



Dissolution Authority

300 Maxim Road, Hartford, Connecticut 06114

Telephone (860) 757-7700 Fax (860) 757-7725

## MEMORANDUM

**TO:** MIRA Dissolution Authority Board of Directors  
**FROM:** Bert Hunter, Chairperson  
**DATE:** January 11, 2023  
**RE:** Notice of Regular Meeting

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There will be a **regular meeting** of the MIRA Dissolution Authority's Board of Directors on *Wednesday, January 17, 2024 at 9:30 a.m. in the Board Room at 300 Maxim Road, Hartford, CT. Members of the public may also attend the meeting telephonically by calling (929) 205-6099, entering Meeting ID: 886 0868 5597 and Passcode: 253208# when prompted. (NOTE - there is very limited physical space in the Board Room - consequently, virtual public attendance is encouraged).* The meeting is scheduled to conclude at 12:00 p.m. The purpose of this meeting will be:

1. Call to Order; Chair's Welcome
2. Public Comment (3 minutes per speaker)
3. Review and Approve - minutes of the December 6, 2023 Regular Board Meeting (*Attachment 1*).
4. Chairman's and President's Report
5. South Meadow's Transition Committee Report
  - a. Review and Approve Resolution Regarding Publication of Draft 6 Final Request for Proposals (RFP) to Conduct the South Meadows Redevelopment Considerations Study (*Attachment 2*).
6. CSWS Transition Committee Report
  - a. No Report.
7. Finance Committee Report
  - a. Review and Approve Resolution Regarding an Insurance Consultant and Brokerage Agreement (*Attachment 3*).
  - b. Review Draft of Fiscal Year 2025 CSWS Operating Budget including Major Maintenance and Capital Improvements (*Attachment 4*).
  - c. Discussion Regarding Communication with Existing MSA Towns.
8. Executive Session to discuss sale of real estate owned by the Authority in Hartford, Watertown, Ellington, and Shelton and any pending consummation, termination or abandonment of all transactions or proceedings concerning any such sale.
9. Attached Supplemental Information (*Attachment 5*).

C: Mark Daley  
David Bodendorf  
Thomas Gaffey  
Christopher Shepard  
Cheryl Kaminsky  
Roger Guzowski  
Stephannie Rice  
Chris May

# **Attachment 1**



Dissolution Authority

300 Maxim Road, Hartford, Connecticut 06114

Telephone (860) 757-7700 Fax (860) 757-7725

**MIRA DISSOLUTION AUTHORITY**

**December 6, 2023**

A Regular meeting of the Board of Directors of the MIRA Dissolution Authority was held in person and via Zoom on Wednesday, December 6, 2023. Present in person or via audio or video conferencing were:

Appointed Directors:

Chairperson Bert Hunter  
Matthew Dayton  
Theodore Bromley  
Joseph DeNicola  
William Beccaro  
Rachel Taylor  
Michael Walsh (via Zoom)  
John Fonfara  
Paul Harrington  
Carl Fortuna (via Zoom)  
David Steuber

Appointed Members:

Thomas Swarr  
Sarah McCoy

Present from MIRA Dissolution Authority ("Authority"):

Mark Daley, President & CFO  
Tom Gaffey, Director of Recycling and Enforcement  
Cheryl Kaminsky, Comptroller  
Dave Bodendorf, Manager of Engineering, Construction and Power Assets  
Chris Shepard, Environmental Compliance Manager  
Roger Guzowski, Supply Chain Manager

Others Present:

Ann Catino, Halloran & Sage  
Miguel Escalera, Kainen Escalera and McHale (remote)  
James Desantos (remote)  
Carl Stopper, TRC (remote)  
Marc Nicol (remote)  
Brian Popovich (remote)  
Martha Conneely (remote)  
barberj (remote)

860-241-7700  
860-478-2282

This meeting was recorded via ZOOM conferencing and is posted on the Authority's website at:  
<https://www.ctmira.org/wp-content/uploads/2023/12/12-6-23-Board-Meeting.mp4>

**1. Call to Order, Chair's Welcome, - Agenda Item 1**

Chairperson Hunter called the meeting to order at 9:33am.

**2. Public Comment - Agenda Item 2**

Chairperson Hunter asked if any member of the public attending the meeting in person or remotely wished to provide comment. There being none, Chairperson Hunter moved on to the next agenda item.

**3. Review and Approve Minutes of the November 8, 2023 Regular Board Meeting - Agenda Item 3.**

Chairperson Hunter requested a motion to approve the minutes of the November 8, 2023 Regular Board Meeting. The motion was made by Director Fonfara and seconded by Director Beccaro. The motion was approved by roll call vote as indicated below.

Director	Raised	Second	Aye	Nay	Abstain
1 - Chairperson Hunter			X		
2 - Matthew Dayton			X		
3 - Theodore Bromley					X
4 - Joseph DeNicola			X		
5 - William Beccaro		X	X		
6 - Rachel Taylor			X		
7 - Michael Walsh			X		
8 - John Fonfara	X		X		
9 - Paul Harrington			X		
10 - Carl Fortuna			X		
11 - Dave Steuber			X		

**4. Modification of Order of the Agenda**

Chairperson Hunter recommended moving Agenda Item 8 to Agenda Item 4 and Agenda Item 9 to Agenda item 5. The Directors agreed unanimously to make this modification to the Agenda.

**5. Executive Session to Discuss Personnel Employment Matters- Agenda Item 8**

Director Harrington made a motion to move into Executive Session with the following persons:

- 1) All Directors Present
- 2) All Members Present
- 3) Ann Catino
- 4) Miguel Escalera

The motion was seconded by Director Fonfara and carried by roll-call vote. Executive Session began at 9:41am.

Director	Raised	Second	Aye	Nay	Abstain
1 - Chairperson Hunter			X		
2 - Matthew Dayton			X		
3 - Theodore Bromley			X		
4 - Joseph DeNicola			X		
5 - William Beccaro			X		
6 - Rachel Taylor			X		
7 - Michael Walsh			X		
8 - John Fonfara		X	X		
9 - Paul Harrington	X		X		
10 - Carl Fortuna			X		
11 - Dave Steuber			X		

Executive Session ended at 11:05am. Chairperson Hunter indicated the Board had a full discussion on personnel employment matters during Executive Session.

**6. Review and Approve Resolution to Increase Mark Daley’s Customary Work Hours to Full-Time And to Increase his Compensation Accordingly – Agenda Item 9**

Chairperson Hunter introduced the resolution and asked for a motion to review and approve the resolution to increase Mark Daley’s customary work hours to full time and to increase his compensation accordingly. Director Taylor made the motion and Director Fonfara seconded. The motion carried by roll call vote.

**RESOLVED:** That the Chairperson of the Board is hereby authorized to enter into a First Amendment to President And Chief Executive Officer Employment Agreement Between Mira And Mark T. Daley on substantially the terms and conditions discussed at this meeting.

Director	Raised	Second	Aye	Nay	Abstain
1 - Chairperson Hunter			X		
2 - Matthew Dayton			X		
3 - Theodore Bromley			X		
4 - Joseph DeNicola			X		
5 - William Beccaro			X		
6 - Rachel Taylor	X		X		
7 - Michael Walsh			X		
8 - John Fonfara		X	X		
9 - Paul Harrington				X	
10 - Carl Fortuna			X		
11 - Dave Steuber			X		

**7. Chairperson and President’s Report - Agenda Item 4**

Chairperson Hunter recognized the work done by the subcommittees of the Board.

**8. Review and Approve Resolution Regarding Fiscal Year 2024 Annual Plan of Operations – Agenda Item 4a**

Chairperson Hunter asked President Daley to provide a summary of the resolution regarding the fiscal year 2024 Annual Plan of Operations. President Daley explained the requirement to the Board. Chairperson Hunter indicated Director Taylor previously suggested approving the submittal of a draft Annual Plan of Operations to DEEP to provide DEEP an opportunity to review and comment on the Plan prior to submitting a final plan. There was consensus amongst the Board members that this was a good idea. President Daley then presented the following modified resolution to the Board:

**RESOLVED:** That the Board of Directors hereby authorizes MIRA Dissolution Authority management to submit the Draft Annual Plan of Operations for FY2024 to DEEP on or before December 7, 2023 for review and receipt of comments from DEEP by December 20, 2023, and, if comments are not received by that date, submit the Annual Plan of Operations, substantially as discussed and presented at this meeting.

Director Harrington made a motion to approve the resolution as modified, which was seconded by Director Beccaro. The motion carried by roll call vote.

Director	Raised	Second	Aye	Nay	Abstain
1 - Chairperson Hunter			X		
2 - Matthew Dayton			X		
3 - Theodore Bromley			X		
4 - Joseph DeNicola			X		
5 - William Beccaro		X	X		
6 - Rachel Taylor			X		
7 - Michael Walsh					Not present
8 - John Fonfara			X		
9 - Paul Harrington	X		X		
10 - Carl Fortuna					Not present
11 - Dave Steuber			X		

President Daley continued with his report to the Board. He updated the Board that the remediation work in Area 3-3 (the “contractor parking lot”) had been recently completed; and that work was continuing on both the ELUR for Area 3-3 that still needs to be recorded in the City Land Records, and the updated verification report. He notified the board of additional remediation work recently completed in response to a fuel line leak at the Jet Turbine Facility. Mr. Daley informed the Board that appraisals are underway for Authority properties at 171 and 211 Murphy Road in Hartford, and at the Authority’s Ellington and Watertown transfer stations. He summarized an issue with the Rail Spur crossing on Maxim Rd. that the Authority is working to repair, and that Authority staff are investigating the origin of the Authority’s historic obligation to maintain this rail crossing.

**9. South Meadows Transition Committee Report - Agenda Item 5**

Director Beccaro summarized the most recent work done by the committee on the drafting of the RFP to conduct the South Meadows Redevelopment Considerations Study. He emphasized his opinion that the quality of the RFP is of utmost importance and his expectation that it should be achievable to issue a quality RFP by the January 18, 2024 target release date.

Chairperson Hunter asked Attorney Catino to explain mechanisms available to the Board to provide more Board meeting flexibility and efficiency, as may be prudent during the development and

issuance of the RFP. Attorney Catino explained that the Board has the ability to “keep a Board meeting open” and not adjourn a meeting to allow the meeting to be continued at a later date. Essentially, the Board can start a Regular meeting, ensure there is a quorum, and continue the meeting at a future date without the need for a Special meeting.

President Daley updated the Board that the South Meadows Transition Committee had reviewed and discussed the third draft of the scope of work for the South Meadows Redevelopment Considerations Study at its meeting on November 29, 2023. He indicated that staff will be circulating a fourth draft of the scope of work, updated based on input received at the meeting, to the Committee sometime next week for review and comment. President Daley indicated that the issuance of the RFP is still targeted for January 18, 2024.

#### **10. CSWS Transition Committee Report – Agenda Item 6**

Chairperson Hunter requested a report from President Daley on the status of threshold issues needed to advance Committee objectives. President Daley indicated the Committee reviewed these issues at its meeting on November 30, 2023. He indicated that an update of the DEEP grant funding was provided by Director DeNicola. President Daley indicated the Committee has identified potential counterparties for the assignment of all existing contracts and obligations. Those counterparties are the City of Torrington for the Torrington Transfer Station, and, the Town of Essex for the Essex Transfer Station. President Daley anticipates continuing discussions with those potential counterparties.

#### **11. Finance Committee Report – Agenda Item 7**

Chairperson Hunter requested a report from Director Harrington on the Finance Committee meeting held November 29, 2023. Director Harrington provided a brief summary of the meeting. Director Harrington indicated the Committee discussed in detail drafts of the FY2025 “Authority”, “Property”, and “Landfill” Division budgets. He indicated the Committee’s request to modify the reporting of expenses and “burn rate” of the Authority’s reserves. Director Harrington asked President Daley to review each agenda item within the Finance Committee Report.

President Daley provided an overview of each of the following three resolutions:

- 1) Resolution Regarding an Increase to the FY2024 CSWS Operating Expense Budget – Agenda Item 7a
- 2) Resolution Regarding Use of South Meadows Transition Contingency Reserve – Agenda Item 7b
- 3) Resolution Regarding Security Services at the MIRA Dissolution Authority South Meadows Site from January to June 2024 – Agenda Item 7c

President Daley proceeded to summarize the Authority, Property, and Landfill Division budgets and some key elements of each. He indicated the plan to bring the draft FY2025 CSWS budget to the January 2024 Committee and Board meetings, and that approval will be sought for all Authority budgets at the February 2024 Board Meeting.

Director Harrington suggested that the Board combine each of the three Resolutions included in Agenda Item 7 into one vote. The Board agreed and each of the following three resolutions was approved unanimously.

- 1) **RESOLVED:** That the fiscal year 2024 CSWS operating expense budget for Recycling Services is hereby increased by \$350,000.

- 2) **RESOLVED:** That Management is authorized to expend up to ten thousand dollars (\$10,000) from the South Meadows Transition Contingency Reserve for purposes of engaging its General Counsel to prepare the form of Consultant Service Agreement to be included with its South Meadows Redevelopment Considerations Study RFP.
- 3) **RESOLVED:** That the President is hereby authorized to engage a private security firm to provide security services at the MIRA Dissolution Authority South Meadows site from January through June 2024 pursuant to the CT Department of Administrative Services contract for Security Personnel Services, substantially as discussed and presented at this meeting.

<b>Director</b>	<b>Raised</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
1 - Chairperson Hunter			X		
2 - Matthew Dayton			X		
3 - Theodore Bromley			X		
4 - Joseph DeNicola			X		
5 - William Beccaro			X		
6 - Rachel Taylor			X		
7 - Michael Walsh			X		
8 - John Fonfara		X	X		
9 - Paul Harrington	X		X		
10 - Carl Fortuna					Not present
11 - Dave Steuber			X		

## 12. Adjournment

Chairperson Hunter adjourned the meeting at 11:42am.

## **Attachment 2**

**RESOLUTION REGARDING PUBLICATION OF DRAFT 6 FINAL  
REQUEST FOR PROPOSALS TO CONDUCT THE SOUTH  
MEADOWS REDEVELOPMENT CONSIDERATIONS STUDY**

**RESOLVED:** That the Board of Directors hereby authorizes MIRA Dissolution Authority management to publish the Draft 6 Final Request for Proposals to Conduct the South Meadows Redevelopment Considerations Study, substantially as discussed and presented at this meeting.

## PROCEDURAL REQUIREMENTS

Author: David Bodendorf, Manager of Engineering, Construction and Power Assets

Committee Requirements:

- Assigned MIRA Dissolution Authority South Meadows Committee

Board Requirements:

- Quorum – 6 Directors
- NA Item carries with majority of Directors present unless otherwise specified
- Specified as requiring 2/3 of full Board (8 Directors)
  - \_\_\_ Purchasing and Contracting Rules & Procedures (22a-266(c))
  - \_\_\_ Contract Over 5 Years or Greater than \$50,000 Annual Consideration(22a-268)
  - \_\_\_ Proposed Procedure (1-120)
  - \_\_\_ Special Capability Exception Over \$10,000 (Procurement Policy Section 3.1.2.5)
  - \_\_\_ Settlement Exception (Procurement Policy Section 3.1.2.7)
  - \_\_\_ Acquisition or Sale of Real Property (Procurement Policy Section 5.1.3 & 5.2.3)
- Specified as requiring 2/3 of Directors present and eligible (Bylaws Section 504)
  - \_\_\_ Expenditure of \$50,000 or more for outside consultant
  - \_\_\_ Entering Executive Session
  - \_\_\_ Addition of Agenda Item at a regular meeting

Director	Raised	Second	Aye	Nay	Abstain
1 - Chairperson Hunter					
2 - Matthew Dayton					
3 – Theodore Bromley					
4 - Joseph DeNicola					
5 - William Beccaro					
6 - Rachel Taylor					
7 – Michael Walsh					
8 – John Fonfara					
9 - Paul Harrington					
10 - Carl Fortuna					
11 - David Steuber					

**DRAFT 6 FINAL CLEAN COPY FOR PUBLICATION:**

- Redlines distributed to January 10, 2024 committee meeting in draft 5 were accepted.
- Redlines developed during January 10, 2024 committee meeting were accepted.
- RFP schedule modified to resolve internal scheduling conflict with facility tour dates
- Final search and replace “Redevelopment Alternative” with “Potential Future Use”

**REQUEST FOR PROPOSALS  
To Conduct  
THE SOUTH MEADOWS REDEVELOPMENT  
CONSIDERATIONS STUDY**

**(SITE OF THE SHUTTERED MIRA RESOURCE RECOVERY FACILITY AND  
JET TURBINE FACILITY)**

**(RFP Number [REDACTED])**

MIRA Dissolution Authority  
300 Maxim Road  
Hartford, Connecticut 06114

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## I. Request for Proposals:

### A. Background

The MIRA Dissolution Authority (“the Authority”) was created by an act of the State of Connecticut Legislature – Public Act 23-170, effective July 1, 2023. As a result of this legislation, the Authority replaced the existing Materials Innovation and Recycling Authority (MIRA). It assumed MIRA’s statutory duties and responsibilities, control over all of MIRA’s assets, authorities and capabilities, and continues to operate MIRA’s ongoing waste transfer operations until acceptable alternatives become available. Additionally, it has been charged with supplementary duties and responsibilities related to MIRA’s dissolution.

The Authority is the owner of an approximate 80 acre site encompassing the now shuttered MIRA Resource Recovery Facility and Jet Turbine Facility located in the South Meadows section of Hartford, CT and more specifically identified as 300 Maxim Road and 100 Reserve Road in Hartford (the “South Meadows Site” or “Site”). A general layout of the South Meadows Site is provided in Attachment A.

The MIRA Resource Recovery Facility was shut down for numerous reasons including its age, serviceability and reliability. The Resource Recovery Facility stopped receiving, processing and combusting waste in July 2022. Since then, the facility has been broom cleaned, equipment oils, fuels and lubricants have been properly removed, explosive blast cleaning of the boilers has been performed and bag house filter bags have been removed. The Jet Turbine Facility (also located at the Site) was then shut down effective May 31, 2023. The Authority’s corporate offices are presently located at the Site.

The Authority’s charge includes the responsibility to wind down MIRA’s operations and activities in an orderly manner. A key component of this charge involves studying the South Meadows Site with an eye to future redevelopment and use. An additional facet of the Authority’s charge and duties includes the marketing and sale of its surplus property and facilities. Upon conclusion of this dissolution process (currently anticipated as early as July 1, 2025, but not later than July 1, 2026) any remaining rights, real or personal property of the Authority will pass to and vest in the State of Connecticut - including, but not limited to, the South Meadows Site. Additional information on the Authority’s creation and the MIRA dissolution process can be found at <https://www.ctmira.org/>.

Accordingly, the Authority seeks proposals from lead consultant and environmental engineers, including sub consultants if any are required, to conduct a study that will result in a report (known herein as the “Report of the South Meadows Redevelopment Considerations Study”). The purpose of the Report is to identify the immediate environmental needs and knowledge necessary for potential future redevelopment of the South Meadows Site.

## **B. Scope of Work for the Study**

The successful Lead Proposer and their team of Sub Consultants (“Proposer”) shall be expected to undertake all work necessary to answer the Authority’s charge to identify both the immediate environmental needs and information necessary for potential future redevelopment of the South Meadows Site. The Authority recognizes that the scope of such environmental needs and other necessary information may vary dependent on the nature of the redevelopment to occur. Accordingly, key components of the *Report of the South Meadows Redevelopment Considerations Study* are the documentation of existing environmental conditions, conceptual site considerations and the immediate environmental needs and knowledge associated with potential future use of the South Meadows Site for:

- Industrial / Commercial Activities as defined in the Connecticut Department of Energy and Environmental Protection (CT DEEP) Remediation Standard Regulations;
- Residential Activities as defined in the CT DEEP Remediation Standard Regulations;
- Currently-Permitted Activities; and
- A combination of such activities on separate partitions of the Site.

Collectively, these items are referred to as “Potential Future Uses”

### **1 - Existing Environmental Conditions**

The selected Proposer shall review and compile existing background environmental information and analyses concerning the Site as described below:

The South Meadows Site is an “Establishment” under Connecticut’s “Transfer Act” stemming from its original development and operation as a coal fired electric plant in the 1920s. It was converted to petroleum fuels by the 1940s and then to its Resource Recovery operation in the early 1980s. In 2001, the site was purchased by the then “Connecticut Resources Recovery Authority” triggering the requirement to investigate and remediate prior environmental contamination. There were 44 “areas of concern” identified through thousands of soil samples taken, and the Site went through 12 years of active remediation work including removal of 60,000 tons of impacted soil, pumping and treatment of ground water, installation of engineered controls, imposition of deed restrictions and environmental land use restrictions.

A Verification Report (indicating that the required remediation of the Site was complete) was initially submitted to CT DEEP on June 26, 2018. However, additional contaminants were discovered in January 2019 causing rejection of the Verification Report, and requiring additional remediation. This necessary additional remediation activity is presently underway. The work is expected to be completed in early 2024 at which time the Verification Report will be updated and resubmitted. An extensive volume of information is publicly available as a result of these efforts including but not limited to the environmental site assessments, remediation activities and reports, Environmental Land Use Restrictions (ELURs) and Verification Report (listed on Attachment B).

In addition to the steps already taken to shut down the Resource Recovery Facility, a formal “Closure Plan” is required by regulation to be submitted to CT DEEP for its approval prior to implementation. MIRA submitted its formal Closure Plan to CT DEEP in May 2022. The major

elements of this work primarily involves additional removal of commercial chemical products, draining and sealing of tanks and vessels, more extensive cleaning of equipment and building surfaces and storm water drainage systems, sealing floor drains, cleaning the coal pond, cleaning and dismantling the duct work that joins the waste processing and power block components of the facility, sealing the cooling and service water intakes and discharges and removing lamps, batteries and smoke detectors. The cost to perform this work is estimated and funded at \$3.3 million.

Comments on the Closure Plan were received from the CT DEEP on October 14, 2022, which MIRA responded to on January 5, 2023. As part of its reply, MIRA agreed to additional work involving non accessible storm drain and floor drain systems, removal of coal, removal of caulking containing PCBs from the former NU Admin Building, coordination with the US Army Corps of Engineers, Greater Hartford Flood Commission, City of Hartford and CT DEEP, and oversight by an independent engineer. Approval of the revised Closure Plan is pending. Copies of the Closure Plan and subsequent correspondences are included as Attachment C.

The Authority engaged TRC Environmental Corporation over an extended period as the Certifying Party for the Site remediation under Connecticut's Transfer Act (TRC executed a Form III for the Site under Connecticut's Transfer Act as the Certifying Party). TRC's role excludes the redevelopment of the Site and is limited to pre-existing (prior to December 2000) environmental conditions and other exclusions, and remediation to commercial/industrial standards based on the then-current site use and configuration of structures. The remediation that has been performed to date includes a number of environmental use restrictions (EURs) which will be included in the review of Existing Environmental Conditions. The Authority separately engaged TRC for the purpose of preparing the Closure Plan for the now shuttered MIRA Resource Recovery Facility. Additionally, the Authority continues to retain TRC under an "On Call" contract and will make copies of its publicly-available work products readily available to the successful Proposer. Some documents are available in hard-copy form only, while others are available in electronic (PDF) form. TRC is not prohibited from proposing as a Proposer or Sub Consultant under this RFP. During the term of the RFP process, Proposers are otherwise prohibited from contacting TRC with any questions regarding this RFP or Site environmental conditions. Proposers should refer to Attachment B for publicly available environmental information.

For this initial task, the selected Proposer shall review and compile existing information and analyses available through the Verification Report, Closure Plan and other sources as necessary in order to document environmental remediation work completed and planned and how such work impacts upon the immediate environmental needs and knowledge necessary for future redevelopment of Potential Future Uses. The selected Proposer will further assess the impact of an unapproved Verification Report and / or unapproved Closure Plan upon the South Meadows Redevelopment Considerations Study (if applicable).

## **2 - Conceptual Site Considerations**

The selected Proposer shall be expected to review and document existing conditions on the Site that may also impact Potential Future Uses and assist in defining portions of the Site suitable for such uses, details of which shall be discussed in the Study. The scope of this portion of the undertaking is expected to include:

- A review and documentation of existing Site infrastructure including Site boundaries, buildings, utilities and other structures historically supporting the Site’s energy generation and waste management uses.
- A survey of all buildings for “Hazardous Building Materials” (HBMs – including but not limited to asbestos, lead-based paint, PCBs) in accordance with all applicable Federal, State and Local rules, regulations, and guidance, which shall include:
  - An inspection of all buildings to inventory potential HBMs (types, locations, estimated quantities)
  - A sampling of potential HBMs to confirm status
  - An estimate of the costs to abate all HBMs for building renovation or demolition
  - An estimate of the costs to demolish all buildings following HBM abatement
- A review and documentation of the roles and responsibilities of the Army Corps of Engineers, Greater Hartford Flood Commission and Property Owner in the ongoing inspection, maintenance and operation of the Site’s Flood Protection System. Such a review shall include: dike penetrations being dealt with in the Closure Plan, other legacy penetrations associated with prior Site uses, and other Site infrastructure encroachments on the Flood Protection System. In this context, the selected Proposer will specifically address the following:
  - A review of a letter dated May 10, 2022, including its associated Appendices A through D, from the Greater Hartford Flood Commission (GHFC) to the Materials Innovation and Recycling Authority RE: Hartford Flood Protection System - Emergency Action Planning.
  - The production of an Operation, Inspection and Maintenance Plan for existing Flood Protection System penetrations and encroachments, outlining obligations of the Property Owner and estimated costs to meet those obligations prior to proper penetration/encroachment abandonment/removal. This Plan shall include but not be limited to a detailed inventory of penetrations/encroachments, including structures attached to, or in close proximity to Flood Protection System including river-side structures, land side structures, and structures above Flood Protection; as well as a detailed plan for inspection and maintenance, and estimated recurring costs to comply with the Plan.
  - Developing an Emergency Preparedness Plan (EPP) for the current and future Property Owner in consultation with the GHFC and the Authority. The EPP shall outline the responsibilities for operation and emergency preparedness planning for the portions of the Site infrastructure that directly impact the Flood Protection System. The EPP shall be provided to the GHFC for incorporation into the GHFC’s Emergency Action Plan.
  - The production of a report on proper abandonment/removal requirements (per GHFC, US Army Corps of Engineers, and CT DEEP Dam Safety) for each penetration/encroachment of the Flood Protection System. This report shall include but may not be limited to: types of permits required and estimated cost of permitting for such work, a description of work required to achieve proper

abandonment/removal of each penetration/encroachment, as well as an estimate of costs to properly abandon/remove each penetration/encroachment.

- Review and documentation of additional Site considerations including:
  - Eversource easements and neighboring infrastructure
  - Flood control system
  - Other easements
  - Zoning
  - Proximity to Brainard Airport
  - Proximity to the Connecticut River
  - Wetlands and Site drainage considerations
  - The potential for mixed uses on various portions of the Site

### **3 - Potential Future Uses**

The selected Proposer shall document and present the Existing Environmental Conditions and Conceptual Site Considerations, including the requirements posed by each, to the Authority's South Meadows Transition Committee. Such Potential Future Uses are to be defined in narrative form only to the level of detail necessary to answer the Authority's charge to identify the immediate environmental needs and knowledge necessary for future redevelopment of the South Meadows Site. **THE AUTHORITY IS NOT SEEKING A RECOMMENDED REDEVELOPMENT OPTION, LAYOUT PLAN OR DRAWING FOR THE SOUTH MEADOWS SITE AS A COMPONENT OF THIS STUDY.**

### **4 – Environmental Needs and Knowledge Necessary for Potential Future Uses.**

The Study shall include an examination and analysis of the following:

- The specific remediation standards to be met for each Potential Future Use.
- Permitting and remediation activities required to prepare the Site for each Potential Future Use shall be fully documented and assessed, including:
  - Description of additional Site investigation and remediation work associated with each Potential Future Use;
  - Federal, state, local and all other applicable permits, approvals, statutes and regulations applicable to the Site investigation and remediation work; and
  - Timelines and cost for all permitting, investigation and remediation activities.
- The examination of additional Site work shall include, but need not be limited to, demolition of structures, and other environmental investigation to evaluate potential data gaps resulting from potential changes in Site use, as further described below:
- For Industrial/Commercial Activities (as are defined in the CT-DEEP's Remediation Standard Regulations to mean any activity related to the commercial production, distribution, manufacture or sale of goods, services, or any other activity which is not a residential

activity) the Study shall address and assess the future disposition of all Site infrastructure including the following.

- Maintaining some or all structures
  - Removing some or all structures
  - Utilizing Environmental Use Restrictions (EURs)
  - Remediation to Release EURs
  - Identifying environmental knowledge data gaps resulting from removing permanent structures and /or engineered controls, including, but not limited to:
    - lack of environmental sampling data beneath structural foundations
    - evaluation of soil that is currently “environmentally-isolated” in comparison to pollutant mobility criteria from the Remediation Standard Regulations
  - Preparing a draft plan with cost estimates to address identified environmental knowledge data gaps
  - Evaluating the advantages or disadvantages of dedicating a portion or portion(s) of the Site to Industrial / Commercial Activities
- For Residential Activities (as are defined in the CT-DEEP’s Remediation Standard Regulations to mean a place intended for people to live, including, but not limited to, a residence, dwelling, house, apartment, condominium, nursing home, or dormitory; a pre-school, primary school, secondary school, day care center, playground, or outdoor recreational area; or a hospital, solely for the purposes of compliance with volatilization criteria) the Study shall address and assess the future disposition of all Site infrastructure including the following.
    - Maintaining some or all structures
    - Removing some or all structures
    - Utilizing Environmental Use Restrictions (EURs)
    - Remediation to Release all EURs
    - Identifying any environmental knowledge data gaps resulting from changing the Site’s use and applicable remediation standards from Industrial/Commercial Activities to Residential Activities, including, but not limited to:
      - degree and extent of pollutant concentrations in soil to meet Residential standards from the Remediation Standard Regulations
      - lack of environmental sampling data beneath structural foundations
      - evaluation of soil that is currently “environmentally-isolated” in comparison to pollutant mobility criteria from the Remediation Standard Regulations
    - Preparing a draft plan with cost estimates to address identified environmental knowledge data gaps
    - Evaluating the advantages or disadvantages of dedicating a portion or portion(s) of the Site to Residential Activities
- Currently-Permitted Use (waste management and/or recycling facility) the Study shall address and assess the future disposition of all Site infrastructure including the following.
    - Maintaining some or all structures

- Removing some or all structures
- Identifying any environmental knowledge data gaps resulting from removing permanent structures and /or engineered controls
- Preparing a draft plan with cost estimates to address identified environmental knowledge data gaps
- Evaluating the advantages or disadvantages of dedicating a portion or portion(s) of the Site to waste management and/or recycling facility development

## **5. Study Conduct & Deliverables**

The selected Proposer shall be expected to perform and manage the work of both the Proposer and any of its proposed Sub Consultants, coordinating between the Authority and various stakeholders including the CT DEEP, the City of Hartford, the Greater Hartford Flood Commission, Eversource, and the Capital Region Development Authority (CRDA). Key project management activities will include:

- Implementing a community outreach strategy to include the conduct of public meetings informing the community on the goals and progress of the study. These meetings shall also allow for public comment with respect to the goals, progress and scope of this Study.
- Maintaining a detailed work plan with specific dates for interim milestones
- Updating the Authority regularly on project progress and completion of interim milestones
- Presenting interim milestone reports to the Authority's South Meadows Transition Committee.
- Presenting final reports and findings to the Authority as well as City and State officials.

In addition to the above, deliverables for this project shall consist of the following reporting requirements:

### **Milestone Reports:**

The selected Proposer shall develop milestone reports for submission to the Authority, and shall provide an in person presentation of each milestone report at the then next regularly-scheduled meeting after that milestone's due date, of the Authority's South Meadows Transition Committee. The selected Proposer shall then consider feedback from the Authority, and utilizing that feedback, finalize each milestone report within 30 days after its initial presentation to the South Meadows Transition Committee.

The anticipated milestone reports include the following:

- A report documenting Existing Environmental Conditions and Conceptual Site Considerations used in further defining Potential Future Uses;
- A report of the "Hazardous Building Materials" (HBMs) survey of all on-site buildings;
- An Operation, Inspection and Maintenance Plan for the existing penetrations of and encroachments by Site infrastructure on the Flood Protection System;

- An Emergency Preparedness Plan (EPP) that outlines the Property Owner's responsibilities for operation and emergency preparedness planning for the portions of the Site infrastructure directly impacting the Flood Protection System;
- A report assessing the requirements for proper removal and/or abandonment of each Flood Protection System penetration and encroachment by Site infrastructure; and
- A report of the Potential Future Uses to be assessed.

The schedule for submission of the milestone reports summarized above shall be based, in part, on the Study Schedule submitted by the selected Proposer in its response to this RFP. The submission of the milestone reports is not required to follow the order listed above, and the selected Proposer may submit multiple milestone reports to the Authority simultaneously.

**Final Report of the South Meadows Redevelopment Considerations Study – Preparation and Publication:**

The final deliverable under this Scope of Work shall be the Report of the South Meadows Redevelopment Considerations Study, which Report is expected (as delineated in detail above) to document existing environmental conditions, conceptual site considerations, Potential Future Uses, and the immediate environmental needs and knowledge associated with those uses. It is anticipated that the milestone reports shall inform this Report and be included as appendices to the Report.

The selected Proposer shall submit an initial draft of the Report to the Authority, and shall also provide a subsequent in person presentation of the initial draft Report at the then next regularly-scheduled meeting of the Authority's full Board of Directors. The selected Proposer shall then consider feedback from the Authority, and utilizing that feedback, finalize the Report within 30 days after the presentation of the draft Report to the full Board of Directors. This final Report shall be in a format suitable for submission to the State Legislature, other stakeholders, and for posting on the Authority's web-site for public information purposes. The selected Proposer shall provide an in person presentation of this final Report at a meeting of the full Board of Directors.

**C. RFP Projected Timeline**

The following is the projected timeline for the RFP process:

<b>ITEM</b>	<b>DATE</b>
<b>RFP Documents Available</b>	<b>Thursday, January 18, 2024</b>
<b>Mandatory site tour</b>	<b>Wednesday, February 7, 2024</b>
<b>Deadline for proposers to submit Written Questions</b>	<b>3:00 p.m., Wednesday, February 21, 2024</b>
<b>Authority Response to submitted Questions</b>	<b>Wednesday, February 28, 2024</b>
<b>Proposals Due at The Authority</b>	<b>3:00 p.m., Monday, March 11, 2024</b>
<b>Proposal evaluation including clarifications, interviews and negotiations</b>	<b>Between March 11 and April 16, the Authority may contact Proposer to clarify information in proposal or participate in meeting to discuss their proposal.</b>
<b>Approval by MIRA Dissolution Authority Board of Directors</b>	<b>Expected at meeting of Board of Directors on April 16, 2024</b>

**D. Notice of Interest**

Proposers should express their interest in this RFP by providing their contact information in writing to the Authority as soon as possible following publication of this RFP. This may be done by writing or e-mailing the Authority's Supply Chain Manager as follows:

**Mr. Roger Guzowski  
Supply Chain Manager  
MIRA Dissolution Authority  
Phone (860) 757-7703  
rguzowski@ctmira.org  
300 Maxim Road  
Hartford, CT 06114**

The required contact information includes Proposer's full legal name and address and the name, title, telephone number and e-mail address of the Proposer's contact person. While not mandatory, the Authority will use potential Proposer's contact information to provide direct

notice of availability, and copies where applicable, of addenda and other information related to this RFP.

**E. Availability of RFP**

Complete sets of this RFP and all Attachments may be obtained on the World Wide Web at <http://www.ctmira.org> on the "Current Solicitations" page, under the "Business Links" section of the website. The RFP and Attachments can be accessed by selecting the link titled: RFP: "TO CONDUCT THE SOUTH MEADOWS REDEVELOPMENT CONSIDERATIONS STUDY".

The RFP and all Attachments and forms are in PDF format. Applicable forms are also available for downloading in Microsoft Word format for ease of completion at the same place on the Authority's web site where the PDF of the RFP is located. The Authority encourages firms to make use of the downloaded Word forms.

The RFP, Attachments and forms are also available Monday through Friday from 8:30 a.m. to 4:30 p.m. at the Authority's offices, 300 Maxim Road, Hartford, Connecticut 06114. Anyone intending to pick up the documents at the Authority's offices must contact Roger Guzowski at (860) 757-7703 at least 24 hours in advance. There is a charge of \$30.00 for anyone picking up the documents at the Authority's office. Payment should be made by check payable to "MIRA Dissolution Authority."

**F. Mandatory Site Tour**

The Authority has scheduled two tours of the South Meadows site for February 7, 2024 (one beginning at 8:00AM and another beginning at 12:00 Noon). The Authority believes attendance at a Site tour is essential to the development of complete and accurate Proposals. The Authority has therefore reserved the right to reject Proposals from Proposers who were not represented at a Site tour. Authority representatives will anecdotally describe aspects of the Site during tour and will formally follow up with answers to written questions submitted by the deadline indicated in the RFP Projected Timeline. Additional information concerning the Site tour will be provided to all Proposers expressing interest in this RFP approximately forty-eight hours prior to the tour by Addenda issued pursuant to Section III.E of this RFP.

The Authority reserves the right to schedule additional times for a Site tour prior to the deadline for written questions at its discretion if the Authority considers such additional tours to be in its best interests. Such additional Site tours may include, but are not limited to, further entry into Site buildings for purposes of better quantifying the survey of all buildings for Hazardous Building Materials.

**G. Proposal Contents**

All Proposals shall be structured to include the following (in the order presented):

1. Title page, including the title of this RFP, the name of the Lead Proposer, all proposed Sub Consultants and the date the proposal is submitted;

2. Cover letter, signed by a person authorized to execute the Proposal and Agreement on behalf of the Lead Proposer, which includes the following:

- The name of the Lead Proposer;
- The legal structure of the Lead Proposer (e.g., corporation, joint venture, etc.);
- Summary nature of the proposal specifically identifying the Lead Proposer and all proposed Sub Consultants;
- Summary of Lead Proposer, Sub Consultant and key staff background and experience in identifying environmental requirements for Potential Future Uses as contemplated herein as well as undertaking all associated alternatives analysis and study conduct activities;
- Summarize key aspects of the proposal including Project Approach, Study Schedule and Financial Proposal
- A clear statement indicating that the proposal constitutes a firm and binding offer by the Lead Proposer to the Authority considering the terms and conditions outlined in the RFP;
- The Lead Proposer's promise, if any, to set aside a portion of the contract for legitimate minority business enterprises;
- The cover letter should not exceed three pages.

3. Table of Contents for the proposal;

4. Background and Experience Narrative including the following:

- General description of the Lead Proposer and all Sub Consultants including the number of years in the business of, and examples of, identifying the environmental needs and knowledge required for a redevelopment of the nature described herein, including assessing existing environmental conditions, conceptual site considerations, formulating Potential Future Use alternatives and managing the conduct of such a study as described in its proposal and specifically including:
  - Proposer's and parent company (if any) legal name, state and year in which organized, and structure (corporation, partnership, joint venture, other);
  - Central / headquarters office address;
  - Address of local office serving the Authority;
  - Summary of additional office locations (if any);
  - Number of employees of Proposer and parent company (if any).
  - Include written confirmation of participation in the proposal and project from all proposed Sub Consultants.
- For up to five projects similar to its proposal, identify the following:

- Project identification including study name, location and project owner and/or governing body;
  - Description of project site including size, infrastructure, historical uses and relevance to the South Meadows Site;
  - Nature of the services provided and relevance to the South Meadows Redevelopment Considerations Study;
  - Participation in the project by the Lead Proposer and/or Sub Consultants as applicable;
  - Summary type of contract (hourly, lump sum etc.) and length of term;
  - Summary project costs including original estimate, final actual cost and narrative of major variances; and
  - Reference name, title, address, e-mail and phone contact information.
- Identify and provide resumes and professional licensing of key personnel to be assigned to this project including that of the Lead Proposer and all Sub Consultants. Applicable professional licenses issued by the State of Connecticut include Licensed Environmental Professional (LEP); Professional Engineer (PE); Asbestos Inspector; Asbestos Management Planner; Asbestos Project Designer; Lead Inspector; Lead Inspector-Risk Assessor; and Lead Planner-Project Designer.

## 5. Project Approach

Clearly identify the role of the Lead Proposer and each proposed Sub Consultant in the conduct of the South Meadows Redevelopment Considerations Study. Further specify the approach to completing each study task in a timely and efficient manner while garnering stakeholder support of the Study process and work products. Identify any proposed deviations from the scope of work envisioned herein including the rationale for any deviation and how such deviation benefits the Authority's objectives in conducting the South Meadows Redevelopment Considerations Study

## 6. Study Schedule

Develop a Study Schedule depicting all key milestones and their associated reports within the conduct of each study task including the Existing Environmental Conditions, Conceptual Site Considerations, Potential Future Uses and Environmental Needs and Knowledge Necessary for Each Potential Future Use. The Authority considers the Hazardous Buildings Materials Survey as a key deliverable and desires that it be conducted and completed as early in the study process as possible. Proposers should further state the underlying rationale for the schedule proposed. As noted in Section I (A) of this RFP, the MIRA dissolution process is currently anticipated to conclude as early as July 1, 2025 but not later

than July 1, 2026. Accordingly, the Authority views completion and consideration of the Study during the State of Connecticut's 2025 legislative session as advantageous provided that such a target for completion in no way compromises the Study effort. The 2025 legislative session begins January 8, 2025, the Report could practically be considered through March 2025 and the session concludes June 4, 2025.

#### 7. Financial Proposal

Provide all information necessary for the Authority to reach informed conclusions on the total cost to undertake the South Meadows Redevelopment Considerations Study as contemplated in this RFP including, but not limited to, the following:

- Proposed hourly billing rates for the Lead Proposer and each proposed Sub Consultant broken down into professional and staff level position classifications to be assigned to the Study.
- Proposed estimated hours necessary to complete the Existing Environmental Conditions, Conceptual Site Considerations, Potential Future Uses, Environmental Needs and Knowledge Necessary for Each Potential Future Use and Study Conduct.
- Total proposed cost of each task in the Scope of Work.
- A separately stated fixed fee for the Hazardous Buildings Materials survey component of the Conceptual Site Considerations including the hours and billing rates noted above together with estimated and proposed quantities of sampling, testing and analytical services, associated unit pricing and total costs.
- It is anticipated that the Agreement resulting from this RFP will incorporate hourly billing rates and monthly invoicing by task subject to a "not to exceed" value for completion of each task with the exception of the Hazardous Buildings Materials (HBM) survey. A fixed fee for the HBM survey subject to adjustment based on agreed actual quantities of sampling, testing and analytical services is anticipated.
- Modifications to the Financial Proposal that would result from the Authority's acceptance of any deviations from the scope of work that may have been specified in the Proposer's Project Approach.

#### 8. Business Exceptions

Identify any exceptions, additions or deletions to the provisions of the proposed Agreement included as Attachment D. In each instance, identify the applicable agreement section, schedule or attachment number and specific language of concern. State the reason for concern and proposed modification to resolve the concern. Specify why the proposed modification is in the Authority's best interest and assists in accomplishing the objectives of this RFP.

#### 9. Complete and attach the Proposal Form attached hereto as Attachment E;

10. The completed Background Questionnaire attached hereto as Attachment F for Proposer and each proposed Sub Consultant (subscribed and sworn before a Notary Public or Commissioner of the Superior Court);
11. The completed Questionnaire Concerning Affirmative Action, Small Business Contractors And Occupational Health And Safety attached hereto as Attachment G with the proposer's most recent EEO-1 data attached if the proposer wishes such data to be considered in the evaluation of its proposal;
12. A copy of the Proposer's and each proposed Sub Consultant's up-to-date certificate of insurance showing all current insurance coverage.

Proposers should not include copies of text from this RFP in their proposals. Proposers should not include information that is not directly related to the subject matter of this solicitation.

#### **H. Proposal Submittal Procedures**

Sealed proposals shall be submitted as per the schedule set forth in Section I.B of this RFP to the offices of the MIRA Dissolution Authority, 300 Maxim Road, Hartford, Connecticut 06114, Attn: Roger Guzowski. The Authority reserves the right to reject any proposals received after the time and date set forth above.

Each Proposer must submit one (1) original and two (2) hard copies, and one electronic copy, of its proposal in a sealed envelope that shall be clearly marked "PROPOSAL TO CONDUCT THE SOUTH MEADOWS REDEVELOPMENT CONSIDERATIONS STUDY" The original proposal shall be stamped or otherwise marked as such.

Unless otherwise identified by Proposer pursuant to Section I.F.8 hereof, the terms and conditions of the Agreement are non-negotiable. The Authority will review and consider any Business Exceptions taken by Proposer as part of its proposal evaluations.

#### **I. Proposal Opening**

All proposals will be opened at the Authority's convenience on or after the proposal due date. The Authority reserves the right to accept or reject any or all of the proposals, or any part(s) thereof, and/or to waive any formality or informalities in any proposal or this RFP process.

#### **J. Proposal Open and Subject to Acceptance**

This RFP does not constitute an offer to any Proposer and neither this RFP nor any subsequent discussions shall give rise to any commitment on the part of the Authority to enter into the Agreement or confer any rights on any proposer unless and until the Agreement is fully executed by the necessary parties. The Agreement, once executed, will represent the entire agreement between the proposer and the Authority and will supersede all prior negotiations, representations

or agreements, alleged or made, between the parties. The Authority shall assume no liability for costs incurred by the proposer or for payment of services under the terms of the Agreement until the successful proposer is notified that the contract has been accepted and approved by the Authority's Board of Directors and executed by its duly authorized agent. All proposals shall remain open and subject to acceptance by the Authority for ninety (90) days after the deadline for proposal submission

**K. Proposal Evaluation**

The award of an Agreement to conduct the South Meadows Redevelopment Considerations Study will be made, if at all, to the Proposer whose evaluation by the Authority results in the Authority determining that such award is in the best interests of the Authority. However, the selection of a Proposer and the award of such Agreement, while anticipated, are not guaranteed.

The Authority is an Equal Opportunity and Affirmative Action employer and does not discriminate in its hiring, employment, contracting, or business practices. The Authority is committed to complying with the Americans with Disability Act of 1990 (ADA) and does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services, or activities.

The Authority will evaluate proposals based upon, but not limited to, the following criteria, which are not necessarily presented in order of importance:

1. Demonstrated lead Proposer, Sub Consultant and staff experience in the conduct of studies similar to the South Meadows Redevelopment Considerations Study contemplated herein;
2. Reasonableness of the proposed Project Approach and Study Schedule;
3. The Financial Proposal;
4. Reasonableness of any proposed Business Exceptions;
5. Any other factor or criterion that the Authority, in its sole discretion, deems relevant to such evaluation.

All proposals will also be rated on the proposer's demonstrated commitment to affirmative action. Sections 46a-68-1 to 46a-68-17 of the Regulations of Connecticut State Agencies require the Authority to consider the following factors when awarding a contract that is subject to contract compliance requirements:

1. The proposer's success in implementing an affirmative action plan (see Question 4 of Attachment G);
2. The proposer's success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 of the Regulations of Connecticut State Agencies, inclusive (see Question 5 of Attachment G);
3. The proposer's promise to develop and implement a successful affirmative action plan (see Question 4B of Attachment G);

4. The proposer's submission of EEO-1 data indicating that the composition of its work force is at or near parity when compared to the racial and sexual composition of the work force in the relevant labor market area; and
5. The proposer's promise to set aside a portion of the contract for legitimate minority business enterprises.

**L. Contract Award**

The successful Lead Proposer will be required to execute the Agreement attached hereto as Attachment D ("Agreement"). The Proposer substantially agrees to all the terms and conditions of this attached Agreement unless otherwise specified as provided in Section I.F.8 hereof.

If the Agreement is to be awarded, the Authority will issue to the successful proposer(s) a Notice of Award within ninety (90) days after the proposal due date.

The Authority reserves the right to correct inaccurate awards resulting from Authority errors. This may include, in extreme circumstances, revoking a Notice of Award already made to a proposer and subsequently awarding the Notice of Award to another proposer. Such action by the Authority shall not constitute a breach of this RFP by the Authority since the Notice of Award to the initial proposer is deemed to be void ab initio and of no effect as if no agreement ever existed between the Authority and the initial proposer.

## II. Notifications, Acknowledgements and Certifications

Potential Proposers and Sub Consultants are hereby notified that any agreement resulting from this RFP shall contain the provisions specified in this RFP Section II, and that in submitting a proposal, Proposer and Sub Consultants acknowledges receipt of such notification and agrees that Proposer is prepared to sign an agreement with these provisions. For purposes of this RFP Section II, Contractor shall mean any Proposer with whom the Authority enters an agreement resulting from this RFP.

### A. Nondiscrimination

a. For purposes of this Section, “Contractor”, “contractor” and “Consultant” shall have the same meaning, “Contract”, “contract” and “Agreement” shall have the same meaning and other otherwise undefined terms have the meaning ascribed to them in Connecticut General Statutes § 4a-60g.

b. Pursuant to Connecticut General Statutes § 4a-60:

1. The Contractor agrees and warrants that in the Performance of this Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status of a veteran, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents Performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to ensure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status of a veteran, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved;
2. the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action equal opportunity employer" in accordance with regulations adopted by the Commission on Human Rights and Opportunities (the “Commission”);
3. the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor

union or workers' representative of the Contractor's commitments under this Section and to post copies of the notice in conspicuous places available to employees and applicants for employment;

4. the Contractor agrees to comply with each provision of this Section and Connecticut General Statutes §§ 46a-68e and 46a- 68f and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes §§ 46a-56, 46a-68e and 46a-68f; and
  5. the Contractor agrees to provide the Commission with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and Connecticut General Statutes § 46a-56.
  6. If the contract is a public works contract, municipal public works contract or contract for a quasi-public agency project, the contractor agrees and warrants that he or she will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works or quasi-public agency project.
- c. The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state, and in every subcontract entered into in order to fulfill any obligation of a municipal public works contract or contract for a quasi-public agency project, and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes §46a-56; provided if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.
- d. Pursuant to Connecticut General Statutes § 4a-60a:
1. The Contractor agrees and warrants that in the performance of this Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation;
  2. the Contractor agrees to provide each labor union or representative of workers with which such Contractor has a collective bargaining Contract or other contract

or understanding and each vendor with which such Contractor has a contract or understanding, a notice to be provided by the Commission advising the labor union or workers' representative of the Contractor's commitments under this Section, and to post copies of the notice in conspicuous places available to employees and applicants for employment;

3. the Contractor agrees to comply with each provision of this Section and with each regulation or relevant order issued by said commission pursuant to Connecticut General Statutes §46a-56; and
  4. the Contractor agrees to provide the Commission with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this Section and Connecticut General Statutes §46a-56.
- e. The Contractor shall include the provisions of subsection (d) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state, and in every subcontract entered into in order to fulfill any obligation of a municipal public works contractor contract for a quasi-public agency project, and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided, if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.
- f. Pursuant to subsection (c) of section 4a-60 and subsection (b) of section 4a-60a of the Connecticut General Statutes, the Contractor, for itself and its authorized signatory of this Contract, affirms that it understands the obligations of this section and that it will maintain a policy for the duration of the Contract to assure that the Contract will be performed in compliance with the nondiscrimination requirements of such sections. The Contractor and its authorized signatory of this Contract demonstrate their understanding of this obligation by initialing this nondiscrimination affirmation where specified in the Agreement.

**B. Connecticut Campaign Contribution And Solicitation Limitations**

For all state contracts, defined in section 9-612 of the Connecticut General Statutes as having a value in a calendar year of \$50,000 or more, or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this

Agreement represents that they have received the State Elections Enforcement Commission's notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice. See [https://seec.ct.gov/Portal/data/forms/ContrForms/seec\\_form\\_10\\_final.pdf](https://seec.ct.gov/Portal/data/forms/ContrForms/seec_form_10_final.pdf). The Consultant makes the representations set forth in the Campaign Contribution Certification (OPM Form 1) attached as Exhibit G of the form of Agreement included as RFP Attachment 1.

**C. Contractor's Representation Concerning Consulting Agreements**

Any agreement resulting from this RFP shall require Consultant to make a representation (the form of which is included as Exhibit F of the form of Agreement included as Attachment 1 of this RFP) that Contractor either has not entered into any Consulting Agreement for the purposes of (A) providing counsel to a contractor, vendor, consultant or other entity seeking to conduct, or conducting, business with the state, (B) contacting, whether in writing or orally, any executive, judicial, or administrative office of the state, including any department, institution, bureau, board, commission, authority, official or employee for the purpose of solicitation, dispute resolution, introduction, requests for information, or (C) any other similar activity related to such contracts; or to disclose the name and basic terms of any such consulting Agreement.

**D. Contractor's Representation Concerning Gifts**

Any agreement resulting from this RFP shall require the contractor to make the following representation:

That no gifts were made by (A) such person, firm, corporation, (B) any principals and key personnel of the person, firm or corporation, who participate substantially in preparing bids, proposals or negotiating state contracts, or (C) any agent of such person, firm, corporation or principals and key personnel, who participates substantially in preparing bids, proposals or negotiating state contracts, to (i) any public official or state employee of the state agency or quasi-public agency soliciting bids or proposals for state contracts, who participates substantially in the preparation of bid solicitations or requests for proposals for state contracts or the negotiation or award of state contracts, or (ii) any public official or state employee of any other state agency, who has supervisory or appointing authority over such state agency or quasi-public agency; (2) That no such principals and key personnel of the person, firm or corporation, or agent of such person, firm or corporation or principals and key personnel, knows of any action by the person, firm or corporation to circumvent such prohibition on gifts by providing for any other principals and key personnel, official, employee or agent of the person, firm or corporation to provide a gift to any such public official or state employee; and (3) That the person, firm or corporation is submitting bids or proposals without fraud or collusion with any person. (d) Any bidder or proposer that does not agree to the representations required under this section shall be rejected and the state agency or quasi-public agency shall award the contract to the next highest ranked proposer or the next lowest responsible qualified bidder or seek new bids or proposals.

**E. Authority's President's Representation Concerning Gifts**

Pursuant to section 4-252 of the Connecticut General Statutes and Acting Governor Susan Bysiewicz Executive Order No. 21-2, promulgated July 1, 2021, in signing any agreement resulting from this RFP, the authorized signatory of the Authority shall be required to represent that the selection of the most qualified or highest ranked person, firm or corporation was not the result of collusion, the giving of a gift or the promise of a gift, compensation, fraud or inappropriate influence from any person.

**F. Representation Regarding Iran Energy Investment**

Any agreement resulting from this RFP shall require the contractor to make the following representation:

- a. Pursuant to section 4-252a of the Connecticut General Statutes, the Contractor certifies that it has not made a direct investment of twenty million dollars or more in the energy sector of Iran on or after October 1, 2013, as described in Section 202 of the Comprehensive Iran Sanctions, Accountability and Divestment Act of 2010, and has not increased or renewed such investment on or after said date.
- b. If the Contractor makes a good faith effort to determine whether it has made an investment described in subsection (a) of this section, it shall not be subject to the penalties of false statement pursuant to section 4-252a of the Connecticut General Statutes. A "good faith effort" for purposes of this subsection includes a determination that the Consultant is not on the list of persons who engage in certain investment activities in Iran created by the Department of General Services of the State of California pursuant to Division 2, Chapter 2.7 of the California Public Contract Code. Nothing in this subsection shall be construed to impair the ability of the state agency or quasi-public agency to pursue a breach of contract action for any violation of the provisions of the Agreement.

### III. **Additional Terms and Conditions:**

#### A. **Definitions**

As used in this RFP the following terms shall have the meanings as set forth below:

1. Addenda: Written or graphic documents issued prior to the proposal due date that clarify, correct or change any or all of the Contract Documents.
2. Contract Documents:
  - The Agreement;
  - This RFP and all Attachments
  - Addenda;
  - Proposer's Proposal (including all documentation attached to or accompanying such Proposal, all other documentation submitted in connection with such Proposal, and all post-proposal documentation submitted prior to the Notice of Award);
  - Notice of Award; and
  - Any written amendments to the Agreement.
3. Laws And Regulations: Any and all applicable laws, rules, regulations, ordinances, codes, orders and permits of any and all federal, state and local governmental and quasi-governmental bodies, agencies, authorities and courts having jurisdiction.
4. Notice of Award: Written notification from the Authority to the apparent successful proposer that states that the Authority has accepted such proposer's proposal and sets forth the remaining conditions that must be fulfilled by such proposer before the Authority executes the Agreement.
5. Site: The South Meadows Site as defined in Section I.A of this RFP.

#### B. **Binding Effect**

This Request for Proposals and any responses thereto shall inure to the benefit of and be binding upon the heirs, personal representatives, successors and assigns of the parties hereto.

#### C. **Authority Reserved Rights**

During the entire solicitation process the Authority retains the right to:

1. Extend any of the actual or proposed dates in the Projected Timeline;
2. Reject any and all proposals and republish this RFP;
3. Terminate this RFP process at any time prior to the execution of an agreement;

4. Supplement, amend, or otherwise modify or cancel the solicitation process with or without substitution of another solicitation;
5. Issue additional or subsequent solicitations;
6. Investigate the qualifications of any entity under consideration (including subcontractors and parties otherwise related to a proposing entity);
7. Clarify the information provided pursuant to this RFP;
8. Request additional evidence or documentation to support the information included in any submittal;
9. Appoint an evaluation committee to review submittals and use the assistance of outside professionals in submittal evaluation;
10. Approve or disapprove of particular subcontractors, joint venture partners, or other proposed team members;
11. Interview and hold discussions with any entity at any time after receipt of a submittal and before the signing of a legally binding agreement;
12. Enter into any final agreement(s) which result from this RFP which the Authority, in its sole and absolute discretion, determines to be in its best interest. Such determination will be based on a variety of factors including but not limited to experience, price, reasonable plans and business exceptions as described herein, and any other consideration which the Authority in its sole discretion determines is relevant;
13. Enter into a final Agreement with terms that vary from the terms set forth in the Authority's solicitation documents;
14. Visit and examine any of the facilities referenced in any submittal;
15. Conduct contract discussions with one or more submitting entities; and
16. Reject any and all submittals, or parts thereof, and/or to waive any informality or informalities in any proposal, if such rejection or waiver is deemed in the best interests of the Authority.

**D. Communications With Authority Staff and Board**

Except as otherwise authorized by this RFP, during the period while the RFP process is active (i.e., from the date the Authority issues the RFP until the date the successful proposer accepts the Notice of Award), contractors contemplating or preparing proposals are prohibited from contacting Authority staff or Authority Board Directors or Members in an ex parte manner to discuss the RFP submission process. A contractor's RFP submission shall be rejected if any of the foregoing ex parte communications take place.

**E. Addenda And Interpretations**

The Authority may issue Addenda to this RFP that shall, upon issuance, become part of the RFP and binding upon all potential or actual Proposers. Such Addenda may be issued in response to questions regarding Site conditions and requests for interpretation or clarification received from potential Proposers. Any questions regarding Site conditions and any request for interpretation or clarification of this RFP must be submitted in writing to Roger Guzowski by e-mail

(rguzowski@ctmira.org) or by correspondence (MIRA Dissolution Authority, 300 Maxim Road, Hartford, Connecticut 06114). To be given consideration, any such written questions and requests must be received by the Authority by the deadline set forth in Section I.C of this RFP. Addenda, if any, will be mailed and/or e-mailed to all persons who expressed interest or arranged to pick up this RFP pursuant to Sections I.D and I.E hereof. Such addenda will also be posted on the Authority's web site (<http://www.ctmira.org>) on the "Current Solicitations" page, under the "Business Links" section of the website. The RFP and Attachments can be accessed by selecting the link titled: RFP: "TO CONDUCT THE SOUTH MEADOWS REDEVELOPMENT CONSIDERATIONS STUDY". Such addenda will be mailed/e-mailed and posted on the web site no later than the date set forth in Section I.C of this RFP.

Failure of any Proposer to receive any such Addenda shall not relieve such Proposer from any conditions stipulated in such Addenda. Only questions answered or issues addressed by formal written Addenda will be binding. All oral and other written responses, statements, interpretations or clarifications shall be without legal effect and shall not be binding upon the Authority.

**F. Modification or Withdrawal of A Proposal**

Proposals may be modified or withdrawn by an appropriate document duly executed (in the manner that a Proposal must be executed) and delivered to the place where Proposals are to be submitted at any time prior to the Proposal due date and time.

**G. Proposal Preparation and Other Costs**

Each proposer shall be solely responsible for all costs and expenses associated with the preparation and/or submission of its proposal, or incurred in connection with any interviews and negotiations with the Authority, and the Authority shall have no responsibility or liability whatsoever for any such costs and expenses.

**H. Proposer's Qualifications**

The Authority may make any investigation deemed necessary to determine the ability of any Proposer to perform the Agreement as required. Each Proposer shall furnish the Authority with all such information as may be required for this purpose.

## **Attachment A - South Meadows Site General Layout Plan**

1. Site Plan from MIRA's January 5, 2023 response to CT-DEEP's Request for Additional Information. This Site Plan depicts the entire property, with buildings, piping, the air pollution control system and the solid waste permit boundary labelled.
2. Exhibit C of the ELUR that has been recorded in the City of Hartford Land Records for the Site is comprised of six (6) survey map sheets entitled "Exhibit C: Declaration of Environmental Land Use Restriction and Grant of Easement, Property of Materials Innovation and Recycling Authority, 300 Maxim Road and 100 Reserve Road, Hartford, Connecticut," dated March 8 2013, revised to March 28, 2018. The six (6) ELUR survey map sheets follow, and are summarized as follows:
  - Sheet 1 of 6: Property boundary survey that depicts all property boundaries and encumbrances (i.e., easements, rights-of-way, etc.) listed in the Title Report for the Site (refer to Sheet 5 of 6 for the list of all encumbrances)
  - Sheet 2 of 6: Property boundary survey that depicts the bearing and distance measurement of each property boundary line (refer to Sheet 6 of 6 for the metes and bounds property descriptions for the Site)
  - Sheet 3 of 6: Boundary depictions of ELUR Subject Areas A-1 and A-2 within the property boundary
  - Sheet 4 of 6: Boundary depictions of ELUR Subject Areas B, C, D, E, F-1, F-2, G-a, G-b, H-1, H-2, I, J, K, L, M, N, O, P, Q, and R within the property boundary
  - Sheet 5 of 6: List of encumbrances from the Title Report for the Site (refer to Sheet 1 of 6 for the surveyed locations)
  - Sheet 6 of 6: List of Map References incorporated into the property boundary survey, and metes and bounds property descriptions for the Site (refer to Sheet 2 of 6 for the surveyed depiction of the property boundary lines)

## Attachment B – Table of Existing Environmental Documentation

### *Environmental Investigation and Remediation Reports*

Previous investigations and remedial activities performed at the Site have been documented in the following reports, listed in chronological order, which have been submitted to the CTDEEP:

<b>Author</b>	<b>Date</b>	<b>Report Title</b>
Land Tech Remedial	December 1995	<i>Subsurface Investigations and Remedial Installation Report.</i>
HRP Associates Inc.	October 1998	<i>Phase I Environmental Site Assessment Report CRRRA Power Block Facility and Waste Processing Facility Maxim Road and Reserve Road Hartford, Connecticut.</i>
Metcalf & Eddy Inc.	March 1999	<i>Phase I Environmental Assessment Connecticut Light and Power Company South Meadow Station Hartford.</i>
HRP Associates Inc.	June 1999	<i>Subsurface Investigation Report Mid-Connecticut Project Maxim and Reserve Roads Hartford Connecticut.</i>
Metcalf & Eddy Inc.	July 1999	<i>Phase II Field Investigation Report South Meadows Hartford.</i>
HRP Associates Inc.	June 1999	<i>Mercury Boiler Investigation.</i>
TRC Environmental Corp.	October 2001	<i>Phase III Work Plan.</i>
TRC Environmental Corp.	June 2002	<i>Sample Work Plan for Area 7B.</i>
TRC Environmental Corp.	September 2002	<i>Phase III Remedial Investigation Report.</i>
TRC Environmental Corp.	June 2003	<i>Supplemental Phase III Site Investigation Report.</i>
TRC Environmental Corporation	September 2003.	<i>Specifications: Remediation of Areas WPF-4, 1-2, 1-3, 1-4, 1-5, 1-6 and PBF-5 by Soil Excavation South Meadows Station.</i>
TRC Environmental Corp.	February 2004	<i>Sampling Work Plan for the Track Hopper Room and Soils Below the Mercury Boiler Room.</i>
TRC Environmental Corp.	March 2004	<i>Closure Report; South Meadows Former Mercury Boiler Room Decommissioning &amp; Demolition.</i>
TRC Environmental Corp.	July 2004.	<i>Excavation Remedial Action Plan for Area PBF-3 Former Transformer/Switchyard.</i>
TRC Environmental Corp.	August 2004	<i>Supplemental Site Investigation Area WPF-4 and Area 1-2.</i>

<b>Author</b>	<b>Date</b>	<b>Report Title</b>
TRC Environmental Corp.	April 2005	<i>Area PBF-3 PCB Remedial Action Plan.</i>
TRC Environmental Corp.	July 2005	<i>Track Hopper Room Investigation Report.</i>
TRC Environmental Corp.	August 2005	<i>95 Percent Upper Confidence Limit Determination for Arsenic.</i>
TRC Environmental Corp.	January 2006	<i>Remedial Action Plan for Soils Beneath Remaining Structure at the Former Mercury Boiler Room.</i>
TRC Environmental Corp.	January 2006	<i>Parcel No. 3 (CL&amp;P Parcel) Remedial Action Plan.</i>
TRC Environmental Corp.	March 2006	<i>Remedial Action Plan for Area PBF-4 Former PCB Oil Storage Tanks.</i>
TRC Environmental Corp.	April 2006	<i>Soil Investigation Report Electrical Switchyards Parcel 3.</i>
TRC Environmental Corp.	June 2006	<i>Waste Processing Facility Engineered Control Remedial Action Plan.</i>
TRC Environmental Corp.	June 2006	<i>Waste Processing Facility Remedial Action Plan.</i>
TRC Environmental Corp.	July 2006	<i>Remedial Action Plan for Former PCB Storage Tank Piping and Appurtenances.</i>
TRC Environmental Corp.	February 2007	<i>Waste Processing Facility Area 3 Asbestos Containing Materials Investigation Work Plan.</i>
TRC Environmental Corp.	February 2007	<i>Remedial Action Plan for Area 3.</i>
TRC Environmental Corp.	September 2007	<i>Remedial Action Plan for Soil Beneath Former 1927 Boiler Room Addition.</i>
TRC Environmental Corp.	September 2008	<i>Specifications; Track Hopper Room Remediation.</i>
TRC Environmental Corp.	March 2010	<i>Remedial Action Report: Former PCB Storage Tank Piping and Appurtenances.</i>
TRC Environmental Corp.	April 2010	<i>Self-Implementing Cleanup Plan for 115 kV Switchyard.</i>
TRC Environmental Corp.	November 2011	<i>Remedial Action Report Retained Parcel 115 kV Switchyard.</i>
TRC Environmental Corp.	January 2012	<i>Fuel Farm (Area 2-2) Remedial Action Plan.</i>
TRC Environmental Corp.	September 2012	<i>Remedial Action Report Area PBF-3/Former Transformer Switchyard.</i>
TRC Environmental Corp.	September 2012	<i>Waste Processing Facility Storm Water Detention Basin Engineered &amp; Access Control Remedial Action Plan.</i>
TRC Environmental Corp.	October 2012	<i>Fuel Line (Delineation Area 2) Engineered Control Remedial Action Plan.</i>
TRC Environmental Corp.	November 2012	<i>Fuel Oil Line Investigation Report.</i>
TRC Environmental Corp.	November 2012	<i>Waste Processing Facility Storm Water Detention Basin Engineered &amp; Access Control Remedial Action Plan.</i>

<b>Author</b>	<b>Date</b>	<b>Report Title</b>
TRC Environmental Corp.	April 2013	<i>Remedial Action Report: Area PBF-4 Former PCB Oil Storage Tanks.</i>
TRC Environmental Corp.	March 2013	<i>Alternative SWPC Application and PMC Exception Document.</i>
TRC Environmental Corp.	November 2013	<i>Remedial Action Report: Area 1-3: Excavation of ETPH impacted Soils.</i>
TRC Environmental Corp.	November 2013	<i>Remedial Action Report: Area 1-6: Former Vanadium Pile.</i>
TRC Environmental Corp.	January 2014	<i>Remedial Action Report: Area 2-1/2-2: Fuel Farm.</i>
TRC Environmental Corp.	January 2014	<i>Remedial Action Report: Area 1-2 1-4 and 1-5: Coal Pond/Coal Pile Areas.</i>
TRC Environmental Corp.	July 2013	<i>Remedial Action Report: PBF-1 Mercury Boiler Room, Track Hopper Room, PBF-4 and PBF-5.</i>
TRC Environmental Corp.	November 2013	<i>Remedial Action Report: Waste Processing Facility Area 4.</i>
TRC Environmental Corp.	November 2013	<i>Remedial Action Report: Waste Processing Facility Areas 1, 2 and 3.</i>
TRC Environmental Corp.	November 2013	<i>Remedial Action Report: Waste Processing Facility Areas 4 and 5.</i>
TRC Environmental Corp.	November 2013	<i>Memorandum: Bollard Excavation/Remediation.</i>
TRC Environmental Corp.	November 2013	<i>Remedial Action Report: Fuel Line (Delineation Area 2)</i>
TRC Environmental Corp.	December 2013	<i>Remedial Action Report: Waste Processing Facility Storm Water Detention Basin.</i>
TRC Environmental Corp.	February 2014	<i>Remedial Action Report: Areas 3-2 and 3-3</i>
TRC Environmental Corp.	February 2014	<i>Remedial Action Report: Area 3-1.</i>
TRC Environmental Corp.	February 2014	<i>Memorandum: WPF Storm Water Basin Fence Line Remediation.</i>
TRC Environmental Corp.	November 2015	<i>Remedial Action Report: PBF Wetlands A and E.</i>
Materials Innovation and Recycling Authority	April 18, 2018*	<i>Declaration of Environmental Land Use Restriction and Grant of Easement</i>
TRC Environmental Corp.	May 2018	<i>Verification Report</i>
<p>* The Declaration of Environmental Land Use Restriction and Grant of Easement includes six (6) associated survey map sheets, and was recorded in the City of Hartford Land Records on April 20, 2018.</p>		

### **Other Documents of Interest**

<b>Author</b>	<b>Date</b>	<b>Report Title</b>
Fuss & O'Neill Inc.	March 2002	<i>Connecticut Light &amp; Power Company and Connecticut Resources Recovery Authority Drainage Study of Parcel 1 South Meadows Generating Station and Regional Trash-to-Energy Facility</i>

<b>Author</b>	<b>Date</b>	<b>Report Title</b>
HRP Associates Inc.	March 29, 2012	<i>Hazardous Materials Survey Report, Northern Portion of the Administration Building, South Meadows Station, Gate 20 Reserve Road, Hartford, Connecticut</i>
HRP Associates Inc.	January 17, 2014	<i>Hazardous Materials Abatement Documentation Northern Portion of the CRRA Facility Administration Building, Gate 20 Reserve Road, Hartford, Connecticut</i>
Greater Hartford Flood Commission	May 10, 2022	<i>Hartford Flood Protection System – Emergency Action Planning, Materials Innovation and Recycling Authority Site (MIRA), Hartford, Connecticut</i>
TRC Environmental Corp.	May 2022	<i>Closure Plan for CSWS Resource Recovery Facility (RFP Attachment C)</i>
Greater Hartford Flood Commission	August 5, 2022	<i>Letter to CT-DEEP RE: MIRA Closure Plan Dated May 2022 (RFP Attachment C)</i>
CT-DEEP	October 14, 2022	<i>Request for Additional Information for Closure Plan for CSWS Resource Recovery Facility (RFP Attachment C)</i>
Materials Innovation and Recycling Authority	January 5, 2023	<i>Response to Request for Additional Information Regarding Closure Plan, Materials Innovation and Recycling Authority – Hartford RRF (RFP Attachment C)</i>

# **Attachment 3**

**RESOLUTION REGARDING 3-YEAR AGREEMENTS  
FOR INSURANCE CONSULTING AND BROKER SERVICES.**

**RESOLVED:** That the President is hereby authorized to execute an agreement with the following firm for Insurance Consulting and Broker Services, substantially as presented and discussed at this meeting:

- Beecher Carlson Insurance Services LLC, a division of Brown & Brown, Inc.

**FURTHER RESOLVED:** That management is directed to proceed with the marketing of insurance policies for the policy period beginning July 1, 2024 and to consider and confer with the Department of Administrative Services concerning its transition to becoming the Authority's successor prior to authorizing the marketing of policies, and during any marketing of policies, for the policy period beginning July 1, 2025.

**PROCEDURAL REQUIREMENTS**  
**(3-YEAR AGREEMENTS FOR INSURANCE CONSULTING AND BROKER SERVICES)**

Author: Roger Guzowski, Supply Chain Manager

Committee Requirements:

- Assigned – Finance Committee
- Quorum – 50% of the Directors on a Committee of 4 or more, majority of the Directors on a Committee of less than 4, excluding the Chair.
- Item carries with majority of Directors present

Director	Raised	Second	Aye	Nay	Abstain
Paul Harrington		X	X		
Matthew M. Dayton	X		X		
David S. Steuber			X		
William P. Beccaro			X		

Board Requirements:

- Quorum – 6 Directors
- \_\_\_ Item carries with majority of Directors present unless otherwise specified
- Specified as requiring 2/3 of full Board (8 Directors)
  - \_\_\_ Purchasing and Contracting Rules & Procedures (22a-266(c))
  - \_\_\_ Contract Over 5 Years or Greater than \$50,000 Annual Consideration(22a-268)
  - \_\_\_ Proposed Procedure (1-120)
  - \_\_\_ Special Capability Exception Over \$10,000 (Procurement Policy Section 3.1.2.5)
  - \_\_\_ Settlement Exception (Procurement Policy Section 3.1.2.7)
  - \_\_\_ Acquisition or Sale of Real Property (Procurement Policy Section 5.1.3 & 5.2.3)
- Specified as requiring 2/3 of Directors present and eligible (Bylaws Section 504)
  - X Expenditure of \$50,000 or more for outside consultant
  - \_\_\_ Entering Executive Session
  - \_\_\_ Addition of Agenda Item at a regular meeting

Director	Raised	Second	Aye	Nay	Abstain
1 - Chairperson Hunter					
2 - Matthew Dayton					
3 - Michelle Gilman					
4 - Joseph DeNicola					
5 - William Beccaro					
6 - Rachel Taylor					
7 - Michael Walsh					
8 - John Fonfara					
9 - Paul Harrington					
10 - Carl Fortuna					
11 - Dave Steuber					

**MIRA Dissolution Authority**  
**Agreement Summary**  
**Insurance Consulting and Broker Services**

Presented to the Board on: January 17, 2024

Vendor/Contractor(s): Beecher Carlson Insurance Services LLC, a division of Brown & Brown, Inc.

Effective Date: January 1, 2024, pending Board approval

Contract Type/Subject Matter: Insurance Consulting and Broker Services

Contract Dollar Value: \$50,000 per year fixed fee for each year of the term.

Term: Through December 31, 2026

Amendment(s): Not applicable

Term Extensions: Not applicable

Scope of Work: Various insurance consulting and broker services. See Discussion below for additional details.

Termination: May be terminated by the Authority upon at least thirty (30) days advance written notice.

**MIRA Dissolution Authority**  
**Agreement Summary**  
**Insurance Consulting and Broker Services**

*Board of Directors*  
*January 17, 2024*

**Executive Summary**

This is to request that the Board of Directors authorize the President to enter into an agreement with the following firm for Insurance Consulting and Broker Services, substantially as presented and discussed at this meeting:

- Beecher Carlson Insurance Services LLC, a division of Brown & Brown, Inc.

**Discussion**

According to section 5.3.5 of the Authority's legacy Procurement Policies and Procedures, the Authority solicits proposals at least once every three years for professional services, including insurance brokerage services.

The current agreement for Insurance Consulting and Broker Services expired on December 31, 2023 (the "Expiring Agreement"). The Authority issued a Request for Proposals (RFP) for Insurance Consulting and Broker Services on September 13, 2023.

This RFP and Agreement resulting therefrom (as well as the Expiring Agreement) contemplate both a base level of fixed-fee brokerage services, as well as the following additional optional fixed fee services which proposers were asked to price separately

- Additional Loss-Control Services
- Additional Claims-Management Services

*Base Fixed Fee Services*

The RFP and resulting agreement contemplates a base level of services that includes a wide range of brokerage and consulting services including but not limited to:

- Represent and assist the Authority in all discussions and transactions with all insurers
- Recommend and prepare insurance marketing specifications for the Authority
- Verify rates and premiums charged to the Authority
- Check wording and conformity of each policy, certificate, binder and endorsement received from insurers against negotiated terms
- Negotiate insurance renewals and/or negotiate new policies not currently purchased
- Assist the Authority with insurance language and contract reviews
- Make recommendations regarding lines and limits of insurance
- Evaluate insurance provisions in bids or proposals for consideration by the Authority
- Provide background information as directed by the Authority
- Provide budget estimates as needed

- Evaluate options for paying premiums
- Participate in meeting with Authority Staff and Directors to review insurance
- Available to answer questions from Authority personnel
- Preparing insurance certificates and summaries of policies as requested by the Authority,
- Monitor published financial information regarding the Authority's insurers
- Other related insurance consulting and brokerage services deemed necessary

*Additional Optional loss control Services*

Provide technical services to the Authority to develop and review loss-control programs

Make recommendations to the Authority for controlling claim costs

Provide 50 hours per year of loss-control services to the Authority.

*Additional Optional Claims Management Services*

Provide claims management services, including consultation to The Authority regarding claims handling by carriers or Third Party Administrator ("TPA"), and audit such claims handling on The Authority's behalf.

The services in this RFP and resulting agreement (including the optional additional services) shall not include the underwriting of insurance policies for the Authority.

**Overview of RFP Process**

The RFP was issued September 13, 2023. The RFP was posted on the Authority's website and noticed on the Connecticut Department of Administrative Services CT Source Bid Board (fka State Contracting Portal). In addition, an announcement regarding the availability of the RFP were sent via e-mail or company website contacts (where individual e-mails were not available) to the following firms and/or individuals who had submitted proposals or expressions of interest in 2021 or 2018 when the Authority's predecessor last issued an RFP for these services. This includes:

- Aon Risk Solutions
- Arthur J. Gallaher & Co.
- Assured Partners (formerly People's United Insurance Agency)
- Beecher Carlson Insurance Services LLC
- Corporate Risk Solutions
- Hub Industrial New England
- Marsh USA, Inc.
- USI Insurance Services, LLC

Proposals were received October 26, 2023. The Authority received proposals from 3 proposers:

- Assured Partners New England ("Assured")
- Beecher Carlson Insurance Services LLC, a division of Brown & Brown, Inc. ("Beecher")
- Marsh USA, Inc. a wholly-owned subsidiary of Marsh McLennan Companies ("Marsh")

## Evaluation of Proposals

The Authority's President & CFO identified David Bodendorf , Manager of Engineering, Construction and Power Assets; Thomas Gaffey, Director of Recycling and Enforcement; and Roger Guzowski, Supply Chain Manager (collectively the "Evaluation Team") to evaluate the Proposals that were received.

The Evaluation Team reviewed the responses based upon price, the Authority's evaluation of the Proposer's Qualifications, the Reasonableness of any exceptions proposed by each proposer, and any other factor or criteria which the Authority deemed relevant.

### Proposal Price:

The RFP requested that proposers provide fixed-fee annual pricing for the brokerage services, as well as any additional fixed-fees for loss-control services; additional fixed-fees for claims management services, or hourly rates for additional time and material services not specified in any of the fixed-fee services. Table 1 shows a comparison of the proposed prices:

*Table 1: Pricing*

	Assured	Beecher	Marsh
Base Fixed Fee Services	\$70,000*	\$50,000*	\$70,000*
Additional cost for optional loss control fixed fee services	\$15,000*	Included at no additional cost	Included at no additional cost
Additional cost for optional claims management fixed fee services	\$15,000*	Included at no additional cost	Included at no additional cost
Total Fixed Fee Price for all options	\$100,000*	\$50,000*	\$70,000*

\*annual price remains the same each year of the contract

### Qualifications

The Evaluation Team found all of the proposers qualified to provide the services. The following bullets represent particular things noted by the Evaluation Team when comparing the strengths of each firm in relation to the Authority and the services specified in the RFP (and resulting agreement).

- *Assured*
  - Formed in 2011. Staff and acquired firms have longer experience.
  - Acquired People's United Insurance Company/RC Knox. Regional headquarters located in Hartford
  - Experience in Government. Did not demonstrate waste or energy industry experience in proposal.
  - 5<sup>th</sup> largest property & casualty retail insurance broker in US
  
- *Beecher*
  - Experience in Government, waste and energy industries
  - Experienced personnel
  - 6<sup>th</sup> largest broker in US
  - Has been broker for the Authority. Familiarity with current policies, claims, etc.
  
- *Marsh*
  - Experience in Government and energy industries indicated. No indication of waste industry experience.
  - Good summary of experience with risks in divestitures and development.

*Business Exceptions and Other Considerations:*

The Authority included the form of the Agreement that it intended to sign with the successful proposer and allowed proposer to take exception, and propose alternatives to any specific language in that Agreement.

- Assured did not include any exceptions in their Proposal
- Beecher took no exceptions to the form of the Agreement in the RFP
- Marsh proposed modifications to 14 sections of the Agreement. The nature of these exceptions generally was focused on:
  - Making certain sections of the agreement subject to mutual agreement
  - Clarifying or narrowing certain Authority inspection rights (e.g. "subject to reasonable advanced notice", "during regular business hours," etc.)
  - Proposing that affiliated companies under common ownership or control not be deemed subcontractors (and not subject to Authority approval of subcontractors).
  - Limiting Consultant's indemnity
  - Making Contractor's approval of insurance requirements subject to further review by parent company prior to entering agreement

## **Conclusion**

After reviewing the proposals and qualifications, the Evaluation Team recommends Beecher Carlson Insurance Services LLC, a division of Brown & Brown, Inc. as the successful Proposer.

## **Transition to Successor**

Public Act 23-170 provides that the Connecticut Department of Administrative Services (“DAS”) becomes the successor to the Authority effective July 1, 2025 concurrent with the expiration of the first policy period provided in the subject Insurance Brokerage Agreement. As the successor to the Authority, DAS will have the ability to either continue the Agreement through its Term or to terminate the Agreement in accordance with its termination provisions as detailed in the summary page of this resolution. Accordingly, the Authority will consider and confer with DAS on the status of this transition prior to authorizing, and during any marketing of coverages for the policy period commencing July 1, 2025.

## **Financial Summary**

To perform all of the Insurance Consulting and Broker Services detailed in this RFP and resulting agreement, Beecher Carlson proposes to charge the Authority an annual fixed fee of \$50,000 per year during each of the three years of the term.

While the fixed fee for the services is an important consideration, the financial impact of the proposals cannot be judged based solely on the fixed fee. Because the successful proposer will be asked to place over \$600,000 worth of insurance premium every year, their knowledge, expertise and presence in the marketplace will allow them to achieve expense savings on the Authority’s behalf.

# **Attachment 4**

# MIRA DISSOLUTION AUTHORITY

BOARD OF DIRECTORS MEETING – JANUARY 17, 2024

## Draft Fiscal Year 2025 CSWS Budget

- ▶ Planning Level Assumptions
- ▶ Summary Draft FY 2025 Budget
- ▶ FY 2025 Participating Town Fees
  - ▶ Disposal Fee Trend
- ▶ FY 2025 Operating Expense Budget
- ▶ FY 2025 Non Disposal Fee Revenue
- ▶ Hypothetical Bifurcated Rate Model
- ▶ FY 2025 CSWS Major Maintenance
- ▶ Exhibit A: CSWS Expenditure Detail

# Planning Level Budget Assumptions

2

- MSA Deliveries:
  - Torrington MSW – 23,048 Tons
  - Torrington Recycling – 4,945 Tons
  - Essex MSW – 38,542 Tons
  - Essex Recycling – 6,592 Tons
- Non Participating Deliveries – 1,458 Tons to Covanta Preston
- FY 2025 Budget Contract Rates (Including Fuel Surcharges):

Facility	MSW	Recycling
Torrington Transportation	\$54.89	\$26.99
Torrington Process / Dispose	\$45.89	\$82.00
Essex Transportation	\$16.50	\$32.99
Essex Process / Dispose	\$102.75	\$82.00

# Summary Draft FY 2025 Budget

3

- Total Operating Revenues - \$ 8,916,682
- Total Operating Expenses - \$12,583,167
- Loss Before Reserve Contributions - \$ (3,666,485)
- Updated Reserve (Use) / Contribution:
  - Uniform Base Disposal Fee Deficit Funding:  
(Use of Current Tip Fee Stabilization Fund Balance) - \$ (3,432,627)
  - Additional Tier 1 Long Term Discount:  
(Use of Current Tip Fee Stabilization Fund Balance) - \$ ( 12,502)
  - Additional Tier 1 Short Term Discount:  
(Use of Current Tip Fee Stabilization Fund Balance) - \$ (221,356)
  - Total Deficit Funding - \$( 3,666,485)
  - Represents a \$470,806 Reduction from FY 2024 use of Tip Fee Stabilization  
(Excluding Use of Major Maintenance in Advance of Transfer)

# FY 2025 Participating Town Fees

4

• Cost of Operation -	\$ 12,583,167
○ Direct Cost of MSW and Recycling Operations - \$10,303,407 (Contractor O&M, transportation, disposal and processing)	
○ Authority Allocated Cost – 2,279,760 (Authority CSWS operating, Authority Budget, Insurance, Direct / Indirect Personnel)	
○ Total Cost of Operation - \$12,583,167 (Excluding Use of Major Maintenance in Advance of Transfer)	
• Non Disposal Fee Revenue -	\$835,890
• Net Cost of Operation -	\$11,747,277
• Add: Cost of Service Discounts -	\$ 233,858
○ Tier 1 Long Term – 6,251 Tons @ \$2.00 = \$12,502	
○ Tier 1 Short Term – 55,339 Tons @ \$4.00 = \$221,356	
• Deduct: Deficit Funding -	\$ (3,666,485)
○ Use of Current Tip Fee Stabilization Balance - \$3,666,484	

*MIRA “shall set the Base Disposal Fee such that the product of the Base Disposal Fee and the Aggregate Tons, shall produce funds estimated as sufficient to pay the estimated Net Cost of Operation”*

# FY 2025 Participating Town Fees

5

- Total Rate Base - \$8,314,650
  - Net Cost of Operation + Cost of Service Discounts - Deficit Funding
  
- Aggregate Tons - 61,590
  - Service Discounted (Tier 1 Long) – 6,251
  - Tier 1 Short Term – 55,339
  - Total - 61,590
  
- Uniform Base Disposal Fee - \$135.00 / Ton
- Less Tier 1 Long Term Service Discount - \$2.00 / Ton
- Tier 1 Long Term Disposal Fee - \$133.00 / Ton
- Less Tier 1 Short Term Discount - \$4.00 / Ton
- Tier 1 Short Term Disposal Fee - \$131.00 / Ton
- Total Member Disposal Fees - \$8,080,792
  - Tier 1 Long Term - 6,251 Tons \* \$133.00 = \$831,383
  - Tier 1 Short Term – 55,339 Tons \* \$131.00 = \$7,249,409

# Disposal Fee Trend

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Period	Tier 1 Long	Tier 1 Short
FY 2025 Draft	\$133.00	\$131.00
FY 2024 Adopted	\$118.00	\$116.00
FY 2023 Adopted	\$116.00	\$111.00
FY 2022 Adopted	\$105.00	N/A
FY 2021 Adopted	\$ 91.00	N/A

# FY 2025 Operating Expense Budget

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• <b>MSW Transportation -</b>		<b>\$1,901,048</b>
○ Torrington -	\$1,265,105	
○ Essex -	<u>\$ 635,943</u>	
○ Total -	\$1,901,048	
• <b>MSW Disposal -</b>		<b>\$5,167,673</b>
○ Torrington -	\$1,057,673	
○ Essex -	\$3,960,191	
○ Essex (Non Participating) -	<u>\$ 149,810</u>	
○ Total -	\$5,167,673	
• <b>Transfer Station Contract Operations -</b>		<b>\$1,534,993</b>
○ Torrington -	\$ 707,491	
○ Essex -	<u>\$ 827,502</u>	
○ Total -	\$1,534,993	
• <b>Recycling Contract Operations -</b>		<b>\$1,296,034</b>
○ Torrington -	\$ 405,490	
○ Essex -	\$ 540,544	
○ Management Fee -	<u>\$ 350,000</u>	
○ Total -	\$1,296,034	
• <b>Recycling Transportation -</b>		<b>\$ 350,935</b>
○ Torrington -	\$ 133,465	
○ Essex -	<u>\$ 217,470</u>	
○ Total -	\$ 350,935	

# FY 2025 Operating Expense Budget

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• Authority CSWS Operating Expense -		\$ 338,969
○ Essex -	\$ 51,300	
○ Torrington -	\$ 21,950	
○ Enforcement / Administration	<u>\$ 265,719</u>	
○ Total -	\$ 338,969	
• Host Community Benefits-		\$ 52,724
○ Essex -	\$ 32,542	
○ Torrington -	<u>\$ 20,182</u>	
○ Total -	\$ 52,724	
• Insurance -		\$ 232,578
• Authority Budget-		\$1,005,900
○ Indirect Personnel -	\$ 625,070	
○ Non Personnel -	<u>\$ 380,830</u>	
○ Total -	\$1,005,900	
• Direct Personnel-		<u>\$ 702,313</u>
• Total Operating Expense Budget -		\$12,583,167

# FY 2025 Non Disposal Fee Revenue

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○ Transfer Station Capacity Shares -		\$ 1,000
○ Sale of Recovered Products -		\$ 0
○ Other -		\$ 834,890
× <u>Interest Income:</u>		
× CSWS Division		
○ Excluding Tip Fee Stabilization Fund		
○ Including South Meadows Transition Contingency Reserve		
○ Average Declining Balance is \$14.4 Million (7/1/2024 – 6/30/2025)		
× Interest Rate –	5.0%	
× Estimated Interest Income –	<u>\$720,000</u>	
× <u>Non Participating Disposal Fees:</u>		
× Cover Preston Shortfall -	\$ 114,890	
(1,458 Tons @ \$78.80)		
× Total Other -	\$ 833,890	
○ Total Non Disposal Fee Revenue -		\$835,890

# Hypothetical Bifurcated Rate Model

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FY 2025 Draft Operating Budget Cost of Operation:	Torrington	Essex	Total
MSW Transportation	\$ 1,265,105	\$ 635,943	\$ 1,901,048
MSW Disposal	\$ 1,057,673	\$ 4,110,000	\$ 5,167,673
Transfer Station Contract Operations	\$ 707,491	\$ 827,502	\$ 1,534,993
Recycling Contract Operations	\$ 555,507	\$ 740,527	\$ 1,296,034
Recycling Transportation	\$ 133,466	\$ 217,470	\$ 350,936
Host Community Benefits	\$ 20,183	\$ 32,542	\$ 52,725
<i>Authority CSWS Operating Expense*</i>	\$ 123,667	\$ 215,302	\$ 338,969
<i>Insurance*</i>	\$ 89,031	\$ 143,547	\$ 232,578
<i>Authority Budget*</i>	\$ 385,058	\$ 620,842	\$ 1,005,900
<i>MIRA Direct Personnel Services*</i>	\$ 268,845	\$ 433,468	\$ 702,313
<b>Total Cost of Operation</b>	<b>\$ 4,606,026</b>	<b>\$ 7,977,142</b>	<b>\$ 12,583,167</b>
<b>Non Disposal Fee Revenue:</b>			
Transfer Station Capacity Shares	\$ 1,000	\$ -	\$ 1,000
<i>Other Including Interest*</i>	\$ 275,616	\$ 559,274	\$ 834,890
<b>Total Non Disposal Fee Revenue</b>	<b>\$ 276,616</b>	<b>\$ 559,274</b>	<b>\$ 835,890</b>
<b>Net Cost of Operation</b>	<b>\$ 4,329,410</b>	<b>\$ 7,417,868</b>	<b>\$ 11,747,277</b>
Add Cost of Service Discounts	\$ 92,192	\$ 141,666	\$ 233,858
<b>Total Rate Base</b>	<b>\$ 4,421,602</b>	<b>\$ 7,559,534</b>	<b>\$ 11,981,135</b>
<b>Aggregate MSW Tons</b>	<b>23,048</b>	<b>38,542</b>	<b>61,590</b>
Use of Reserve (Tip Fee Stabilization / Other)	\$ (1,310,122)	\$ (2,356,364)	\$ (3,666,484)
Uniform Base Disposal Fee	\$ 135.00	\$ 135.00	\$ 135.00
Tier 1 Long Term Discounted	\$ 133.00	\$ 133.00	\$ 133.00
Tier 1 Short Term Discounted	\$ 131.00	\$ 131.00	\$ 131.00

\* Authority charges allocated on the basis of MSW and Recycling tonnage (38.3% Torrington and 61.7% Essex)

# FY 2025 CSWS Major Maintenance

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• Fund Balance @ November 30, 2023 -		\$1,959,137
• Contributions FY 2024 / FY 2025 -		\$ 0
• Transfer Station Expenditures FY 2024 -		\$ 0
• Projects Proposed in Advance of Transfer:		\$ 535,000
○ Essex Tip Floor -	\$100,000	
○ Essex Roof Repairs -	\$200,000	
○ Essex Roof Ridge Vent Repair -	\$ 15,000	
○ Torrington Drainage Repair -	\$ 20,000	
○ Torrington Roof Repair –	<u>\$200,000</u>	
○ Total	\$535,000	
• Funds Remaining -		\$1,424,137

### Exhibit A: CSWS Expenditure Detail

*Expenditure Detail -Section 1: Operating Expense Budget - Transportation, Disposal, Processing and Contract Operating Charges*

Account Code	EXPENDITURE DETAIL - Operating Expense Budget <b>MSW TRANSPORTATION AND DISPOSAL CHARGES</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
	Essex MSW Base Transportation to Covanta by CWPM		\$ 595,474		\$ 613,203
	Essex Assumed additional trans cost from fuel surcharge		\$ 13,490		\$ 22,740
	Torrington MSW Transportation to Keystone by Enviro		\$ 1,183,284		\$ 1,218,778
	Torrington Assumed additional trans cost from fuel surcharge		\$ 26,966		\$ 46,326
49-001-505-52705	MSW Transportation	NA	\$ 1,819,214	\$ 733,241	\$ 1,901,048
	MSW Disposal at Covanta Preston (Essex TS, etc.)		\$ 3,952,000		\$ 4,110,000
	MSW Disposal from Torrington TS		\$ 1,027,019		\$ 1,057,673
49-001-505-52710	MSW Disposal	NA	\$ 4,979,019	\$ 2,042,076	\$ 5,167,673
	<b>Subtotal MSW Transportation and Disposal Charges</b>		<b>\$ 5,989,091</b>	<b>\$ 2,775,317</b>	<b>\$ 7,068,720</b>

Account Code	EXPENDITURE DETAIL - Operating Expense Budget <b>RECYCLING PROCESSING &amp; TRANSPORTATION CHARGES</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
49-001-506-52703	Recycling Contract Operations - Fixed Management Fee	\$ 618,094	\$ 350,000	\$ 145,833	\$ 350,000
	Recycling Base Processing Fee for tons delivered from Essex		\$ 594,467		\$ 612,265
	Recycling ACR deduction for tons delivered from Essex		\$ (67,107)		\$ (71,721)
	Recycling Base Processing Fee for tons delivered from Torrington		\$ 445,940		\$ 459,292
	Recycling ACR deduction for tons delivered from Torrington		\$ (50,340)		\$ (53,802)
49-001-506-52701	Recycling Contract Operations - Processing fee for tons delivered	\$ 902,109	\$ 922,960	\$ 416,689	\$ 946,034
	Recycling transportation - Essex TS to recycling processor		\$ 271,590		\$ 209,757
	Assumed Fuel surcharge for recycling Trans From Essex TS		\$ 6,196		\$ 7,713
	Recycling transportation -Torrington TS to recycling processor		\$ 125,900		\$ 129,707
	Assumed Fuel surcharge for recycling Trans From Torrington TS		\$ 2,176		\$ 3,758
49-001-506-52707	Recycling Transportation	\$ 369,827	\$ 405,862	\$ 141,671	\$ 350,936
	<b>Subtotal Recycling Processing and Transportation Charges</b>		<b>\$ 1,890,029</b>	<b>\$ 704,193</b>	<b>\$ 1,646,970</b>

Account Code	EXPENDITURE DETAIL - Operating Expense Budget <b>TRANSFER STATION CONTRACT OPERATIONS (O&amp;M)</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
49-001-611-52701	Essex TS Contract Operating Charges	\$ 780,000	\$ 803,400	\$ 334,750	\$ 827,502
49-001-612-52701	Torrington TS Contract Operating Charges	\$ 714,327	\$ 687,758	\$ 286,566	\$ 707,491
	<b>Subtotal - Transfer Station Contract Operations (O&amp;M)</b>		<b>\$ 1,494,327</b>	<b>\$ 621,316</b>	<b>\$ 1,534,993</b>

**Exhibit A: CSWS Expenditure Detail**

*Expenditure Detail Section 2 - Authority CSWS Operating Expenses*

Account Code	EXPENDITURE DETAIL - Authority CSWS Operating Expenses <b>ESSEX TRANSFER STATION</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
	Comcast internet				\$ 2,300
	Phone lines for access and alarm system				\$ 2,300
49-001-611-52104	Essex TS Telecommunications	\$ 3,524	\$ 4,600	\$ 1,689	\$ 4,600
	Security/Access Control		\$ 3,000		\$ 3,000
	Sonitorl system hardware upgrade/replacement				\$ 9,000
	Misc trade repairs (plumbing, electrical, etc.)		\$ 4,000		\$ 4,000
49-001-611-52404	Essex TS Building Operations	\$ 2,816	\$ 7,000	\$ 3,562	\$ 16,000
49-001-611-52415	Essex TS Grounds Maintenance	\$ -	\$ -	\$ -	\$ -
	Scale calibration/maintenance		\$ 8,100		\$ 8,000
	Radiation detection inspection and maint.		\$ 2,500		
49-001-611-52407	Essex TS Project Equipment Maintenance	\$ 11,742	\$ 10,600	\$ 1,100	\$ 8,000
	Scale registration with state		\$ 500		\$ 500
	Solid Waste Permit Fees		\$ 800		\$ 800
	Stormwater Permit Fees		\$ 500		\$ 500
49-001-611-52502	Essex TS Fees/Licenses/Permits	\$ 1,050	\$ 1,800	\$ 1,050	\$ 1,800
49-001-611-52604	Essex TS - Rental Lease (GASB)			\$ -	
49-001-611-52688	Essex TS - Interest Expense - Leases (GASB)	\$ 1,302		\$ 1,025	
	Essex TS - Lease	\$ 15,000	\$ 15,000	\$ 1,025	\$ 15,000
49-001-611-52858	Essex TS - Essex Engineering & Environmental Consultants	\$ -	\$ 3,000	\$ -	\$ 3,000
	Stormwater monitoring		\$ 3,200		\$ 2,900
49-001-611-52901	Essex Environmental Testing	\$ 2,926	\$ 3,200	\$ 1,049	\$ 2,900
49-001-611-53304	Essex Electricity	\$ -	\$ -	\$ -	\$ -
49-001-611-53309	Essex Other Utilities	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal - Essex Transfer Station Authority Operatng Expenses</b>	<b>\$ 38,359</b>	<b>\$ 40,600</b>	<b>\$ 10,499</b>	<b>\$ 51,300</b>

Account Code	EXPENDITURE DETAIL - Authority CSWS Operating Expenses <b>TORRINGTON TRANSFER STATION</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
	Base Telecommunications		\$ 4,500		\$ 4,500
49-001-612-52104	Torrington TS Telecommunications	\$ 4,042	\$ 4,500	\$ 1,791	\$ 4,500
	Security/Access Control		\$ 3,000		\$ 3,400
	Misc trade repairs (plumbine, electrical, etc.)		\$ 4,000		\$ 4,000
49-001-612-52404	Torrington TS Building Operations	\$ 4,937	\$ 7,000	\$ 11,361	\$ 7,400
	Mowing, trimming, etc.		\$ -		\$ -
	Snow plowing		\$ -		\$ -
	Roadway/Parking/paving repair or maintenance		\$ -		\$ -
	Perimeter Fence Repair		\$ -		\$ -
	Grounds signage		\$ -		\$ -
49-001-612-52415	Torrington TS Grounds Maintenance	\$ -	\$ -	\$ -	\$ -
	Scale calibration/maintenance		\$ 8,100		\$ 3,800

**Exhibit A: CSWS Expenditure Detail**

	<b>Radiation detection inspection and maint.</b>		\$ 2,500		
49-001-612-52407	Torrington TS Project Equipment Maintenance	\$ 10,086	\$ 10,600	\$ 1,100	\$ 3,800
	Scale registration with state		\$ 500		
	Solid Waste Permit Fees		\$ 800		\$ 800
	Stormwater Permit Fees		\$ 500		\$ 500
49-001-612-52502	Torrington TS Fees/Licenses/Permits	\$ 1,050	\$ 1,800	\$ 1,050	\$ 1,300
49-001-612-52858	Torrington TS - Essex Engineering & Environmental Consultants	\$ -	\$ 3,000	\$ -	\$ 3,000
49-001-612-52901	Torrington TS Environmental Testing	\$ 2,238	\$ 2,100	\$ 552	\$ 1,950
49-001-612-53304	Torrington Electricity	\$ -	\$ -	\$ -	\$ -
49-001-612-53309	Torrington Other Utilities	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal - Torrington Transfer Station Authority Operating Expenses</b>	<b>\$ 22,353</b>	<b>\$ 29,000</b>	<b>\$ 15,853</b>	<b>\$ 21,950</b>

Account Code	EXPENDITURE DETAIL - Authority CSWS Operating Expenses	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
	<b>ENFORCEMENT AND ADMINISTRATION</b>				
49-001-501-52101	Postage and Delivery Fees	\$ 795	\$ 1,600	\$ -	\$ -
49-001-501-52108	CSWS Printing Services (customer vehicle stickers, etc.)	\$ -	\$ 4,000	\$ -	\$ 4,000
49-001-501-52115	CSWS Legal Notices & Advertisements	\$ -	\$ 2,000	\$ -	\$ 2,000
49-001-501-52202	CSWS Office Supplies (cartridges, ticket paper, etc. for scale houses)	\$ 524	\$ 2,000	\$ 211	\$ 2,000
49-001-501-52211	Protective Clothing & Safety Equipment	\$ 173	\$ 1,500	\$ -	\$ 1,500
49-001-501-52302	Miscellaneous Services	\$ -	\$ 200	\$ -	\$ 200
49-001-501-52305	Business Meetings & Travel	\$ -	\$ 200	\$ -	\$ 200
49-0010501-52306	Training	\$ 180	\$ 300	\$ 30	\$ 300
49-001-501-52355	Mileage reimbursement	\$ 4,190	\$ 2,500	\$ 528	\$ 2,500
49-001-501-52401	Enforcement Vehicle O&M	\$ 20,892	\$ 23,000	\$ 1,373	\$ 23,000
49-001-501-52612	Fuel for Enforcement Vehicles	\$ 16,030	\$ 14,000	\$ 5,580	\$ 14,000
49-001-501-52502	Legacy Fees Licenses & Permits (not associated with TS)	\$ 360	\$ -	\$ 7,279	\$ -
49-001-501-52615	Temp agency services	\$ -	\$ 5,000	\$ -	\$ 5,000
49-001-501-52856	CSWS Legal Services	\$ 19,423	\$ 100,000	\$ 8,537	\$ 100,000
49-001-501-52875	Insurance Broker (allocation to CSWS)	\$ 41,732	\$ 30,320	\$ -	\$ 24,519
49-001-501-52899	Engineering and Technology consulting services (CSWS)	\$ -	\$ 15,000	\$ 11,227	\$ 15,000
49-001-501-54482	Computer Hardware	\$ 65,563	\$ 5,000	\$ 221	\$ 1,000
49-001-501-54483	Computer Software	\$ 74,646	\$ 500	\$ -	\$ 500
49-001-501-58001	Operational Contingency (MIRA TS O&M)	\$ -	\$ 147,000		\$ 70,000
49-001-501-52859	Financial Services				
	<b>Subtotal - Enforcement and Admin - Authority Operating Expenses</b>	<b>\$ 244,506</b>	<b>\$ 354,120</b>	<b>\$ 34,985</b>	<b>\$ 265,719</b>

**Exhibit A: CSWS Expenditure Detail**

*Expenditure Detail Section 3 - Misc Expenses*

Account Code	EXPENDITURE DETAIL - Misc Expenses <b>HOST COMMUNITY PAYMENTS</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
49-001-611-52508	Essex Host Community PILOT	\$ 26,732	\$ 32,542	\$ 12,509	\$ 32,542
49-001-612-52508	Torrington Host Community PILOT	\$ 19,301	\$ 20,183	\$ 8,414	\$ 20,183
<b>Subtotal - Host Community Payments</b>		<b>\$ 46,033</b>	<b>\$ 52,725</b>	<b>\$ 20,923</b>	<b>\$ 52,725</b>

Account Code	EXPENDITURE DETAIL - Misc Expenses <b>INSURANCE</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
49-001-501-52640	Insurance Premium (allocation to CSWS)	\$ 310,198	\$ 287,611	\$ 271,331	\$ 232,578
<b>Subtotal - Insurance</b>		<b>\$ 310,198</b>	<b>\$ 287,611</b>	<b>\$ 271,331</b>	<b>\$ 232,578</b>

Account Code	EXPENDITURE DETAIL - Misc Expenses <b>DIRECT PERSONNEL</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
49-001-501-57874	Direct Personnel (Labor-Related Payroll)	\$ 717,219	\$ 839,001	\$ 233,800	\$ 702,313
<b>Subtotal - Direct Personnel</b>		<b>\$ 717,219</b>	<b>\$ 839,001</b>	<b>\$ 233,800</b>	<b>\$ 702,313</b>

Account Code	EXPENDITURE DETAIL - Misc Expenses <b>AUTHORITY BUDGET EXPENSES</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
49-001-501-57871	Indirect Personnel Salaries/Labor & Overhead	\$ 718,613	\$ 759,902	\$ 494,455	\$ 625,070
49-001-501-51227	Other Authority Budget/Non Personnel	\$ 185,517.68	\$ 407,343	\$ 63,104	\$ 380,830
<b>Subtotal - Authority Budget Expenses</b>		<b>\$ 904,130</b>	<b>\$ 1,167,245</b>	<b>\$ 557,559</b>	<b>\$ 1,005,900</b>

Account Code	EXPENDITURE DETAIL - Misc Expenses <b>DECOMMISSIONING COSTS</b>	FY23 Actuals	FY24 Budget	FY24 YTD as of 11/30/23	FY25 Requested
49-001-501-57920	Decommissioning Costs	\$ 485.00	\$ -	\$ -	\$ -

<b>TOTAL</b>	<b>TOTAL COST OF OPERATION</b>	<b>\$ 11,656,732</b>	<b>\$ 12,738,515</b>	<b>\$ 5,245,778</b>	<b>\$ 12,583,168</b>
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# **Attachment 5**



DISSOLUTION AUTHORITY  
BOARD OF DIRECTORS FINANCIAL REPORT  
PERIOD ENDING ..... **November 30, 2023**

**CSWS Financials** - This report reflects the budget versus actual financial performance of the CSWS for the current month and on a year to date basis. This is an accrual basis report in that revenues are recognized when earned and expenses are recognized when incurred.

As indicated in this report, operating revenues for November totaled \$0.64 million (7.0% under budget). The deficits in member town MSW and spot waste were partially offset by surplus interest income. Year to date revenues are 2.7% above budget. Accrued expenditures for November totaled \$0.89 million (22.4% under budget). The previously reported deficit in recycling services has been addressed through adoption of a CSWS budget amendment reflected in this report and shown in detail in the Management Fee column in the Recycling Contract Operating Report. Year to date total accrued expenditures are 4.1% under budget. Year to date the CSWS has incurred an operating loss of \$1.78 million which is \$0.32 million (15.2%) under budget.

**CSWS MSW Delivery Summary** - This report reflects the budget versus actual MSW tons delivered, revenue and price per ton for member towns, other contracts, waste haulers and spot.

November deliveries totaled 4,452 tons which is 802 tons (15.3%) under budget. Member town deliveries were 680 tons (13.3%) under budget with delivery enforcement activities ongoing. Spot waste deliveries were 122 tons under budget in November. The Authority conducted a spot waste solicitation to mitigate shortfall penalties to Preston. Deliveries commenced in August and ended September 30. Year to date deliveries total 25,632 tons (2.4% under budget).

**CSWS MSW Transportation Detail** - This report reflects the budget versus actual MSW transported from the Essex Transfer Station to the Resource Recovery Facility in Preston CT, and from the Torrington Transfer Station to the Keystone Sanitary Landfill in Pennsylvania including tons transported and transportation price per ton.

In November, 2,792 tons were transported from Essex to Preston at the rate of \$16.39 per ton. The total Essex transportation expense was \$45,768 which was 9.8% under budget. In November, 1,599 tons were transported from Torrington to Keystone at the rate of \$54.84 per ton. The total Torrington transportation expense was \$87,688 which was 13.1% under budget.

Total MSW Transportation expense for the month of November was \$133,456 which was 12.0% under budget. Year to date transportation expense is 3.3% under budget.

**CSWS MSW Disposal Detail** - This report reflects the budget versus actual MSW received by (and disposed at) the Preston Resource Recovery Facility and the Keystone Sanitary Landfill including tons received and disposal price per ton.

In November, 2,796 tons were received and processed at Preston at an average rate including spot and delivery penalties of \$98.80 per ton. The total Preston disposal expense was \$276,274 which was 16.1% under budget. In November, 1,599 tons were received and disposed at Keystone at the rate of \$44.56 per ton. The total Keystone disposal expense was \$71,255 which was 16.7% under budget.

Total MSW disposal expense for the month of November was \$347,529 (16.2% under budget).

MSW transportation and disposal combined for total MSW services expense of \$480,985 for November (15.1% under budget). Year to date MSW services expense is 2.0% under budget.



DISSOLUTION AUTHORITY  
BOARD OF DIRECTORS FINANCIAL REPORT  
PERIOD ENDING ..... **November 30, 2023**

**CSWS Recycling Summary** - This report reflects current month and year to date accrued revenue and expense associated with CSWS recycling operations stated in terms relevant to the Authority's transfer station and recycling service operating contracts.

As indicated, recycling service expense totaled \$118,423 in November which includes \$24,938 in transportation expense and \$93,485 in contract operating expense which were a combined 53.8% below budget. Transportation expenses from the Torrington and Essex transfer stations were 26.3% under budget and are detailed on the Recycling Transportation Report. Recycling service contract operating charges include the Base Operating Charge (BOC) and a Management Fee which are detailed on the Recycling Contract Operating Report. As indicated, the net BOC for November was \$78.69 per ton (\$1.31 per ton under budget for the first time this year). The \$350,000 amended annual contractor's management fee has been incorporated by CSWS budget amendment this month so there is no longer a year to date deficit in the management fee.

**Scrap Metal Sales** - This report reflects budget versus actual scrap metal sales broken down into ferrous and non-ferrous metals categories.

The Authority did not include projected scrap metal sales in its fiscal year 2024 budget due to the undeterminable amount of such revenue. There were no actual sales in November. Scrap metal sales are expected to ramp up as the MIRA dissolution process and formal closure of the Hartford waste to energy facility moves forward. Relevant budget adoption resolutions did provide that actual scrap metal sales revenue, including sales of surplus equipment, be deposited to the Property Division general fund to replenish a \$1.35 million approved use of Property Division reserves in support of certain contingent and temporary costs associated with maintenance and closure of the Authority's South Meadows Site, and a \$1.5 million use of reserve to provide for the FY 2024 Hartford PILOT.

**Property Division Financials** - This report reflects the budget versus actual financial performance of the Property Division for the current month and on a year to date basis. This is an accrual basis report in that revenues are recognized when earned and expenses are recognized when incurred.

As indicated, revenue to the Property Division was \$0.04 million (35.9%) above budget in November due to above budget interest income. The variance in lease revenue is due to GASB 87 accounting treatment of receipts. Operating expenses were 23.8% under budget primarily due to savings in the Authority's South Meadows Site O&M expenses. The Property Division's total operating loss is 83.4% under budget year to date.

**Decommissioning Funds** - The Authority's Decommissioning Reserve was originally funded at \$3.3 million and an associated budget established for financial reporting purposes. Closure work and expenditures are pending approval of a closure plan by DEEP and contracting activity by the Authority. Interest earnings are retained within this account resulting in its growth to \$3.49 million.



DISSOLUTION AUTHORITY  
BOARD OF DIRECTORS FINANCIAL REPORT  
PERIOD ENDING ..... November 30, 2023

**MIRA Cash Flow** - This "cash basis" report reflects the monthly flow of cash through the bank accounts and STIF reserve funds that represent all of the Authority's ongoing operations. The flow of funds is executed monthly in accordance with Board approved criteria.

**Property Division:**

Cash receipts and interest earnings relative to the division's cash expenditures were sufficient to increase total Property Division reserves from \$26.68 million to \$26.81 million in November. Authorized transfers from the General Fund to the Operating Fund in support of budgeted South Meadows contingent and temporary costs, as well as the Hartford PILOT, continue. However, actual contingent and temporary costs are below budget, and the PILOT has not yet been paid, causing a build of funds in the Operating Fund.

Looking forward, Payment of the \$1.5 million Hartford PILOT will be made from the Operating Fund in two semi annual installments between now and June 30, 2024. The Authority has also accrued a \$2.0 million transfer of funds provided for in Public Act 23-170. The timing of this transfer is uncertain. Receipts from the sale of Authority personal property, and scrap sales, are dedicated to replenishment of Property Division reserves.

The Property Division commenced Fiscal Year 2024 with total reserves of \$25.92 million.

**CSWS Division:**

CSWS cash receipts were not sufficient to execute budgeted distributions to the CSWS Operating Fund causing a draw of \$372,133 from its Tip Fee Stabilization Fund. However, after the distribution of November receipts, total reserves in support of the CSWS increased from \$23.01 million to \$23.43 million. The net increase in total CSWS reserves is due to November cash expenditures from the Operating Fund being low relative to the transfer of January 2024 budget funds into the account. Note that year to date draws from the Tip Fee Stabilization Fund associated with monthly budgets from July through January were budgeted at \$2.39 million while total draws for this period were actually \$2.22 million.

Looking forward, an additional \$1.75 million in draws from the Tip Fee Stabilization Fund are budgeted, associated with funding the monthly budgets for February through June 2024, and anticipated in the normal course of fiscal year 2024 business.

The CSWS commenced Fiscal Year 2024 with total reserves of \$25.14 million.

**Other Division Balances:**

Other Division balances decreased from \$4.70 million to \$4.69 million in the month of November. With the exception of General Fund Checking, all funds increased with interest earnings and landfill division revenues. The General Fund Checking account declined with expenditures and adjustments pending allocation to the Property Division and CSWS.

**Total**

The total of all Authority funds and accounts increased from \$54.39 million to \$54.93 million in the month of November.

At the commencement of Fiscal Year 2024, the total of all Authority funds and accounts was \$55.84 million.

MIRA Dissolution Authority  
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 CSWS Monthly Financial Report

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Period Ending: **November 30, 2023**

REVENUES	Current Month		Variance Better (Worse) than Budget		Year to Date		Variance Better (Worse) than Budget	
	Budget	Actual	\$	%	Budget	Actual	\$	%
<i>Member Town MSW</i>	\$ 596,412	\$ 517,347	\$ (79,065)	-13.3%	\$ 2,982,059	\$ 2,792,314	\$ (189,745)	-6.4%
<i>Other Contracts MSW</i>	\$ -	\$ -	\$ -	n/a	\$ -	\$ -	\$ -	n/a
<i>Spot Waste MSW</i>	\$ 9,574	\$ -	\$ (9,574)	n/a	\$ 47,871	\$ 120,214	\$ 72,343	151.1%
Bypass, Delivery & Other Charges	\$ 100	\$ -	\$ (100)	n/a	\$ 500	\$ -	\$ (500)	n/a
Member Service Fee	\$ -	\$ -	\$ -	n/a	\$ -	\$ -	\$ -	n/a
CSWS Metal Sales	\$ -	\$ -	\$ -	n/a	\$ -	\$ -	\$ -	n/a
Bulky Waste	\$ -	\$ -	\$ -	n/a	\$ -	\$ -	\$ -	n/a
Other Energy Markets	\$ 45,305	\$ 42,302	\$ (3,003)	-7%	\$ 226,525	\$ 216,065	\$ (10,460)	-4.6%
Misc. (Interest, Fees, Other)	\$ 40,250	\$ 83,622	\$ 43,372	108%	\$ 201,250	\$ 421,428	\$ 220,178	109%
<b>TOTAL ACCRUED REVENUES</b>	<b>\$ 691,641</b>	<b>\$ 643,271</b>	<b>\$ (48,370)</b>	<b>-7.0%</b>	<b>\$ 3,458,205</b>	<b>\$ 3,550,021</b>	<b>\$ 91,816</b>	<b>2.7%</b>
<b>EXPENDITURES</b>								
Authority Budget	\$ 85,411	\$ 69,653	\$ 15,759	18.5%	\$ 569,361	\$ 494,455	\$ 74,906	13.2%
Direct Personnel	\$ 69,917	\$ 65,607	\$ 4,309	6.2%	\$ 349,584	\$ 349,672	\$ (88)	0.0%
Operational Expense	\$ 17,260	\$ 11,777	\$ 5,483	31.8%	\$ 373,909	\$ 340,336	\$ 33,573	9.0%
Host Community Benefit	\$ 4,266	\$ 3,878	\$ 387	9.1%	\$ 21,329	\$ 20,923	\$ 406	1.9%
MSW Services	\$ 566,519	\$ 480,985	\$ 85,535	15.1%	\$ 2,832,597	\$ 2,774,997	\$ 57,600	2.0%
Recycling Services	\$ 256,571	\$ 118,423	\$ 138,148	53.8%	\$ 699,512	\$ 704,205	\$ (4,693)	-0.7%
Transfer Station - Essex	\$ 70,708	\$ 69,727	\$ 981	1.4%	\$ 353,542	\$ 344,226	\$ 9,315	2.6%
Transfer Station - Torrington	\$ 59,730	\$ 60,869	\$ (1,140)	-1.9%	\$ 298,649	\$ 300,981	\$ (2,332)	-0.8%
Contingency	\$ 12,250	\$ 6,084	\$ 6,166	50.3%	\$ 61,250	\$ 1,283	\$ 59,967	97.9%
<b>TOTAL ACCRUED EXPENDITURES</b>	<b>\$ 1,142,632</b>	<b>\$ 887,004</b>	<b>\$ 255,628</b>	<b>22.4%</b>	<b>\$ 5,559,732</b>	<b>\$ 5,331,079</b>	<b>\$ 228,654</b>	<b>4.1%</b>
<b>OPERATING INCOME (LOSS)</b>								
<i>(Use of Reserves / Transfers)</i>	\$ (450,991)	\$ (243,734)	\$ 207,258	-46.0%	\$ (2,101,527)	\$ (1,781,058)	\$ 320,470	-15.2%

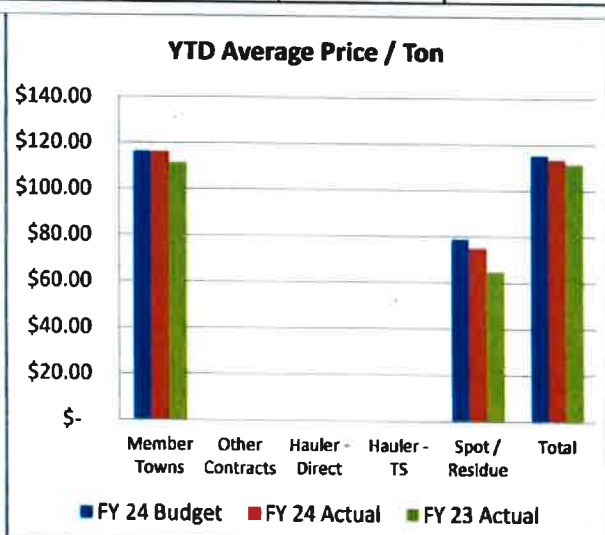
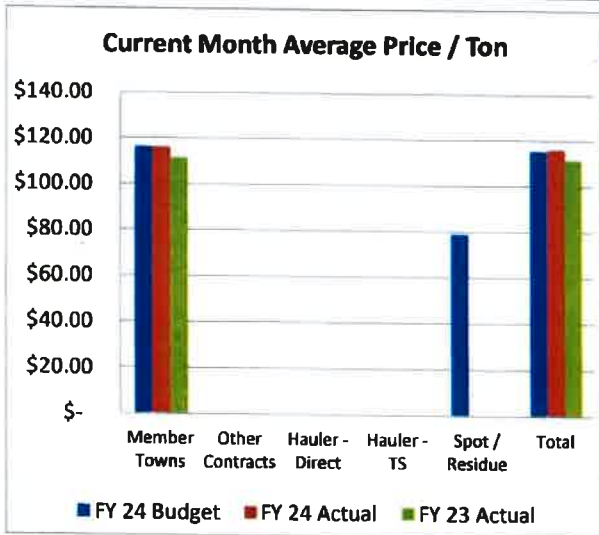
MIRA Dissolution Authority  
 FY 2024 Board of Directors Financial Report

[Narrative](#)

CSWS MSW Delivery Summary

Period Ending: **November 30, 2023**

FY 24 Budget	Current Month			Year To Date		
	Tons	Revenue	Price	Tons	Revenue	Price
<u>Member Towns</u>	5,133	\$ 596,412	\$ 116.20	25,663	\$ 2,982,059	\$ 116.20
<u>Other Contracts</u>	-	\$ -	\$ -	-	\$ -	\$ -
<u>Hauler - Direct</u>	-	\$ -	\$ -	-	\$ -	\$ -
<u>Hauler - TS</u>	-	\$ -	\$ -	-	\$ -	\$ -
<u>Spot / Residue</u>	122	\$ 9,574	\$ 78.80	608	\$ 47,871	\$ 78.80
<b>Total</b>	<b>5,254</b>	<b>\$ 605,986</b>	<b>\$ 115.34</b>	<b>26,270</b>	<b>\$ 3,029,930</b>	<b>\$ 115.34</b>
<b>FY 24 Actual</b>	<b>Tons</b>	<b>Revenue</b>	<b>Price</b>	<b>Tons</b>	<b>Revenue</b>	<b>Price</b>
Member Towns	4,452	\$ 517,347	\$ 116.20	24,030	\$ 2,792,314	\$ 116.20
Other Contracts	-	\$ -	\$ -	-	\$ -	\$ -
Hauler - Direct	-	\$ -	\$ -	-	\$ -	\$ -
Hauler - TS	-	\$ -	\$ -	-	\$ -	\$ -
Spot / Residue	-	\$ -	\$ -	1,603	\$ 120,214	\$ 75.00
<b>Total</b>	<b>4,452</b>	<b>\$ 517,347</b>	<b>\$ 116.20</b>	<b>25,632</b>	<b>\$ 2,912,528</b>	<b>\$ 113.63</b>
<b>Variance</b>	<b>Tons</b>	<b>Revenue</b>	<b>Price</b>	<b>Tons</b>	<b>Revenue</b>	<b>Price</b>
Member Towns	(680)	\$ (79,065)	\$ (0.00)	(1,633)	\$ (189,745)	\$ 0.00
Other Contracts	-	\$ -	\$ -	-	\$ -	\$ -
Hauler - Direct	-	\$ -	\$ -	-	\$ -	\$ -
Hauler - TS	-	\$ -	\$ -	-	\$ -	\$ -
Spot / Residue	(122)	\$ (9,574)	\$ (78.80)	995	\$ 72,343	\$ (3.80)
<b>Total</b>	<b>(802)</b>	<b>\$ (88,639)</b>	<b>\$ 0.86</b>	<b>(638)</b>	<b>\$ (117,402)</b>	<b>\$ (1.71)</b>
<b>Total % Var.</b>	<b>-15.3%</b>	<b>-14.6%</b>	<b>0.7%</b>	<b>-2.4%</b>	<b>-3.9%</b>	<b>-1.5%</b>



MIRA Dissolution Authority  
 FY 2024 Board of Directors Financial Report  
 MSW Transportation Detail

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Period Ending: **November 30, 2023**

Budget FY 2024	Essex MSW to Preston			Essex to Preston Shortfall			Torrington MSW to Keystone			Total
	Tons	Rate	Expense	Tons	Rate	Expense	Tons	Rate	Expense	Expense
July	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
August	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
September	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
October	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
November	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
December	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
January	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
February	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
March	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
April	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
May	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
June	3,211.83	\$ 15.80	\$ 50,747	-	\$ -	\$ -	1,920.67	\$ 52.51	\$ 100,854	\$ 151,601
YTD	16,059.17	\$ 15.80	253,735	-	#DIV/0!	-	9,603.33	\$ 52.51	504,271	\$ 758,006

Actual FY 2024	Essex MSW to Preston			Essex to Preston Shortfall			Torrington MSW to Keystone			Total
	Tons	Rate	Expense	Tons	Rate	Expense	Tons	Rate	Expense	Expense
July	2,847.87	\$ 18.52	\$ 52,743	-	\$ -	\$ -	1,872.97	\$ 53.74	\$ 100,653	\$ 153,395
August	3,330.13	\$ 16.02	\$ 53,349	-	\$ -	\$ -	2,021.51	\$ 53.51	\$ 108,167	\$ 161,516
September	2,883.30	\$ 16.26	\$ 46,882	-	\$ -	\$ -	1,744.72	\$ 54.30	\$ 94,737	\$ 141,619
October	2,934.45	\$ 16.36	\$ 48,008	-	\$ -	\$ -	1,740.74	\$ 54.72	\$ 95,253	\$ 143,260
November	2,792.44	\$ 16.39	\$ 45,768	-	\$ -	\$ -	1,599.07	\$ 54.84	\$ 87,688	\$ 133,456
December			\$ -			\$ -			\$ -	\$ -
January			\$ -			\$ -			\$ -	\$ -
February			\$ -			\$ -			\$ -	\$ -
March			\$ -			\$ -			\$ -	\$ -
April			\$ -			\$ -			\$ -	\$ -
May			\$ -			\$ -			\$ -	\$ -
June			\$ -			\$ -			\$ -	\$ -
YTD	14,788.19	\$ 16.69	246,749	-	#DIV/0!	-	8,979.01	\$ 54.18	486,496	\$ 733,246

Variance FY 2024	Essex MSW to Preston			Essex to Preston Shortfall			Torrington MSW to Keystone			Total
	Tons	Rate	Expense	Tons	Rate	Expense	Tons	Rate	Expense	Expense
July	(363.96)	2.72	1,996	-	-	-	(47.70)	1.23	(202)	1,794
August	118.30	0.22	2,602	-	-	-	100.84	1.00	7,313	9,914
September	(328.53)	0.46	(3,865)	-	-	-	(175.95)	1.79	(6,118)	(9,982)
October	(277.38)	0.56	(2,739)	-	-	-	(179.93)	2.21	(5,602)	(8,341)
November	(419.39)	0.59	(4,979)	-	-	-	(321.60)	2.33	(13,166)	(18,145)
December										
January										
February										
March										
April										
May										
June										
YTD	(1,270.98)	0.89	(6,985)	-	#DIV/0!	-	(624.32)	1.67	(17,775)	(24,760)

MIRA Dissolution Authority  
 FY 2024 Board of Directors Financial Report  
 MSW Disposal Detail

[Narrative](#)

Period Ending: **November 30, 2023**

Budget FY 2024	Essex MSW & Spot to Preston			Essex to Preston Shortfall			Torrington MSW to Keystone			Total Expense
	Tons	Rate	Expense	Tons	Rate	Expense	Tons	Rate	Expense	
July	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
August	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
September	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
October	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
November	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
December	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
January	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
February	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
March	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
April	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
May	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
June	3,333.33	\$ 98.80	\$ 329,333			\$ -	1,920.67	\$ 44.56	\$ 85,585	\$ 414,918
YTD	16,667	\$ 98.80	1,646,667	-	#DIV/0!	-	9,603.33	\$ 44.56	427,925	\$ 2,074,591

Actual FY 2024	Essex MSW & Spot to Preston			Essex to Preston Shortfall			Torrington MSW to Keystone			Total Expense
	Tons	Rate	Expense	Tons	Rate	Expense	Tons	Rate	Expense	
July	2,869.62	\$ 98.80	\$ 283,518	-	\$ -	\$ -	1,872.97	\$ 44.56	\$ 83,460	\$ 366,978
August	4,154.98	\$ 100.88	\$ 419,170	-	\$ -	\$ -	2,021.51	\$ 44.56	\$ 90,078	\$ 509,248
September	3,717.91	\$ 99.69	\$ 370,635	-	\$ -	\$ -	1,744.72	\$ 44.56	\$ 77,745	\$ 448,379
October	2,955.96	\$ 98.80	\$ 292,049	-	\$ -	\$ -	1,740.74	\$ 44.56	\$ 77,567	\$ 369,616
November	2,796.30	\$ 98.80	\$ 276,274	-	\$ -	\$ -	1,599.07	\$ 44.56	\$ 71,255	\$ 347,529
December			\$ -			\$ -			\$ -	\$ -
January			\$ -			\$ -			\$ -	\$ -
February			\$ -			\$ -			\$ -	\$ -
March			\$ -			\$ -			\$ -	\$ -
April			\$ -			\$ -			\$ -	\$ -
May			\$ -			\$ -			\$ -	\$ -
June			\$ -			\$ -			\$ -	\$ -
YTD	16,494.77	\$ 99.53	1,641,646	-	#DIV/0!	-	8,979.01	\$ 44.56	400,105	\$ 2,041,751

Variance FY 2024	Essex MSW & Spot to Preston			Essex to Preston Shortfall			Torrington MSW to Keystone			Total Expense
	Tons	Rate	Expense	Tons	Rate	Expense	Tons	Rate	Expense	
July	(463.71)	-	(45,815)	-	-	-	(47.70)	-	(2,125)	(47,940)
August	821.65	2.08	89,836	-	-	-	100.84	-	4,494	94,330
September	384.58	0.89	41,301	-	-	-	(175.95)	-	(7,840)	33,461
October	(377.37)	(0.00)	(37,285)	-	-	-	(179.93)	-	(8,018)	(45,302)
November	(537.03)	(0.00)	(53,059)	-	-	-	(321.60)	-	(14,330)	(67,389)
December										
January										
February										
March										
April										
May										
June										
YTD	(171.90)	0.73	(5,021)	-	#DIV/0!	-	(624.32)	-	(27,820)	(32,840)

MIRA Dissolution Authority  
 FY 2024 Board of Directors Financial Report  
 CSWS Recycling Summary

[Narrative](#)

Period Ending: **November 30, 2023**

Budget FY 2024	Non Participating Delivery Revenue					Operating Expenses				
	Essex	Torrington	Total	Rate	Revenue	Trans.	Contract Op.	Direct O&M	Residue	Total
July	-	-	-		\$ -	\$ 33,822	\$ 76,913	\$ -	\$ -	\$ 110,735
August	-	-	-		\$ -	\$ 33,822	\$ 76,913	\$ -	\$ -	\$ 110,735
September	-	-	-		\$ -	\$ 33,822	\$ 76,913	\$ -	\$ -	\$ 110,735
October	-	-	-		\$ -	\$ 33,822	\$ 76,913	\$ -	\$ -	\$ 110,735
November	-	-	-		\$ -	\$ 33,822	\$ 222,749	\$ -	\$ -	\$ 256,571
December	-	-	-		\$ -	\$ 33,822	\$ 106,079	\$ -	\$ -	\$ 139,901
January	-	-	-		\$ -	\$ 33,822	\$ 106,079	\$ -	\$ -	\$ 139,901
February	-	-	-		\$ -	\$ 33,822	\$ 106,079	\$ -	\$ -	\$ 139,901
March	-	-	-		\$ -	\$ 33,822	\$ 106,079	\$ -	\$ -	\$ 139,901
April	-	-	-		\$ -	\$ 33,822	\$ 106,079	\$ -	\$ -	\$ 139,901
May	-	-	-		\$ -	\$ 33,822	\$ 106,079	\$ -	\$ -	\$ 139,901
June	-	-	-		\$ -	\$ 33,822	\$ 106,081	\$ -	\$ -	\$ 139,903
YTD	-	-	-		\$ -	\$ 169,109	\$ 530,403	\$ -	\$ -	\$ 699,512

Actual FY 2024	Non Participating Delivery Revenue					Operating Expenses				
	Essex	Torrington	Total	Rate	Revenue	Trans.	Contract Op.	Direct O&M	Residue	Total
July			-		\$ -	\$ 30,929	\$ 120,468	\$ -	\$ -	\$ 151,397
August			-		\$ -	\$ 31,518	\$ 131,991	\$ -	\$ 250	\$ 163,759
September			-		\$ -	\$ 27,652	\$ 112,273	\$ -	\$ -	\$ 139,925
October			-		\$ -	\$ 26,634	\$ 101,943	\$ -	\$ 2,124	\$ 130,701
November			-		\$ -	\$ 24,938	\$ 93,485	\$ -	\$ -	\$ 118,423
December			-		\$ -	\$ -	\$ -			\$ -
January			-		\$ -	\$ -	\$ -			\$ -
February			-		\$ -	\$ -	\$ -			\$ -
March			-		\$ -	\$ -	\$ -			\$ -
April			-		\$ -	\$ -	\$ -			\$ -
May			-		\$ -	\$ -	\$ -			\$ -
June			-		\$ -	\$ -	\$ -			\$ -
YTD	-	-	-		\$ -	\$ 141,671	\$ 560,160	\$ -	\$ 2,374	\$ 704,205

Variance FY 2024	Non Participating Delivery Revenue					Operating Expenses				
	Essex	Torrington	Total	Rate	Revenue	Trans.	Contract Op.	Direct O&M	Residue	Total
July	-	-	-	\$ -	\$ -	\$ (2,893)	\$ 43,555	\$ -	\$ -	\$ 40,662
August	-	-	-	\$ -	\$ -	\$ (2,304)	\$ 55,078	\$ -	\$ 250	\$ 53,024
September	-	-	-	\$ -	\$ -	\$ (6,170)	\$ 35,359	\$ -	\$ -	\$ 29,190
October	-	-	-	\$ -	\$ -	\$ (7,188)	\$ 25,029	\$ -	\$ 2,124	\$ 19,965
November	-	-	-	\$ -	\$ -	\$ (8,884)	\$ (129,265)	\$ -	\$ -	\$ (138,148)
December										
January										
February										
March										
April										
May										
June										
YTD	-	-	-	\$ -	\$ -	\$ (27,438)	\$ 29,757	\$ -	\$ 2,374	\$ 4,693

MIRA Dissolution Authority  
 FY 2024 Board of Directors Financial Report  
 CSWS Recycling Transportation

[Narrative](#)

Budget FY 2024	Essex to Berlin			Torrington to Berlin			Total Expense
	Tons	Rate	Expense	Tons	Rate	Expense	
July	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
August	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
September	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
October	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
November	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
December	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
January	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
February	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
March	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
April	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
May	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
June	549.33	\$ 42.14	\$ 23,149	412.08	\$ 25.90	\$ 10,673	\$ 33,822
YTD	2,746.67	\$ 42.14	115,745	2,060.42	\$ 25.90	53,365	\$ 169,109

Actual FY 2024	Essex to Berlin			Torrington to Berlin			Total Expense
	Tons	Rate	Expense	Tons	Rate	Expense	
July	608.26	\$35.12	\$ 21,362	364.66	\$ 26.24	\$ 9,567	\$ 30,929
August	669.15	\$32.05	\$ 21,446	384.26	\$ 26.21	\$ 10,071	\$ 31,518
September	562.91	\$32.52	\$ 18,306	353.15	\$ 26.47	\$ 9,346	\$ 27,652
October	556.25	\$ 32.71	\$ 18,195	316.41	\$ 26.67	\$ 8,439	\$ 26,634
November	501.04	\$ 32.77	\$ 16,419	318.49	\$ 26.75	\$ 8,519	\$ 24,938
December			\$ -			\$ -	\$ -
January			\$ -			\$ -	\$ -
February			\$ -			\$ -	\$ -
March			\$ -			\$ -	\$ -
April			\$ -			\$ -	\$ -
May			\$ -			\$ -	\$ -
June			\$ -			\$ -	\$ -
YTD	2,897.61	\$ 33.04	95,728	1,736.97	\$ 26.45	45,943	\$ 141,671

Variance FY 2024	Essex to Berlin			Torrington to Berlin			Total Expense
	Tons	Rate	Expense	Tons	Rate	Expense	
July	58.93	(7.02)	(1,787)	(47.42)	0.34	(1,106)	(2,893)
August	119.82	(10.09)	(1,703)	(27.82)	0.31	(602)	(2,304)
September	13.58	(9.62)	(4,843)	(58.93)	0.57	(1,327)	(6,170)
October	6.92	(9.43)	(4,954)	(95.67)	0.77	(2,234)	(7,188)
November	(48.29)	(9.37)	(6,730)	(93.59)	0.85	(2,154)	(8,884)
December							
January							
February							
March							
April							
May							
June							
YTD	150.94	(9.10)	(20,016)	(323.45)	0.55	(7,422)	(27,438)

MIRA Dissolution Authority  
 FY 2024 Board of Directors Financial Report  
 CSWS Recycling Contract Operating

[Narrative](#)

Period Ending:

**November 30, 2023**

Budget FY 2024	Base Operating Charge					Management Fee	Total Expense
	Total Tons	BPF	ACR	Net Price	Expense		
July	961.41	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ -	\$ 76,913
August	961.41	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ -	\$ 76,913
September	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ -	\$ 76,913
October	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ -	\$ 76,913
November	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ 145,836	\$ 222,749
December	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ 29,166	\$ 106,079
January	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ 29,166	\$ 106,079
February	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ 29,166	\$ 106,079
March	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ 29,166	\$ 106,079
April	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ 29,166	\$ 106,079
May	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ 29,166	\$ 106,079
June	961.42	\$ 90.18	\$ (10.18)	\$ 80.00	\$ 76,913	\$ 29,168	\$ 106,081
<b>YTD</b>	<b>4,807</b>	<b>\$ 90.18</b>	<b>\$ (10.18)</b>	<b>\$ 80.00</b>	<b>\$ 384,567</b>	<b>\$ 145,836</b>	<b>\$ 530,403</b>

Actual FY 2024	Base Operating Charge					Management Fee	Total Expense
	Total Tons	BPF	ACR	Net Price	Expense		
July	984.2	\$ 90.18	\$ 2.59	\$ 92.77	\$ 91,301	\$ 29,167	\$ 120,468
August	1,067.2	\$ 90.18	\$ 6.17	\$ 96.35	\$ 102,825	\$ 29,167	\$ 131,991
September	934.1	\$ 90.18	\$ (1.21)	\$ 88.97	\$ 83,106	\$ 29,167	\$ 112,273
October	866.7	\$ 90.18	\$ (6.21)	\$ 83.97	\$ 72,776	\$ 29,167	\$ 101,943
November	817.36	\$ 90.18	\$ (11.49)	\$ 78.69	\$ 64,318	\$ 29,167	\$ 93,485
December				\$ -	\$ -		\$ -
January				\$ -	\$ -		\$ -
February				\$ -	\$ -		\$ -
March				\$ -	\$ -		\$ -
April				\$ -	\$ -		\$ -
May				\$ -	\$ -		\$ -
June				\$ -	\$ -		\$ -
<b>YTD</b>	<b>4,670</b>	<b>\$ 90.18</b>	<b>\$ (1.45)</b>	<b>\$ 88.73</b>	<b>\$ 414,326</b>	<b>\$ 145,833</b>	<b>\$ 560,160</b>

Variance FY 2024	Base Operating Charge					Management Fee	Total Expense
	Total Tons	BPF	ACR	Net Price	Expense		
July	22.8	-	12.77	12.77	14,388	29,167	43,555
August	105.8	-	16.35	16.35	25,911	29,167	55,078
September	(27.3)	-	8.97	8.97	6,193	29,167	35,359
October	(94.7)	-	3.97	3.97	(4,137)	29,167	25,029
November	(144.1)	-	(1.31)	(1.31)	(12,595)	(116,669)	(129,265)
December							
January							
February							
March							
April							
May							
June							
<b>YTD</b>	<b>(138)</b>	<b>-</b>	<b>8.73</b>	<b>8.73</b>	<b>29,760</b>	<b>(3)</b>	<b>29,757</b>

Period Ending: **November 30, 2023**

Budget FY 2024	Ferrous Metal					Non - Ferrous Metal					Total Revenue
	Gross Tons	Base Price	Adj.	Net Price	Revenue	Gross Tons	Base Price	Adj.	Net Price	Revenue	
July				\$ -	\$ -				\$ -	\$ -	\$ -
August				\$ -	\$ -				\$ -	\$ -	\$ -
September				\$ -	\$ -				\$ -	\$ -	\$ -
October				\$ -	\$ -				\$ -	\$ -	\$ -
November				\$ -	\$ -				\$ -	\$ -	\$ -
December				\$ -	\$ -				\$ -	\$ -	\$ -
January				\$ -	\$ -				\$ -	\$ -	\$ -
February				\$ -	\$ -				\$ -	\$ -	\$ -
March				\$ -	\$ -				\$ -	\$ -	\$ -
April				\$ -	\$ -				\$ -	\$ -	\$ -
May				\$ -	\$ -				\$ -	\$ -	\$ -
June				\$ -	\$ -				\$ -	\$ -	\$ -
YTD	-		#DIV/0!	#DIV/0!	-	-		#DIV/0!	#DIV/0!	-	\$ -

Actual FY 2024	Ferrous Metal					Non - Ferrous Metal					Total Revenue
	Gross Tons	Base Price	Adj.	Net Price	Revenue	Gross Tons	Base Price	Adj.	Net Price	Revenue	
July	-	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
August	-	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
September	-	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
October	-	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
November				\$ -	\$ -				\$ -	\$ -	\$ -
December				\$ -	\$ -				\$ -	\$ -	\$ -
January				\$ -	\$ -				\$ -	\$ -	\$ -
February				\$ -	\$ -				\$ -	\$ -	\$ -
March				\$ -	\$ -				\$ -	\$ -	\$ -
April				\$ -	\$ -				\$ -	\$ -	\$ -
May				\$ -	\$ -				\$ -	\$ -	\$ -
June				\$ -	\$ -				\$ -	\$ -	\$ -
YTD	-		#DIV/0!	#DIV/0!	-	-		#DIV/0!	#DIV/0!	-	\$ -

Variance FY 2024	Ferrous Metal					Non - Ferrous Metal					Total Revenue
	Gross Tons	Base Price	Adj.	Net Price	Revenue	Gross Tons	Base Price	Adj.	Net Price	Revenue	
July	-	-	-	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-	-	-
December											
January											
February											
March											
April											
May											
June											
YTD	-	-	#DIV/0!	#DIV/0!	-	-	-	#DIV/0!	#DIV/0!	-	-

MIRA Dissolution Authority  
 FY 2024 Board of Directors Financial Report

[Narrative](#)

Property Division Monthly Financial Report

Period Ending: **November 30, 2023**

REVENUES	Current Month		Variance Better (Worse) than Budget		Year to Date		Variance Better (Worse) than Budget	
	Budget	Actual	\$	%	Budget	Actual	\$	%
Real & Personal Property Sales								
Scrap Metal Sales	\$ -	\$ -	\$ -	n/a	\$ -	\$ -	\$ -	n/a
Equipment / Inventory Sales	\$ -	\$ -	\$ -	n/a	\$ -	\$ 206,250	\$ 206,250	n/a
Real Property Sales	\$ -	\$ -	\$ -	n/a	\$ -	\$ -	\$ -	n/a
Other Sales	\$ -	\$ -	\$ -	n/a	\$ -	\$ -	\$ -	n/a
Total Property Sales	\$ -	\$ -	\$ -	n/a	\$ -	\$ 206,250	\$ 206,250	n/a
Lease Income (GASB 87 Inc. Interest):								
Golf Center	\$ 2,080	\$ 2,496	\$ 416	20.0%	\$ 10,398	\$ 12,478	\$ 2,080	20.0%
Wheelabrator Lease	\$ 38,079	\$ 17,907	\$ (20,172)	-53.0%	\$ 190,395	\$ 90,052	\$ (100,343)	-52.7%
Jets Billboard	\$ 4,583	\$ -	\$ (4,583)	n/a	\$ 22,917	\$ -	\$ (22,917)	n/a
Other Leases	\$ -	\$ -	\$ -	n/a	\$ -	\$ -	\$ -	n/a
Total Lease Income	\$ 44,742	\$ 20,403	\$ (24,339)	-54.4%	\$ 223,710	\$ 102,530	\$ (121,180)	-54.2%
Interest / Misc. Income	\$ 70,833	\$ 136,707	\$ 65,873	93.0%	\$ 354,167	\$ 694,972	\$ 340,805	96%
<b>TOTAL ACCRUED REVENUES</b>	<b>\$ 115,575</b>	<b>\$ 157,110</b>	<b>\$ 41,534</b>	<b>35.9%</b>	<b>\$ 577,877</b>	<b>\$ 1,003,752</b>	<b>\$ 425,875</b>	<b>73.7%</b>
<b>EXPENDITURES</b>								
Authority Budget	\$ 33,131	\$ 27,018	\$ 6,112	18.4%	\$ 220,852	\$ 191,797	\$ 29,054	13.2%
Direct Personnel	\$ 16,668	\$ 15,622	\$ 1,046	6.3%	\$ 83,338	\$ 83,700	\$ (362)	-0.4%
Operating Expense	\$ 2,359	\$ -	\$ 2,359	n/a	\$ 113,396	\$ 99,010	\$ 14,386	12.7%
Hartford PILOT	\$ 125,000	\$ 125,000	\$ -	0.0%	\$ 625,000	\$ 625,000	\$ -	0.0%
Watertown Transfer Station	\$ 3,070	\$ 1,138	\$ 1,931	62.9%	\$ 15,348	\$ 5,970	\$ 9,377	61.1%
Ellington Transfer Station	\$ 1,464	\$ 1,242	\$ 223	15.2%	\$ 7,321	\$ 5,949	\$ 1,372	18.7%
South Meadows	\$ 140,093	\$ 48,273	\$ 91,820	65.5%	\$ 700,463	\$ 256,317	\$ 444,146	63.4%
Jet Turbine Facility	\$ 10,571	\$ 33,006	\$ (22,435)	-212.2%	\$ 52,854	\$ (108,135)	\$ 160,989	304.6%
211 Murphy Road	\$ 7,910	\$ 7,496	\$ 414	5.2%	\$ 39,548	\$ 43,017	\$ (3,470)	-8.8%
171 Murphy Road	\$ 2,433	\$ 1,577	\$ 856	35.2%	\$ 12,165	\$ 6,013	\$ 6,152	50.6%
Railroad Maintenance	\$ 958	\$ 1,450	\$ (492)	-51.3%	\$ 4,792	\$ 10,750	\$ (5,958)	-124.3%
Contingency	\$ -	\$ -	\$ -	n/a	\$ -	\$ -	\$ -	n/a
<b>TOTAL ACCRUED EXPENDITURES</b>	<b>\$ 343,655</b>	<b>\$ 261,821</b>	<b>\$ 81,834</b>	<b>23.8%</b>	<b>\$ 1,875,075</b>	<b>\$ 1,219,389</b>	<b>\$ 655,686</b>	<b>35.0%</b>
<b>OPERATING INCOME (LOSS)</b>								
(Use of Reserves / Transfers)	\$ (228,080)	\$ (104,711)	\$ 123,368	-54.1%	\$ (1,297,198)	\$ (215,637)	\$ 1,081,561	-83.4%

MIRA Dissolution Authority  
 FY 2024 Board of Directors Financial Report  
 WTE Decommissioning Reserve

Narrative

Period Ending: 11/30/23

WASTE PROCESSING FACILITY	Current Month			Year to Date		
	Budget	Actual	Variance	Budget	Actual	Variance
Baghouse & Cyclone Separator Cleaning	\$ -	\$ -	\$ -	\$ 30,100	\$ -	\$ 30,100
RDF Conveyors, Shredders, Trommels & Packers	\$ -	\$ -	\$ -	\$ 123,700	\$ -	\$ 123,700
WPF Building Surface Cleaning	\$ -	\$ -	\$ -	\$ 75,550	\$ -	\$ 75,550
MCAPS RTO Cleaning	\$ -	\$ -	\$ -	\$ 6,165	\$ -	\$ 6,165
MCAPS Spiral Duct Dismantling & Cleaning	\$ -	\$ -	\$ -	\$ 169,600	\$ -	\$ 169,600
Floor & Storm Drain System Cleaning	\$ -	\$ -	\$ -	\$ 60,900	\$ -	\$ 60,900
Deenergize Transformers & Electrical Equipment	\$ -	\$ -	\$ -	\$ 9,000	\$ -	\$ 9,000
Drums, Equipment Draining & Disposal	\$ -	\$ -	\$ -	\$ 43,500	\$ -	\$ 43,500
WPF Sub-total	\$ -	\$ -	\$ -	\$ 518,515	\$ -	\$ 518,515
<b>POWER BLOCK FACILITY</b>						
Coal Pond Ash Removal	\$ -	\$ -	\$ -	\$ 307,900	\$ -	\$ 307,900
Clean Ash Load Out & Wheel Building & Drains	\$ -	\$ -	\$ -	\$ 67,350	\$ -	\$ 67,350
Modify Coal Pond for Surface Discharge	\$ -	\$ -	\$ -	\$ 174,300	\$ -	\$ 174,300
Coal Soil Cover	\$ -	\$ -	\$ -	\$ 566,250	\$ -	\$ 566,250
Baghouse & Scrubber Cleaning (3 units)	\$ -	\$ -	\$ -	\$ 123,700	\$ -	\$ 123,700
Clean Ash Conveyors, Traveling Grates & Mixer Rm.	\$ -	\$ -	\$ -	\$ 120,400	\$ -	\$ 120,400
Clean Boiler Air Heaters (3 units)	\$ -	\$ -	\$ -	\$ 29,000	\$ -	\$ 29,000
Clean Boilers (3 units)	\$ -	\$ -	\$ -	\$ 102,500	\$ -	\$ 102,500
Seal & Grout Cooling Water Intakes & Discharges	\$ -	\$ -	\$ -	\$ 129,850	\$ -	\$ 129,850
Screen House Mechanical Wquipment Dismantling	\$ -	\$ -	\$ -	\$ 87,350	\$ -	\$ 87,350
Clean Wastewater Treatment Tanks	\$ -	\$ -	\$ -	\$ 58,850	\$ -	\$ 58,850
Clean Misc. Tanks & Vessels	\$ -	\$ -	\$ -	\$ 44,850	\$ -	\$ 44,850
Drain & Secure Turbine Systems and Transformers	\$ -	\$ -	\$ -	\$ 18,550	\$ -	\$ 18,550
Remove & Dispose of Radioactive Sources	\$ -	\$ -	\$ -	\$ 120,550	\$ -	\$ 120,550
Coal Barge Unloading Crane & Equip.	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ 130,000
Miscellaneous Other Cleaning & Closure Costs	\$ -	\$ -	\$ -	\$ 197,350	\$ -	\$ 197,350
PBF Sub-total	\$ -	\$ -	\$ -	\$ 2,278,750	\$ -	\$ 2,278,750
<b>OTHER COSTS</b>						
Engineering Plans, Specs. & Bid Documents	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Permit and Regulatory Plans Modification/Transfer/Termina	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000
MIRA Direct Personnel	\$ -	\$ -	\$ -	\$ 113,294	\$ -	\$ 113,294
Construction Management and Oversight	\$ -	\$ -	\$ -	\$ 339,440	\$ -	\$ 339,440
Contingency	\$ -	\$ -	\$ -	\$ 1	\$ -	\$ 1
Total Other Costs	\$ -	\$ -	\$ -	\$ 602,735	\$ -	\$ 602,735
<b>METAL SALES CREDIT</b>	\$ -	\$ -	\$ -	\$ (100,000)	\$ -	\$ (100,000)
<b>Total Decommission Reserve</b>	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ 3,300,000

Materials Innovation & Recycling Authority  
 Authority Budget, CSWS, Landfill Division and Property Division  
 Flow of Funds

Period Ending: November 30, 2023  
 Transfer Date: December 7, 2023  
 Funding: January 1, 2024

Property Division Receipts	Beginning Balance	Interest [+]	Receipts [+]	Adjustments [+(-)]	Net Receipts to Distribution [-]	Ending Balance
PD Clearing Account	\$ 1,000.00		\$ 40,574.71		\$ 40,574.71	\$ 1,000.00
<b>Property Division Disbursements</b>						
Property Division Disbursements	Ending Balance	Interest [+]	Expenditures [-]	Adjustments [+(-)]	Distribution of Net Receipts [+(-)]	Ending Balance
PD Operating Fund	\$ 4,183,069.38	\$ 64,520.92	\$ 55,617.41		\$ 277,993.73	\$ 4,469,966.60
PD General Fund	\$ 12,577,137.37	\$ 56,615.37			\$ (237,419.00)	\$ 12,396,333.74
PD Improvement Fund	\$ 145,333.85					\$ 145,333.85
PD Jets Major Maintenance	\$ 798,813.87					\$ 798,813.87
CSWS Decommissioning Reserve	\$ 3,478,561.85	\$ 15,570.51				\$ 3,494,132.36
South Meadows Transition Reserv	\$ 5,500,000.00					\$ 5,500,000.00
<b>Total Property Division</b>	<b>\$ 26,683,916.32</b>	<b>\$ 136,706.80</b>	<b>\$ 96,192.12</b>	<b>\$ -</b>	<b>\$ 81,149.82</b>	<b>\$ 26,805,580.42</b>
<b>CSWS Division Receipts</b>						
CSWS Division Receipts	Ending Balance	Interest [+]	Receipts [+]	Adjustments [+(-)]	Net Receipts to Distribution [-]	Ending Balance
CSWS Clearing Account	\$ 40,000.00		\$ 592,043.32		\$ 592,043.32	\$ 40,000.00
<b>CSWS Division Disbursements</b>						
CSWS Division Disbursements	Ending Balance	Interest [+]	Expenditures [-]	Adjustments [+(-)]	Distribution of Net Receipts [+(-)]	Ending Balance
CSWS Operating STIF	\$ 9,682,535.66	\$ 68,446.95	\$ 234,472.14		\$ 964,176.05	\$ 10,480,686.52
CSWS Debt Service Fund	\$ 3,875.01					\$ 3,875.01
CSWS General Fund	\$ 1,167.92	\$ 5.16				\$ 1,173.08
CSWS Risk Fund	\$ 952,049.88	\$ 4,261.50				\$ 956,311.38
CSWS Legal Reserve	\$ 447,420.73	\$ 1,948.36	\$ 17,334.00			\$ 432,035.09
CSWS Improvement Fund	\$ 319,447.51					\$ 319,447.51
CSWS Major Maintenance	\$ 1,950,406.24	\$ 8,730.29				\$ 1,959,136.53
CSWS Tip Fee Stabilization	\$ 9,607,889.67				\$ (972,132.73)	\$ 9,235,756.94
<b>Total CSWS</b>	<b>\$ 23,004,792.62</b>	<b>\$ 83,392.26</b>	<b>\$ 843,849.46</b>	<b>\$ -</b>	<b>\$ 1,184,086.64</b>	<b>\$ 23,428,472.06</b>
<b>Other Division Balances</b>						
Other Division Balances	Ending Balance	Interest	Receipts	Expenditures	Adjustments	Ending Balance
General Fund Checking	\$ 120,404.08			\$ 98,978.11	\$ (6,416.51)	\$ 15,009.46
Authority General Fund STIF	\$ 466,836.63	\$ 2,089.63				\$ 468,926.26
Hartford Solar Reserve	\$ 355,451.06	\$ 1,591.03				\$ 357,042.09
MIRA Severance Fund	\$ 1,396,851.21	\$ 6,252.49				\$ 1,403,103.70
Landfill Div. Operating Account	\$ 1,000.00		\$ 77,220.00		\$ (77,220.00)	\$ 1,000.00
Landfill Operating STIF	\$ 2,360,249.12	\$ 10,560.15		\$ 2,078.68	\$ 77,220.00	\$ 2,445,950.59
Total Other	\$ 4,700,792.10	\$ 20,493.30	\$ 77,220.00	\$ 101,056.79	\$ (6,416.51)	\$ 4,691,032.10
<b>TOTAL ALL FUNDS AND ACCOUNTS</b>	<b>\$ 54,389,501.04</b>	<b>\$ 240,592.36</b>	<b>\$ 1,017,261.58</b>	<b>\$ 101,056.79</b>	<b>\$ 1,258,319.55</b>	<b>\$ 54,925,034.58</b>

Mark T. Daley, Chief Financial Officer

- Ending balances include the fund transfers represented on this flow of funds as a distribution. Excludes receipt of customer security deposits /guarantees of payment and Mid-Connecticut reserves not subject to disbursement or funding in accordance with adopted flow of funds.
- Interest earnings on the CSWS Tip Fee Stabilization Fund shall be transferred to the Property Division Operating Account effective August 1, 2023.
- After the distribution of November cash receipts, a total of \$62,991,810.10 remained due to the Tip Fee Stabilization Reserve from the CSWS.
- Decommissioning Reserve of \$3.3 million was established pursuant to Board resolution. Interest earnings are being retained in the reserve account.
- Property Division Operating Account short funded by \$14,207.37 in period ending 11/30/2023. YTD short funding is \$74,459.10.

Materials Innovation and Recycling Authority  
FY 2024 Board of Directors Financial Report

**Segmented Income Statements**- This report reflects the revenues and expenses of each Authority project and division in the format ultimately to appear in its annual independent audit report. This includes a summary reconciliation to budget versus actual report formats.

Segmented Income Statement

**DRAFT**

Period Ending: **November 30, 2023**

	General Fund	Connecticut Solid Waste System	Mid-Connecticut Project	Southeast Project	Property Division	Landfill Division	Eliminations	Total
<b>Operating Revenues</b>								
Service charges:								
Members	\$ -	\$ 2,792	\$ -	\$ -	\$ -			\$ 2,792
Others	-	120	-	-	-			120
Energy sales	-	216	-	-	(1)	54		269
Other operating revenues	-	2	-	-	66	-		68
<b>Total Operating Revenues</b>		3,130			65	54		3,249
<b>Operating Expenses</b>								
Solid waste operations	-	4,322	-	-	3,834	86	0	8,242
Maintenance and utilities	-	12	-	-	200	-		212
Legal services - external	-	17	-	-	-	-		17
Administrative and Operational services	-	781	-	-	261	13		1,055
<b>Total Operating Expenses</b>		5,132			4,295	99		9,526
<b>Operating Income (Loss) before Depreciation and Amortization</b>		(2,002)			(4,230)	(45)		(6,277)
Depreciation and amortization	2	13			110	34	0	159
<b>Operating Income (Loss)</b>	(2)	(2,015)			(4,340)	(79)		(6,436)
<b>Non-Operating Revenues (Expenses)</b>								
Investment income	-	419			732	61		1,213
Settlement income (expenses)	-	-			-	-		-
Other income (expenses)	-	-	(1)		206	-		205
Distribution to SCRRA	-	-			-	-		-
<b>Non-Operating Revenues (Expenses), net</b>		419			938	61		1,418
Income (Loss) before transfers	(2)	(1,596)			(3,402)	(18)		(5,018)
Transfers in (out)	-	7			(7)	-	0	-
<b>Change in Net Position</b>	(2)	(1,589)			(3,409)	(18)		(5,018)
<b>Total Net Position, beginning of period</b>	1,592	(9,997)	40		76,899	20,627		89,161
<b>Total Net Position, end of period</b>	\$ 1,590	\$ (11,586)	\$ 40	\$ -	\$ 73,490	\$ 20,609	\$ -	\$ 84,143
<b>RECONCILIATION TO VARIANCE REPORT:</b>								
Add: Expenses paid from reserves	-	19	0		(2)			17
Add: Amortization	2	13			110	34		159
(Less: U/AAP Exp (Deferred for Budget)	-	-			-	-		-
add: Spare parts and fuel inventory adjustment	-	-			1,078	-		1,078
add: Capitalized expenses net of asset disposals	-	-			-	-		-
add: Settlement income	-	-			-	-		-
Other		(217)			2,000			
<b>Operating Income (Loss) per Variance report</b>	n/a	(1,781)	n/a	n/a	(216)	n/a	n/a	(1,997)

ties with CSWS financials tab

ties with PD financials tab

Note: Monthly variance report produced for General fund, Property Division and CSWS only.

Note: Eliminations and depreciation are preliminary amounts.

Other: Sept20 - REC's were billed and in the GL for Sept20 s/v/b billed in October20

Fr: July 01, 2023

To: December 15, 2023



## Report on Vendors that have exceeded \$50,000 on Cumulative Contracts

### Discussion

The MIRA Procurement Policies and Procedures, effective January 22, 2004, contain a provision requiring that a report be submitted to the appropriate board committee(s) in the event that MIRA enters into multiple contracts or multiple Request for Services ("RFS") with one vendor during one fiscal year, and none of the contracts and/or RFSs individually is in excess of \$50,000.00, but the sum of all contract and/or RFS amounts with that vendor exceeds \$50,000.00 in the aggregate.

This is to report to the Policies and Procurement Committee, pursuant to Section 4.1.3.2.2 (governing contracts) and Section 4.1.4.2 (governing RFSs) of the MIRA Procurement Policies and Procedures, those vendors with which CRRA has established multiple contracts and/or RFSs during a fiscal year, all of which are less than \$50,000.00, but which in the aggregate exceed \$50,000.00 to date.

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### **BEECHER CARLSON INSURANCE COMPANY LLC**

PO0015738	7/12/23	FY20244 - INSURANCE POLICY #WCC-641-444584-013- 7/1/23 - 7/1/24 WORKERS COMP - RENEWAL - PROPERTY DIVISION SHARE	1,449.90
PO0015738	7/12/23	FY2024 - INSURANCE POLICY #WCC-641-444584-013 7/1/23 - 7/1/24 WORKERS COMP - RENEWAL - AUTHORITY BUDGET	8,285.12
PO0015738	7/12/23	FY2024 - INSURANCE POLICY #WCC-641-444584-013- 7/1/23 - 7/1/24 WORKERS COMP - RENEWAL - CSWS SHARE	10,977.78
PO0015728	7/12/23	FY2024 - INSURANCE POLICY #TB2-641-4444584-033- 7/1/23 - 7/1/24 GENERAL LIABILITY - RENEWAL - BEECHER CARLSON	40,061.35
PO0015739	7/12/23	FY24 - INSURANCE POLICY #105593480 7/1/23 - 7/1/24 CRIME RENEWAL - TRAVELERS COMPANIES INC.	3,419.00
PO0015734	7/12/23	FY24 - INSURANCE POLICY #106080722 7/1/23 - 7/1/24 FIDUCIARY - NEW BUSINESS - TRAVELERS COMPANIES INC	5,489.00
PO0015757	7/24/23	FY2024 - INSURANCE POLICY #AS2-641-444584-023 LIBERTY MUTUAL FIRE INSURANCE COMPANY - BUSINESS AUTO	2,619.31
PO0015757	7/24/23	FY2024 - INSURANCE POLICY #AS20641-4445840023-LIBERTY MUTUAL BUSINESS AUTO RENEW POLICY 7/1/23 - 7/1/24 - CSWS SHARE	31,397.69
PO0015771	8/1/23	FY2024 - CARRIER SURCHARGE WORKER'S COMP- 7/1/23 - 7/1/24 PROPERTY DIVISION SHARE	74.97
PO0015771	8/1/23	FY2024 - CARRIER SURCHARGE - WORKER COMP -7/1/23 - 7/1/24 - AUTHORITY BUDGET SHARE	428.40
PO0015771	8/1/23	FY2024 - CARRIR SURCHARGE - WORKERS COMP 7/1/23 - 7/1/24 - CSWS SHARE	567.63
PO0015777	8/1/23	FY24 FOR FY2023 CARRIER SURCHARGE - 07/01/22 - 07/01/23 WORKERS COMP - PROPERTY DIVISION SHARE	46.87
PO0015777	8/1/23	FY24 FOR FY2023 CARRIER SURCHARGE - WORKER COMP -07/01/22 - 07/01/23 WORKERS COMP - AUTHORITY BUDGET SHARE	128.90
PO0015777	8/1/23	FY24 FOR FY2023 CARRIER SURCHARGE - WORKERS COMP- 07/01/22 - 07/01/23 CSWS SHARE	1,498.23
PO0015853	10/3/23	FY2024 - RENEWAL PREMIUM- #WCC-641-444584-011- 7/1/22- 7/1/23 PROPERTY DIVISION SHARE	170.58
PO0015853	10/3/23	FY2024 - REMAINING RENEWAL PREMIUM POLICY - #WCC-641-444584-011 - 7/1/22 - 7/1/23 - AUTHORITY SHARE	974.72
PO0015853	10/3/23	FY2024 - REMAINING RENEWAL PREMIUM POLICY - #WCC-641-444584-011 - 7/1/22 - 7/1/23 - CSWS SHARE	1,291.50

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**108,880.95**



## Report on Exceptions to the Competitive Process

### Discussion

The MIRA Procurement Policies and Procedures, effective January 22, 2004, contain a provision exempting certain purchases from the competitive process; these exceptions are listed in Section 3.1.2 of the Policy.

Section 3.1.3 of the Procurement Policies and Procedures, Making and Reporting an Exception, requires that a purchase that is not conducted pursuant to the competitive process be reported as soon as practicable to the Policy and Procurement Committee, and the full Board of Directors.

This is to serve as the report required by section 3.1.3 of the Procurement Policies and Procedures. The following table provides a summary of this information.

<b>Comp 2</b>		<b>Comp 2 - State Contract (DAS, DEEP, DOT, BEST)</b>	
<u>Date</u>	<u>PO Number</u>	<u>Description</u>	<u>QTY</u>
11/17/23	PO0015904	FY2024 - 1ST QUARTER OFFICE SUPPLIES FOR ENFORCEMENT STAFF STATE NO. 18PSX0032	300.00 W B MASON CO INC
11/20/23	PO0015907	FY24 - 2 MONTHS PHONE/DSL SERVICE FOR TORRINGTON TS- BILLING 860-489-4376 DOIT Contract B-03-012	730.00 FRONTIER COMMUNICATIONS CORPORATION
11/20/23	PO0015908	FY24 Q-2 (10/01/2023- 12/31/2023) KONE ELEVATOR CONTRACT RECYCLE 211 MURPHY ROAD ELEVATOR MAINTENANCE BILLED QUARTERLY @ \$404.52 PER STATE OF CT CONTRACT # 19PSX0054 NOT TO EXCEED \$405.00	405.00 KONE INC
11/27/23	PO0015910	FY2024 - AUTHORITY BUDGET - WPF ADMIN BUILDING HVAC MAINTENANCE - REQUISITION 2 FOR ROUTINE ON-CALL SERVICES - STATE CONTRACT #19PSX0002	5,000.00 AIR TEMP MECHANICAL SERVICES INC
11/28/23	PO0015915	FY24 PO#1 171 MURPHY ROAD BOILER SYSTEM, TROUBLESHOOT, SERVICE AND REPAIR BOILER AS NEEDED AND ANY OTHER HEATING AND PLUMBING ISSUES IN THAT BUILDING NOT TO EXCEED \$500.00 NOT TO EXCEED PER DAS CONTRACT# 19PSX0002	500.00 CENTRAL MECHANICAL SERVICES, LLC
12/7/23	PO0015924	FY 24 – Q3 EVERY OTHER WEEK PICKUP OF 4 YARD TRASH DUMPSTER AND RECYCLING CART AT HEADQUARTERS (WPF) OFFICES. BILLED MONTHLY @ \$136.08 PER MONTH X 3 MONTHS (01/1/2024 - 03/31/2024) = \$408.24 PER DAS CONTRACT 14PSX0299 (VIA AMENDMENT 12 - EXPIRES APRIL 30, 2024)	410.00 CWPM LLC
12/7/23	PO0015923	FY24 CLOSED WATERTOWN TRANSFER PO TO COVER TESTS AND INSPECTIONS WHICH INCLUDE TWO TESTS ON ALL SIMPLEX FIRE ALARM EQUIPMENT - BI-ANNUALLY BILLED @ \$2834.00 AT ECHO LAKE ROAD WATERTOWN COST OF TEST AND INSPECTION	2,834.00 JOHNSON CONTROLS FIRE PROTECTION LP
12/14/23	PO0015931	FY24 PO#3 REPAIRS AND TESTING SPRINKLER SYSTEM AND BACKFLOW VALVE AT 211 MURPHY RD. PER DAS CONTRACT 18PSX0004.	5,000.00 HARTFORD SPRINKLER CO INC
12/14/23	PO0015936	FY24 PO#3 REPAIRS AND TESTING SPRINKLER SYSTEM AND BACKFLOW VALVE AT 171 MURPHY RD. PER DAS CONTRACT 18PSX0004.	5,000.00 HARTFORD SPRINKLER CO INC
			<b>20,179.00</b>

**NC2 NC-proprietary,patent,intellectual property rights**

<u>Date</u>	<u>PO Number</u>	<u>Description</u>	<u>QTY</u>
11/27/23	PO0015912	FY24 - SUBSCRIPTION RENEWAL TO FASTMARKETS-RISI FOR JANUARY - DECEMBER 2024	2,395.00 RISI INC
12/5/23	PO0015917	FY24 - PURCHASE OF TWELVE (12) KEY FOBS @ \$12.77 PER FOB.	153.24 SONITROL NEW ENGLAND
			<u>2,548.24</u>

**NC6 NC-competitive market does not exist**

<u>Date</u>	<u>PO Number</u>	<u>Description</u>	<u>QTY</u>
12/14/23	PO0015932	FY2024 APPLICATION FEE FOR FY23 CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING PROGRAM	920.00 GOVERNMENT FINANCE OFFICERS ASSOC
			<u>920.00</u>

**NC8 NC-small purchase <\$2500 (explain)**

<u>Date</u>	<u>PO Number</u>	<u>Description</u>	<u>QTY</u>
11/17/23	PO0015905	FY2024 FEDERAL 1099 NEC AND MISC WITH MATCHING ENVELOPES INCLUDING FREIGHT CHARGES	97.07 ALTEC PRODUCTS INC
			<u>97.07</u>

**Grand Total: 23,744.31**



## INFORMATION REGARDING UPCOMING SOLICITATIONS

### Public Solicitations which the Authority has issued and is awaiting results

- RFP for Independent Auditing Services (Proposals due January 31, 2024. Existing contract expires March 31, 2024)
- Request for Information and Expressions of Interest For Sale Of Jet Turbine Electric Generating Facility Assets (Pre-cursor to future RFP. Ongoing RFI to identify potential respondents to future RFP for sale of these assets and identify relevant information about those assets to facilitate successful future RFP – this is an ongoing portion of an RFI issued by MIRA in 2023 that has been reissued as an MIRA Dissolution Authority RFI).

### Schedule-specific RFP/B/Q which the Authority plans to issue in FY2024

- South Meadows Redevelopment Considerations Study RFP (RFP expected to be issued on or about January 18, 2024)
- RFQ for on-call Human Resources consulting and temporary services firms (RFQ expected to be issued in early spring. Existing contracts expire June 30, 2024)
- Execute new one-year solid waste and recyclables hauler delivery agreements with the approximately 20 haulers that deliver waste and recyclables collected within Tier 1 municipalities (Existing contracts expire June 30, 2024).

### Schedule-yet-to-be-finalized RFP/B/Q which the Authority may issue in FY2024

*(schedule and/or scope yet to be finalized pending guidance from Board of Directors, approval of South Meadows decommissioning plan, etc.)*

- Request for Quotes (or other public solicitations if warranted, or use of DAS state contracts if possible) for various building and facility services at the Authority's Headquarters offices and South Meadows facility including custodial office cleaning, grounds maintenance, HVAC maintenance, on-call electrical work, on-call plumbing work, on-call fencing work, and/or any other facilities or grounds work deemed necessary..
- Request for qualifications and/or proposals for firms to assist in the sale, scrap, and/or disposal of spare parts, rolling stock and/or equipment from the closed South Meadows Facility and/or closed recycling processing facility at 211 Murphy Road in Hartford.
- RFP(s) for Sale of Jet Turbine Electric Generating Facility Assets
- Solicitations if/as necessary to support decommissioning the South Meadows Facility.
- Solicitations if/as necessary to support energy conservation and electrical use reduction efforts at the South Meadows Facility.
- Solicitations if/as necessary to support planning related to:
  - Future of closed recycling processing facility at 211 Murphy Road in Hartford and adjacent warehouse facility at 171 Murphy Road
  - Future of closed transfer stations in Ellington and Watertown
  - Future of closed landfill properties in Ellington, Shelton and Waterbury

FISCAL YEAR 2024 LEGAL REQUEST FOR SERVICES

FOR PERIOD ENDING 11/30/2023

LEGAL FIRM	Matter	Board Approval	PO Number	PO Amount	FY24 expenses paid from FY24 PO	FY23 expenses paid from FY24 PO	FY24 accrued estimates	FY23 expenses Paid from FY23 PO (not accrued in FY23)	FY23 over/under accrual, Refunds received etc	Total per General ledger
Cohn Birnbaum & Shea	South Meadows Exit Strategy				\$ 533					\$ 533
	Ellington									\$ -
<b>Total Cohn Birnbaum &amp; Shea</b>				\$ -	\$ 533	\$ -	\$ -	\$ -	\$ -	\$ 533
Day Pitney	NPDES Permitting Support			\$ -						\$ -
<b>Total Day Pitney</b>				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Halloran & Sage	GC - Authority Budget		PO#15841	\$ 50,000	\$ 14,763		\$ 51,156		\$ (19,370)	\$ 46,549
			PO#15934	\$ 5,000						\$ -
										\$ -
										\$ -
										\$ -
	Property Division		PO#15933	\$ 5,000						\$ -
	CSWS		PO#15842	\$ 50,000	\$ 8,537				\$ 17,334	\$ 25,871
										\$ -
	South Meadows Transition Contingency		PO#15935	\$ 10,000						\$ -
										\$ -
										\$ -
										\$ -
	Landfill Division									\$ -
	MidCT									\$ -
<b>Beginning Halloran &amp; Sage</b>				\$ 120,000	\$ 23,299	\$ -	\$ 51,156	\$ -	\$ (2,036)	\$ 72,419
Kainen, Escalera & McHale	Employment		PO#15852	\$ 10,000	\$ 3,498		\$ 5,461			\$ 8,959
										\$ -
<b>Total Kainen, Escalera &amp; McHale</b>				\$ 10,000	\$ 3,498	\$ -	\$ 5,461	\$ -	\$ -	\$ 8,959
Melick & Porter	Llémont									\$ -
										\$ -
<b>Total Melick &amp; Porter</b>				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS:</b>				\$ 130,000	\$ 27,329	\$ -	\$ 56,617	\$ -	\$ (2,036)	\$ 81,910

Agrees with Gen Ledger

Kainen, Escalera & Mc Hale - RFS 10,000.00 Authority  
 Halloran & Sage - RFS 50,000.00 CSWS  
 Halloran & Sage - RFS 50,000.00 Authority