

# Request for Industrial Real Estate and Facilities



July 15, 2019

Recycling Facility  
for Montgomery County, Maryland

## **I. Overview and Background**

### **a. Materials Recovery Facility**

Montgomery County, Maryland is developing a vision for sustainable materials management in the County, the *Aiming for Zero Waste Plan*. The three key objectives of the plan are:

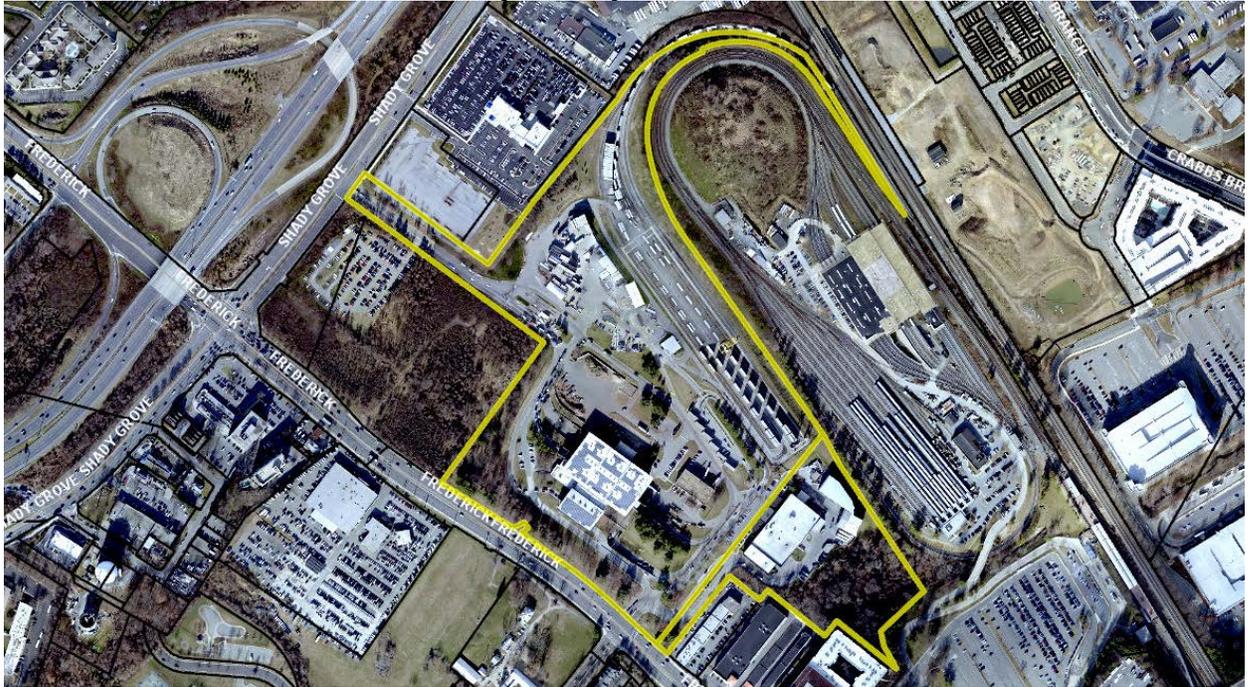
- Develop a clear and realistic future vision of the County’s solid waste and recycling program and operations with the goal of maximizing waste reduction, reuse/repair, recycling, and sustainable management of materials;
- Develop actionable strategies to achieve this goal; and,
- Identify impacts on existing solid waste management programs, facilities and operations, including new investments, initiatives, changes in methods of operations, and retiring or replacement of existing facilities.

One of the County’s existing facilities is the Materials Recovery Facility (MRF) in Derwood adjacent to the Shady Grove Processing Facility and Transfer Station. The MRF is owned by the County and operated by Maryland Environmental Service (MES). The MRF processes two streams of recyclables: commingled materials and paper from single-family and multi-family residences, as well as some commercial sources. The materials accepted at the MRF include mixed paper (including writing paper, newspaper, magazines, shredded paper, unwanted mail, boxboard, and corrugated cardboard) and commingled containers (including glass bottles, jars and jugs, plastic bottles, tubs, lids and containers, aluminum cans and foil products, steel or tin cans, bi-metal cans). The MRF receives and processes materials five days a week.

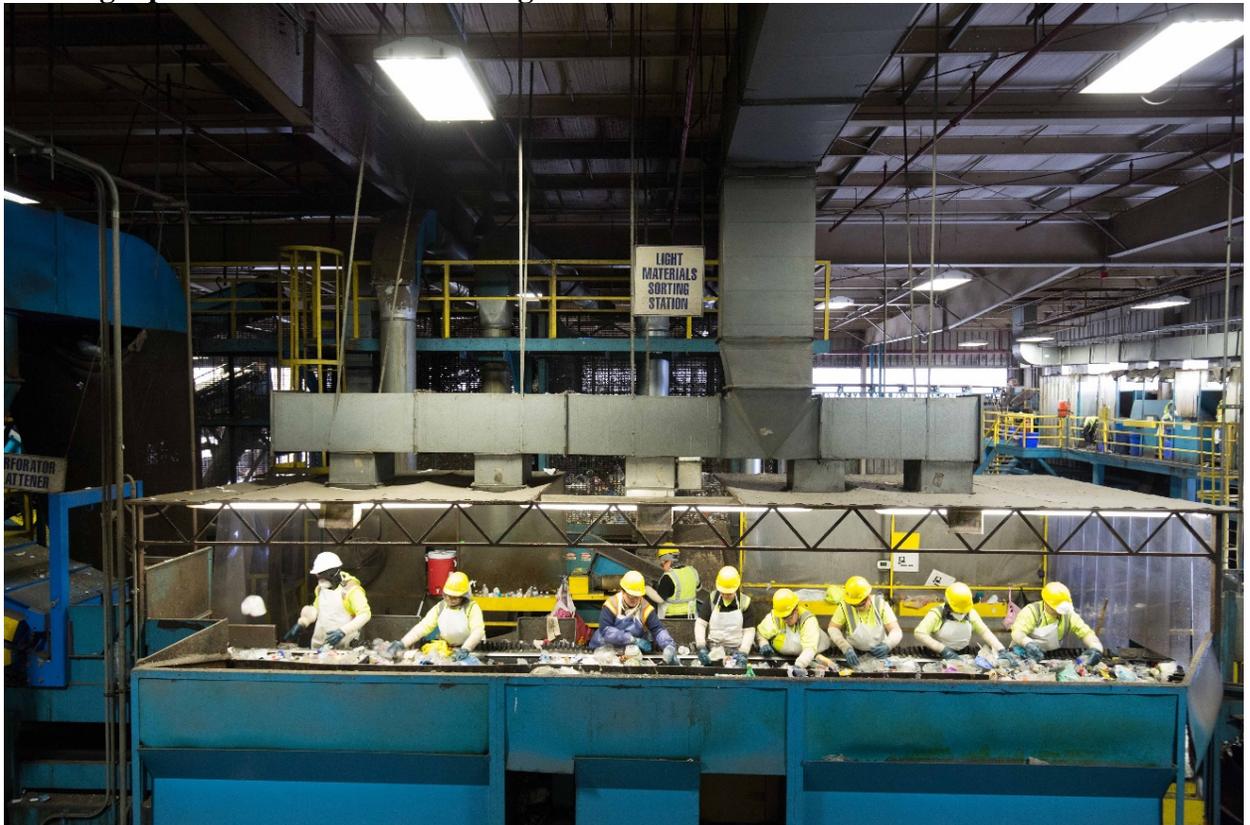
The MRF commenced operations in August 1991. The original facility was designed to process 80 tons of commingled materials per day but is currently receiving 130-170 tons per day of commingled recyclables, resulting in the need to bypass a percentage of incoming material. Mechanical and hand separation is used to sort the commingled containers which are baled for shipping. There are 59 employees and contractors working in the commingled area of the MRF daily. Materials are sorted during one shift per day, five days a week. These materials are then sold to various end markets to be remanufactured into new materials.

In addition, the co-located Paper Processing Facility (PPF) entered commercial operation in May 2017. Designed to process up to 25 tons of mixed paper and cardboard per hour, it is currently receiving in excess of this design capacity. The PPF is operated by nine employees. The PPF operations include separating and baling mixed paper and cardboard to sell into the market. The mixed paper is baled from load bunkers and shipped to paper mills to be made into new products.

**Aerial of Existing Materials Recovery Facility:**



**Existing Operations: Materials Sorting**



**Existing Operations: Mixed Paper Live Load Bunker**



**Existing Operations: Commingled Materials Unloading**



**Existing Operations: Broken Glass Screening**



In April 2018, the County initiated a planning process to develop the *Aiming for Zero Waste Plan*. The planning process is well underway and is expected to result in a draft master plan in late summer 2019. Both the recycling program as well as the disposal program are being evaluated. The Plan will identify alternatives that can increase the County's recycling rate and will identify future opportunities related to recycling operations. These opportunities may require new space and/or new buildings.

Given the age of the MRF and the operational capacity deficiencies, as well as the capacity deficiencies of the PPF, the County is developing alternatives for improved capacity by expanding or relocating County operations to sites in and around the region.

**b. Other Potential Operations**

In addition to the operations discussed above, the County is interested in exploring opportunities to address food waste processing and construction and demolition processing operations. These additional opportunities will be dependent on sites availability, capacity and budget. Information on the footprint needed for these individual operations is provided.

The County has been conducting a food waste recycling pilot program at some of its buildings. The material has been delivered by the contracted licensed collector to a succession of compost facilities since the beginning of the program. Having consistent

access to processing facilities with adequate capacity to compost the materials separated from waste for composting is critical to successful composting efforts and programs. Given the large volumes of food waste currently generated (estimated at approximately 115,000 to 147,000 tons/year) and typically disposed along with the trash, the County is interested in expanding beyond a pilot program. The County has not decided on the treatment technology for food waste. Biological treatment of food waste via composting and anaerobic digestion (AD) were both evaluated in the County’s Strategic Plan to Advance Composting, Compost Use, and Food Scraps Diversion published April 2018. Generally, there are three techniques for the purposes of food waste treatment; open windrow, aerated static piling and dry processing. For estimation purposes, responders can consider 5-11 acres for food waste processing. However, these techniques require varying area requirements so proposed sites will be evaluated for the primary objective of addressing material recovery and secondarily for other operational needs if sites allow for additional uses.

Construction and demolition debris (C&D) is nonhazardous waste that comes from construction and demolition sites and generally consists of brick, concrete, wood and lumber, roofing, drywall, and other masonry materials. C&D waste generated by the private sector can be brought to the Shady Grove Transfer Station as well as more than 30 public and privately-owned disposal facilities located in and outside of Montgomery County. In 2017 approximately 275,000 tons of C&D waste generated in the County was recycled and disposed. Of the C&D generated, 49 percent was received by Montgomery County and recycled, combusted or landfilled and 51 percent was handled by the private sector. For estimation purposes, responders can consider 10-20 acres are needed for a facility to sort and process 70,000 tons C&D.

**c. County Need**

In advance of the master plan completion, the County is seeking expressions of interest for one or multiple sites that would be available to expand County MRF operations. In addition, the County may consider co-locating food waste processing and/or C&D processing. The expansion of MRF operations is the primary intent but expansion of these additional operations is consistent with the future objectives of the County to increase recycling. The intent is for the County to control sites long term given the capital investment that will be required. The County will consider multiple properties to satisfy operational needs. Further, the County will consider vacant to-be-built sites as well as existing buildings and facilities.

**Tons of Materials Generated in Montgomery County (CY 2017):**

<b>Total Waste Generated in the County (Residential, Commercial, C&amp;D)</b>	1,378,396
C&D Waste (Recycled, Landfilled, Burned)	275,345
Residential & Commercial Waste Recycling (counts toward recycling rate)	369,125
Residential & Commercial Yard Trim (counts toward recycling rate)	84,489
Residential & Commercial MSW Disposed (Burned, Landfilled)	649,437

<b>Total Residential and Commercial Waste Generated (not including C&amp;D)</b>	1,103,051
---	-----------

Source: Montgomery County, MD Department of Environmental Protection. Division of Solid Waste Services, September 2018

## II. Site Requirements

### a. Location and Access

Properties must be accessible to major roadways such as the I-270, I-95, and MD-200 corridors. Locations are not required to be within the County political boundaries but must meet proximity requirements. Sites must have vehicular access from a main road and adjacency to rail is desired but not required.

### b. Size and Improvements

The County will consider both vacant and improved industrial land. Existing improvements should complement the intended operations or be able to be modified. Large sites with existing warehouse facilities are ideal candidates.

*Minimum requirements (all areas are approximate):*

#### Warehouse

- 4,000 sf for an unloading area: Assumes 4 unloading bays each 25' wide, and an unloading area depth of 30' plus another 10' for a loader aisle
- 3,000 sf for a drive through area: Assumes 100' width and a 30' driving lane
- 21,000 sf for tipping floor storage: Assumes 210' for storage area depth and 100' wide storage area (60' for commingled and 40' for fiber)
- Internal Column Spacing: 20'
- Ceiling Height: 40' required; 50' is ideal.

#### Processing Area:

- 300' process line length, 2 lines each 50' wide, and a 20' wide loader aisle

#### Bale Storage Area:

- Multi-day storage for fiber product and multi-week storage for commingled material

#### Outdoor Load Out Area: 6 docks

#### Outdoor Roll-Off Storage Area

#### Truck Queuing and Storage:

- Adequate space for trucks to queue and to allow for turning radii for incoming and outgoing vehicles is required.
- The County would prefer the ability to store trucks and trailers on site.

Utilities: Sites must be fully served by utilities.

### **III. Administration of the Request for Available Industrial Sites**

#### **a. Submission Information**

Submissions should include the following information:

1. Provide information on the Submitter including a single point of contact including name, title, phone number and email address.
2. Provide the address(es) and description(s) of all proposed sites including size and any environmental features. If a site is a portion of a larger property, please describe the larger property as well including current and future uses, if known.
3. Please identify if the site includes any structures and if any existing structures will be utilized or whether a new structure(s) could be built.
4. Provide terms including whether the property will be sold, leased, or a combination of both, as well as timing of availability.

#### **b. Submittal Information**

**Submissions are due by 3:00 p.m. on September 20, 2019.** Please submit five (5) hard copies and an electronic copy to:

Ronnie L. Warner, Chief  
Office of Planning and Development  
Montgomery County Department of General Services  
101 Monroe Street, 9<sup>th</sup> floor  
Rockville, MD 20850

The package must state 'Recycling Facility'. Written Submissions will be evaluated upon only what is submitted, and it is incumbent upon the Submitter to submit sufficient information to enable the County to fully evaluate the Submissions. The Submitter may be notified in writing of any change in the specifications contained in this request.

**Submissions may be *modified* prior to September 20, 2019.**

Written questions regarding the Request should be sent via email to [OPD.DGS@montgomerycountymd.gov](mailto:OPD.DGS@montgomerycountymd.gov). All questions and the responses from the County will be posted on the Office of Planning and Development's website at [www.montgomerycountymd.gov/DGS/OPD/Home.html](http://www.montgomerycountymd.gov/DGS/OPD/Home.html).

### **c. Conditions and Limitations**

The County reserves the right, in its sole and absolute discretion, to reject any and all Submissions received in response to this Request, advertise for new Submissions or to accept any Proposal deemed to be in its best interest, to suspend negotiations, and to cancel this Request at any time, for any or no reason, prior to entering into a formal contract. The County further reserves the right to request clarification of information provided in Submissions submitted in response to this Request without changing the terms of this Request.

A Proposal submitted in response to this Request does not constitute a contract and does not indicate or otherwise reflect a commitment of any kind on behalf of the County or impose any binding obligations on the County or grant any rights to the Offeror. Furthermore, this Request does not represent a commitment or offer by the County to enter into an agreement with an Offeror or to pay any costs incurred in the preparation of a Proposal to this Request. Furthermore, this Request does not commit the County to pay for costs incurred in the negotiation or other work in preparation of, or related to, a final agreement between the Selected Proposer and the County. Any commitment made by the County will be subject to Montgomery County Code

The Submissions and any information made a part of the Submissions will become a part of the project's official files. The County is not obligated to return any materials submitted or received in response to this Request. This Request and the selected Offeror's response to this Request may, by reference, become a part of any formal agreement between the Offeror and the County.

If an Offeror contends that any part of its Proposal is proprietary or confidential and, therefore, is limited to disclosure under the Maryland Public Information Act, MD Code Ann. State Gov't §§10-611 et seq. (the "MPIA"), the Offeror must identify all information that is confidential or proprietary and provide justification for why such materials should not be disclosed by the County under the MPIA. The County, as custodian of Submissions submitted in response to this Request for Available Industrial Sites, reserves the right to determine whether or not material deemed proprietary or confidential by the Offeror is, in fact, proprietary or confidential as required by the MPIA, or if the MPIA permits nondisclosure. The County will favor disclosure of all Submissions in response to any request for disclosure made under the MPIA.