

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

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

Evaluation Team Comments:

- I. Overview of the Organization
 - UNE is Maine’s largest private university and offers hands-on learning.
 - It is the state’s top provider of health professionals and home to the only medical and dental colleges.
 - UNE has been recognized as a top “green school” for 8 years straight.
 - UNE’s experience with waste diversion is vast. The sustainability office expanded the recycling program in 2008 to include single-sort recycling on both Maine campuses.
 - In 2009 they increased donations to Goodwill which turned into the 2024 swap shop.
 - 2022 they began recycling nitrile gloves. In 2022 they began working with dining services that prioritizes food waste reduction.
- II. Subcontractors
 - MW Hoss Construction – construction contractor
 - Favreau Electric – electrical work
 - EcoRich – aerobic and anaerobic food waste digester production and installation
- III. Organizational Chart
 - Provided
- IV. Litigation
 - None
- V. Financial Viability
 - Provided
- VI. Certificate of Insurances
 - Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: University of New England

DATE: 2/19/2025

**EVALUATION OF SECTION III
Proposed Services**

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

Evaluation Team Comments:

- University of New England seeks support to install a small food waste digester at an existing food waste collection area. The Applicant requests funding for the food waste digester and would pay the remaining cost of the digester, as well as all additional supplies and labor.
- The food waste digester would produce a soil amendment for use on-site; if extra compost is available after on-site use, the compost would become a student project to determine an end-use for the product. Daily operations would be carried out by Facilities' Grounds employees and students.
- Food waste will be collected once daily from campus dining operations in 32-gallon totes and brought to the digester location. at the Alford Forum. The recycling truck with liftgate will be used for these pickups. The food waste will be unloaded from the liftgate truck, weighed, recorded, and deposited into the digester with the bin loader.
- The pre-compost will be unloaded from the digester into tilt carts, weighed on a wash-down scale, recorded, and loaded onto the liftgate recycling truck. The pre-compost will be brought to the site of the former Marine Animal Compost Facility for curing.
- The UNE Biddeford campus produces 63,000 gallons of food waste annually (or 850 pounds/day) from multiple dining points. The current waste hauler transports this waste 141 miles north for inclusion in the facilities digester. This model does not support UNE's commitment to a sustainable future, resulting in this proposal to help reduce waste food and reduce the carbon footprint associated with handling this material.
- To address this, UNE is proposing to install and operate a small food waste digester, fabricated by EcoRich, which offers an aerobic digester that meets the needs of the Biddeford Campus.
- The ER-1000 can start decomposing 1,000 pounds of food waste per day, reducing the waste volume by 80-90%, and produce a soil amendment that will be used on campus garden beds.
- There is ample room at one of our food waste collection locations, the Forum Café, to install the ER-1000. It will require an open-sided, roofed shelter, to be built. There is already a concrete pad and 208v three-phase power available at the location, reducing installation costs.
-

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: University of New England

DATE: 2/19/2025

- UNE aims to remain a leader in sustainability and innovation, in the face of increasing costs of sustainable food waste solutions.

Implementation Work Plan

The applicant proposes purchasing all the needed equipment immediately upon notification of the grant award.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: University of New England

DATE: 2/19/2025

**EVALUATION OF SECTION IV
Cost Proposal**

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

Evaluation Team Comments:

- The Applicant is requesting the maximum allowable fund of \$60,000.00 of the total cost of \$220,175.00, matching 72.7% of the cost.
- Value
 - Although the requested funds are high, the long-term savings of not transporting food waste for disposal, not purchasing compost and creating compost for on-site use, and engaging students cultivates an already-strong culture of sustainability.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Diamond Cove Community Composting

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	15
• Section III. Proposed Services	50	50
Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Diamond Cove Community Composting

DATE: 2/19/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- A preliminary review of the applicant's proposal showed that the applicant has submitted all required information, along with verification that they have met the required 25% required match. The submitted proposal is therefore eligible for evaluation and consideration.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Diamond Cove Community Composting

DATE: 2/19/2025

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

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

Evaluation Team Comments:

I. Overview of the Organization

- Diamond Cove Community Composting was established in 2019 to reduce the amount of garbage barged off Great Diamond Island and to provide soil amendments for participants.
- The first year of operation was 2020, with 14 families participating. Participants pay dues to support the activity. Using these funds individual compost buckets, materials for bins and a fenced containment area were purchased and construction carried out by participants.
- The site produces < 5 cu yards of compost per month so it does not require licensing by DEP.
- During 2022 the number of participants has increased to 23 and the site produced 2-3 cu yards of compost.
- DCCC founder received a Certificate of Technical Ability from Maine Compost School in 2019.
- In 2021, samples of compost were analyzed by the University of Maine Analytical Lab to ensure no toxins were present and to assess the nutrient and mineral content.
- DCCC are experienced and knowledgeable. Members have managed the compost operation successfully for 4 years.

II. Subcontractors

- None

III. Organizational Chart

- Provided

IV. Litigation

- None

V. Financial Viability

- Provided

VI. Certificate of Insurances

- Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Diamond Cove Community Composting

DATE: 2/19/2025

**EVALUATION OF SECTION III
Proposed Services**

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

Evaluation Team Comments:

- DCCC proposes expanding their operations to include more families in Diamond Cove by implementing pick-up and transport of food waste from individual homes to the compost site.
- They will develop a compost product for sale locally and on neighboring islands to help finance the pick-up service in future years.
- Organic waste, including food waste, leaves, grass and weed clippings will be diverted from transfer to the mainland from Great Diamond Island and composted at our existing site. Discussion with community members has indicated that providing pick-up and transport of food waste will increase the number of households participating by more than 50%.
- Pick-up and transport services will be provided by the summer intern during the peak season of the island when many part-time occupants are present.
- Equipment to be purchased includes an electric multiscreener with an associated propane generator and 200 two-cubic-foot (CF) bags for selling compost.
- The Applicant has already gauged interest from residents of Great Diamond Island in this proposed program, estimating a participation increase of 50% more households and an increase of monthly finished compost output from 1-1.25 cubic yards (CY) to 1.75-2 CY in the winter and 2.5-3 CY in the summer.
- Compost site would remain exempt (<5 cyd/month) at a total yearly output would be 18-20 cu yards (480-540 cu feet) per year.
- Pick-up and transportation of compostable materials and delivery of compost will be done using an existing electric vehicle.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Diamond Cove Community Composting

DATE: 2/19/2025

Implementation Work Plan



The schedule for proposed services is appropriate and will begin immediately upon awarding the contract and would end in September 2025 with the final curbside pick-up of compostable materials. **Profits from selling finished compost are expected to sustain this program moving forward.**

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Diamond Cove Community Composting

DATE: 2/19/2025

**EVALUATION OF SECTION IV
Cost Proposal**

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

Evaluation Team Comments:

- The applicants are requesting \$7,585.00 to fund a screener, educational materials and a stipend for a summer intern to run the facility.
- Value for the dollar-The applicants have a proven track record on successfully growing this unique operation.
- The addition of a pick-up and delivery service, along with equipment to help develop a value-added product (bagged compost) makes this project a significant value for the investment and a model for other island communities dotting Maine's Coastline.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Maine Department of Corrections

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	15
• Section III. Proposed Services	50	50
Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Maine Department of Corrections

DATE: 2/19/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- A preliminary review of the applicant’s proposal showed that the applicant has submitted all required information, along with verification that they have met the required 25% required match. The submitted proposal is therefore eligible for evaluation and consideration.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Maine Department of Corrections

DATE: 2/19/2025

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

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

Evaluation Team Comments:

- I. Overview of the Organization
 - Mark McBrine (Food Service Manager) of the Mountain View Correctional Facility, manages 3 kitchens and oversees compost operations, and will serve as the project manager for this operation.
 - The Maine Department of Corrections (MEDOC) oversees the management of correctional facilities and programs for adults and juveniles across the state.
 - Since 2016, the MEDOC has proactively addressed its substantial food waste issue, with approximately 1,800 residents generating an estimated 1,350 pounds of food waste daily. By adopting composting methods such as vermicomposting, windrows, and layered composting pens.
 - Efforts have turned land at the Maine State Prison into fertile land that has been used to grow food and flower gardens, which in turn created a farm-to-table model that allows food grown at the Applicant’s facilities to be served to residents.
- II. Subcontractors
 - Use of residents.
- III. Organizational Chart
 - Provided
- IV. Litigation
 - None noted
- V. Financial Viability
 - Provided
- VI. Certificate of Insurances
 - Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Maine Department of Corrections

DATE: 2/19/2025

**EVALUATION OF SECTION III
Proposed Services**

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

Evaluation Team Comments:

- The grant funds will support the fabrication and installation of 4 rotary drum compost systems, purchase 2 enclosed shipping containers and lay one concrete slab for the Charleston site location.
- The main objectives of enclosed rotary drum composting systems are to mitigate the challenges posed by vermin, labor challenges associated with outdoor composting during the winter, and speeding up the process of composting.
- The grant would be used to purchase materials, parts, components, and costs related to installation. The locations of these composters will be Maine State Prison in Warren Maine, Maine Correctional Center in Windham, Bolduc Correctional Facility in Warren, and Mountain View Correctional Center in Charleston Maine. There will be no need for building construction for this project, only the concrete slab and modification of the shipping containers to meet the need; the other sites have a designated location that does not need modification. These site locations will directly impact approximately 1,800 residents and countless staff, in addition to the reduction of waste and landfill tipping fees.
- MEDOC believes that This grant will promote waste reduction across the four identified correctional facilities; enhance educational opportunities for residents to use upon reentry into the community, aid the workforce; and allow for the expansion of composting across other materials. MEDOC will collaborate with community partners and other institutions in the area to improve education opportunities through sharing successes and enhancing agriculture initiatives.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Maine Department of Corrections

DATE: 2/19/2025

Implementation Work Plan

<u>Task</u>	<u>Timeline</u>	<u>Responsible Party</u>
Procurement Process for the purchase of materials and goods	Month 1-2	MDOC Procurement Team
Award bidder and purchase materials	Month 2-3	MDOC Procurement Team
Fabrication of Composter #1	Month 3-4	Mark McBrine
Fabrication of Composter #2	Month 5-7	Mark McBrine
Fabrication of Composter #3	Month 7-9	Mark McBrine
Fabrication of Composter #4	Month 9-11	Mark McBrine
Data Collection	Ongoing	Mark McBrine

Procurement of supplies would be completed within three months of receiving WDG funds. The Applicant's staff will be responsible for building the four rotary drum composting systems with an end goal of 11 months after receiving WDG funds. The work plan and timeline are adequate.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Maine Department of Corrections

DATE: 2/19/2025

**EVALUATION OF SECTION IV
Cost Proposal**

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

Evaluation Team Comments:

- The applicant is requesting **\$60,000** to cover the costs of purchasing supplies, fabrication of the compost drums and installation of the compost units at the facilities mentioned above.
- The MEDOC plans on conducting all of the work themselves, so no subcontractor costs will be necessary.
- Value for the dollar-The applicant has the means and workforce to accomplish the project in a timely and cost-effective manner. The project as proposed is an excellent return on the state's investment.
- Food waste has continued to be a costly waste stream at the Applicant's facilities. Aside from diverting food waste from disposal and creating a usable product, residents at these facilities are receiving training in composting so that they are receiving a form of rehabilitation and preparedness for reentry into society. As State-run facilities, a return on investment will be evident as facility employees will perform the labor, disposal costs decrease, and food can be more locally sourced by using finished compost at the facilities.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: ScrapDogs Community Composting

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	15
• Section III. Proposed Services	50	50
• Section IV. Cost Proposal	35	30
<u>Total Points</u>	<u>100</u>	<u>95</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: ScrapDogs Community Composting

DATE: 2/19/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- A preliminary review of the applicant's proposal showed that the applicant has submitted all required information, along with verification that they have met the required 25% required match. The submitted proposal is therefore eligible for evaluation and consideration.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: ScrapDogs Community Composting

DATE: 2/19/2025

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

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

Evaluation Team Comments:

I. Overview of the Organization

- ScrapDogs Community Compost, LLC (“the Applicant”) operates a Maine DEP-licensed composting facility and has been providing commercial and curbside composting services since 2018. The founders co-owned a zero-waste consulting organization in New York City before moving to Maine and attending the Maine Compost School. The Applicant currently serves approximately 700 customers in Knox, Waldo, Kennebec, and Lincoln counties, including residents, non-profit organizations, restaurants and cafes, offices, and other commercial institutions. The Applicant has maintained community integration through continuous education, outreach, and community engagement. The annual food waste diverted from disposal is approximately 575 tons per year.
- ScrapDogs Community Compost is founded in 2018. The goal of minimizing food waste sent to landfills and incinerators. Its founders are Davis Saltonstall and Tessa Rosenberry and attended the Maine Compost School.
- ScrapDogs is a residential and commercial organics management operation. The organization collects food waste from Maine residents and businesses; processes them into nutrient-rich, beneficial compost; and distributes the finished product locally.
- ScrapDogs has grown since its inception in 2018 and currently serves approximately 700 customers on a year-round basis.
- Over 240 customers participate in one of six local drop-off programs that ScrapDogs has installed at municipal locations.
- Beyond residential participants, ScrapDogs customers comprise schools and other non-profit organizations, restaurants, cafés, office buildings, and other commercial institutions.
- ScrapDogs also collects organic waste from a small number of industrial-scale operations, including a tofu producer and wild game butchers.
- ScrapDogs participated in numerous local events, school presentations, community groups, and more. The company provides educational resources regarding composting, food waste, and food systems to whomever seeks them, and ensures its operations support a healthy, sustainable midcoastal Maine.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: ScrapDogs Community Composting

DATE: 2/19/2025

- II. Subcontractors
 - None
- III. Organizational Chart
 - Provided
- IV. Litigation
 - None
- V. Financial Viability
 - Provided
- VI. Certificate of Insurances
 - Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: ScrapDogs Community Composting

DATE: 2/19/2025

**EVALUATION OF SECTION III
Proposed Services**

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

Evaluation Team Comments:

- ScrapDogs want to redevelop and expand their existing compost operation to allow for increased organics processing capacity. They want to double the food scrap tonnage collected annually over the next two years, primarily through investment in collection capacity, offering free trials for new customers, expanding its marketing reach, and streamlining its “compost giveback” and sales process.
- Purchase 200 commercial rolling totes and 1,000 4-gallon buckets.
- Establish a “free trial month” for new customers.
- Invest in a conventional advertising campaign.
- Purchase a soil bagging machine.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: ScrapDogs Community Composting

DATE: 2/19/2025

**EVALUATION OF SECTION IV
Cost Proposal**

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

Evaluation Team Comments:

Cost Proposal		
Include in this spreadsheet anticipated costs to be funded by the grant and any project / program costs to be funded by the applicant (a minimum 25% match is required of the total estimated project cost, which may include in-kind services). You may add additional rows as needed.		
Cost Item	Amount from Grant	Amount from Applicant (if any)
Equipment (list items)		
Soil Bagging Machine (1)	\$35,000	\$10,000
Commercial Toters (200)	\$15,000	
4-Gallon Buckets, Lids, and Labels (1,000)	\$5,000	\$2,250
Portable Generator, 7200 Watts		\$5,000
Dump Trailer with garbage lifts		\$20,000
Materials (list items)		
Woodchips (2 Years, additional material only)		\$12,250
Additional Fuels		\$12,672
Marketing Materials	\$5,000	\$3,000
Compost Bags		\$8,000
Facilities (list items)		
First Month of Free Service		\$45,360
Labor (list positions, roles, and hourly rate)		
*Compost Pad Operation		\$10,400
*Route Driving		\$16,000
*Bucket Washing		\$12,000
*For additional hours only		
Totals:	\$60,000	\$156,932

- Value
 - ScrapDogs' planning shows that there is a growing need for this service and continued growth will help the state achieve its goal of diverting food scraps from disposal by an increase of 5% every year.
 - As part of the total \$60,000.00 being requested, the applicant is asking for \$35,000 towards the purchase of a \$45,000 soil bagging machine; the return on this investment is not evident, yet.
 - The applicant has received previous grants that they have used to the fullest potential, and there is no reason to believe that this proposal will not be as successful as previous submissions.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Lyman

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	15
• Section III. Proposed Services	50	45
• Section IV. Cost Proposal	35	35
<u>Total Points</u>	<u>100</u>	<u>95</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Lyman

DATE: 2/19/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- A preliminary review of the applicant's proposal showed that the applicant has submitted all required information, along with verification that they have met the required 25% required match. The submitted proposal is therefore eligible for evaluation and consideration.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Lyman

DATE: 2/19/2025

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

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

Evaluation Team Comments:

- I. Overview of the Organization
 - A rural Maine community of 4600 year-round residents. Co-owner of Ecomaine since 2006.
 - In 2006, a rearrangement of the stations at the Transfer Station was completed to optimize single-sort recycling.
 - Lyman operates a transfer station in substantial compliance with the Department’s Solid Waste Management Rules.
 - The applicant’s team has extensive experience in recycling and composting programs.
 - This proposed program has been developed with those with extensive experience in recycling and composting programs, including Amber Swett (EcoMaine Board Member & Lyman Select Board Member), Randall Murray (Lyman Transfer Station Manager) and Jonathan Tibbetts of Tibbetts Farm
 - The Town of Lyman will partner with Tibbetts Farm, a local family-owned farm that has been composting for the last 15 years, offering services from food waste to animal mortality composting and the University of New England.
- II. Subcontractors
 - Tibbetts Farm (composting partner).
 - Tinker Tom Excavating.
 - Done Right Builders.
- III. Organizational Chart
 - Provided
- IV. Litigation
 - None noted
- V. Financial Viability
 - Provided
- VI. Certificate of Insurances
 - Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Lyman

DATE: 2/19/2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	45

Evaluation Team Comments:

- The Town of Lyman is seeking funds to create an organic food waste diversion program located at the Lyman Transfer Station to reduce the amount of waste going to landfills and the resulting gas emissions.
- The funding from this grant will be used to purchase a 20' container to serve as a facility to support drop-off and storage of food waste, as well as containers, signage, equipment, community education and outreach programs.
- The collected food scraps will be collected on a weekly basis and transported from the Transfer Station to Tibbets Family Farm where they already have extensive experience and an ongoing operation in composting. Tibbetts Farm is located in Lyman, keeping all organic composting material generated from the program in the community and help a local farmer start transitioning away from commercial fertilizer to a more natural source of nutrients for producing crops.
- The program will be implemented in a staggered approach to allow for a manageable project scope, flexibility to adapt to user input and to ensure program compliance, with a goal of adding 25 households per month. The applicants believe the acquisition of this new commercial vehicle will not only expand their fleet's capacity but also play a pivotal role in supporting objectives to serve more underserved communities throughout Maine.
- Lyman is a small rural town, with an aging population and many on fixed incomes, so the ability to make environmental improvements by diverting solid waste upstream, combined with the financial benefits of decreasing tipping fees is seen as a win:win for this community.
- The work plan does not address the need for a transfer station license amendment which would need to include the new gravel pad for impervious surfaces, the separate storage of food waste, and expansion of the waste handling area boundary.

Implementation – Work Plan

- The applicant's proposed timeline is well thought out and proposes deadlines that should be easily met.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Lyman

DATE: 2/19/2025

**EVALUATION OF SECTION IV
Cost Proposal**

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

Evaluation Team Comments:

- The applicant is requesting **\$22,261** to cover costs associated with collection of food scraps at the transfer station.
- Value
 - Transfer stations are generally underfunded facilities. Adding a food waste diversion option to the transfer station would lower disposal costs, promote waste diversion within the community, and aid with purchasing locally-grown food by helping a farm produce a better product. A 2024 survey found that 77.1% of respondents expressed at least some interest in the program.
 - The amount of the grant request compared to the potential diversion that may be accomplished makes this proposal a significant value for the dollar. In addition, the applicants have offered a greater than 50% match with their proposal.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Skowhegan

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	15
• Section III. Proposed Services	50	42
Section IV. Cost Proposal	35	32
<u>Total Points</u>	<u>100</u>	<u>89</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Skowhegan

DATE: 2/19/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- A preliminary review of the applicant's proposal showed that the applicant has submitted all required information, along with verification that they have met the required 25% required match. The submitted proposal is therefore eligible for evaluation and consideration.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Skowhegan

DATE: 2/19/2025

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

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

Evaluation Team Comments:

- I. Overview of the Organization
 - The town of Skowhegan sees a need to expand the recycling and food waste needs of its residents.
 - Skowhegan's current composting program started in 2013 and has 50 households participating. Each month 95-gallon toters are filled.
 - A rural Maine community of 8,678 year-round residents. Have been running a successful food scrap composting program since 2013; where they collect food scraps from various local businesses and schools, along with providing a residential drop-off at their transfer station.
 - Recycling center staff regularly conduct compost and recycling education at the 7 Skowhegan schools, Rotary Club and Skowhegan's Women's Club.
 - The applicant's team has extensive experience in recycling and composting programs.
- II. Subcontractors
 - None
- III. Organizational Chart
 - Municipal Board of Selectmen
- IV. Litigation
 - None
- V. Financial Viability
 - Provided
- VI. Certificate of Insurances
 - Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Skowhegan

DATE: 2/19/2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	42

Evaluation Team Comments:

- Purchase enclosed storage containers and food scrap recycling totes and bins to help expand existing municipal compost operation.
- The Applicant proposes to purchase three trailers to manage food waste. Two of these trailers would be stored in designated locations in the Town for residents to drop off recyclables and would be picked up by the Town's Solid Waste staff and brought back to the Town's transfer station. A third trailer would be used to haul food scrap and recycling totes to businesses participating in the pick-up program. The Town would also purchase 32 food scrap and recycling totes/bins.
- The phrasing in the proposed services suggests that this proposal is not specifically for organics but for organics AND recycling.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Skowhegan

DATE: 2/19/2025

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	32

Evaluation Team Comments:

- The applicant is requesting **\$30,203.62** to cover costs of the 3 enclosed trailers and 32 food scrap totes and bins.
- Value
 - The phrasing in the proposed services suggests that this proposal is not specifically for organics but for organics AND recycling.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Chickadee Compost

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	15
• Section III. Proposed Services	50	45
• Section IV. Cost Proposal	35	28
<u>Total Points</u>	<u>100</u>	<u>88</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Chickadee Compost

DATE: 2/19/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- A preliminary review of the applicant's proposal showed that the applicant has submitted all required information, along with verification that they have met the required 25% required match. The submitted proposal is therefore eligible for evaluation and consideration.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Chickadee Compost

DATE: 2/19/2025

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

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

Evaluation Team Comments:

I. Overview of the Organization

- Kate Tomkins, founded Chickadee Compost in early 2020, and has been operating and growing the business and commercial composting facility since it was licensed by DEP in March 2022.
- Chickadee Compost has seen steady and sustainable growth: they composted 125 tons of food scraps in 2022, 223 tons in 2023, and 245 tons in 2024. All composted food scraps are cured, screened, and sold in Hancock County for use in home vegetable and flower gardens, some commercial gardens/farms, and in school gardens. Compost sales occur in the spring and fall and have sold out each season since late 2022.
- Chickadee Compost, LLC (“the Applicant”) was founded by Kate Tomkins in 2020 after graduating from the Maine Compost School. The Applicant currently operates a DEP-licensed commercial composting facility and sells finished compost created from food scraps.
- Chickadee Compost was formed in 2020 and has steadily grown over the past five years: 125 tons food scraps processed in 2022, 223 tons in 2023 and 245 tons in 2024.
- Kate has significant business experience and is working in collaboration with Green Ellsworth (a citizen’s initiative) to try and decrease the amount of food that is wasted in the City of Ellsworth. and surrounding area.

II. Subcontractors

- Mike has over 30 years’ experience in earth moving and construction projects and successfully developed Chickadee Compost’s existing compost pad. Paving for pad expansion will be done by Ring’s Paving, another family-owned business based in Ellsworth. Rings did the paving on Chickadee Compost’s existing compost pad.

III. Organizational Chart

- Provided

IV. Litigation

- None

V. Financial Viability

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Chickadee Compost

DATE: 2/19/2025

- Provided

VI. Certificate of Insurances

- Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Chickadee Compost

DATE: 2/19/2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	45

Evaluation Team Comments:

- Chickadee Compost will develop effective outreach and promotional materials to ensure maximum interest and uptake in the program. This will involve press releases, social media outreach, mailings, posters, informational events, and public fora and discussions on waste reduction and diversion opportunities.
- To best serve the residents of Ellsworth, while maintaining steady growth in our other existing service areas (Blue Hill peninsula, Deer Isle/Stonington, MDI).
- **Funds are also requested to expand the paved area of our existing compost pad**, providing working space for an additional two rows of windrows on site.
- Funding would also go towards purchasing equipment, including a used Isuzu truck for food scrap collection and compost delivery which is larger than their current vehicle, 150 4-gallon compost buckets, and 32 48-gallon toter waste bins, as well as education and outreach materials.
- To date we have composted nearly **1.2 million pounds of food scraps**, and through this project we expect to compost an additional 250,000 pounds of new food scraps from Ellsworth over two years.
- This project will take place in Ellsworth and Surry, Maine. Ellsworth is currently an underserved area in the state in terms of waste diversion, and as the largest city in Hancock County.
- The work plan does not address the need for a compost facility license amendment which would need to include the new gravel pad for impervious surfaces, the separate storage of food waste, and expansion of the waste handling area boundary.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Chickadee Compost

DATE: 2/19/2025

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	28

Evaluation Team Comments:

- The applicant is requesting **\$60,000** to purchase 150 4-gallon compost buckets for \$1,650, 32 48-Gallon Toter waste bins for \$3,040, and a good condition used Isuzu stake bed/landscapers truck with lift gate for \$27,310 to be used to haul food scraps and deliver compost in Ellsworth and across Hancock County. Because this truck has a bigger bed than existing pickup, it will decrease time and trips required for food scrap pickups.
- The **\$25,000** for the compost pad expansion will not be payable until the facility receives a DEP approved license revision.
- Value for the dollar-The applicants have a proven track record on successfully establishing and growing their food scrap collection business. The proposed costs are consistent with other projects and the increased capacity is much-needed in this undeveloped organics collection area.
- Although the Applicant has previously been awarded WDG funding, the proposal would allow a well-established composting company in an underserved area of the State to expand their services and further divert a significant waste item from disposal. The research would also help devise a plan for future composting expansion into other communities.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Garbage to Garden

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	15
• Section III. Proposed Services	50	30
Section IV. Cost Proposal	35	20
<u>Total Points</u>	<u>100</u>	<u>65</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Garbage to Garden

DATE: 2/19/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- A preliminary review of the applicant's proposal showed that the applicant has submitted all required information, along with verification that they have met the required 25% required match. The submitted proposal is therefore eligible for evaluation and consideration.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Garbage to Garden

DATE: 2/19/2025

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

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

Evaluation Team Comments:

- I. Overview of the Organization
 - **Garbage to Garden, Inc.** was founded in Portland in 2012. Garbage to Garden has won many state, local and national awards, adding services, and growing geographically.
 - GTG has made high quality compost for organic gardens, and uncompromising reliability backed up with outstanding customer service and direct outreach and education to maximize program success.
 - GTG is New England’s leader in curbside composting, with vertically integrated hauling and composting operations in Maine and Massachusetts.
 - GTG offers commercial organics solutions for businesses, schools, and nonprofit organizations as well as zero-waste event services for events with 50-50,000 attendees.
 - GTG service over forty thousand residential subscribers between Maine and Massachusetts, including those participating in our City-funded programs provided through contracts with the Cities of Boston and Medford.
- II. Subcontractors
 - None
- III. Organizational Chart
 - Provided
- IV. Litigation
 - None
- V. Financial Viability
 - Provided
- VI. Certificate of Insurances
 - Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Garbage to Garden

DATE: 2/19/2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	50	30

Evaluation Team Comments:

- The applicant proposes to use WDG funds to purchase a new Hino L6 truck chassis with a 2025 WaBo 14'6" aluminum bucket body in order to expand services to Kennebec, Lincoln, Knox, Waldo, Hancock, Penobscot, and Somerset counties. Service to these new areas includes residential pick-ups, schools, business, and municipal drop-off sites.
- The applicant was awarded a contract to expand their commercial collection to these areas. The proposed truck would allow the Applicant to effectively service the areas mentioned under their new contract. Education and outreach will be provided concurrently with the waste pick-up services.
- The applicant believes the acquisition of this new commercial vehicle will expand their fleet's capacity, and with an enhanced fleet they will be able to reach and provide services to those communities that have been traditionally underserved. The applicant estimates 30 tons of compostable materials under this new contract, with a goal of 100 tons per month as they add new schools and municipal stops to each route. However, there is no guarantee that the investment will achieve these projected goals.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Garbage to Garden

DATE: 2/19/2025

**EVALUATION OF SECTION IV
Cost Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Cost Proposal	35	20

Evaluation Team Comments:

- The applicant is requesting **\$60,000** to cover part of the purchase of a new commercial food scrap collection vehicle (total cost of vehicle is \$173,000).
- Value for the dollar-The applicant has the means and workforce to accomplish the project without WDG funds and I am not entirely convinced that this is great use of limited Waste Diversion Grant Funds we have available this round. This request seems excessive given the match value.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Town of Castine

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)		X
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	N/A
• Section III. Proposed Services	50	N/A
Section IV. Cost Proposal	35	N/A
<u>Total Points</u>	<u>100</u>	<u>N/A</u>

Reason for Fail:

Applicant's proposal was unresponsive to RFP# 202412217:

-Proposal did not meet 25% match requirement.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Municipal Review Committee

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)		X
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	N/A
• Section III. Proposed Services	50	N/A
Section IV. Cost Proposal	35	N/A
<u>Total Points</u>	<u>100</u>	<u>N/A</u>

Reason for Fail:

Applicant's proposal was unresponsive to RFP# 202412217:

-Proposal did not meet 25% match requirement.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: City of Waterville

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)		X
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	N/A
• Section III. Proposed Services	50	N/A
Section IV. Cost Proposal	35	N/A
<u>Total Points</u>	<u>100</u>	<u>N/A</u>

Reason for Fail:

Applicant's proposal was unresponsive to RFP# 202412217:

-Proposal missing required attachments.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Maine Laboratories, LLC

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)		X
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	N/A
• Section III. Proposed Services	50	N/A
Section IV. Cost Proposal	35	N/A
<u>Total Points</u>	<u>100</u>	<u>N/A</u>

Reason for Fail:

Applicant's proposal was unresponsive to RFP# 202412217:

-Proposal not related to increasing organics diversion or management.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER: Norway Paris Solid Waste Inc.

DATE: 2/19/2025

SUMMARY PAGE

Department Name: Maine Department of Environmental Protection

Name of RFP Coordinator: Mark King

Names of Evaluators: Mark King, Courtney Hafner and Derek DeCastro

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)		X
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
• Section II. Organization Qualifications and Experience	15	N/A
• Section III. Proposed Services	50	N/A
Section IV. Cost Proposal	35	N/A
<u>Total Points</u>	<u>100</u>	<u>N/A</u>

Reason for Fail:

Applicant's proposal was unresponsive to RFP# 202412217:

-Proposal did not meet 25% match requirement.

-Proposal missing required attachments.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: 1 Earth Composting

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- *Husband and wife team have been successfully operating since spring/summer of 2022.*
- *Have been expanding services and building clientele steadily over past 3 years.*
-

2. Subcontractors

- *None*

3. Organizational Chart-Provided

4. Financial Viability-Provided

5. Liability Insurance-Provided

II. Proposed Services

1. Services to be Provided

- *1 Earth currently services to 80 individual subscribers, 2 commercial accounts, and 1 school. They are proposing to expand to more individual subscribers by purchasing more buckets and building two more drop and swap boxes (we have already secured a site for one box).*
- *The money from this project would be used specifically for expanding our business by purchasing additional buckets, lids, stickers, and toters.*
- *The Bangor area currently lacks food scrap recycling options and there are no closed loop composting operations located in the area. The Bangor area is well-suited for the development of a community compost area given the population density and close location of businesses not only in downtown Bangor but also in the surrounding commercial areas.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: 1 Earth Composting

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- Ideally, with this project specifically (adding 120 totes, 180 additional buckets, and 2 more drop and swap boxes) we estimate that we will be able to divert an additional 160,000 pounds of food scraps annually.

2. Implementation – Work Plan

- *The applicant's are proposing to purchase all required equipment upon receiving the award and then begin expanding services immediately upon receipt of the required equipment.*

III. Project Cost and Value

1. *Value for the dollar-Total amount requested = \$12, 881.15. The applicants have a proven track record on successfully establishing and growing their food scrap collection business. The proposed costs are consistent with other projects and the increased capacity is much-needed in this undeveloped organics collection area.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: 1 Earth Composting

DATE: 2/6/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- 1 Earth Composting, LLC., was founded in 2022 and opened to subscribers in December of 2022. 1 Earth Composting is an organization that is still in the startup phase and has no physical property of their own. Their current focus is a community based curbside food scrap pickup service.
- Once a week they transport the food scraps to Kate's site in Blue Hill, where Matt assists in managing the compost site and her pick up route.
- Currently, they work with 80 subscribers to the weekly food scrap pickup service and drop off service.
- They have collaborated with Bangor Greendrinks and attend their monthly gatherings that highlight local sustainable businesses to rescue their food scraps, if any.
- They have also collaborated with Rize co-working space, who has agreed to host a drop-off site at their location.
- They have secured another site for a drop box near the Bangor mall area.
- They have collaborated with Hampden Children's Day and McGraw Elementary School.

2. Subcontractors

- N/A

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: 1 Earth Composting

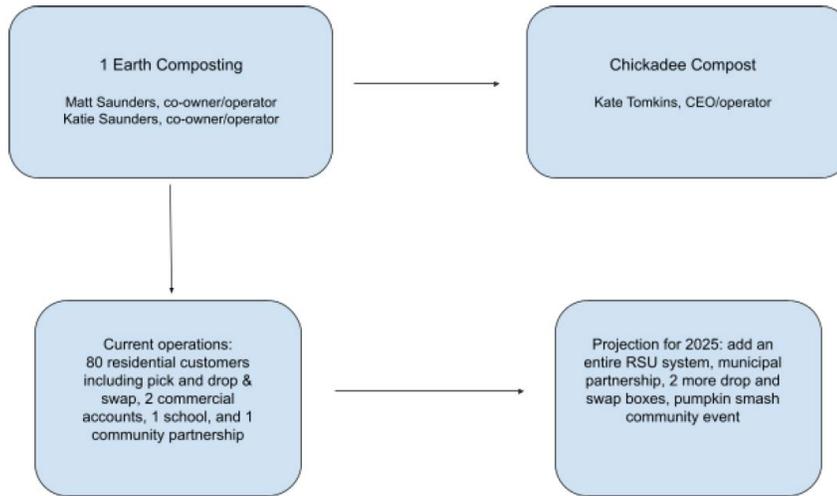
DATE: 2/6/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

3. Organizational Chart

ORGANIZATIONAL CHART:



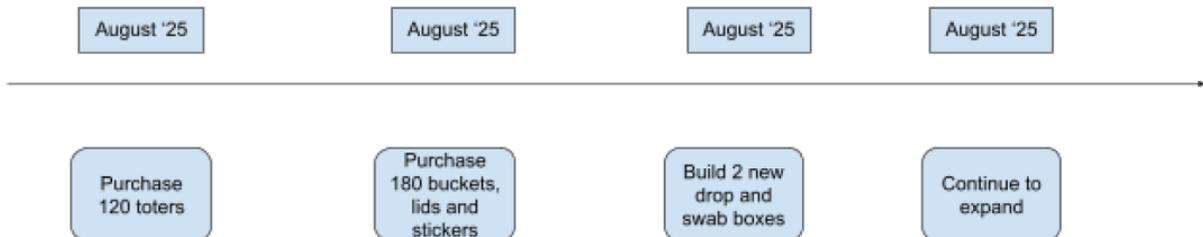
II. Proposed Services

1. Services to be Provided

- Funds will be used specifically for expanding our business by purchasing additional buckets, lids, stickers, and toters.

2. Implementation – Work Plan

Implementation - Work Plan



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

**RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for
Organics Management Activities**

BIDDER NAME: 1 Earth Composting

DATE: 2/6/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

III. Project Cost and Value

The amount being requested of the grant is \$12,881.15 with a match of \$4,293.72 resulting in total proposed cost of \$17,174.87. This request is acceptable for the program.

1 Earth Composting has a track record on successfully establishing and growing their food scrap collection business. The Applicant would provide a much-needed service in diverting food waste from disposal and creating a sellable product in its compost. 1 Earth Composting has also collaborated with many groups to spread awareness of composting.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: 1 Earth Composting, LLC

DATE: February 11, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- 1 Earth Composting, LLC (“the Applicant”) is a husband-and-wife team, Matt and Katie Saunders, who founded the company in 2022. The Applicant currently operates a scrap food pick-up service in the Bangor area where there is currently no widescale community composting option available. The Applicant is currently working with Kate Tomkins of Chickadee Compost as a mentor learning the technical and business aspects of composting while they secure licensing and a permanent location near Bangor.
- Matt and Katie both have relevant experience in the composting world, with Matt having worked with Chickadee Composting and becoming certified from the 131 Degree School of Composting and Katie having worked as a farm manager. They have an active client base of 80 individual subscribers, two commercial accounts, and one school.
- The Applicant has been active in the greater Bangor community to begin new community partnerships (e.g., GreenDrink and Hampden Children’s Day School) and establish their business.

2. Subcontractors

- N/A

3. Organizational Chart

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: 1 Earth Composting, LLC

DATE: February 11, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- Provided
 1. Matt and Katie Saunders – co-owners/co-operators
 2. Kate Tomkins – Chickadee Compost, serving as a mentor to Matt and Katie
 - 4. *Etc.*
 - The Applicant has previously been awarded Waste Diversion Grants in November 2023 and May 2024.
 - The Applicant has provided their Financial Liability and Certificate of Liability Insurance.
- II. Proposed Services*
1. *Services to be Provided*
 - The Applicant proposes using the grant funding to continue to grow the business by purchasing additional buckets, lids, stickers, drop and swap buckets, and totes, allowing them to service more customers.
 - Expanding the business would also include the creation and sale of soil generated from composted food waste. The Applicant estimates 160,000 lbs. of food scraps diverted annually.
 2. *Implementation – Work Plan*
 - If awarded, the Applicant will use the funds in August 2025 to purchase 120 totes, 180 buckets/lids, 300 stickers, and materials to construct two new drop and swap boxes. Expansion of the business would be concurrent with the equipment purchases.
- III. Project Cost and Value*
1. *Project Cost*
 - The Applicant has requested \$12,881.15 of the total cost of \$17,174.87, meeting the minimum required match of 25%.
 2. *Value*
 - A closed loop composting is not currently active in the area. Aside from the business opportunity of identifying a gap in the market for commercial composting, the Applicant would provide a much-needed service in diverting food waste from disposal and creating a sellable product in its compost.
 - Although the Applicant has previously been awarded WDG funding, the proposal would assist a company providing a currently unavailable service in the greater Bangor community.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: University of New England

DATE: 2/14/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- University of New England (UNE) is a private, 501(c)3 institution, managing two campuses in Southern Maine (Westbrook and Biddeford).
- Extensive experience with waste diversion and recycling efforts.
- Developed “UNE Hunger Initiative Club in 2014”, which involves recovering extra food from dining operations and donating to two local soup kitchens.
- Since the founding of UNE, food waste from the Biddeford Campus dining halls was recovered by a local pig farmer until his death in 2016.
- When feeding animals was no longer a sustainable option, UNE began contracting with an organics hauling company to transport our food waste to a commercial composting facility, which recently shifted to AgriCycle in Exeter.
- The applicant’s team (predominantly consisting of inquisitive students) has gained extensive experience in recycling and composting programs, through their instructor-Alethea Cariddi.

2. Subcontractors

- MW Hoss Construction (Portland).
- Favreau Electric (Brunswick).
- EcoRich (NJ-Fabricating Anaerobic Digester).

3. Organizational Chart-Work following Municipal Model-Board of Selectmen.

4. Financial Viability-Provided

5. Liability Insurance-Provided

II. Proposed Services

1. Services to be Provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: University of New England

DATE: 2/14/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- The UNE Biddeford campus produces 63,000 gallons of food waste annually (or 850 pounds/day) from multiple dining points. The current waste hauler transports this waste 141 miles north for inclusion in the facilities digester. This model does not support UNE's commitment to a sustainable future, resulting in this proposal to help reduce waste food and reduce the carbon footprint associated with handling this material.
- To address this, UNE is proposing to install and operate a small food waste digester, fabricated by EcoRich, which offers an aerobic digester that meets the needs of the Biddeford Campus.
- The ER-1000 can start decomposing 1,000 pounds of food waste per day, reducing the waste volume by 80-90%, and produce a soil amendment that will be used on campus garden beds.
- There is ample room at one of our food waste collection locations, the Forum Café, to install the ER-1000. It will require an open-sided, roofed shelter, to be built. There is already a concrete pad and 208v three-phase power available at the location, reducing installation costs.
- Food waste will be collected once daily from campus dining operations in 32-gallon totes and brought to the digester location. at the Alford Forum. The recycling truck with liftgate will be used for these pickups. The food waste will be unloaded from the liftgate truck, weighed, recorded, and deposited into the digester with the bin loader.
- The pre-compost will be unloaded from the digester into tilt carts, weighed on a wash-down scale, recorded, and loaded onto the liftgate recycling truck. The pre-compost will be brought to the site of the former Marine Animal Compost Facility for curing.

State of Maine RFP# 202412217

Rev. 8/23/2023

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: University of New England

DATE: 2/14/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Implementation – Work Plan

- *The applicant proposes to purchase all the needed equipment immediately upon notification of the grant award.*

III. Project Cost and Value

1. The applicant is requesting **\$60,000.00** to cover costs of the purchase and installation of the digester unit.
2. *Value for the dollar-The amount of the grant request compared to the potential diversion that may be accomplished makes this proposal a significant value for the dollar.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: University of New England

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- The University of Maine is a private nonprofit institution with two campuses in coastal Maine.
- It is Maine's largest private university and offers hands-on learning.
- It is the state's top provider of health professionals and home to the only medical and dental colleges. And a variety of other health care programs and nationally recognized programs in the marine sciences, the natural and social sciences, business, the humanities, and the arts.
- UNE has been recognized as a top "green school" for 8 years straight.
- UNE's experience with waste diversion is vast. The sustainability office expanded the recycling program in 2008 to include single-sort recycling on both Maine campuses.
- In 2009 they increased donations to Goodwill which turned into the 2024 swap shop.
- 2022 they began recycling nitrile gloves. In 2022 they began working with dining services that prioritizes food waste reduction.

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #: 202412217

**RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for
Organics Management Activities**

BIDDER NAME: University of New England

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Subcontractors

MW Hoss Construction

597 Riverside Street, Portland, ME 04103

(207) 232-9854 - <https://mwhossconstruction.com/>

Contact: Matt Hossfeld, matt@mwhossconstruction.com

Organizational capacity and qualifications: MW Hoss Construction provides general contracting services and commercial and residential building expertise. Their commercial clients include medical care facilities, laboratories, breweries, jewelers, and colleges, among others. UNE has an existing relationship with this contractor as they have constructed our digital laboratory space most recently.

Favreau Electric

37 Jordan Avenue, Brunswick, ME 04011

(207) 725-2005 - <https://www.favreau-electric.com/index.html>

Contact: Neal Favreau, nealf@favreau-electric.com

Organizational capacity and qualifications: Favreau Electric is an electrical contracting company, offering all phases of electrical construction in the Northern New England area, with specialization in the commercial electrical field since 1978. Their clients include hospitals, research institutes, and colleges and universities. UNE has a decades-long relationship with Favreau Electric as a trusted vendor and partner.

EcoRich

94 East Dewey Avenue

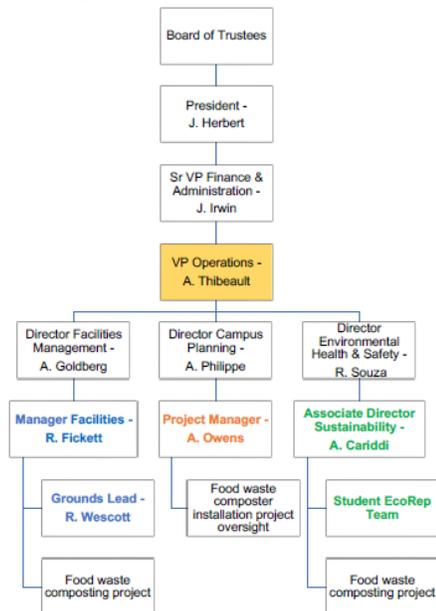
Whatron, NJ 07885

(973) 453-1263 - <https://www.ecorichenv.com/about>

Contact: Manish Desai, manish.desai@ecorichenv.com

Organizational capacity and qualifications: EcoRich is an MBE-certified business specializing in the production and installation of both aerobic and anaerobic food waste digesters. Current clients with EcoRich digesters include corporate cafeterias, restaurants, food rescue organizations, resorts, zoos, and solid waste departments.

3. Organizational Chart



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: University of New England

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

II. Proposed Services

1. Services to be Provided

- University of New England seeks support for the installation of an aerobic, in-vessel, food waste digester for its Biddeford Campus.
- UNE aims to remain a leader in sustainability and innovation, in the face of increasing costs of sustainable food waste solutions.

2. Implementation – Work Plan

Month	Program Development & Implementation Task	Position Responsible
March 2025	Award notification	Maine DEP
	Facilitate project kick-off meeting with Campus Planning, Sustainability Office, Facilities Management, and dining services partner, Parkhurst	Associate Director of Sustainability
	Issue purchase order for ER-100	Campus Planning project manager
	Confirm structural engineering needs of roof structure contained in MW Hoss estimate	Campus Planning project manager
	Issue purchase order for general contractors MW Hoss Construction and Favreau Electric	Campus Planning project manager
April 2025	Obtain building and electrical permit from City of Biddeford	Campus Planning project manager
	Issue purchase order for purchase of totes, tilt carts, and wash-down scale	Associate Director of Sustainability
May 2025	Collaborate with Office of Communications to develop interpretive signage to educate community	Associate Director of Sustainability
July 2025	Begin construction of roof structure for digester	Campus Planning project manager & MW Hoss Construction
August 2025	Install ER-1000	Campus Planning project manager & Favreau Electric & EcoRich
	Install interpretive signage	Facilities Management
	Train Sustainability Office, Grounds, and Facilities staff on operation of ER-1000	EcoRich & Associate Director of Sustainability
	Send emails to faculty encouraging them to include food waste digester in their syllabus planning for fall semester	Associate Director of Sustainability
	Develop schedule of daily operation for Grounds crew and Eco-Rep students	Associate Director of Sustainability
September 2025	Train student Eco-Reps on operation of ER-1000	Associate Director of Sustainability
	Engage Office of Innovation to offer fellowship opportunities related to sustainable distribution of finished compost in spring	Associate Director of Sustainability
September 2025 – March 2026	Operate food waste digester on daily basis & record food waste and pre-compost weight data	Grounds crew & Eco-Rep students

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

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BIDDER NAME: University of New England

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

	Aggregate data on food waste and pre-compost production for publications	Associate Director of Sustainability
October 2025	Include ER-1000 in campus sustainability tours	Associate Director of Sustainability
November 2025	Author press release on installation and early results of food waste digester program	Associate Director of Sustainability
December 2025	Send emails to faculty reminding them to include food waste digester in their syllabus planning for spring semester	Associate Director of Sustainability
January 2026	Invite Green Campus Consortium of Maine members for tour of ER-1000 and SWAP Shop	Associate Director of Sustainability
February 2026	Collaborate with Office of Communications to find publicity opportunities to share our experience with other entities	Associate Director of Sustainability
March 2026	Develop compost spreading plan for spring/summer on Biddeford & Portland Campuses	Grounds Crew & Lead
	Host Green Campus Consortium of Maine members for tour of ER-1000 and SWAP Shop	Associate Director of Sustainability
	Provide end of grant period report to Maine DEP	Associate Director of Sustainability

III. Project Cost and Value

The amount requested for the grant is \$60,000 with a match of \$160,175 resulting in the total proposed cost of \$220,175. This request is acceptable for the program.

This project will have long-term savings from not transporting food waste for disposal, not purchasing compost and creating compost for on-site use. This will also allow students to learn, maintain, and process the aerobic, in-vessel, food waste digester. This will engage students in an already-strong culture of sustainability.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: University of New England – Biddeford

DATE: February 14, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- The University of New England (“the Applicant”) is a private, nonprofit college in Biddeford. The Applicant’s Sustainability Office has expanded greatly since 2008, emphasizing waste diversion through the formation of an on-campus SWAP Shop, single-sort recycling, and food waste recovery. Sustainability is emphasized in campus culture from university staff to student-led groups. The Applicant produces 63,000 gallons of food waste annually at its Biddeford campus.

2. Subcontractors

- MW Hoss Construction – construction contractor
- Favreau Electric – electrical work
- EcoRich – aerobic and anaerobic food waste digester production and installation

3. Organizational Chart

- Provided – the project would be a collaborative effort between university staff and student-led groups

4. Etc.

- The Applicant provided proof of Financial Ability and Certificate of Liability Insurance.

II. Proposed Services

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: University of New England – Biddeford

DATE: February 14, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

1. Services to be Provided

- The Applicant proposes to install a small food waste digester at an existing food waste collection area. The Applicant requests funding for the food waste digester and would pay the remaining cost of the digester, as well as all additional supplies and labor.
- The food waste digester would produce a soil amendment for use on-site; if extra compost is available after on-site use, the compost would become a student project to determine an end-use for the product. Daily operation would be carried out by Facilities' Grounds employees and students. Food waste would be collected using 32-gallon totes and brought to the digester daily.

2. Implementation – Work Plan

- Upon receipt of WDG funds, the Applicant would immediately begin work on ordering the food digester and coordinating with contractors. Up-front work of getting permits from the City of Biddeford, ordering totes and associated materials, and beginning education and outreach for on-site food digestion would occur before the digester is installed. Use of the digester would be anticipated for the fall semester of 2025.
- The work plan and timeline is adequate and achievable.

III. Project Cost and Value

1. Project Cost

- The Applicant is requesting the maximum allowable fund of \$60,000.00 of the total cost of \$220,175.00, matching 72.7% of the cost.

2. Value

- Although the requested funds are high, the long-term savings of not transporting food waste for disposal, not purchasing compost and creating compost for on-site use, and engaging students cultivates an already-strong culture of sustainability.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Diamond Cove Community Composting

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- *Island-based, volunteer community compost operation, operating at exempt levels (<5cyd/year). The group was formed in 2019 by Steven Moore, a graduate of the Maine Compost School.*

2. Subcontractors

- *None.*

3. Organizational Chart-Provided

4. Financial Viability-Provided

5. Liability Insurance-Provided

II. Proposed Services

1. Services to be Provided

- *DCCC proposes to expand the operations of DCCC to include more families in Diamond cove by implementing pick-up and transport of food waste from individual homes to the compost site.*
- *Discussion with community members has indicated that providing pick-up and transport of food waste will increase the number of participating households by more than 50%.*
- *There are currently 23 families participating, about ½ fulltime and ½ 6 mo. per year. The output over the past year has been 1-1.25 cu yards per month.*
- *Compost site would remain exempt (<5 cyd/month) at a total yearly output would be 18-20 cu yards (480-540 cu feet) per year.*
- *DCCC proposes further process the finished compost into a bagged product that can be sold back to residents, help to keep project sustainable.*

- *Pick-up and transport services will be provided by the summer intern during the peak season of the island when many part-time*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Diamond Cove Community Composting

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

occupants are present. An existing electric vehicle will be used to transport waste to the compost area, as well as amendments. This vehicle will also be used to distribute compost and carry bagged compost as needed.

•

2. Implementation – Work Plan

- *The applicant's proposed work schedule is appropriate and doable.*

III. Project Cost and Value

1. The applicants are requesting **\$7,585.00** to fund a screener, educational materials and a stipend for a summer intern to run the facility
2. *Value for the dollar-The applicants have a proven track record on successfully growing this unique operation.*
3. *The addition of a pick-up and delivery service, along with equipment to help develop a value-added product (bagged compost) makes this project a significant value for the investment and a model for other island communities dotting Maine's Coastline.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Diamond Cove Community Composting

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Diamond Cove Community Composting was established in 2019 to reduce the amount of garbage barged off Great Diamond Island and to provide soil amendments for participants.
- DCCC operates under the auspice of Diamond Cove Homeowners Association.
- The first year of operation was 2020, with 14 families participating. Participants pay dues to support the activity. Using these funds individual compost buckets, materials for bins and a fenced containment area were purchased and construction carried out by participants.
- Participants bring compost to the site and volunteers to work in the compost are as needed.
- The site produces < 5 cu yards of compost per month so does not require licensing by DEP.
- During 2022 the number of participants has increased to 23 and the site produced 2-3 cu yards of compost.
- In 2023 one of the seasonal restaurants on Diamond Cove (The Crown Jewel, operates June-October)) began composting food scraps and compostable dishes and utensils, adding an additional ~ 3-5 cu yards per year.
- DCCC founder received a Certificate of Technical Ability from Maine Compost School in 2019.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Diamond Cove Community Composting

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- In 2021, samples of compost were analyzed by the University of Maine Analytical Lab to ensure no toxins were present and to assess the nutrient and mineral content.
- DCCC are experienced and knowledgeable. Members have managed the compost operation successfully for 4 years.

2. Subcontractors

- N/A

3. Organizational Chart

Organizational Chart

Diamond Cove Homeowners Association (DCHA)

|

Diamond Cove Community Composting (DCCC) – Director: Stephen P. Sanders

|

DCCC members (volunteers)

|

Summer Intern

II. Proposed Services

1. Services to be Provided

- DCCC proposes expanding their operations to include more families in Diamond Cove by implementing pick-up and transport of food waste from individual homes to the compost site.
- They will develop a compost product for sale locally and on neighboring islands to help finance the pick-up service in future years.
- Organic waste, including food waste, leaves, grass and weed clippings will be diverted from transfer to the mainland from Great Diamond Island and composted at our existing site. Discussion with community members has indicated that providing pick-up and transport of food waste will increase the number of households participating by more than 50%.
- Pick-up and transport services will be provided by the summer intern during the peak season of the island when many part-time occupants are present.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

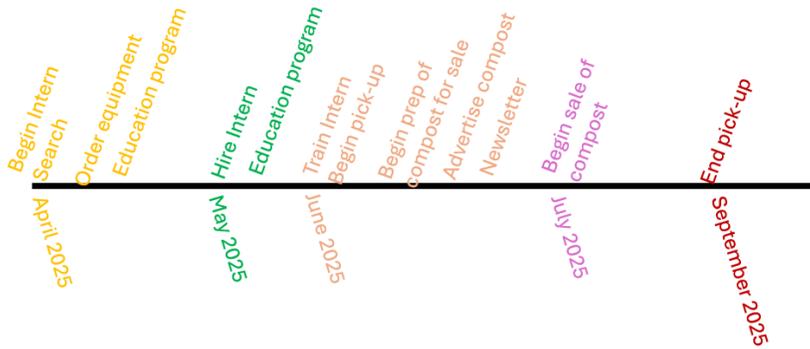
BIDDER NAME: Diamond Cove Community Composting

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Implementation – Work Plan



III. Project Cost and Value

The amount requested for the grant is \$7,585 with a match of \$2,550 resulting in the total proposed cost of \$10,135. This request is acceptable for the program.

The applicant seems like a successful small community-based composting group. Pick-up and transportation of compostable materials and delivery of compost will be done using an existing electric vehicle. This will decrease their carbon footprint. The applicants have a proven track record on successfully growing this unique operation.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Diamond Cove Community Composting

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- Diamond Cove Community Composting (“the Applicant”) was founded in 2019 to reduce the amount of waste shipped off of Great Diamond Island and to provide soil amendments for participants. The Applicant is operated by the Diamond Cove Homeowners Association (DCHA). Participants constructed a designated site to drop off compostable materials, and the island’s landscaping contractor provides leaves, grass and weed clippings, and manure for amendments. The Applicant has begun working with a restaurant, The Crown Jewel, to take in their composted food scraps and compostable dishes and utensils.
- One of the founding members, Steven Moore, received a Certificate of Technical Ability from the Maine Compost School in 2019 and brought his experience to the other participants. Laboratory data for finished compost was provided, detecting no toxins and adequate nutrient and mineral content.

2. Subcontractors

- N/A

3. Organizational Chart

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Diamond Cove Community Composting

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- The director is Stephen Sanders. Activities are executed by community volunteers and the summer intern. The Applicant operates under the DCHA.

4. Etc.

- The Applicant provided their Financial Viability. Liability is covered under the DCHA's master insurance policy, with liability waivers maintained at the DCHA office.

II. Proposed Services

1. Services to be Provided

- The Applicant proposes to use WDG funding to provide curbside pick-up and transportation of food waste from individual homes to the compost site. Education and outreach will be implemented. Finished compost will be sold to participants, non-participating residents, and neighboring islands to continually fund the curbside pick-up service.
- Equipment to be purchased includes an electric multiscreener with an associated propane generator and 200 two-cubic-foot (CF) bags for selling compost.
- The Applicant has already gauged interest from residents of Great Diamond Island in this proposed program, estimating a participation increase of 50% more households and an increase of monthly finished compost output from 1-1.25 cubic yards (CY) to 1.75-2 CY in the winter and 2.5-3 CY in the summer.
- Pick-up and transportation of compostable materials and delivery of compost will be done using an existing electric vehicle.

2. Implementation – Work Plan

- The schedule for proposed services is appropriate and will begin immediately upon awarding the contract and would end in September 2025 with the final curbside pick-up of compostable materials. Profits from selling finished compost are expected to sustain this program moving forward.

III. Project Cost and Value

1. Project Cost

- The Applicant has requested \$7,585.00 of the total cost of \$10,135.00, meeting the minimum required match of 25%.

2. Value

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

**RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for
Organics Management Activities**

BIDDER NAME: Diamond Cove Community Composting

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- The long-term expense of shipping waste off the island will be lowered by limiting the quantity of compostable materials disposed of, allowing the project to become more self-sustaining.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Maine Department of Corrections (MEDOC)

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- Maine Department of Corrections (MEDOC) oversees the management of correctional facilities across the state.
- Since 2016, the MDOC has proactively addressed its substantial food waste issue, with approximately 1,800 residents generating an estimated 1,350 pounds of food waste daily; by adopting composting methods such as vermicomposting, windrows, and layered composting bins.
- Mark McBrine (Food Service Manager) of the Mountain View Correctional Facility, manages 3 kitchens and oversees compost operations, and will serve as the project manager for this operation.

2. Subcontractors

- None.

3. Organizational Chart-Provided

4. Financial Viability-Provided

5. Liability Insurance-Provided

II. Proposed Services

1. Services to be Provided

- A 2021 study of food losses within Maine's Corrections found that the average amount of waste per meal per resident was .25 lbs. With the current MDOC resident population (N=1800), the facilities generate an estimated 1350 pounds of food waste per day.
- MEDOC has tried composting in the past, but encountered numerous problems, including: the burden of moving the food waste, requiring staff, vehicles, and large equipment, and navigating facility security logistics make it difficult and labor-intensive to support—this is further complicated during the winter months; decomposition rates are slower than optimal due to the

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Maine Department of Corrections (MEDOC)

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

volume of waste being produced. Lastly, composting has attracted and amplified problems with vermin at all sites. Vermin attracted to food waste and composting have also led to the destruction of crops and crop storage areas, leading to food and labor losses. One site in Southern Maine, a more urbanized area, had to stop composting altogether because of the number and aggression of seagulls to residents and staff and their nuisance to the local community.

- The grant funds will support the fabrication and installation of 4 rotary drum compost systems, purchase 2 enclosed shipping containers and lay one concrete slab for the Charleston site location.
- The grant would be used to purchase materials, parts, components, and costs related to installation. The locations of these composters will be Maine State Prison in Warren Maine, Maine Correctional Center in Windham, Bolduc Correctional Facility in Warren, and Mountain View Correctional Center in Charleston Maine. There will be no need for building construction for this project, only the concrete slab and modification of the shipping containers to meet the need; the other sites have a designated location that does not need modification. These site locations will directly impact approximately 1,800 residents and countless staff, in addition to the reduction of waste and landfill tipping fees.
- MEDOC believes that This grant will promote waste reduction across the four identified correctional facilities; enhance educational opportunities for residents to use upon reentry into the community, aid the workforce; and allow for the expansion of composting across other materials. MDOC will collaborate with community partners and other institutions in the area to improve education opportunities through sharing successes and enhancing agriculture initiatives.

2. Implementation – Work Plan

- *The applicant's proposed timeline is well thought out and proposes deadlines that should be easily met.*

III. Project Cost and Value

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Maine Department of Corrections (MEDOC)

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

1. The applicant is requesting **\$60,000** to cover the costs of purchasing supplies, fabrication of the compost drums and installation of the compost units at the facilities mentioned above.
2. The MEDOC plans on conducting all of the work themselves, so no subcontractor costs will be necessary.
3. *Value for the dollar-The applicant has the means and workforce to accomplish the project in a timely and cost-effective manner. The project as proposed is an excellent return on the state's investment.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Maine Department of Corrections

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- The Maine Department of Corrections (MDOC) oversees the management of correctional facilities and programs for adults and juveniles across the state.
- Since 2016, the MDOC has proactively addressed its substantial food waste issue, with approximately 1,800 residents generating an estimated 1,350 pounds of food waste daily. By adopting composting methods such as vermicomposting, windrows, and layered composting pens.

2. Subcontractors

- N/A

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

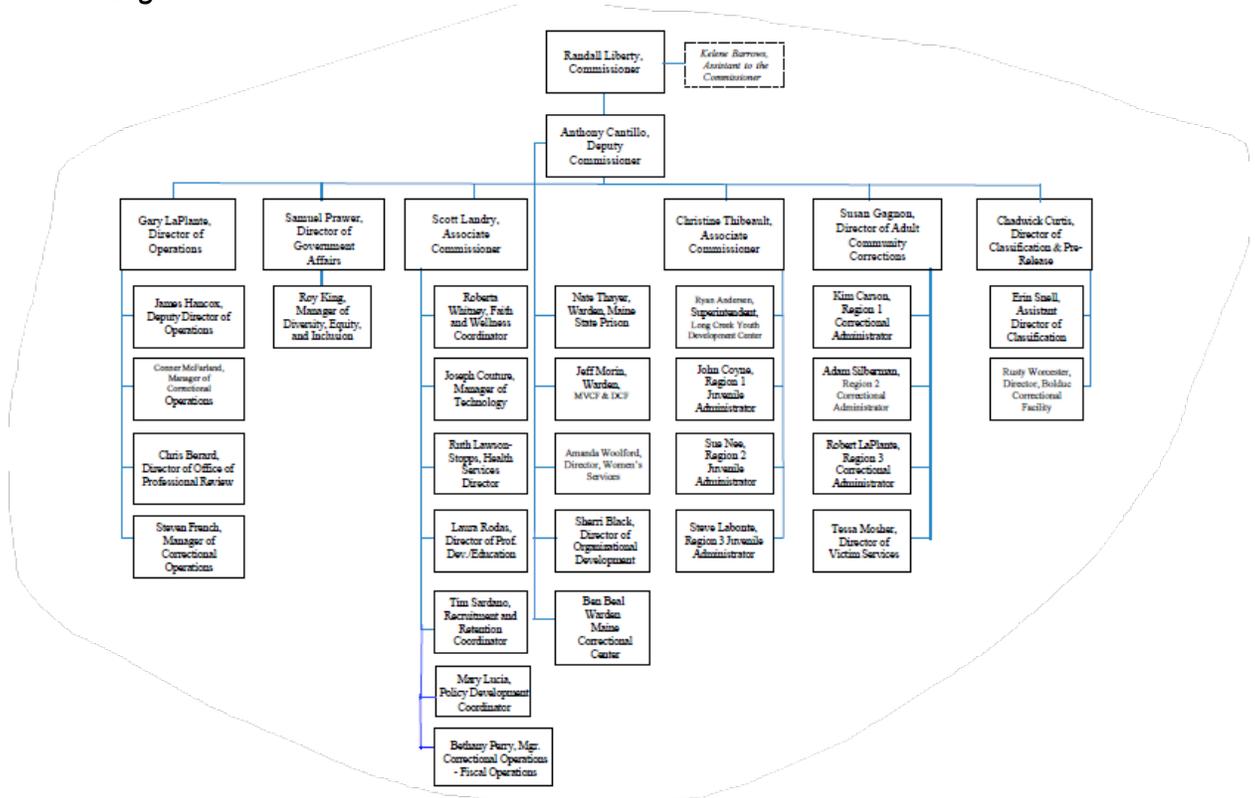
BIDDER NAME: Maine Department of Corrections

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

3. Organizational Chart



II. Proposed Services

1. Services to be Provided

- The Maine Department of Corrections (MDOC) desires to partner with the Maine Department of Environmental Protection (DEP) in the diversion of solid waste from landfills in Maine by establishing large-scale, contained, rotary drum composting systems at each of our major facilities.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Maine Department of Corrections

DATE: 2/9/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Implementation – Work Plan

Task	Timeline	Responsible Party
Procurement Process for the purchase of materials and goods	Month 1-2	MDOC Procurement Team
Award bidder and purchase materials	Month 2-3	MDOC Procurement Team
Fabrication of Composter #1	Month 3-4	Mark McBrine
Fabrication of Composter #2	Month 5-7	Mark McBrine
Fabrication of Composter #3	Month 7-9	Mark McBrine
Fabrication of Composter #4	Month 9-11	Mark McBrine
Data Collection	Ongoing	Mark McBrine

III. Project Cost and Value

The amount requested for the grant is \$60,000.00 with a match of \$20,000.00 resulting in the total proposed cost of \$80,000.00. This request is acceptable for the program.

The applicant has the funds and workforce to accomplish the project in a timely manner. Food waste has continued to be an expense for the waste stream at the Applicant's facilities. This will divert food waste from disposal, create compost, and will decrease vermin issues for the facility. Residents at these facilities will be receiving training in composting so that they are receiving a form of rehabilitation and preparedness for reentry into society.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Maine Department of Corrections

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- The Maine Department of Corrections (“the Applicant”) is partnering with the Maine Department of Environmental Protection (“DEP”) to enhance waste diversion efforts at its major correctional facilities around the state by establishing large-scale, contained rotary drum composting systems.
- The Applicant reported that, in 2016, 1,800 residents were generating an estimated 1,350 lbs. of food waste daily. The Applicant has since adopted composting methods such as vermicomposting, windrows, and layered composting pens. Efforts have turned land at the Maine State Prison into fertile land that has been used to grow food and flower gardens, which in turn created a farm-to-table model that allows food grown at the Applicant’s facilities to be served to residents.

2. Subcontractors

- N/A

3. Organizational Chart

- Provided and adequate

4. Etc.

- The Applicant provided budget information allotted by the State and a Certificate of Liability Insurance.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Maine Department of Corrections

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

II. Proposed Services

1. Services to be Provided

- The Applicant proposes to purchase and install four rotary drum composting systems, two enclosed shipping containers, and lay a concrete slab for the facility in Charleston. WDG grants would fund the cost of equipment and the concrete pad.
- The main objectives of enclosed rotary drum composting systems are to mitigate the challenges posed by vermin, labor challenges associated with outdoor composting during the winter, and speeding up the process of composting.

2. Implementation – Work Plan

- Procurement of supplies would be completed within three months of receiving WDG funds. The Applicant's staff will be responsible for building the four rotary drum composting systems with an end goal of 11 months after receiving WDG funds. The work plan and timeline are adequate.

III. Project Cost and Value

1. Project Cost

- The Applicant has requested the maximum allowable funding of \$60,000.00 of the total cost of \$80,000.00, meeting the minimum match requirement of 25%.

2. Value

- Food waste has continued to be a costly waste stream at the Applicant's facilities. Aside from diverting food waste from disposal and creating a usable product, residents at these facilities are receiving training in composting so that they are receiving a form of rehabilitation and preparedness for reentry into society. As State-run facilities, a return on investment will be evident as facility employees will perform the labor, disposal costs decrease, and food can be more locally sourced by using finished compost at the facilities.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: ScrapDogs Community Compost

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- Founded in 2018, ScrapDogs has grown to serve 700 customers on a year-round basis. Over 240 customers participate in one of six local drop-off programs that ScrapDogs has installed at municipal locations.
- Co-owners, Davis and Tessa have maintained a commitment to additional community engagement, education, and service on behalf of ScrapDogs, participating in numerous local events, school presentations, community groups, and more.

2. Subcontractors

- None.

3. Organizational Chart-Provided

4. Financial Viability-Provided

5. Liability Insurance-Provided

II. Proposed Services

1. Services to be Provided

- ScrapDogs proposes more than double its food scrap tonnage collected annually over the next two years, primarily through investment in collection capacity, offering free trials for new customers, expanding its marketing reach, and streamlining its “compost giveback” and sales process.
- With assistance from the DEP, ScrapDogs will reduce financing costs and increase business resilience; eliminate initial cost barriers for new customers; and enhance the perceived value of its service to drive both residential and commercial adoption at a much faster rate than would otherwise be possible.
- Its target will be primarily residential customers, supplemented by small- to medium-sized commercial, municipal, and institutional

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: ScrapDogs Community Compost

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

contracts (hospitals, schools, and county governments). Funds will be used for:

- Purchase 200 commercial rolling totes and 1,000 4-gallon buckets.
- Establish a “free trial month” for new customers.
- Invest in a conventional advertising campaign; and
- Purchase a soil bagging machine.

2. Implementation – Work Plan

- *The applicant’s proposed timeline is well thought out and proposes deadlines that should be easily met.*

III. Project Cost and Value

1. The applicant is requesting \$60,000 to cover the costs of purchasing a soil bagging machine, 200 commercial totes, 1,000 4-gallon buckets, lids and labels, and assorted marketing materials.
2. ScrapDogs’ planning shows that there is a growing need for this service and continued growth will help the state achieve its goal of diverting food scraps from disposal by an increase of 5% every year.
3. *Value for the dollar-The applicant has received previous grants that they have used to the fullest potential, and there is no reason to believe that this proposal will not be as successful as previous submissions.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: ScrapDogs Community Compost LLC

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- ScrapDogs Community Compost is founded in 2018. The goal of minimizing food waste sent to landfills and incinerators. Its founders are Davis Saltonstall and Tessa Rosenberry and attended the Maine Compost School.
- ScrapDogs is a residential and commercial organics management operation. The organization collects food waste from Maine residents and businesses; processes them into nutrient-rich, beneficial compost; and distributes the finished product locally.
- ScrapDogs has grown since its inception in 2018 and currently serves approximately 700 customers on a year-round basis.
- Over 240 customers participate in one of six local drop-off programs that ScrapDogs has installed at municipal locations.
- Beyond residential participants, ScrapDogs customers comprise schools and other non-profit organizations, restaurants, cafés, office buildings, and other commercial institutions.
- ScrapDogs also collects organic waste from a small number of industrial-scale operations, including a tofu producer and wild game butchers.
- ScrapDogs participated in numerous local events, school presentations, community groups, and more. The company provides educational resources regarding composting, food waste, and food systems to whomever seeks them, and ensuring its operations support a healthy, sustainable midcoastal Maine.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: ScrapDogs Community Compost LLC

DATE: 2/7/2025

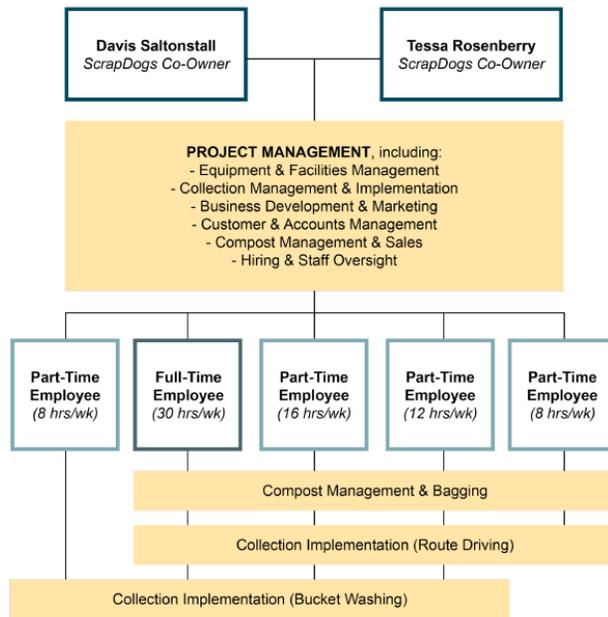
EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Subcontractors

- N/A

3. Organizational Chart



II. Proposed Services

1. Services to be Provided

- ScrapDogs want to redevelop and expand their existing compost operation to allow for increased organics processing capacity. They want to double the food scrap tonnage collected annually over the next two years, primarily through investment in collection capacity, offering free trials for new customers, expanding its marketing reach, and streamlining its “compost giveback” and sales process.
- Purchase 200 commercial rolling totes and 1,000 4-gallon buckets.
- Establish a “free trial month” for new customers.
- Invest in a conventional advertising campaign.
- Purchase a soil bagging machine.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: ScrapDogs Community Compost LLC

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Implementation – Work Plan

Implementation: Work Plan

MONTH	TASK	PROGRAM AREA	RESPONSIBLE PARTY
JUL 2025	Order Toters, Buckets and Bagging Machine	Management	ScrapDogs
AUG 2025	Receive Toters and Buckets	Operations	ScrapDogs
SEP 2025	Announce Free Trial for New Customers	Management	ScrapDogs
	Receive Bagging Machine + Purchase Generator	Operations	ScrapDogs
	Bag Compost for Subscribers + Extra	Operations	ScrapDogs
	Develop Wholesale List + Distribute to Strategic Partners	Management	ScrapDogs
APR 2026	Launch Coordinated Spring Marketing Campaign	Management	ScrapDogs
MAY 2026	Attend Farmers Market (current member)	Operations	ScrapDogs
†	Purchase Trailer	Management	ScrapDogs
†	Add Staff Hours to Cover New Routes	Staffing	ScrapDogs
† Timing will be as-needed depending on velocity of expansion.			

III. Project Cost and Value

The amount requested for the grant is \$60,000 with a match of \$156,932 resulting in the total proposed cost of \$216,932. This request is acceptable for the program.

ScrapDogs’ planning shows that there is a growing need for this service and continued growth will help the state achieve its goal of diverting food scraps from disposal by an increase of 5% every year.

The applicant has received previous grants that they have used to the fullest potential, and there is no reason to believe that this proposal will not be as successful as previous submissions. But asking \$35,000 for a soil bagging machine may be premature because the return on this investment is not yet evident.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: ScrapDogs Community Compost, LLC

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- ScrapDogs Community Compost, LLC (“the Applicant”) operates a Maine DEP-licensed composting facility and has been providing commercial and curbside composting services since 2018. The founders co-owned a zero-waste consulting organization in New York City before moving to Maine and attending the Maine Compost School. The Applicant currently serves approximately 700 customers in Knox, Waldo, Kennebec, and Lincoln counties, including residents, non-profit organizations, restaurants and cafes, offices, and other commercial institutions. The Applicant has maintained community integration through continuous education, outreach, and community engagement. The annual food waste diverted from disposal is approximately 575 tons per year.

2. Subcontractors

- N/A

3. Organizational Chart

- Provided – Davis Saltonstall and Tessa Rosenberry are the co-owners of ScrapDogs Community Compost, LLC.

4. Etc.

- The Applicant has provided proof of Financial Viability and their Certificate of Liability Insurance.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: ScrapDogs Community Compost, LLC

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- The Applicant has previously been awarded grants under the Grants to Support Recycling and Organics Management Initiatives.

II. Proposed Services

1. Services to be Provided

- The Applicant proposes to purchase equipment for increased food waste collection including 200 commercial totes, 1,000 4-gallon compost buckets with lids and labels, a portable generator, offering a trial month to new customers, creating an advertising campaign, and purchasing a soil bagging machine to sell finished compost.

2. Implementation – Work Plan

- The Applicant's work plan and schedule is adequate. Equipment would be ordered in July 2025 with the expanded coverage of services beginning in September 2025.

III. Project Cost and Value

1. Project Cost

- The Applicant has requested the maximum allowable funding of \$60,000.00 of the total cost of \$216,932.00, matching 72.3% of the total cost.

2. Value

- The Applicant is a well-established composting company. With funding from this grant, the Applicant anticipates an approximate 40% increase in tons per year diverted, an estimate of 862 tons per year. A significant portion of food waste would be diverted from disposal in an underserved market while providing a finished product usable by residents and farmers.
- Although the Applicant has received grant funding in the past, this project appears to be an integral step in achieving the State's diversion goals.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Lyman

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- A rural Maine community of 4600 year-round residents. Co-owner of Ecomaine since 2006.
- Lyman operates a transfer station in substantial compliance with the Department's Solid Waste Management Rules.
- The applicant's team has extensive experience in recycling and composting programs.

2. Subcontractors

- Tibbets Farm (composting partner).
- Tinker Tom Excavating.
- Done Right Builders.

3. Organizational Chart-Provided

4. Financial Viability-Provided

5. Liability Insurance-Provided

II. Proposed Services

1. Services to be Provided

- The Town of Lyman is seeking funds to create an organic food waste diversion program located at the Lyman Transfer Station to reduce the amount of waste going to landfills and the resulting gas emissions.
- The funding from this grant will be used to purchase a 20' container to serve as a facility to support drop-off and storage of food waste, as well as containers, signage, equipment, community education and outreach programs.
- The collected food scraps will be collected on a weekly basis and transported from the Transfer Station to Tibbets Family Farm where they already have extensive experience and an ongoing operation

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Lyman

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

in composting. Tibbetts Farm is located in Lyman, keeping all organic composting material generated from the program in the community and help a local farmer start transitioning away from commercial fertilizer to a more natural source of nutrients for producing crops.

- The program will be implemented in a staggered approach to allow for a manageable project scope, flexibility to adapt to user input and to ensure program compliance, with a goal of adding 25 households per month. The applicants believe the acquisition of this new commercial vehicle will not only expand their fleet's capacity but also play a pivotal role in supporting objectives to serve more underserved communities throughout Maine.
- Lyman is a small rural town, with an aging population and many on fixed incomes, so the ability to make environmental improvements by diverting solid waste upstream, combined with the financial benefits of decreasing tipping fees is seen as a win:win for this community.

2. Implementation – Work Plan

- *The applicant's proposed timeline is well thought out and proposes deadlines that should be easily met.*

III. Project Cost and Value

1. The applicant is requesting **\$22,261** to cover costs associated with collection of food scraps at the transfer station.
2. *Value for the dollar-The amount of the grant request compared to the potential diversion that may be accomplished makes this proposal a significant value for the dollar. In addition, the applicants have offered a greater than 50% match with their proposal.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Lyman

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- The town of Lyman is a rural community of ~4,600 residents located in York County.
- The Town of Lyman has been a co-owner and member of EcoMaine since 2006 and prior to that, Regional Waste Systems.
- In 2006, a rearrangement of the stations at the Transfer Station was completed to optimize single-sort recycling.
- This proposed program has been developed with those with extensive experience in recycling and composting programs, including Amber Swett (EcoMaine Board Member & Lyman Select Board Member), Randall Murray (Lyman Transfer Station Manager) and Jonathan Tibbetts of Tibbetts Farm
- The Town of Lyman will partner with Tibbetts Farm, a local family-owned farm that has been composting for the last 15 years, offering services from food waste to animal mortality composting and the University of New England.
- They have had no complaints from the local community or received any citations from a governing body.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Lyman

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Subcontractors

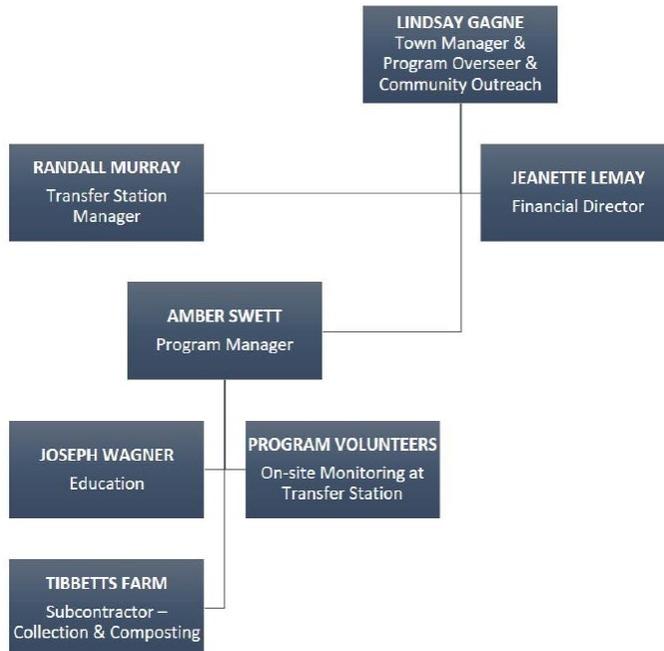
Tibbetts Farm (composting organic materials)

Tinker Tom Excavating (laying gravel pad)

Done Right Builders (building screen door for 20' container)

3. Organizational Chart

Lyman Food Waste Diversion Program



II. Proposed Services

1. Services to be Provided

- The funding from this grant will be used to purchase a 20' container to serve as a facility to support drop-off and storage of food waste, as well as containers, signage, equipment, community education and outreach programs. With an end goal of adding 25 households per month.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Lyman

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Implementation – Work Plan

Implementation - Work Plan

Month 1: Upon receipt of grant funds:

- Order materials
- Recruit & train volunteers

- Develop procedures and materials for data collection
- Solicit participants for the program with a target of 25 households
- Conduct educational session(s) & distribute containers
- Outreach to public about program benefits and how to participate

Month 2:

- Lay gravel pad
- Place 20' container at Transfer Station & install screen door
- Post signage and get all materials in place to commence program
- Implement process and procedures
- Initiate collection of data
- Solicit participants for the program with a target of 25 additional households
- Conduct 2nd educational program & distribute containers
- Communicate to public with program status & encourage participation

Ongoing:

- Program is fully implemented
- Solicit feedback from participants to determine if any changes are required
- Collect data on amount of food waste is diverted from solid waste
- Monitor change in solid-waste tipping fee costs
- Record volunteer time
- Report program updates to public at Select Board meetings
- Fulfill reporting requirements to DEP

The work plan does not address the need for a transfer station license amendment which would need to include the new gravel pad for impervious surfaces, the separate storage of food waste, and expansion of the waste handling area boundary.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Lyman

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

III. Project Cost and Value

The amount requested for the grant is \$22,261 with a match of \$22,363 resulting in the total proposed cost of \$44,624. This request is acceptable for the program if all permits that are required be obtained. Transfer stations are usually underfunded facilities and having a food waste diversion option would be beneficial. This would lower disposal costs, promote waste diversion within the community, and aid with purchasing locally grown food by helping a farm produce a better product.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Lyman

DATE: February 14, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- The Town of Lyman (“the Applicant”) is a rural community with approximately 4,600 residents. The Applicant operates a DEP-licensed solid waste transfer station, which has completed several projects since opening that promote reuse and recycling. The transfer station sends its municipal solid waste to the ecomaine incinerator in Portland.

2. Subcontractors

- Tibbetts Farm – composting operator
- Tinker Tom Excavating – gravel pad contractor
- Done Right Builders – door constructor for 20’ container

3. Organizational Chart

- Provided
 1. The Town Manager, Lindsay Gagne, will oversee the project. Amber Swett (ecomaine and Town of Lyman Board Member) will be the Program Manager working with program volunteers for on-site monitoring at the transfer station, Joseph Wagner for education and outreach, and Tibbetts Farm for on-site composting.

4. Etc.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Lyman

DATE: February 14, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- The Applicant has provided financial audit reports from 2022-2024 and its Certificate of Liability Insurance.

II. Proposed Services

1. Services to be Provided

- The Applicant proposes to begin a food waste collection program at the transfer station, with collected food waste to be composted at Tibbetts Farm in Lyman. Finished compost would be used at Tibbetts Farm. The Applicant would purchase a 20' container to store IBC totes for food waste storage at the transfer station, 2-gallon and 5-gallon buckets for residents to consolidate and transport food waste at their homes, education and outreach materials, a scale to weigh food waste, a power washer to clean containers, and associated tools and equipment for the operation at Tibbetts Farm and the transfer station.
- The Applicant estimates savings of \$69,000.00 annually and 703 tons of organic material diverted annually under this new initiative.

2. Implementation – Work Plan

- Upon receipt of WDG funds, the Applicant would immediately order materials and equipment, begin community outreach, and solicit volunteers. Month 2 would include the construction of the gravel pad and installation of the collection area at the transfer station.
- The work plan does not address the need for a transfer station license modification which would need to include the new gravel pad for impervious surfaces and the separate storage of food waste. Consideration would be needed for a composting license at Tibbetts Farm.

III. Project Cost and Value

1. Project Cost

- The Applicant has requested \$22,261.00 of the total project cost of \$44,624.00, matching 50.1% of the total cost.

2. Value

- Transfer stations are generally underfunded facilities. Adding a food waste diversion option to the transfer station would lower disposal costs, promote waste diversion within the community, and aid with purchasing locally-grown food by helping a farm produce a better product. A 2024 survey found that 77.1% of respondents expressed at least some interest in the program.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Skowhegan

DATE: 2/14/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- A rural Maine community of 8,678 year-round residents. Have been running a successful food scrap composting program since 2013; where they collect food scraps from various local businesses and schools, along with providing a residential drop-off at their transfer station.
- Recycling center staff regularly conduct compost and recycling education at the 7 Skowhegan schools, Rotary Club and Skowhegan's Women's Club.
- The applicant's team has extensive experience in recycling and composting programs.

2. Subcontractors

- None Provided.

3. Organizational Chart-Work following Municipal Model-Board of Selectmen.

4. Financial Viability-Provided

5. Liability Insurance-Provided

II. Proposed Services

1. Services to be Provided

- The Town of Skowhegan is seeking funds to purchase three enclosed trailers and additional totes to help enhance and expand the Town's robust food scrap recovery and compost operation.
- Two of the trailers will be positioned at strategic locations within Skowhegan to allow businesses and residents to drop-off food scraps when it is convenient, instead of having the transfer station serve as the only acceptable receiving area.
- The remaining trailer will be used to haul food scraps and totes to businesses interested in participating in the existing pick-up program.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Skowhegan

DATE: 2/14/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Implementation – Work Plan

- *The applicant proposes to purchase all the needed equipment immediately upon notification of the grant award.*

III. Project Cost and Value

1. The applicant is requesting **\$30,203.62** to cover costs of the 3 enclosed trailers and 32 food scrap totes and bins.
2. *Value for the dollar-The amount of the grant request compared to the potential diversion that may be accomplished makes this proposal a significant value for the dollar.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Skowhegan

DATE: 2/6/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- The town of Skowhegan sees a need to expand the recycling and food waste needs of its residents.
- Skowhegan's current composting program started in 2013 and has 50 households participating. Each month 95-gallon totes are filled.

2. Subcontractors

- N/A

3. Organizational Chart

- *Board of selectman*

II. Proposed Services

1. Services to be Provided

- Purchase enclosed storage containers and food scrap recycling totes and bins to help expand existing municipal compost operation.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Skowhegan

DATE: 2/6/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Implementation – Work Plan

- This proposal is for three enclosed trailers and additional builds upon our existing successes. This will increase the recycling and food scrap collection.
- Two enclosed trailers will allow businesses and residents to drop off recyclables and food scraps. The third trailer will be used for food scraps.
- The Town would also purchase 32 food scrap and recycling totes/bins.

III. Project Cost and Value

The amount requested for the grant is \$30,203.62 with a match of \$10,067.87 resulting in total proposed cost of \$40,271.49.

The phrasing in the proposed services suggests that this proposal is not specifically for organics but for organics and recycling. This is an underfunded town that works closely with its community and has never received a grant from the program. I believe communication with the applicant would be helpful in the practical use of these three trailers.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Skowhegan

DATE: February 14, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- The Town of Skowhegan ("the Applicant") is a municipality that has implemented recycling and diversion programs. Incentives include a residential food scrap drop-off program, leaf and yard waste composting program, and recycling education sessions in the Town's schools. The Applicant aims to continue expanding upon these successful initiatives to keep up with population growth in the Town.

2. Subcontractors

- N/A

3. Organizational Chart

- The project would be overseen by the Town's Solid Waste/Recycling Supervisor, Cynthia Clark.

4. Etc.

- The Applicant has provided its ability to meet the minimum 25% match requirements and its Certificate of Liability Insurance.

II. Proposed Services

1. Services to be Provided

- The Applicant proposes to purchase three trailers to manage food waste. Two of these trailers would be stored in designated locations in the Town for residents to drop off recyclables and would be

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Town of Skowhegan

DATE: February 14, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

picked up by the Town's Solid Waste staff and brought back to the Town's transfer station. A third trailer would be used to haul food scrap and recycling totes to businesses participating in the pick-up program. The Town would also purchase 32 food scrap and recycling totes/bins.

1. The phrasing in the proposed services suggests that this proposal is not specifically for organics but for organics and recycling.

2. *Implementation – Work Plan*

- Upon receiving the WDG funds, equipment would be purchased immediately and placed in the designated locations. The schedule and work plan are adequate.

III. *Project Cost and Value*

1. *Project Cost*

- The Applicant has requested \$30,203.62 of the total cost of \$40,271.49, matching 24.99999% of the required 25% match.
 1. Adding exactly 1 cent to the match (\$10,067.88) would meet the 25% requirement. Is this 0.00001% enough of a technicality to disqualify the proposal, or is this satisfactory? I believe this is fine.

2. *Value*

- Adding drop-off points for food waste in the Town adds a convenience of separating food waste for diversion in an area that already works on food waste diversion. However, I believe a discussion should be had pertaining to the allocation of funds, as this WDG Bonus Round was geared specifically towards organics, and the work plan and cost estimates include costs for recycling containers.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Chickadee Compost

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- *Owner/Operator (Kate Tomkins) is a 2019 graduate of Maine Compost School.*
- *Chickadee Compost was formed in 2020 and has steadily grown over the past five years: 125 tons food scraps processed in 2022, 223 tons in 2023 and 245 tons in 2024.*
- *Kate has significant business experience and is working in collaboration with Green Ellsworth (a citizen's initiative) to try and decrease the amount of food that is wasted in the City of Ellsworth and surrounding area.*
- *Chickadee Compost continues to reach out to surrounding communities to try and solicit participation in their growing, successful program.*

2. Subcontractors

- *Mike Cook Sr. Construction (based in Ellsworth) will be the subcontractor for the compost pad expansion.*

3. Organizational Chart-Provided

4. Financial Viability-Provided

5. Liability Insurance-Provided

II. Proposed Services

1. Services to be Provided

- *Expand Chickadee Compost's services in Ellsworth over two years, through incorporation of 100 households in a curbside food scrap collection program.*
- *As part of the expansion, Chickadee Compost plans to provide food scrap collection services to both the Ellsworth Elementary Middle School and the Ellsworth High School, and will continue outreach efforts with Northern Light Maine Coast Hospital.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Chickadee Compost

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- Chickadee Compost will develop effective outreach and promotional materials to ensure maximum interest and uptake in the program. This will involve press releases, social media outreach, mailings, posters, informational events, and public fora and discussions on waste reduction and diversion opportunities.
- To best serve the residents of Ellsworth, while maintaining steady growth in our other existing service areas (Blue Hill peninsula, Deer Isle/Stonington, MDI), **Chickadee Compost is requesting funds for the purchase of a used Isuzu truck in good working order** to be used for both food scrap collection and compost deliveries.
- **Funds are also requested to expand the paved area of our existing compost pad**, providing working space for an additional two rows of windrows on site.
- This expansion is necessary, as program growth in Ellsworth is expected to generate an additional 250,000 pounds of food scraps per year.
- The money from this project would be used **specifically for expanding our business by purchasing additional buckets, lids, stickers, and toters.**
- To date we have composted nearly **1.2 million pounds of food scraps**, and through this project we expect to compost an additional 250,000 pounds of new food scraps from Ellsworth over two years.
- This project will take place in Ellsworth and Surry, Maine. Ellsworth is currently an underserved area in the state in terms of waste diversion, and as the largest city in Hancock County.

2. Implementation – Work Plan

- *The applicant's proposed work schedule is appropriate and doable, except for the expansion and paving of the compost pad.*

III. Project Cost and Value

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Chickadee Compost

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

1. The applicant is requesting **\$60,000** to purchase 150 4-gallon compost buckets for \$1,650, 32 48-Gallon Toter waste bins for \$3,040, and a good condition used Isuzu stake bed/landscapers truck with lift gate for \$27,310 to be used to haul food scraps and deliver compost in Ellsworth and across Hancock County. Because this truck has a bigger bed than existing pickup, it will decrease time and trips required for food scrap pickups.
2. *The **\$25,000** for the compost pad expansion will not be payable until the facility receives a DEP approved license revisio.*
3. *Value for the dollar-The applicants have a proven track record on successfully establishing and growing their food scrap collection business. The proposed costs are consistent with other projects and the increased capacity is much-needed in this undeveloped organics collection area.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Chickadee Compost, LLC

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- Chickadee Compost, LLC (“the Applicant”) was founded by Kate Tomkins in 2020 after graduating from the Maine Compost School. The Applicant currently operates a DEP-licensed commercial composting facility and sells finished compost created from food scraps.
- Before starting Chickadee Compost, LLC, Kate worked at SeaShare, which sent seafood bycatch to food banks across the U.S. At SeaShare, Kate managed grants, budgets, and stakeholder partnerships.
- The Applicant has started food scrap composting operations for Mount Desert Island and schools in Hancock County.

2. Subcontractors

- Mike Cook Sr. Construction and Ring’s Paving – subcontractors for construction and paving of compost pad expansion

3. Organizational Chart

- Provided
 1. Kate Tomkins and Kelsi Stembel of Chickadee Compost will oversee this project, working with Mary Blackston (Green Ellsworth) and Mike Harris (Ellsworth Public Works) for implementation within the City of Ellsworth.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Chickadee Compost, LLC

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

4. Etc.

- The Applicant previously received WDG funds in July 2020 and July 2022 to construct and expand the business.
- The Applicant has provided their Financial Liability and Certificate of Liability Insurance, as well as letters of support from Green Ellsworth and Ellsworth Elementary Middle School.

II. Proposed Services

1. Services to be Provided

- The Applicant proposed a two-year pilot program with Green Ellsworth to test whether curbside food scrap collection or a transfer station food scrap collection kiosk is more effective in diverting food waste. 100 households would be test subjects for the curbside collection, as well as expanding services to Ellsworth Elementary Middle School and Ellsworth High School.
- The Applicant also proposes to expand the paved area of their existing compost pad to accommodate the estimated 250,000 lbs. increase in food scraps accepted annually. The expanded compost pad would also allow the Applicant to continue accommodating composting efforts by 1 Earth Composting.
- Funding would also go towards purchasing equipment, including a used truck for food scrap collection and compost delivery which is larger than their current vehicle, 150 4-gallon compost buckets, and 32 48-gallon toter waste bins, as well as education and outreach materials.

2. Implementation – Work Plan

- The work plan is appropriate. Equipment purchases and education and outreach would begin immediately, with food scrap collection beginning in June 2025. The compost pad expansion would be completed by September 2025, after the pilot program has begun.

III. Project Cost and Value

1. Project Cost

- The Applicant has requested the maximum allowable funding of \$60,000.00 of the total cost of \$94,800.00, matching 36.7% of the total cost.
 1. The \$25,000.00 for the compost pad expansion cannot be paid out until a revision to the Applicant's existing DEP license is approved.

2. Value

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Chickadee Compost, LLC

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- Although the Applicant has previously been awarded WDG funding, the proposal would allow a well-established composting company in an underserved area of the State to expand their services and further divert a significant waste item from disposal. The research would also help devise a plan for future composting expansion into other communities.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Chickadee Compost

DATE: 2/6/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Kate Tomkins, founded Chickadee Compost in early 2020, and has been operating and growing the business and commercial composting facility since it was licensed by DEP in March 2022.
- Chickadee Compost has seen steady and sustainable growth: they composted 125 tons of food scraps in 2022, 223 tons in 2023, and 245 tons in 2024. All composted food scraps are cured, screened, and sold in Hancock County for use in home vegetable and flower gardens, some commercial gardens/farms, and in school gardens. Compost sales occur in the spring and fall and have sold out each season since late 2022.

2. Subcontractors

- Mike Cook Sr. Construction (based in Ellsworth) will be the subcontractor for the compost pad expansion. Mike has over 30 years' experience in earth moving and construction projects and successfully developed Chickadee Compost's existing compost pad. Paving for pad expansion will be done by Ring's Paving, another family-owned business based in Ellsworth. Rings did the paving on Chickadee Compost's existing compost pad.
- Mike Cook's phone: 207-266-8079
- Ring's Paving phone: 207-963-4104

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Chickadee Compost

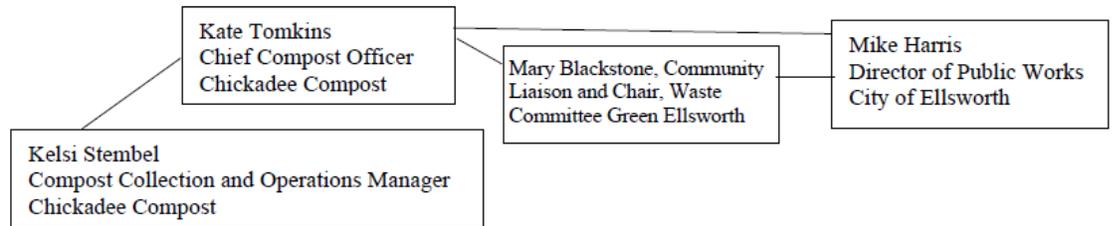
DATE: 2/6/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

3. Organizational Chart

2. Organizational Chart for this Project



3. Litigation

None.

4. Financial Viability

Please see the attached documents.

5. Certificate of Insurance

Please see the attached documents.

II. Proposed Services

1. Services to be Provided

- Expand existing composting infrastructure and operations to service all Blue Hill Peninsula and service food collected from their partner-1 Earth Composting. This will expand the paved area of the existing compost pad, providing working space for an additional two rows of windrows on site. This expansion is necessary, as program growth in Ellsworth is expected to generate an additional 250,000 pounds of food scraps per year.
- Chickadee Compost is requesting funds for the purchase of a used Isuzu truck to be used for both food scrap collection and compost deliveries.
- Additionally, Chickadee Compost continues to work in partnership with 1 Earth Composting to provide composting space for their curbside collection program.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Chickadee Compost

DATE: 2/6/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

III.

1. Implementation – Work Plan

11. Implementation - Work Plan

Activity	Mar-Jun 2025	Jul-Sep 2025	Oct-Dec 2025	Jan-Mar 2026	Apr-Jun 2026	Jul-Sep 2026	Oct-Dec 2026	Jan-Mar 2027
Sign grant contract	Mar							
Order Buckets and Toters	Apr							
Purchase Isuzu Truck	Apr							
Prepare Gravel Pad for Paving		Jul						
Pave Pad		Sep						
Prepare detailed outreach plan with partners	Apr							
Press Release Distributed, Social Media Outreach	May							
Mailings/Posters Printed/Mailed	June							
Public Info Events	June	Sep		Mar				
Fora on Waste Issues Hosted	May		Oct		May		Oct	
Curbside Collection Starts		June						
Transfer Station Collection Starts		June						
School Collection Starts		Sep						
Six Month Evaluation of Project, Reporting to Participating Households and Partners			Dec					
One Year Evaluation of Project, Reporting to Participating Households and Partners					Jun			
Eighteen Month Evaluation of Project, Reporting to Participating Households and Partners							Dec	
Two Year Evaluation of Project, Reporting to Participating Households and Partners								Mar
End of Two Years: Choose Path Forward 1. Curbside only 2. Transfer station only 3. Mix of both								Mar

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

**RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for
Organics Management Activities**

BIDDER NAME: Chickadee Compost

DATE: 2/6/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

IV. Project Cost and Value

The amount requested for the grant is \$60,000 with a match of \$34,800 resulting in the total proposed cost of \$94,800. This request is acceptable for the program.

Chickadee Composting is an extremely successful project that has created and provided compost for its surrounding community. Additionally, Chickadee Compost is working in partnership with 1 Earth Composting to provide composting space for their curbside collection program, so additional space does seem necessary. However, this applicant has been awarded WDG funding in the past and is already a well-established composting company. And the facility has not yet received a DEP approved license for the compost pad expansion. For these reasons this project request is premature since the license is not acquired. This means the services they would provide, the pad expansion, is not yet a given.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Garbage to Garden

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- Began as a one-man operation in 2012 and has grown to New England's leader in curbside composting.
- Garbage to Garden offers commercial organics solutions (as well as comprehensive waste management) for businesses, schools, and nonprofit organizations as well as zero-waste event services for events with 50-50,000 attendees. Additionally, we service over forty thousand residential subscribers between Maine and Massachusetts, including those participating in our City-funded programs provided through contracts with the Cities of Boston and Medford.
- The applicant has received numerous WDG awards in the past.

2. Subcontractors

- None.

3. Organizational Chart-Provided

4. Financial Viability-Provided

5. Liability Insurance-Provided

II. Proposed Services

1. Services to be Provided

- The applicant is requesting \$60,000 to help purchase a commercial-grade food scrap collection truck. This request is in response to the applicant winning a contract for an expanded commercial collection area located in Kennebec, Lincoln, Knox, Waldo, Hancock, Penobscot, and Somerset Counties.
- The applicants believe the acquisition of this new commercial vehicle will not only expand their fleet's capacity but also play a pivotal role in supporting objectives to serve more underserved communities throughout Maine.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Garbage to Garden

DATE: 2/10/2025

EVALUATOR NAME: Mark King

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- enhanced fleet, we can reach and provide our services to those communities that have been traditionally underserved by our industry. However, there is no guarantee that the investment will achieve all of these projected goals.
- Partners and other institutions in the area to improve education opportunities through sharing successes and enhancing agriculture initiatives.

2. Implementation – Work Plan

- *The applicant's proposed timeline is well thought out and proposes deadlines that should be easily met.*

III. Project Cost and Value

- 1. Value for the dollar-The applicant has the means and workforce to accomplish the project without WDG funds and I am not entirely convinced that this is great use of limited Waste Diversion Grant Funds we have available this round.*
- 2. In a previous project, WDG funds bought a truck for G2G to transport food from Sanford.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Garbage to Garden, Inc.

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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

Individual Evaluator Comments:

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

I. Organization Qualifications and Experience

1. Overview of Organization

- Garbage to Garden, Inc. ("the Applicant") is a commercial composting operation founded in Portland in 2012. The Applicant provides curbside composting services in Maine and Massachusetts to businesses, schools, nonprofit organizations, and over 40,000 residential subscribers.

2. Subcontractors

- N/A

3. Organizational Chart

- Provided – the Operations Manager, Alex Perkins, will oversee this project.

4. Etc.

- The Applicant has provided their Financial Liability and their Certificate of Liability Insurance.

II. Proposed Services

1. Services to be Provided

- The Applicant proposes to use WDG funds to purchase a new Hino L6 truck chassis with bucket body in order to expand services to Kennebec, Lincoln, Knox, Waldo, Hancock, Penobscot, and Somerset counties. Service to these new areas includes residential pick-ups, schools, business, and municipal drop-off sites.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Garbage to Garden, Inc.

DATE: February 12, 2025

EVALUATOR NAME: Derek DeCastro

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

- The Applicant was awarded a contract to expand their commercial collection to these areas. The proposed truck would allow the Applicant to effectively service the areas mentioned under their new contract. Education and outreach will be provided concurrently with the waste pick-up services.
- The Applicant estimates 30 tons of compostable materials under this new contract, with a goal of 100 tons per month as they add new schools and municipal stops to each route.

2. Implementation – Work Plan

- The Applicant would purchase the new truck immediately upon awarding of the WDG funds. The new routes would start in April 2025, with additional outreach being rolled out throughout the year as the Applicant moves north. The timeline and proposed work plan are appropriate.

III. Project Cost and Value

1. Project Cost

- The Applicant is requesting \$60,000.00 of the total cost of \$173,101.00, matching 65.3% of the total cost.

2. Value

- The Applicant has received inquiries from municipalities in the counties mentioned in their proposal and has had to deny service due to insufficient equipment in their fleet to accommodate new customers. However, the proposed service of purchasing a new truck is the sole service to be provided rather than expanding the Applicant's infrastructure. The WDG is intended to assist smaller companies, pilot programs, and municipalities rather than large companies.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Garbage to Garden, Inc.

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

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

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- **Garbage to Garden, Inc.** was founded in Portland in 2012. Garbage to Garden has won many state, local and national awards, adding services, and growing geographically.
- Garbage to Garden has made high quality compost for organic gardens, and uncompromising reliability backed up with outstanding customer service and direct outreach and education to maximize program success.
- GTG is New England's leader in curbside composting, with vertically integrated hauling and composting operations in Maine and Massachusetts.
- GTG offers commercial organics solutions for businesses, schools, and nonprofit organizations as well as zero-waste event services for events with 50-50,000 attendees.
- GTG service over forty thousand residential subscribers between Maine and Massachusetts, including those participating in our City-funded programs provided through contracts with the Cities of Boston and Medford.
- GTG has partnered with several farms and facilities for local waste management and food compost.

2. Subcontractors

- N/A

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Garbage to Garden, Inc.

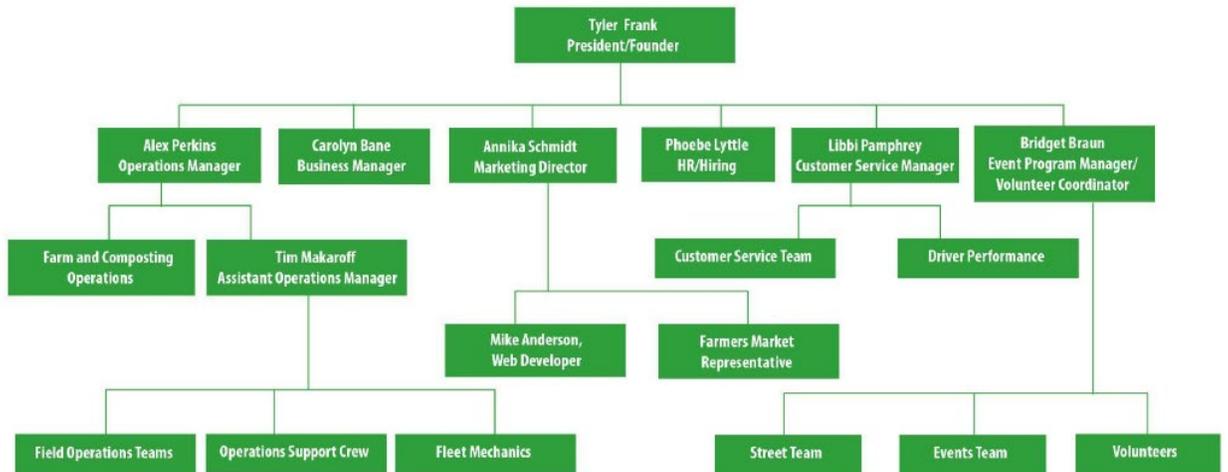
DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

3. Organizational Chart

3. Organizational Chart



II. Proposed Services

1. Services to be Provided

- Purchase a new commercial vehicle, a 2026 Hino L6 chassis with a 2025 WaBo 14' 6" Aluminum Bucket Body. To help expand their commercial food scrap collections.

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Garbage to Garden, Inc.

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

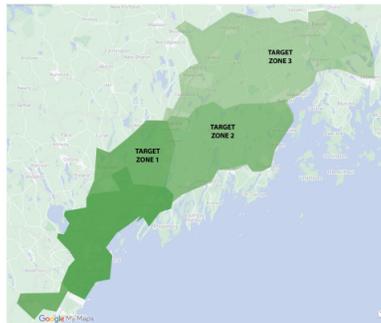
EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

2. Implementation – Work Plan

IMPLEMENTATION - WORK PLAN

Implementation plan during the period of March 18, 2025, and ending on March 18, 2026.

The new collection route extending into these Maine counties can begin as soon as we have the new truck based on current contracted stops. Outreach will be performed in a targeted manner, approaching schools and municipalities with the intention of added density, while also prioritizing based on the following zones/map and following the timeline below:



Zone 1: along planned expansion routes within Androscoggin, Kennebec, and York counties

Zone 2: along planned expansion routes within Lincoln, Knox, and Waldo counties

Zone 3: along planned expansion routes within Hancock, Penobscot, and Somerset counties

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Garbage to Garden, Inc.

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

Project Timeline

March 2025

- Purchase new truck
- Plan and schedule new collection routes around new contract stops
- Identify school districts/municipalities and prioritize outreach based Zones 1, 2, 3
- Develop additional farm and composting site partnerships in proximity to routes

April 2025

- Launch new collection routes with existing contract
- Outreach/Proposals to school districts/municipalities in **Zone 1**
- New stops added to routes and educational support provided as needed

May 2025

- Outreach/Proposals to school districts/municipalities in **Zone 2**
- Outreach to local businesses in **Zone 1**
- New stops added to routes and educational support provided as needed

June 2025

- Outreach/Proposals to school districts/municipalities in **Zone 3**
- Outreach to local businesses in **Zone 2**
- New stops added to routes and educational support provided as needed

July 2025 - March 2025

- Ongoing outreach/follow up to school districts, municipalities, and businesses (Zones 1, 2, 3)

School Programs can be rolled out within a few weeks of contract negotiation, with the following implementation steps:

- Perform Waste Audit to establish needs
- Develop plan of service and proposal
- Finalize Contract
- Review of existing serviceware (recommendation of certified compostables in place of single use plastics if reusables are not an option)
- Create custom signage
- Delivery of bins and signage
- Training sessions and/or presentation
- 1-2 week period of staff/volunteer monitoring bins during lunch periods
- Additional totes for added capacity and additional trainings (if requested, or if necessitated due to contamination) provided as needed. Our Field Operators monitor for

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #: 202412217

RFP TITLE: 2024-2025 Waste Diversion Grants Program, Special Round for Organics Management Activities

BIDDER NAME: Garbage to Garden, Inc.

DATE: 2/7/2025

EVALUATOR NAME: Courtney Hafner

EVALUATOR DEPARTMENT: Maine Department of Environmental Protection

both needs so this can be communicated to our Customer Service team to provide recommendations.

**Local businesses would have similar implementation steps to launch of a school program, depending on needs for signage and staff training, but typically in a truncated time period as fewer people need to be trained.*

Municipal Drop-Off Sites can be launched within a week or so:

- Design and print customized Drop-off site Signage
- Optional: Assembly of covered kiosk
- Deliver sign and totems
- Customized flyers/outreach materials created for residents



III. Project Cost and Value

The amount requested for the grant is \$60,000 for a new vehicle with a match of \$113,101 resulting in the total proposed cost of \$173,101. This request seems excessive given the match value.

The applicant has the funds and workforce to accomplish the project without WDG funds. This request seems excessive given the match value and I do not believe this new vehicle would be a fair use of the grant funds.



STATE OF MAINE
DEPARTMENT OF Environmental
Protection

Janet T. Mills
Governor

Melanie Loyzim
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202412217

**RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics
Management Activities**

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

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

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

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

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

Mark King

January 21, 2025

Signature

Date



STATE OF MAINE
DEPARTMENT OF Environmental
Protection

Janet T. Mills
Governor

Melanie Loyzim
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202412217

RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics
Management Activities

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

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Derek DeCastro
Signature

January 28, 2025
Date



STATE OF MAINE
DEPARTMENT OF Environmental
Protection

Janet T. Mills
Governor

Melanie Loyzim
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202412217

**RFP TITLE: 2024-25 Waste Diversion Grants Program, Special Round for Organics
Management Activities**

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

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Courtney Hafner

Signature

01/21/2025

Date