



MEMORANDUM

TO: MIRA Policies & Procurement Committee
FROM: Moira Kenney, Assistant HR Manager/Board Administrator
DATE: March 4, 2016
RE: Notice of Telephonic Meeting

There will be a telephonic meeting of the **Policies & Procurement Committee** of the Materials Innovation and Recycling Authority's Board of Directors on Thursday, March 10, 2016 at 11:00 a.m. in the Conference Room at MIRA's office located at 200 Corporate Place, Suite 202, Rocky Hill, CT 06067.

The purpose of this meeting will be:

1. Pledge of Allegiance
2. Public Comment
3. Approval of Minutes of the February 11, 2016 Regular Committee Meeting (*Attachment 1*).
4. Review and Recommend Resolution Regarding Leasing 1.2 Acres of MIRA's Property in Waterbury, CT to Algonquin Gas Transmission LLC (*Attachment 2*).
5. Discussion Regarding MIRA Exercising its Option for the Final Year of the 3 Year Legal Services Agreement with its General Counsel.
6. Discussion Regarding Contractor (ReCommunity) Sourced Recyclables Delivered to MIRA's Recycling Facility.
7. Discussion Regarding MIRA's Spot Waste Solicitation Procedure.
8. Executive Session to discuss pending litigation, trade secrets, personnel matters, security matters, pending RFP's and feasibility estimates and evaluations.
9. Informational
 1. Report on vendors exceeding \$50,000 on cumulative contracts, as required by CRRA's Procurement Policy (*Attachment 3*).
 2. Report on purchases that are considered exceptions to the competitive process pursuant to CRRA's Procurement Policy (*Attachment 4*).
 3. Report on Legal Requests for Services (*Attachment 5*).
 4. Report on Solicitation (*Attachment 6*).
10. Such other items that may properly come before the Committee.