

Terry L. Baker, *President*
Jeffrey A. Cline, *Vice*
President



John F. Barr
Wayne K. Keefer
LeRoy E. Myers, Jr.

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BOARD OF COUNTY COMMISSIONERS
September 12, 2017
Agenda

- 09:30 A.M. INVOCATION AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President Terry L. Baker*
APPROVAL OF MINUTES – AUGUST 29, 2017
- 09:35 A.M. COMMISSIONERS' REPORTS AND COMMENTS
- 09:40 A.M. REPORTS FROM COUNTY STAFF
County Attorney: *Resolution*
- 09:45 A.M. CITIZENS PARTICIPATION
- 09:50 A.M. REJECTION OF BID (PUR-1354): ONE (1) NEW AIRCRAFT DEICE TRUCK WITH
RAPID HEAT AND FORCED AIR SYSTEM – *Rick Curry, Director of Purchasing*
Department and Phil Ridenour, Director, Hagerstown Regional Airport
- 09:55 A.M. BID AWARD (PUR-1355): ONE (1) NEW MULTI-PURPOSE AIRPORT ROTARY
PLOW, AIRPORT RUNWAY BROOM WITH AIRBLAST SYSTEM AND CARRIER
VEHICLE AT THE HAGERSTOWN REGIONAL AIRPORT – *Rick Curry, Director of*
Purchasing and Phil Ridenour, Director, Hagerstown Regional Airport
- 10:00 A.M. BID AWARD (PUR-1356): INTERVENTION AND CASE MANAGEMENT FOR
YOUTH OF INCARCERATED PARENTS IN WASHINGTON COUNTY,
MARYLAND – *Rick Curry, Director of Purchasing and Phil Ridenour, Director,*
Hagerstown Regional Airport
- 10:05 A.M. CONTRACT AWARD (PUR-1357): COMMUNITY PLANNING AND PROGRAM
DEVELOPMENT CONSULTANT IN WASHINGTON COUNTY, MARYLAND –
Rick Curry, Director of Purchasing and Stephanie Lapole, Grant Manager, Office of
Community Grant Management
- 10:10 A.M. EMERGENCY NUMBERS SYSTEM BOARD SECURITY SYSTEM – APPROVAL
TO ACCEPT AWARD FUNDING – *Stephanie Lapole, Grant Manager, Office of*
Community Grant Management
- 10:15 A.M. HAGERSTOWN URBAN IMPROVEMENT PROJECT – PEDESTRIAN BRIDGE
COMPONENT – *James B. Hovis, Director, Office of Community Grant Management*
and Brennan Garrett, Sr. Architectural Project Manager, Engineering Department

- 10:30 A.M. CONSTRUCTION BID AWARD: BOTTOM ROAD DRAINAGE IMPROVEMENT, CONTRACT NUMBER DR-BR-215-12 – *Scott Hobbs, Director, Division of Engineering*
- 10:35 A.M. REQUEST TO DECLARE CERTAIN REAL PROPERTY AS SURPLUS PROPERTY AND CONVEYANCE OF SAME – *Susan Small, Real Property Administrator, Division of Engineering*
- 10:40 A.M. RZ-16-004 – APPLICATION FOR MAP AMENDMENT; ACH, LLC, APPLICANT – *Kirk Downey, Deputy County Attorney*
- 10:45 A.M. CLOSED SESSION
(*To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.*)
- 11:00 A.M. *Depart for 1650 Pullman Lane, Hagerstown, MD*
- 11:30 A.M. ANNUAL CONSERVATION AWARDS AND LUNCHEON WITH WASHINGTON COUNTY SOIL CONSERVATION DISTRICT – *Washington County Soil Conservation District and the Board of County Commissioners*
Location: Homewood Suites by Hilton, 1650 Pullman Lane, Hagerstown MD
- 12:30 P.M. *BREAK*
- MEETING AT THE TOWN OF KEEDYSVILLE**
*LOCATION: 19 SOUTH MAIN STREET
KEEDYSVILLE, MD 21756*
- 07:00 P.M. INVOCATION AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President Terry L. Baker*
- 07:05 P.M. COMMISSIONERS' REPORTS AND COMMENTS
MAYOR AND COUNCIL COMMENTS
- 07:15 P.M. REPORTS FROM COUNTY STAFF
- 07:25 P.M. CITIZENS PARTICIPATION



Agenda Report Form

Open Session Item

SUBJECT: Rejection of Bid (PUR-1354) - One (1) New Aircraft Deice Truck with Rapid Heat and Forced Air System

PRESENTATION DATE: September 12, 2017

PRESENTATION BY: Rick Curry, CPPO – Director of Purchasing Department and Phil Ridenour – Director, Hagerstown Regional Airport

RECOMMENDED MOTION: Move to reject the bid received on August 9, 2017, for the purchase of one (1) Aircraft Deice Truck with Rapid Heat and Forced Air System due to the bid does not meet bid specifications.

REPORT-IN-BRIEF: Notice of the bid was published in the local newspaper, listed on the State of Maryland’s “eMaryland Marketplace” website, and on the County’s website. Twenty-six (26) person’s/companies registered/downloaded the bid document on-line. Only one (1) bid was received, which was non-responsive. The department is going to revise the specifications to solicit new pricing for one (1) Aircraft Deice unit.

DISCUSSION: N/A

FISCAL IMPACT: The equipment is in the Airport CIP budget (EQP031) with funding at 90% Federal Aviation Administration (FAA), 5 % State, and 5 % County, the budget balance as of September 1, 2017 is \$959,000.00.

CONCURRENCES: Director of the Division Public Works and Federal Aviation Administration (FAA)

ALTERNATIVES: N/A

ATTACHMENTS: Bid Matrix Tabulation.

AUDIO/VISUAL NEEDS: N/A

**PUR-1354 One (1) New Aircraft Deice Truck with Rapid Heat
and Forced Air System**

					Ground Support Specialist, L.L.C. Horn Lake, MS	
Item No.	Base Bid Description	Unit	Qty.	Unit Price	Total Price	
SRE-100.1	One (1) New Aircraft Deice Truck with Rapid Heat and Forced Air System	L.S.	1	\$299,236.00	\$299,236.00	*
Total Base Bid					\$299,236.00	*

***Corrected calculation based on unit pricing**



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1355) - One (1) New Multi-Purpose Airport Rotary Plow, Airport Runway Broom with Airblast System and Carrier Vehicle at the Hagerstown Regional Airport

PRESENTATION DATE: September 12, 2017

PRESENTATION BY: Rick Curry, CPPO, Director of Purchasing and Phil Ridenour – Director, Hagerstown Regional Airport

RECOMMENDED MOTION: Move to award the purchase of one (1) New Multi-Purpose Airport Rotary Plow, Airport Runway Broom with Airblast System and Carrier to the responsible bidder with the lowest responsive bid, *Wausau Equipment Company, Inc., of New Berlin, WI* for the total sum of **\$639,767.00**.

REPORT-IN-BRIEF: On August 9, 2017, the County received four (4) bids for the Multi-Purpose Airport Rotary Plow, Airport Runway Broom with Airblast System and Carrier Vehicle. The Invitation to Bid (ITB) notice was published in the local newspaper, listed on the State of Maryland’s “eMaryland Marketplace” website, and on the County’s website. Twenty-four (24) persons/companies registered/downloaded the bid document on-line. The new unit which is equipped with a high-speed rotary snow plow, also called a snow blower will primarily be used to cast heavy concentrations of snow away from the operational areas such as runways and taxiways.

DISCUSSION: N/A

FISCAL IMPACT: The equipment is in the Airport CIP budget (EQP031) with funding at 90% Federal Aviation Administration (FAA), 5 % State, and 5 % County, the budget balance as of September 1, 2017 is \$959,000.00.

CONCURRENCES: Federal Aviation Administration (FAA)

ALTERNATIVES: N/A

ATTACHMENTS: Bid Matrix Tabulation and FAA’s letter of approval.

AUDIO/VISUAL TO BE USED: N/A

**PUR-1355 One (1) New
Multi-Purpose Airport Rotary Plow, Airport Runway Broom with Airblast System and Carrier Vehicle**

Item No.	Base Bid Description	Unit	Qty.	Wausau Equipment Company, Inc. New Berlin, WI Total Price	M-B Companies, Inc. Chilton, WI Total Price	Kodiak America Burley, ID Total Price	Oshkosh Airport Products, LLC Appleton, WI Total Price
SRE-200.1	One (1) Multi-Purpose Airport Rotary Plow, Airport Runway Broom with Airblast System and Carrier Vehicle	L.S.	1	\$639,767.00	\$647,421.00	\$671,000.00	\$694,573.00



U. S. Department
Of Transportation

Federal Aviation
Administration

WASHINGTON AIRPORTS DISTRICT OFFICE
23723 Air Freight Lane, Suite 210
Dulles, Virginia 20166
Telephone: 703/661-1359 Fax: 703/661-1370

September 1, 2017

Mr. Phil Ridenour, CM
Airport Director
Hagerstown Regional Airport
18434 Showalter Road
Hagerstown, Maryland 21742

Reference: Hagerstown Regional Airport
Rotary Plow Vehicle
AIP 3-24-0019-0057-2017

Dear Mr. Ridenour:

We have reviewed the tabulation of bids for work associated with the referenced project enclosed with your August 16, 2017 letter. Based on our review of that information, the FAA concurs in your recommendation to award the contract to the low bidder listed below.

<i>Contractor</i>	<i>Amount of Bid</i>	<i>Description</i>
<i>Wausau Equipment</i>	<i>\$639,767.00</i>	<i>Rotary Plow</i>

Please note that you have the responsibility regarding compliance with local statutes, ordinances, charter provisions, licenses, etc., relating to the award of contracts and construction work in general.

One copy of the executed or conformed contract documents, including as bid plans and specifications, contract, bonds, and any addenda must be sent to us for review and approval prior to issuance of the Notice to Proceed to the contractor.

Please contact our office if you have any questions.

Sincerely,

Thomas A. Priscilla, Jr.
Washington Airports District Office

Cc: Mr. Kukata, ADCI



Open Session Item

SUBJECT: Contract Award (PUR-1356) - Intervention and Case Management for Youth of Incarcerated Parents in Washington County, Maryland

PRESENTATION DATE: September 12, 2017

PRESENTATION BY: Rick Curry, CPPO – Director of Purchasing and Stephanie Lapole, Grant Manager – Washington County Office of Community Grant Management (OCGM)

RECOMMENDED MOTION: Move to award the contract for the Intervention and Case Management for Youth of Incarcerated Parents program in Washington County, Maryland to the responsible proposer with the responsive proposal in the amount of **\$100,000.00**.

REPORT-IN-BRIEF: The purpose of the service is to fulfill requirements of the County’s Community Partnership Agreement (CPA) for fiscal year 2018 with the Governor’s Office for Children (GOC). The services are to be performed during the contract period that commences upon contract execution and ends June 30, 2018 with an option by OCGM to renew the awarded contract up to (2) additional years through fiscal year 2020.

The Coordinating Committee was comprised of the following members: OCGM Director designee (Chairman Designee), County Buyer, OCGM Grant Manager, LMB Board Chairperson, or designee and LMB Community Planning and Review Committee Chairperson or designee. The RFP was advertised locally in the newspaper and on the County’s web site, as well as on the State’s “eMaryland Marketplace” web site. Notice of the RFP was e-mailed to those individuals/firms on the OCGM’s e-mail list. Sixty-five (65) persons/firms accessed the RFP document from the web site. Four (4) providers were represented at the pre-proposal conference.

DISCUSSION: N/A

FISCAL IMPACT: Funding from the Maryland Governor’s Office for Children in the amount of \$100,000.00.

CONCURRENCES: Award as unanimously recommended by the Coordinating Committee.

ALTERNATIVES: N/A

ATTACHMENTS: Scope of Work (excerpt from RFP document).

AUDIO/VISUAL NEEDS: N/A



COORDINATING

COMMITTEE

100 West Washington Street, Room 3200 | Hagerstown, MD 21740-4748 | P: 240.313.2330 | F: 240.313.2331
www.washco-md.net

PUR-1356
THE PROVISION OF INTERVENTION & CASE MANAGEMENT
FOR YOUTH OF INCARCERATED PARENTS

II. SCOPE OF WORK

After accessing the needs of the community and review of current data about school readiness, the Washington County Local Management Board has concluded that programming is necessary to impact this issue particularly among those youth whose parent(s) have been or are currently incarcerated. Research indicates that this population has increased risk of poor school performance. The Board wishes to fund a program that will coordinate with local law enforcement to provide school readiness/success resources along with case management to this population.

The program will specifically target youth ages 0-18 (along with their caregivers) with at least one parent currently incarcerated at the Washington County Detention Center (WCDC) or the Washington County Day Reporting Center (WCDRC). The selected contractor will work closely with both agencies to provide services including but not limited to family assessment, case management and referral to services. Parent/caregiver classes will be provided to include school readiness and parenting skills curriculum. The overall goal of the program is provide services to youth of incarcerated parents and their caregivers, recognizing the adverse impact parental incarceration may have on the family.

1. Staffing – Case Management Services may be provided by one or more Case Managers either on a full or part-time basis as long as the services meet the minimum requirement of 390 hours per quarter. A qualified applicant preferably has a Bachelor’s Degree or higher in a mental health or human services field with at least two years’ experience working with youth and families. Applicants with Bachelor’s Degrees in other fields or with Associates Degrees in mental health or human services field with at least four years’ work experience working with youth and families will also be considered. *Please note staff or employee leave time including but not limited to vacation, personal and sick leave will not be reimbursable under this project per GOC guidelines and policies.*
2. Collaborative efforts – Services must include strong agency and community collaboration and involvement. It will be required that the Contractor create and/or maintain a collaborative relationship with local law enforcement and service providers.

3. Coordination with local law enforcement – A Memorandum of Understanding between the Contractor and WCDC and WCDRC is required to be executed prior to the start of services. The service provider shall obtain all necessary malpractice and liability insurances in the amounts required by WCDC and WCDRC.
4. Referrals to Service – The Program will be accessible by all targeted youth and families (see POPULATION SERVED), allowing referrals from all law enforcement agencies (including WCDC and WCDRC) , school systems, service providers, and citizens.
5. Location of Services – Location of services should be in close proximity to the WCDC and WCDRC is preferred but not required.
6. Outreach – The success of this program will be dependent upon the target population being referred to it, therefore, outreach is an important component. The Contractor should ensure the target population and service providers are aware of the program.
7. Case Management – The Case Manager(s) will provide case management services, including (but not limited to) family assessment, referral services, family centered services, and follow up support as necessary to the youth and families served.
8. Training and Education – The Intervention and Case Management for Youth of Incarcerated Parents program will focus on two educational components: (1) preparing youth under 5 for school readiness and (2) ensuring school age youth are successful in school. To achieve these goals the program will offer training workshops in these subject matters at least quarterly.
9. Population Data Collection – In addition to program data, the contractor will be responsible for collecting local data/statistics on the target population of youth with incarcerated parents. This data will be used to determine the needs of the local population.
10. Program Data collection – The Contractor must collect and report indicator data and program outcome information as required by the Evaluation Contract executed with the Office of Community Grant Management. Data collection will be required through the duration of the program. The following data outcome measures are the minimum measures expected of the selected Contractor.
 - a. Number of hours of services provided per quarter
 - b. Number of school aged children served by program
 - c. Number of pre-school age children served by program

- d. Number of families served by program
- e. Number of parents
- f. Number of caregivers
- g. Number and percent of classes provided to participants
- h. Number and percent of participants receiving a referral for additional services
- i. Number and percent of participants which would recommend the program to others
- j. Number and percent of caregivers/parents of pre-school age children participating in the program that feel confident they can help their child be prepared for kindergarten success
- k. Number and percent of caregivers/parents of school aged children participating in the program that feel services provided by the program will help improve their child's school performance.

These measures may be revised at the discretion of the OCGM and GOC.

A. Parameters of the Award of Funds

- 1. The maximum award of \$100,000 for the Intervention and Case Management for Youth of Incarcerated Parents program will begin on July, 2017 and end June 30, 2018 with an option by the OCGM to renew the awarded Contract for up to two (2) additional years through fiscal year 2020.
- 2. Renewal of this agreement is at the discretion of the Local Management Board and is contingent upon the following: 1) the continual award of funds from the GOC, 2) the performance of the Contractor and 3) the goals/outcomes desired by the GOC and OCGM.

III. POPULATION SERVED

- A. The program will provide services for youth ages 0-18 along with their parent/caregiver with at least one parent currently incarcerated at the Washington County Detention Center or Washington County Day Reporting Center. Youth and families of individuals who are transferred from the WCDC/WCDRC to other correctional facilities may participate in the program as long as they reside in Washington County.



Agenda Report Form

Open Session Item

SUBJECT: Contract Award (PUR-1357) – Community Planning and Program Development Consultant in Washington County, Maryland

PRESENTATION DATE: September 12, 2017

PRESENTATION BY: Rick Curry, CPPO – Director of Purchasing and Stephanie Lapole, Grant Manager – Washington County Office of Community Grant Management (OCGM)

RECOMMENDED MOTION: Move to award the contract for the Community Planning and Program Development Consultant in Washington County, Maryland to the responsible proposer with the responsive proposal in the amount of **\$120,000.00**.

REPORT-IN-BRIEF: The purpose of the service is to fulfill the requirements of a Contractual Agreement for fiscal year 2018 with the Governor’s Office for Children (GOC). The award of funds for Community Planning and Program Development Consultant shall commence upon receipt of a fully executed contract between the Board of County Commissioners of Washington County and the awarded vendor. The awarded contract shall expire on June 30, 2018. There are no options for renewal or extension.

The Coordinating Committee was comprised of the following members: Director of Purchasing (Chairman Designee), OCGM Director designee, OCGM Grant Manager, LMB Board Chairperson, or designee and LMB Community Planning and Review Committee Chairperson or designee. The RFP was advertised locally in the newspaper and on the County’s web site, as well as on the State’s “eMaryland Marketplace” web site. Notice of the RFP was e-mailed to those individuals/firms on the OCGM’s e-mail list. Seventy-one (71) persons/firms accessed the RFP document from the web site. One (1) provider was represented at the pre-proposal conference.

DISCUSSION: N/A

FISCAL IMPACT: Funding from the Maryland Governor’s Office for Children in the amount of \$120,000.00.

CONCURRENCES: Award as unanimously recommended by the Coordinating Committee.

ALTERNATIVES: N/A

ATTACHMENTS: Scope of Work (excerpt from RFP document).

AUDIO/VISUAL NEEDS: N/A



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PUR-1357
Community Planning & Program Development Consultant

II. SCOPE OF WORK

- A. The Washington County Local Management Board (LMB) will utilize the services of a consultant with human services expertise to analyze existing community data and compile additional data to assist the LMB with developing one or more strategies which will impact the prioritized goal population of disconnected youth. Disconnected youth are defined as teenagers and young adults who are between the ages of 16 and 24 who are neither working nor in school. They are sometimes referred to as opportunity youth.

The consultant will work closely with the LMB, staff and members of Washington County's Annie E. Casey Results for Leadership team to access the unique needs of the disconnected youth population in Washington County and will develop effective programming to assist this population in gaining employment or enrollment at an educational institution and ultimately becoming self-sufficient.

1. Data collection is key to determining the needs of the community. Data to be collected should include but not be limited to: number/percent of youth currently not working nor in school between the ages of 16 to 24, geographic concentrations of the population within the County, and racial/ethnic composition. Additional collection of demographics regarding this population is strongly encouraged, with a focus on determining common characteristics so that effective interventions can be created.
2. The vendor will be expected to utilize recognized data collection methods and incorporate other data collection methods such as focus group meetings, surveys, and interviews to collect uncollected or unreported data on the target populations and receive input from those in the community including youth and parents.
3. The vendor shall complete an inventory of local resources serving the target population that identify existing available resources in the community. The inventory shall also identify any gaps in service and/or insufficient programs addressing the issues and needs in regards to the strategic goal.

4. The vendor shall coordinate and share information with the LMB's Annie E. Casey Leadership group.
5. The vendor shall provide monthly updates of progress towards goals and deliverables to LMB staff.
6. The vendor shall complete a written analysis of the needs of the targeted population and identify gaps in resources within Washington County.
7. The vendor will recommend strategies(s) and or programs(s), with a preference towards evidence based programs to meet the identified service gaps for disconnected youth in Washington County. The vendor will present the Local Management Board with recommended strategies/programs. Once a strategy/program has been selected and approved by the LMB, the vendor shall develop and provide detailed information about the program/strategy which will be incorporated into the FY19 Governor's Office for Children Community Partnership Agreement application, these details will include projected budget, scope of work, personnel requirements, etc.
8. The vendor shall compile a final report and executive summary in presentation form that shall include the collected data, and analysis and summarization of the work performed. The final report shall be submitted in draft form to the OCGM Grant Manager for approval. Once that approval is obtained the vendor shall submit 30 copies of the final report in presentation binders and an electronic document.
9. If necessary, the vendor will participate in relevant trainings and/or meetings hosted by the Governor's Office of Children or community partners as directed by the LMB.
10. The vendor will meet the due dates outlined in the schedule of deliverables/timeline below:
 - September 2017 – December 2017 – Conduct various data collection methods such as surveys, focus groups, interviews, etc. Develop interventions and programs.
 - January 2018 – Present the LMB with recommended strategies and initiatives impacting the target population at the January Community Planning and Review Committee (CPAR) meeting.
 - January – February 2018 Provide LMB staff with detailed scope of work and projected budget for selected initiative(s) no later than March 1, 2018.
 - February - April 2018 – Present draft of final report and executive summary to OCGM Grant Manager no later than April 1, 2018

- March –May 2018 – Provide assistance as needed for the development of the Governor’s Office for Children’s Community Partnership Agreement application with LMB staff.
- May 2018 – Present final report and executive summary at the May LMB meeting.
- June 2018 – Assist LMB staff as needed with any special conditions that may be associated with the FY18 award.



Agenda Report Form

Open Session Item

SUBJECT: Emergency Number Systems Board Security System – Approval to Accept Awarded Funding

PRESENTATION DATE: September 12, 2017

PRESENTATION BY: Stephanie Lapole, Grant Manager, Office of Community Grant Management, David Hays, Director, Division of Emergency Services and Bardona Woods, Assistant Director, Department of Emergency Communications

RECOMMENDED MOTION: Move to approve the acceptance of the award from the Emergency Number Systems Board in the amount of \$79,467.39.

REPORT-IN-BRIEF: Emergency Services submitted a funding request on July 27, 2017 requesting to purchase and install a completely updated security system for the primary Public Safety Answering Point. Included in the funding request were 32 electronic door locks (22 are 911 specific), 17 security cameras, 3 video stations, associated equipment and licenses.

DISCUSSION: The Office of Community Grant Management has reviewed the funding request and grant guidelines. There is no matching fund requirement associated with this request.

FISCAL IMPACT: There will be recurring annual maintenance expenses in the amount of \$2,446 which will be reflected for the first time in the FY20 Emergency Services proposed operating budget. The total annual maintenance expense for 4 years is \$9,784. The Emergency Number Systems Board covers all first year maintenance costs.

Annual Maintenance Expenses

Cameras	\$1,755.00
Electronic Door Reader	\$1,103.26
Intercom Connection	\$67.20
Upgrade to Enterprise Costs for Readers	\$1,320.26
Non 911 Equipment & Labor Costs	<u>\$5,538.28</u>
	\$9,784.00

CONCURRENCES: Director, Office of Community Grant Management

ALTERNATIVES: Deny approval for submission of this request

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Open Session Item

SUBJECT: Hagerstown Urban Improvement Project-Pedestrian Bridge Component

PRESENTATION DATE: September 12, 2017

PRESENTATION BY: James B. Hovis, Director, Office of Community Grant Management, Brennan Garrett, Sr. Architectural Project Mgr., Engineering & Construction Management

RECOMMENDED MOTION: Reach a consensus as to the roles and responsibilities of the County for the funding and maintenance of the pedestrian walkway connecting the Barbara Ingram School for the Arts (BISFA) and the University System of Maryland at Hagerstown at 55-59 West Washington Street (USMH).

REPORT-IN-BRIEF: In addition to in kind service, the County has budgeted up to \$4.5 Million in capital for the Hagerstown Urban Improvement Project (UIP). The County is also administering the Governor's Grant of \$7.5 Million and Delegation Grants in this and future years. The Grant applications are now in progress; they will be returned to the state immediately upon completion. For completion, staff is working with the grant beneficiaries to determine the remaining details for the project.

DISCUSSION: A component of the UIP is a pedestrian walkway connecting BISFA and USMH. The walkway will serve as a secure means to move students attending BISFA to USMH to utilize labs and attend classes. The 55-59 West Washington Street property is being renovated by a developer with plans to lease the property to the University System of Maryland to house new programs and accommodate BISFA students.

Washington County Public Schools has indicated the pedestrian walkway should be elevated, secured and while their preference is an entirely enclosed structure they are receptive to a semi-open structure. The semi open nature will reduce HVAC and sprinkler requirements, as well as initial and long term expense. The walkway will be approximately 150 linear feet between the rear of BISFA and the rear of USMH. The walkway would be in close proximity to the rear of the County Office Building at 33 West Washington Street requiring relocation and modifications to the mechanical and electrical systems and physical structures of the County Office Building. The expenses associated with the modifications to the County Office Building are included in the total walkway estimated cost.

The developer of 55-59 West Washington Street has contracted a local firm to provide conceptual drawings and give preliminary cost estimates of the pedestrian bridge. Completion of the conceptual design is expected September 18, 2017, funded by the developer.

Per an MOU in place, Washington County Public Schools will maintain the interior of the walkway and the County will be responsible for the exterior maintenance at a cost of approximately \$5,000 annually. The City will be briefed on the desire of the UIP partners that the City or USM construct and own the pedestrian walkway.

The total cost of the pedestrian bridge is estimated at \$1,500,000. The Developer has committed to funding one third or up to \$250,000 of the walkway expenses. The Washington County Delegation has secured \$200,000 in State funding in fiscal year 2018 and is committed to securing additional funds to cover all remaining expenses. The construction of the pedestrian walkway will not increase the County's financial commitment to the overall UIP project. The Washington County Chief Financial Officer has indicated that funds are available to allow the County to forward fund the project allowing project completion consistent with the remainder of the UIP components.

Items for BCC consideration and consensus include: (1) Support of the plan for the City of Hagerstown or USM to construct and own the pedestrian walkway. (2) The County's continued commitment to maintain the exterior of the pedestrian walkway. (3) The County's commitment to forward fund the pedestrian walkway expenses to allow completion to coincide with completion of BISFA and USMH.

FISCAL IMPACT: The Pedestrian Bridge project may require forward funding up to \$1,500,000 to allow completion of the project to coincide with other UIP components. Exterior maintenance cost of approximately \$5,000 annually.

CONCURRENCES: County Administrator, County CFO

ALTERNATIVES:

ATTACHMENTS: UIP Aerial Image

AUDIO/VISUAL TO BE USED: N/A



JONATHAN ST

W WASHINGTON ST

SUMMIT AVE

W ANTIETAM ST

N POTOMAC ST

SPOTOMAC ST

USMH

P

P

D

Pedestrian Bridge

BISFA/WCPS

Plaza

A

B

C

Maryland Theatre

P

District Court

Hagerstown Cultural Trail
To City Park &
Museum of Fine Arts



Washington Co.
Free Library

Urban Improvement PPP Project

- State of Maryland
- Washington County Govt
- City of Hagerstown
- WCPS
- USMH
- Maryland Theatre
- Private Business

Public Parking

Hagerstown Cultural Trail

City Streets

A - Location of Plaza Project

B - Expansion of Board of Education (WCPS)

C - Expansion of Maryland Theatre

D - USMH Hospitality and STEM Expansion
(Sub-lease with WCPS)

0 50 100 150 200 Feet

Map Projection:
NAD83 State Plane Maryland (feet)

Data Sources:
City of Hagerstown, 2017; Greater Hagerstown Committee, 2016;
MD State Aerial Image, 2014

Prepared By:
A. Rohrbaugh, Hagerstown Planning & Code Admin Dept., 09/12/16
(Revised By: C. Wren, Hagerstown Planning & Code Admin Dept., 7/13/17)

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Agenda Report Form

Open Session Item

SUBJECT: Construction Bid Award: Bottom Road Drainage Improvement
Contract No. DR-BR-215-12

PRESENTATION DATE: Tuesday, September 12, 2017

PRESENTATION BY: Scott Hobbs, P.E., Director, Division of Engineering

RECOMMENDED MOTION: Move to award the Bottom Road Drainage Improvement contract to the lowest responsive, responsible bidder, Fayetteville Contractors, Inc. of Fayetteville, Pennsylvania for the amount of \$174,281.29.

REPORT-IN-BRIEF: The project was advertised in The Herald Mail, on the County's web site, and on the State of Maryland's website, e-Maryland Marketplace. Five (5) bids were received on Wednesday, August 23, 2017 as listed below and on the attached Bid Tabulation:

<u>Contractor:</u>	<u>Total Bid</u>
Fayetteville Contractors, Inc.	\$174,281.29
First Fruits Excavating, Inc.	\$225,689.50
C. William Hetzer, Inc.	\$225,866.50
David H. Martin Excavating, Inc.	\$254,170.45
HiTek Construction, Inc.	\$381,230.00

The bids were evaluated and the low bid from Fayetteville Contractors, Inc. is in order. The engineer's estimate for this work is \$205,000.

DISCUSSION: The project involves the installation of a storm drain consisting of precast concrete inlets, precast concrete manholes, high performance polypropylene pipe, and minor road work including grading, asphalt paving, and pavement markings.

This is a ninety (90) consecutive calendar day contract and the project is tentatively scheduled to start in late September. The bid documents include Liquidated Damages in the amount of \$500.00 per calendar day for work beyond the completion date.

The road will be closed to through traffic at the northern most portion of Bottom Road during normal working hours for the contractor. At the end of each day, the road will be open to one-way, south-bound only traffic. Appropriate signs will be posted and there will be a flagging operation at times during the day for some of the work.

FISCAL IMPACT: This is a budgeted CIP project (DNG072) with an unencumbered balance of \$253,800.00. Total expenses are estimated at \$215,000 including \$174,281.29 for the proposed bid award and \$30,000 for inspection/testing/utilities/right-of-way, and \$10,000 for construction

contingency. The Maryland State Highway Administration (SHA) is contributing approximately \$20,000 to the project since some of the drainage area causing the flooding issue relates to SHA right-of-way.

CONCURRENCES: Director of Budget and Finance (Fiscal Impact).

ALTERNATIVES: This is the most cost effective and practical alternative. This portion of the road is prone to flooding.

ATTACHMENTS: Bid Tabulation, Aerial Map

AUDIO/VISUAL TO BE USED: N/A

WASHINGTON COUNTY DIVISION OF ENGINEERING & CONSTRUCTION MANAGEMENT
BID TABULATION
BOTTOM ROAD DRAINAGE IMPROVEMENT

Contract No. DR-BR-215-12

Bid Opening: AUGUST 23, 2017 at 11:00am.



DESCRIPTION	ITEM NO.	QTY.	UNIT	Fayetteville Contractors, Inc Fayetteville, PA		First Fruits Excavating Ridgeley, WV		C. William Hetzer Hagerstown, MD		David H. Martin Excavating Chambersburg, PA		HiTek Construction Frederick, MD	
				UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL
Clearing and Grubbing	1001	1	LS	\$ 1,229.00	\$ 1,229.00	\$ 500.00	\$ 500.00	\$ 7,050.00	\$ 7,050.00	\$ 3,315.00	\$ 3,315.00	\$ 25,000.00	\$ 25,000.00
Mobilization	1002	1	LS	\$ 8,455.00	\$ 8,455.00	\$ 28,400.00	\$ 28,400.00	\$ 53,480.00	\$ 53,480.00	\$ 9,850.00	\$ 9,850.00	\$ 120,000.00	\$ 120,000.00
Maintenance of Traffic	1003	1	LS	\$ 10,160.00	\$ 10,160.00	\$ 2,000.00	\$ 2,000.00	\$ 1,250.00	\$ 1,250.00	\$ 2,375.00	\$ 2,375.00	\$ 35,000.00	\$ 35,000.00
Temporary Traffic Signs	1004	125	SF	\$ 14.45	\$ 1,806.25	\$ 20.00	\$ 2,500.00	\$ 20.00	\$ 2,500.00	\$ 21.00	\$ 2,625.00	\$ 10.00	\$ 1,250.00
CR6 for Maintenance of Traffic	1005	10	TON	\$ 62.50	\$ 625.00	\$ 10.00	\$ 100.00	\$ 40.50	\$ 405.00	\$ 38.55	\$ 385.50	\$ 10.00	\$ 100.00
Hot Mix Asphalt for MOT	1006	10	TON	\$ 133.65	\$ 1,336.50	\$ 150.00	\$ 1,500.00	\$ 94.00	\$ 940.00	\$ 185.00	\$ 1,850.00	\$ 300.00	\$ 3,000.00
Drums for Maintenance of Traffic	1007	25	EA	\$ 111.96	\$ 2,799.00	\$ 95.00	\$ 2,375.00	\$ 50.00	\$ 1,250.00	\$ 93.60	\$ 2,340.00	\$ 50.00	\$ 12,500.00
Precast Temporary 32 inch F Shape Concrete Traffic Barrier	1008	250	LF	\$ 27.72	\$ 6,930.00	\$ 43.30	\$ 10,825.00	\$ 14.25	\$ 3,562.50	\$ 66.70	\$ 16,675.00	\$ 25.00	\$ 6,250.00
Reset - Precast Temporary 32 inch F Shape Concrete Traffic Barrier	1009	400	LF	\$ 5.20	\$ 2,080.00	\$ 4.00	\$ 1,600.00	\$ 10.00	\$ 4,000.00	\$ 5.40	\$ 2,160.00	\$ 1.00	\$ 400.00
Temporary Orange Construction Fence	1010	600	LF	\$ 1.85	\$ 1,110.00	\$ 3.00	\$ 1,800.00	\$ 3.15	\$ 1,890.00	\$ 1.60	\$ 960.00	\$ 1.00	\$ 600.00
Steel Plates for MOT, 10 FT X 20 X 1.5' Thick	1011	8	EA	\$ 200.88	\$ 1,607.04	\$ 500.00	\$ 4,000.00	\$ 375.00	\$ 3,000.00	\$ 2,840.00	\$ 22,720.00	\$ 100.00	\$ 800.00
Construction Stakeout	1012	1	LS	\$ 2,013.00	\$ 2,013.00	\$ 3,000.00	\$ 3,000.00	\$ 1,250.00	\$ 1,250.00	\$ 3,325.00	\$ 3,325.00	\$ 3,500.00	\$ 3,500.00
Temporary Type III Traffic Barricade	1013	4	EA	\$ 222.00	\$ 888.00	\$ 300.00	\$ 1,200.00	\$ 360.00	\$ 1,440.00	\$ 305.50	\$ 1,222.00	\$ 100.00	\$ 400.00
Unclassified Excavation	2001	85	CY	\$ 22.05	\$ 1,874.25	\$ 30.00	\$ 2,550.00	\$ 24.00	\$ 2,040.00	\$ 49.25	\$ 4,186.25	\$ 100.00	\$ 8,500.00
Saw Cuts	2002	1,400	LF	\$ 1.42	\$ 1,988.00	\$ 1.00	\$ 1,400.00	\$ 1.30	\$ 1,820.00	\$ 1.80	\$ 2,520.00	\$ 1.00	\$ 1,400.00
Contingent: Select Backfill Using CR6 Aggregate	2003	25	CY	\$ 39.16	\$ 979.00	\$ 66.00	\$ 1,650.00	\$ 43.50	\$ 1,087.50	\$ 28.60	\$ 715.00	\$ 100.00	\$ 2,500.00
Contingent: Select Backfill Using AASHTO No. 57 Aggregate	2004	25	CY	\$ 49.36	\$ 1,234.00	\$ 30.00	\$ 750.00	\$ 52.00	\$ 1,300.00	\$ 33.30	\$ 832.50	\$ 100.00	\$ 2,500.00
Contingent: Unsuitable Material Excavation	2005	25	CY	\$ 35.72	\$ 893.00	\$ 50.00	\$ 1,250.00	\$ 40.50	\$ 1,012.50	\$ 52.50	\$ 1,312.50	\$ 100.00	\$ 2,500.00
24 Inch High Performance (Polypropylene) Storm Pipe	3001	600	LF	\$ 97.02	\$ 58,212.00	\$ 105.00	\$ 63,000.00	\$ 83.00	\$ 49,800.00	\$ 115.00	\$ 69,000.00	\$ 75.00	\$ 45,000.00
Precast Single WR Inlet	3002	1	EA	\$ 1,954.00	\$ 1,954.00	\$ 3,500.00	\$ 3,500.00	\$ 2,480.00	\$ 2,480.00	\$ 3,456.00	\$ 3,456.00	\$ 3,000.00	\$ 3,000.00
Precast WR Inlet	3003	3	EA	\$ 2,310.00	\$ 6,930.00	\$ 4,300.00	\$ 12,900.00	\$ 5,210.00	\$ 15,630.00	\$ 5,550.00	\$ 16,650.00	\$ 3,000.00	\$ 9,000.00
Precast 48 Inch Standard Square Shallow Manhole	3004	4	EA	\$ 2,095.25	\$ 8,381.00	\$ 4,500.00	\$ 18,000.00	\$ 4,260.00	\$ 17,040.00	\$ 5,255.00	\$ 21,020.00	\$ 5,000.00	\$ 20,000.00
Type C Concrete Endwall	3005	1	EA	\$ 1,624.00	\$ 1,624.00	\$ 3,000.00	\$ 3,000.00	\$ 2,360.00	\$ 2,360.00	\$ 1,650.00	\$ 1,650.00	\$ 3,000.00	\$ 3,000.00
Class I Riprap	3006	8	CY	\$ 101.00	\$ 808.00	\$ 250.00	\$ 2,000.00	\$ 68.00	\$ 544.00	\$ 66.75	\$ 534.00	\$ 500.00	\$ 4,000.00
Mix No. 2 Concrete for Miscellaneous Structures	3007	3	CY	\$ 615.00	\$ 1,845.00	\$ 600.00	\$ 1,800.00	\$ 570.00	\$ 1,710.00	\$ 860.00	\$ 2,580.00	\$ 1,000.00	\$ 3,000.00
Silt Fence	3008	125	LF	\$ 2.05	\$ 256.25	\$ 3.00	\$ 375.00	\$ 2.60	\$ 325.00	\$ 1.80	\$ 225.00	\$ 1.00	\$ 125.00
Inlet Protection	3009	4	EA	\$ 474.00	\$ 1,896.00	\$ 200.00	\$ 800.00	\$ 405.00	\$ 1,620.00	\$ 120.00	\$ 480.00	\$ 100.00	\$ 400.00
8" Graded Aggregate Base Coarse	5001	325	SY	\$ 9.96	\$ 3,237.00	\$ 16.00	\$ 5,200.00	\$ 7.90	\$ 2,567.50	\$ 5.55	\$ 1,803.75	\$ 30.00	\$ 9,750.00
Hot Mix Asphalt Superpave for Surface, 9.5mm	5002	150	TON	\$ 90.99	\$ 13,648.50	\$ 100.00	\$ 15,000.00	\$ 105.00	\$ 15,750.00	\$ 111.50	\$ 16,725.00	\$ 110.00	\$ 16,500.00
Hot Mix Asphalt Superpave for Base, 19.0mm	5003	150	TON	\$ 81.98	\$ 12,297.00	\$ 100.00	\$ 15,000.00	\$ 94.00	\$ 14,100.00	\$ 162.35	\$ 24,352.50	\$ 110.00	\$ 16,500.00
5 Inch Yellow Thermoplastic Pavement Markings	5004	1,200	LF	\$ 1.65	\$ 1,980.00	\$ 1.50	\$ 1,800.00	\$ 2.25	\$ 2,700.00	\$ 1.70	\$ 2,040.00	\$ 3.00	\$ 3,600.00
5 Inch White Thermoplastic Pavement Markings	5005	1,200	LF	\$ 1.65	\$ 1,980.00	\$ 1.50	\$ 1,800.00	\$ 2.25	\$ 2,700.00	\$ 1.70	\$ 2,040.00	\$ 3.00	\$ 3,600.00
24 Inch White Preformed Thermoplastic Pavement Markings - Stopbar	5006	24	SF	\$ 12.75	\$ 306.00	\$ 23.00	\$ 552.00	\$ 22.50	\$ 540.00	\$ 24.55	\$ 589.20	\$ 20.00	\$ 480.00
0-2" Mill	5007	1,425	SY	\$ 6.09	\$ 8,678.25	\$ 4.50	\$ 6,412.50	\$ 2.45	\$ 3,491.25	\$ 5.70	\$ 8,122.50	\$ 6.00	\$ 8,550.00
Contingent: Placing Furnished Topsoil, 4 inch depth	7001	275	SY	\$ 3.75	\$ 1,031.25	\$ 10.00	\$ 2,750.00	\$ 6.90	\$ 1,897.50	\$ 5.55	\$ 1,526.25	\$ 15.00	\$ 4,125.00
Turfgrass Establishment	7002	275	SY	\$ 1.85	\$ 508.75	\$ 11.00	\$ 3,025.00	\$ 1.10	\$ 302.50	\$ 0.65	\$ 178.75	\$ 1.00	\$ 275.00
Type A Stabilization Matting	7003	275	SY	\$ 2.55	\$ 701.25	\$ 5.00	\$ 1,375.00	\$ 3.75	\$ 1,031.25	\$ 6.65	\$ 1,828.75	\$ 15.00	\$ 4,125.00
Total					\$ 174,281.29		\$ 225,689.50		\$ 225,866.50		\$ 254,170.45		\$ 381,230.00

Bottom Road Drainage Project





Agenda Report Form

Open Session Item

SUBJECT: Request to Declare Certain Real Property as Surplus Property and Conveyance of Same

PRESENTATION DATE: September 12, 2017

PRESENTATION BY: Susan Small, Real Property Administrator, Engineering Department

RECOMMENDED MOTION: Move to declare certain real property as surplus property and authorize the advertising of the County's intent to convey 430 +/- linear feet (8,552 SF) to the adjacent property owner, Hopewell Landing, LLC.

REPORT-IN-BRIEF: The Board of County Commissioners of Washington County, Maryland (the "Board"), is the current owner of an old abandoned roadbed, which at one time was part of old Hopewell Road. Hopewell Road was long ago relocated and the subject roadbed was abandoned by action of the Board on January 22, 1985 and is not used as a functioning public roadway. Other portions of the old roadbed were formerly conveyed to an adjacent property owner.

DISCUSSION: The fair market value of the roadbed has been determined to be \$4,300.00 using comparable properties and sales in the area. Hopewell Landing, LLC (Developer) has requested that the Board consider conveying any interest it may have in the approximately 430 linear feet of the old abandoned roadbed to it since it intends to develop two (2) parcels of land located along the old abandoned roadbed. The Developer has submitted a Final Site Plan for approval to the Washington County Planning Commission for the proposed development.

FISCAL IMPACT: None

CONCURRENCES: Director of Engineering

ALTERNATIVES: N/A

ATTACHMENTS: Aerial map

AUDIO/VISUAL NEEDS: N/A

Abandoned Hopewell Road to be Conveyed



Legend

 - Proposed Conveyance

0 75 150 225 300 Feet

N 



Agenda Report Form

Open Session Item

SUBJECT: RZ-16-004 – APPLICATION FOR MAP AMENDMENT; ACH, LLC, Applicant

PRESENTATION DATE: September 12, 2017

PRESENTATION BY: Kirk C. Downey, Deputy County Attorney

RECOMMENDED MOTION: (1) Move to adopt the ordinance to approve the requested reclassification of the property that is the subject of RZ-16-004 and to adopt the Decision and Findings of Fact as prepared in support of the approval.

REPORT-IN-BRIEF: The Commissioners reached consensus on a request for zoning reclassification of 21.436 acres of property located on the south side of Western Maryland Parkway, north of West Washington Street. The appropriate formal documentation has been prepared and is ready for adoption.

DISCUSSION: The proposed (1) Ordinance and (2) Decision and Findings of Fact have been prepared to finalize the requested reclassification. It is appropriate to adopt them at this time to finalize the rezoning.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Proposed Ordinance

AUDIO/VISUAL NEEDS: N/A

ORDINANCE NO. ORD-2017-____

**AN ORDINANCE TO AMEND THE ZONING MAP
FOR WASHINGTON COUNTY, MARYLAND
(RZ-16-004)**

Pursuant to the provisions of Section 27.1 of the Zoning Ordinance for Washington County, Maryland (*Zoning Ordinance*), ACH, LLC, the Applicant, has petitioned the Board of County Commissioners for Washington County, Maryland (*Board*), for a zoning reclassification and a zoning map amendment of property owned by the Applicant and consisting of 21.436 acres of land, more or less, situated on the south side of Western Maryland Parkway adjacent to Md. Route 144, Hagerstown, Maryland, and more particularly identified in the Ordinance Amendment Application found in the record herein.

The matter has been designated as Case No. RZ-16-004.

A public hearing was held on the application pursuant to Section 27.2 of the Ordinance, where the Applicant and others presented evidence, testimony, and information relating to the zoning reclassification.

The Board has considered all information presented at the public hearing, the recommendation of the Planning Commission, and each of those factors set forth in Md. Code Ann., Land Use § 4-204 and Section 27.3 of the Zoning Ordinance.

The Board has made factual findings and conclusions of law that are set forth in the attached Decision. The findings of fact and conclusions of law are incorporated herein.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Board of County Commissioners of Washington County, Maryland, that the property which is the subject of Case No. RZ-16-004 be, and hereby is, granted a Highway Interchange (HI) zone classification.

IT IS FURTHER ENACTED AND ORDAINED that the official Zoning Map be, and hereby is, amended accordingly. The Director of Planning and Zoning shall cause the Zoning Map to be amended pursuant to this Ordinance.

Adopted and effective this ____ day of September, 2017.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Vicki C. Lumm, Clerk

BY: _____
Terry L. Baker, President

Approved as to form and
legal sufficiency:

Kirk C. Downey
Deputy County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Room 202
Hagerstown, MD 21740



Agenda Report Form

Open Session Item

SUBJECT: Annual Conservation Awards and luncheon with Washington County Soil Conservation District (WCSCD)

PRESENTATION DATE: September 12, 2017

PRESENTATION BY: Washington County Soil Conservation District (WCSCD) and Board of County Commissioners (BOCC)

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: WCSCD recognizes local landowners on an annual basis who have accomplished significant conservation on their lands. During FY 17, three families worked cooperatively with WCSCD to complete stream restoration projects. Rick and Kelly Shank (Little Antietam Creek), Pete and Susan Anderson (Little Grove Creek and Little Antietam Creek), and Jair Barr (Beaver Creek). These projects required a strong commitment to conservation due to the major construction and landscape changes required to reduce or eliminate severe stream bank erosion.

Additionally, our Urban Program periodically recognizes outstanding efforts by local engineering professionals and construction contractors related to Soil Erosion and Sediment Control planning or implementation/coordination. This year, recognition will be given to Adam G. Hager of Frederick, Seibert and Associates, Inc.

DISCUSSION:

FISCAL IMPACT:

CONCURRENCES:

ALTERNATIVES:

ATTACHMENTS:

AUDIO/VISUAL NEEDS: None