

State of Maine
Master Score Sheet

RFP# 202503041					
2025 Office Paper and Cardboard Recycling Services					
Bidder Name:		Clean Sweep Junk Removal	Residuals Management International LLC		
Proposed Cost:		\$300,000	\$294,000		
Scoring Sections	Points Available				
Section I: Preliminary Information	N/A	N/A	N/A		
Section II: Organization Qualifications and Experience	30	10	28		
Section III: Proposed Services	30	28	20		
Section IV: Cost Proposal	40	39.2	40		
TOTAL	100	77.2	88		
Bidder Name:					
Proposed Cost:					
Scoring Sections	Points Available				
Section I: Preliminary Information					
Section II: Organization Qualifications and Experience					
Section III: Proposed Services					
Section IV: Cost Proposal					
TOTAL					

Award Justification Statement
RFP# 202503041
2025 Office Paper and Cardboard Recycling Services

- I. Summary** – The State of Maine, Department of Administrative and Financial Services (Department), Property Management Division (PMD) is seeking proposals for the provision of Office Paper & Cardboard Recycling Services for all State-owned buildings under its control at the West Side Campus, East Side Campus, Maine Criminal Justice Academy, and 10 Water Street, Hallowell.
- II. Evaluation Process** - We used the consensus scoring approach. The team included Sandy Weeks, Director of Housekeeping and Custodial Services for her knowledge of the day to day contract operations, Valerie Russell, Office Special I, as the contractual expert, and Jan Lareau as the financial expert.
- III. Qualifications & Experience**
- a. 37 years' experience in the recycling business
 - b. Have an adequate amount of resources, including employees and equipment
 - c. Provided a very good list of contracts similar in size and scope to the State's RFP requirements, including the State of Maine
 - d. Company has not been involved in any litigation
- IV. Proposed Services**
- a. Will pick up three times/ week following scheduled and route to swap out totes and collect cardboard
 - b. If awarded contract will install a baler to streamline the process
 - c. Contractor has more than ample available vehicles, bins, and personnel to fulfill this contract.
- V. Cost Proposal** - Selected bidder's cost was \$294,000.00/ 5-yr contract vs the other bidder at \$300,00.00/ 5-yr contract
- VI. Conclusion** - The selected bidder's experience, qualifications, available resources, proposed services and lower cost lead to their selection.



**STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE
AND FINANCIAL SERVICES**

**Janet T. Mills
Governor**

**Kirsten LC Figueroa
Commissioner**

May 29, 2025

Clean Sweep Junk Removal LLC
Attn: Mr. Adam Pelletier
106 Richard Road
Sidney, Maine 04330

**SUBJECT: Notice of Conditional Contract Award under RFP # 202503041
2025 Office Paper and Cardboard Recycling Services**

Dear Mr. Pelletier:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Administrative and Financial Services for 2025 Office Paper and Cardboard Recycling Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Residuals Management International LLC

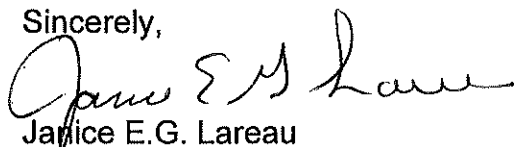
The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice 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 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,

A handwritten signature in black ink, appearing to read "Janice E.G. Lareau". The signature is fluid and cursive, with the first name "Janice" being more prominent.

Janice E.G. Lareau
Director of Property Management Division

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, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).



**STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE
AND FINANCIAL SERVICES**

**Janet T. Mills
Governor**

**Kirsten LC Figueroa
Commissioner**

May 29, 2025

Residuals Management International LLC
Attn: Ms. Kathie Bolduc
840 Bakerstown Road
Poland, ME 04274

**SUBJECT: Notice of Conditional Contract Award under RFP # 202503041
2025 Office Paper and Cardboard Recycling Services**

Dear Ms. Kathie Bolduc:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Administrative and Financial Services for 2025 Office Paper and Cardboard Recycling Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Residuals Management International LLC


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

A handwritten signature in black ink, appearing to read "Janice E.G. Lareau". The signature is fluid and cursive, with the first name "Janice" being the most prominent.

Janice E.G. Lareau
Director of Property Management Division

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, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

SUMMARY PAGE

Department Name: Department of Administrative and Financial Services

Name of RFP Coordinator: Valerie Russell

Names of Evaluators: Janice Lareau, Valerie Russell, Sandy Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	NA	
•		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	30	10
Section III. Proposed Services	30	28
Section IV. Cost Proposal	40	39.2
<u>Total Points</u>	<u>100</u>	<u>77.2</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information		

Evaluation Team Comments:

NA

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	30	10

Evaluation Team Comments:

- 3 years in business, assumed all in recycling
- Two FT and two PT as needed
- Three pick-up trucks and two trailers – will purchase totes if awarded contract
- No sub-contractors

- Will service out of Sidney ME
- Org chart provided, with brief description of duties
- Current Acord attached

- Provided current and / or past contracts, one maybe similar in size and scope, but not the other two which were small scale and one-time contracts

- No litigation

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	30	28

Evaluation Team Comments:

States they will meet all requirements of the RFP. Scope of services very detailed as they itemized all requirements.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	.	Cost Proposal Being Scored	x	Score Weight	=	Score
294,000	.	300,000	x	40 points	=	39.2

Evaluation Team Comments:

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER: Residential Management International LLC

DATE: 05/12/2025

SUMMARY PAGE

Department Name: Department of Administrative and Financial Services

Name of RFP Coordinator: Valerie Russell

Names of Evaluators: Janice Lareau, Valerie Russell, Sandy Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	NA	
•		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	30	28
Section III. Proposed Services	30	20
Section IV. Cost Proposal	40	40
<u>Total Points</u>	<u>100</u>	<u>88</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041
RFP TITLE: 2025 Office Paper and Cardboard Recycling Services
BIDDER: Residential Management International LLC
DATE: 05/12/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

NA

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER: Residential Management International LLC

DATE: 05/12/2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	30	28

Evaluation Team Comments:

- 37 years in recycling business
- 30 FT, 2 FT assigned to this contract and 2-4 PT as needed
- One straight truck with two on stand-by
- 300 96-gallon totes
- No sub-contractors

- Will service out of Auburn ME
- Org chart provided, with very detailed description of duties
- Current Acord attached

- Has provided similar recycling services, both in scope and size, for the State of Maine, Sappi North America, as well as providing recycling services for Kerry Coffee (not sure of scope or size)

- No litigation

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER: Residential Management International LLC

DATE: 05/12/2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	30	20

Evaluation Team Comments:

Brief description stating will service three times per week, adhering to our schedule and using a straight truck and swapping out full totes with empty. States will install a downstroke bailer

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER: Residential Management International LLC

DATE: 05/12/2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
294,000	,	294,000	x	40 points	=	40

Evaluation Team Comments:

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

EVALUATOR NAME: Janice E. G. Lareau

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

Individual Evaluator Comments:

SECTION I
1. Overview of the Organization
<ul style="list-style-type: none">a. How many years has the company been in business?<ul style="list-style-type: none">i. How many years has the company been in the recycling business?b. Provide listing of current resources, i.e. personnel qualified to perform this work and equipment available, to execute this RFP.<ul style="list-style-type: none">i. How many personnel are full time?ii. How many personnel are part time?iii. List owned equipment/vehicles which will be available to support this contract.c. Will sub-contractors be used? If so, provide a list that specifies the company name, address, phone number, contact person, and a brief description of the subcontractors' organizational capacity and qualifications.
In recycling business for (+/-) 3 years
Two FT working owners and 2 PT as needed
Three pick-up trucks and two trailers – will buy totes if awarded contract
No sub-contractors will be used
2. Organization Location and Chart, and Insurance
<ul style="list-style-type: none">a. Provide location of the corporate headquarters and the location from which the services will be provided, if different from the headquarters location.b. Provide an organizational chart. The chart must include the project being proposed. Each position must be identified by position title and corresponding to the personnel job descriptions.c. Attach a current certificate of insurance on a standard ACORD form (or the equivalent) evidencing the Bidder's general liability, professional liability and any other relevant liability insurance policies that might be associated with this contract.
106 Richard Road, Sidney ME
Org chart provided with brief description of duties
Current Acord attached

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

EVALUATOR NAME: Janice E. G. Lareau

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

3. Description of Experience with Similar Projects

Provide a list of three (3) contracts/agreements, similar in size, that occurred within the past five (5) years which reflect experience and expertise needed in performing the functions described in the "Scope of Services" portion of this RFP. This can include any State of Maine contracts. For each of the three (3) examples provided, include the name and telephone number for a contact person from the client organization. Please note that contract history with the State of Maine, whether positive or negative, may be considered in rating proposals even if not provided by the Bidder.

Partnered with CheckSammy for statewide collection of unwanted items at multiple locations, responsibly recycling all items that can be recycled. Not sure how long they've had this partnership?

Sunday River, annual removal of recyclables, mostly tires and tracks. Not sure how long?

John F. Murphy Homes, large scale project to clean out three residences and dispose recyclables appropriately. One time contract

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

EVALUATOR NAME: Janice E. G. Lareau

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

4. Litigation

Attach a list of all current litigation in which the Bidder is named and a list of all closed cases that have closed within the past five (5) years in which Bidder paid the claimant either as part of a settlement or by decree. For each, list the entity bringing suit, the complaint, the accusation, amount and outcome. If no litigation will be included, write "none" on submitted attachment.

none

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

EVALUATOR NAME: Valerie Russell

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

Individual Evaluator Comments:

SECTION I

1. Overview of the Organization

- a. How many years has the company been in business?
 - i. How many years has the company been in the recycling business?
- b. Provide listing of current resources, i.e. personnel qualified to perform this work and equipment available, to execute this RFP.
 - i. How many personnel are full time?
 - ii. How many personnel are part time?
 - iii. List owned equipment/vehicles which will be available to support this contract.
- c. Will sub-contractors be used? If so, provide a list that specifies the company name, address, phone number, contact person, and a brief description of the subcontractors' organizational capacity and qualifications.

A. In business for - three (3) yrs

A i. Recycling business for - three (3) yrs

B. B i. Full Time Personnel – two (2)

ii. Part time Personnel – two (2) when needed

iii. List owned equipment – Three (3) pickup trucks (2024 & 2007 Toyota Tundra and a 2003 Chevy Silverado).

Two (2) Trailers (2024 7X12 Griffin Dump Body Trailer and a 2018 6X8 Utility Trailer

C. No subs

2. Organization Location and Chart, and Insurance

- a. Provide location of the corporate headquarters and the location from which the services will be provided, if different from the headquarters location.
- b. Provide an organizational chart. The chart must include the project being proposed. Each position must be identified by position title and corresponding to the personnel job descriptions.
- c. Attach a current certificate of insurance on a standard ACORD form (or the equivalent) evidencing the Bidder's general liability, professional liability and any other relevant liability insurance policies that might be associated with this contract.

a. Location - Sidney, Me

b. Organizational Chart – chart provided

c. ACORD – current form attached

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

EVALUATOR NAME: Valerie Russell

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

3. Description of Experience with Similar Projects

Provide a list of three (3) contracts/agreements, similar in size, that occurred within the past five (5) years which reflect experience and expertise needed in performing the functions described in the "Scope of Services" portion of this RFP. This can include any State of Maine contracts. For each of the three (3) examples provided, include the name and telephone number for a contact person from the client organization. Please note that contract history with the State of Maine, whether positive or negative, may be considered in rating proposals even if not provided by the Bidder.

List Three Contracts/Agreements, Similar in Size:

1. CheckSammy - Partners with CheckSammy to pick up from various retailers Walgreens, Tractor Supply, Michaels, Walmart, Texas Roadhouse etc. Pickups are weekly and involve multiple locations. Recycling whenever possible.

2. Sunday River Ski Resort – Remove recyclable material on an annual basis for proper recycling

3. John F Murphy Homes – Contracted to clean out three (3) fully furnished, two story residences transported recyclables, waste and demo materials

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

EVALUATOR NAME: Valerie Russell

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

4. Litigation

Attach a list of all current litigation in which the Bidder is named and a list of all closed cases that have closed within the past five (5) years in which Bidder paid the claimant either as part of a settlement or by decree. For each, list the entity bringing suit, the complaint, the accusation, amount and outcome. If no litigation will be included, write "none" on submitted attachment.

None

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

EVALUATOR NAME: Valerie Russell

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

SECTION II

Proposed Services to be provided

Discuss the Scope of Services referenced above in Part II of this RFP and what the Bidder will offer. Give particular attention to describing the methods and resources you will use and how you will accomplish the tasks involved. Also, describe how you will ensure expectations and/or desired outcomes as a result of these services will be achieved. If **subcontractors** are involved, clearly identify the work each will perform

States they will meet all requirements outlined in the RFP. Their scope is very detailed. Hitting on all key parts of the RFP

1. Collections Totes
2. Collection and Recycling Services
3. Maintenance of Equipment
4. Professional Staff
5. Debris Clean-Up

Achieving Expectations and Desired Outcomes

1. Timely and Consistent Services
2. Adherence to Specifications
3. Adaptive to Changing Conditions
4. Sustainability and Environment Impact
5. Ongoing Communication

SECTION III

Cost Proposal (Appendix E)

Total five (5) Year Fixed Cost **\$300,000**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

EVALUATOR NAME: Sandra weeks

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

Individual Evaluator Comments:

SECTION I
1. Overview of the Organization
a. How many years has the company been in business? i. How many years has the company been in the recycling business?
b. Provide listing of current resources, i.e. personnel qualified to perform this work and equipment available, to execute this RFP. i. How many personnel are full time? ii. How many personnel are part time? iii. List owned equipment/vehicles which will be available to support this contract.
c. Will sub-contractors be used? If so, provide a list that specifies the company name, address, phone number, contact person, and a brief description of the subcontractors' organizational capacity and qualifications.
a. In business for approximately three years, serving residential and commercial properties / removing unwanted items and recycling i recycling 3 years
b. i Operated by two full time operators ii Two part time / as needed iii operates with three pick up trucks and two trailers / will buy bins as needed
2. Organization Location and Chart, and Insurance
a. Provide location of the corporate headquarters and the location from which the services will be provided, if different from the headquarters location.
b. Provide an organizational chart. The chart must include the project being proposed. Each position must be identified by position title and corresponding to the personnel job descriptions.
c. Attach a current certificate of insurance on a standard ACORD form (or the equivalent) evidencing the Bidder's general liability, professional liability and any other relevant liability insurance policies that might be associated with this contract.
a. Same: 106 Richard Road, Sidney, Me 04330 Ph. # 207-446-9819
b. Organizational chart with need information provided
c. Certificate of insurance provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Clean Sweep Junk Removal LLC

DATE: 05/12/2025

EVALUATOR NAME:

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

3. Description of Experience with Similar Projects

Provide a list of three (3) contracts/agreements, similar in size, that occurred within the past five (5) years which reflect experience and expertise needed in performing the functions described in the "Scope of Services" portion of this RFP. This can include any State of Maine contracts. For each of the three (3) examples provided, include the name and telephone number for a contact person from the client organization. Please note that contract history with the State of Maine, whether positive or negative, may be considered in rating proposals even if not provided by the Bidder.

CheckSammy, Junk removal and unwanted items ph. # 1-800-260-2737

Sunday River Ski Resort, removal & unwanted items ph. # 207-381-0092 / Clean Sweep junk removal contracted by Sunday River Ski Resort

John F. Murphy Homes, removal of recyclable waste and demolition materiel, 207-577-3230

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

[illegible]

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME: Janice E.G. Lareau

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

Individual Evaluator Comments:

SECTION I
1. Overview of the Organization
<ul style="list-style-type: none">a. How many years has the company been in business?<ul style="list-style-type: none">i. How many years has the company been in the recycling business?b. Provide listing of current resources, i.e. personnel qualified to perform this work and equipment available, to execute this RFP.<ul style="list-style-type: none">i. How many personnel are full time?ii. How many personnel are part time?iii. List owned equipment/vehicles which will be available to support this contract.c. Will sub-contractors be used? If so, provide a list that specifies the company name, address, phone number, contact person, and a brief description of the subcontractors' organizational capacity and qualifications.
Recycling business 37 years
30 FT employees, 2 FT will be assigned to State contract, additionally 2-4 PT employees
300 96-gal totes, one straight truck would be assigned to contract, have three available (2 on standby)
No sub-contractors
2. Organization Location and Chart, and Insurance
<ul style="list-style-type: none">a. Provide location of the corporate headquarters and the location from which the services will be provided, if different from the headquarters location.b. Provide an organizational chart. The chart must include the project being proposed. Each position must be identified by position title and corresponding to the personnel job descriptions.c. Attach a current certificate of insurance on a standard ACORD form (or the equivalent) evidencing the Bidder's general liability, professional liability and any other relevant liability insurance policies that might be associated with this contract.
Headquarters - 249 Merrow Road, Auburn ME
Org chart and description of positions provided
Included current Acord form

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME: Janice E.G. Lareau

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

3. Description of Experience with Similar Projects

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SOM – 25 years

Sappi North America – providing similar service and quantity for 15 years at Westbrook and Somerset for 8 years – same type of service provided and equipment used

Kerry Coffee – providing similar recycling services for 11 years

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME: Janice E.G. Lareau

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

4. Litigation

Attach a list of all current litigation in which the Bidder is named and a list of all closed cases that have closed within the past five (5) years in which Bidder paid the claimant either as part of a settlement or by decree. For each, list the entity bringing suit, the complaint, the accusation, amount and outcome. If no litigation will be included, write "none" on submitted attachment.

none

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME: Valerie Russell

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

Individual Evaluator Comments:

SECTION I
1. Overview of the Organization
<ul style="list-style-type: none"> a. How many years has the company been in business? <ul style="list-style-type: none"> i. How many years has the company been in the recycling business? b. Provide listing of current resources, i.e. personnel qualified to perform this work and equipment available, to execute this RFP. <ul style="list-style-type: none"> i. How many personnel are full time? ii. How many personnel are part time? iii. List owned equipment/vehicles which will be available to support this contract. c. Will sub-contractors be used? If so, provide a list that specifies the company name, address, phone number, contact person, and a brief description of the subcontractors' organizational capacity and qualifications.
A. In business for – Thirty Seven (37) yrs
A i. Recycling business for - Thirty Seven (37) yrs
B. Current Resources
B i. Full Time Personnel – Thirty (30) full time with eight (8) qualified for recycling operations, including five (5) who possess hands on experience with the State contract over the years. Will dedicate two (2) employees to this contract
ii. Part time Personnel – two (2) to four (4) part time staff
iii. List owned equipment – Approx 300 96-gallon totes. RMI employees a Strait Truck to transport totes. RMI operates a fleet which includes three Box Trucks among other types of transport. Dedicating one truck for this contract and two on standby
C. No subs
2. Organization Location and Chart, and Insurance
<ul style="list-style-type: none"> a. Provide location of the corporate headquarters and the location from which the services will be provided, if different from the headquarters location. b. Provide an organizational chart. The chart must include the project being proposed. Each position must be identified by position title and corresponding to the personnel job descriptions. c. Attach a current certificate of insurance on a standard ACORD form (or the equivalent) evidencing the Bidder's general liability, professional liability and any other relevant liability insurance policies that might be associated with this contract.
a. Corporate Headquarters and Location – Auburn, ME
b. Organizational Chart – Attached very detailed as to overview and key responsibilities and qualifications of each position
c. ACORD – attached and current

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME: Valerie Russell

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

3. Description of Experience with Similar Projects

Provide a list of three (3) contracts/agreements, similar in size, that occurred within the past five (5) years which reflect experience and expertise needed in performing the functions described in the "Scope of Services" portion of this RFP. This can include any State of Maine contracts. For each of the three (3) examples provided, include the name and telephone number for a contact person from the client organization. Please note that contract history with the State of Maine, whether positive or negative, may be considered in rating proposals even if not provided by the Bidder.

List three (3) contract/agreements similar in size

1. State of Maine – Collects the recyclable paper and the corrugated materials

2. Sappi North America – RMI manages all waste and recycling for both the Westbrook Mill Operation since 2010 and the Somerset Mill Operation since 2017 - large scale operation

3. Kerry Coffee – Since 2014 has handled the recycling of both organic and inorganic waste

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME: Valerie Russell

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

4. Litigation

Attach a list of all current litigation in which the Bidder is named and a list of all closed cases that have closed within the past five (5) years in which Bidder paid the claimant either as part of a settlement or by decree. For each, list the entity bringing suit, the complaint, the accusation, amount and outcome. If no litigation will be included, write "none" on submitted attachment.

None

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME: Valerie Russell

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

SECTION II

Proposed Services to be provided

Discuss the Scope of Services referenced above in Part II of this RFP and what the Bidder will offer. Give particular attention to describing the methods and resources you will use and how you will accomplish the tasks involved. Also, describe how you will ensure expectations and/or desired outcomes as a result of these services will be achieved. If **subcontractors** are involved, clearly identify the work each will perform

Services to be provided – RMI has provided recycling services to the State of Maine for over 25 years. RMI will travel to our various pickup locations three times per week and will adhere to the well defined schedule to efficiently swap out full totes and collect corrugated materials.

RMI reserve the option to install a downstroke baler at the Burton M Cross Bldg. for corrugated materials, contingent upon favorable market conditions.

SECTION III

Cost Proposal (Appendix E)

Total five (5) Year Fixed Cost **\$294,000**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME: Sandra Weeks

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

Individual Evaluator Comments:

SECTION I
1. Overview of the Organization
a. How many years has the company been in business? i. How many years has the company been in the recycling business?
b. Provide listing of current resources, i.e. personnel qualified to perform this work and equipment available, to execute this RFP. i. How many personnel are full time? ii. How many personnel are part time? iii. List owned equipment/vehicles which will be available to support this contract.
c. Will sub-contractors be used? If so, provide a list that specifies the company name, address, phone number, contact person, and a brief description of the subcontractors' organizational capacity and qualifications.
a. In business (38 yrs) / i. In Recycling business (25 yrs.)
b. (i) Total workforce of 30 full-time employees / 8 qualified for recycling operations, including. (5) who possess extensive hands-on extensive experience with the State contract over the years
(ii) (2) to (4) part time
(iii) (1) Straight Truck, Three box trucks
300 , 96-gallons totes which accommodates the 75 totes placed at designated collection locations. additional totes for exchange when full. Straight truck for pick up. 3 box trucks with 2 additional trucks for stand-by
C. No sub contractors
2. Organization Location and Chart, and Insurance
a. Provide location of the corporate headquarters and the location from which the services will be provided, if different from the headquarters location.
b. Provide an organizational chart. The chart must include the project being proposed. Each position must be identified by position title and corresponding to the personnel job descriptions.
c. Attach a current certificate of insurance on a standard ACORD form (or the equivalent) evidencing the Bidder's general liability, professional liability and any other relevant liability insurance policies that might be associated with this contract.
a. International, LLC Headquarters located at 249 Merrow Road, Auburn, ME 04310
b. Organizational chart provided with listed information needed
c. Certificate of insurance provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME:

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

3. Description of Experience with Similar Projects

Provide a list of three (3) contracts/agreements, similar in size, that occurred within the past five (5) years which reflect experience and expertise needed in performing the functions described in the "Scope of Services" portion of this RFP. This can include any State of Maine contracts. For each of the three (3) examples provided, include the name and telephone number for a contact person from the client organization. Please note that contract history with the State of Maine, whether positive or negative, may be considered in rating proposals even if not provided by the Bidder.

Sappl North America Ph. # 207-238-3320 / managing waste & recycling services

2 locations / 1st. Westbrook Mill operations , operating 5 days a week contracted to handle all waste & recycling services. Equipment utilized included / Roll off truck, Tractor Trailers, Walking floor trailers , roll-off cans, forklift, front -end loaders, center pedestal loader and onsite tandem truck

Somerset Mill Operations , RMI employes 4 personnel to manage sorting yard. Operates 7

days a week . since June 2017, team has been responsible for collecting and sorting materials from entire mill according to grade includes corrugated materials, white paper, wood, metal and various off grades. Equipment utilized at location includes Roll-off trucks and can

compactors, Front-end loaders and skid steer

RMI's commitment has established it is a reliable partner for both mills, ensuring sustainable Practices are upheld

Kerry Coffee, Since 2014m RMI has been responsible or handling both organic and inorganic waste generated at plant in Portland. To Efficiently manage, RMI utilizes tractor- trailer trucks and Trailers

RMI's commitment to sustainable waste management to ensure materials are processed

Environmentally as a goal.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME:

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

4. Litigation

Attach a list of all current litigation in which the Bidder is named and a list of all closed cases that have closed within the past five (5) years in which Bidder paid the claimant either as part of a settlement or by decree. For each, list the entity bringing suit, the complaint, the accusation, amount and outcome. If no litigation will be included, write "none" on submitted attachment.

None

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503041

RFP TITLE: 2025 Office Paper and Cardboard Recycling Services

BIDDER NAME: Residuals Management International LLC

DATE: 05/12/2025

EVALUATOR NAME:

EVALUATOR DEPARTMENT: DAFS/BGS/Property Management Division

SECTION II

Proposed Services to be provided

Discuss the Scope of Services referenced above in Part II of this RFP and what the Bidder will offer. Give particular attention to describing the methods and resources you will use and how you will accomplish the tasks involved. Also, describe how you will ensure expectations and/or desired outcomes as a result of these services will be achieved. If **subcontractors** are involved, clearly identify the work each will perform

Provide totes with swap outs and have back up totes

Provide equipment

Will adhere to our schedule

SECTION III

Cost Proposal (Appendix E)

Total five (5) Year Fixed Cost **\$294,000**



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE
AND FINANCIAL SERVICES

Janet T. Mills
Governor

Kirsten LC Figueroa
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202503041
RFP TITLE: 2025 Office Paper & Cardboard Recycling Services

I, Janice Lareau accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Administrative and Financial Services. 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.

Janice Lareau
Signature

05/12/2025
Date



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE
AND FINANCIAL SERVICES

Janet T. Mills
Governor

Kirsten LC Figueroa
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202503041
RFP TITLE: 2025 Office Paper & Cardboard Recycling Services

I, Valerie Russell accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Administrative and Financial Services. 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).

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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.

Valerie Russell
Signature

05/12/2025
Date



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE
AND FINANCIAL SERVICES

Janet T. Mills
Governor

Kirsten LC Figueroa
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202503041
RFP TITLE: 2025 Office Paper & Cardboard Recycling Services

I, Sandra Weeks accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Administrative and Financial Services. 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.

Sandra Weeks
Signature

05/12/2025
Date