



100 West Washington Street, Suite 1101 | Hagerstown, MD 21740-4735 | P: 240.313.2200 | F: 240.313.2201
WWW.WASHCO-MD.NET

BOARD OF COUNTY COMMISSIONERS

September 29, 2026

OPEN SESSION AGENDA

- 9:00 AM INVOCATION AND PLEDGE OF ALLEGIANCE
 CALL TO ORDER, *President John F. Barr*
 APPROVAL OF MINUTES: *September 15, 2026*
- 9:05 AM COMMISSIONERS' REPORTS AND COMMENTS
- 9:20 AM STAFF COMMENTS
- 9:30 AM 1. WASHINGTON COUNTY FY27 OPIOID RESTITUTION FUNDING
 RECOMMENDATIONS
 *Maria Kramer, Director, Grant Management; Allison Hartshorn, Opioid Restitution
 Manager, Grant Management*
- 9:35 AM 2. FY27 MIEMSS CARDIAC DEVICE GRANT – APPROVAL TO SUBMIT
 APPLICATION AND ACCEPT AWARDED FUNDING
 *David Chisholm, Deputy Director – Operations, Emergency Services; Richard Lesh,
 Grant Manager, Grant Management*
- 9:40 AM 3. BID AWARD (PUR-1832) RUBRIK ENTERPRISE DATA PROTECTION FOR
 INFORMATION TECHNOLOGY DEPARTMENT
 *Carin Bakner, Buyer, Procurement; Josh O'Neal, Chief Technical Officer, Information
 Technology*
- 9:45 AM 4. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0349) 2026
 FORD F-350 EXTENDED CAB TRUCK
 *Brandi Kentner, Director, Procurement; David Mason, Director, Environmental
 Management*
- 9:50 AM 5. PERMISSION TO APPLY FOR AND ACCEPT MEDCO BUSINESS READY
 SITES PROGRAM AT HGR
 Jonathan Horowitz, Director, Business and Economic Development
- 9:55 AM 6. HIRING RECOMMENDATION: SOFTWARE SUPPORT SPECIALIST
 *Chip Rose, Director, Human Resources; Angie Poffenberger, Deputy Director –
 Software Support & Training, Budget and Finance*

- 10:05 AM 7. HIRING RECOMMENDATION: MEDIA RELATIONS SPECIALIST
Chip Rose, Director, Human Resources; Danielle Weaver, Director, Public Relations and Marketing
- 10:10 AM 8. HAGERSTOWN REGIONAL AIRPORT ADVISORY COMMISSION REAPPOINTMENTS
Dawn Marcus, County Clerk
- 10:15 AM 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. (1) Personnel matters are confidential.*
- *Discussion re assignment of County volunteers*
 - *Discussion of EMS staffing*
 - *DES staffing assignments*
- To consult with counsel to obtain legal advice on a legal matter (7). Open session discussion would breach attorney/client confidentiality.*
- *Legal advice pertaining to County-involved legal matter)*
- 12:00 PM RECONVENE IN OPEN SESSION
- ADJOURNMENT

Citizens' comments regarding the items on this Agenda or any other item of County business may be directed to: contactcommissioners@washco-md.net.

You may also contact each Commissioner individually at:
John F. Barr, President: jbarr@washco-md.net or (240) 313-2205;
Jeffrey A. Cline, Vice President: jcline@washco-md.net or (240) 313-2208;
Neil C. Parrott, Commissioner: nparrott@washco-md.net or (240) 313-2206;
Randal A. Leatherman, Commissioner: rleatherman@washco-md.net or (240) 313-2209;
Randall E. Wagner, Commissioner: rwagner@washco-md.net or (240) 313-2207.

Additionally, you may contact Michelle Gordon, County Administrator at mgordon@washco-md.net or (240) 313-2202.



Agenda Report Form

SUBJECT: Washington County FY27 Opioid Restitution Funding Recommendations

PRESENTATION DATE: September 29, 2026

PRESENTATION BY: Maria Kramer, Director, Office of Grant Management and Allison Hartshorn, Opioid Restitution Manager, Office of Grant Management

RECOMMENDED MOTION: Move to approve the Washington County Opioid Restitution Fund grant awards totaling \$170,341.97, as recommended by staff, including \$145,342.00 for community-based prevention initiatives and \$24,999.97 for the Sheriff's Office Employee Wellness Program, subject to the execution of grant agreements consistent with program requirements.

REPORT-IN-BRIEF: Maryland's Opioid Restitution Fund (ORF) provides funding for strategies that address the Opioid crisis and its impacts. ORF funds must support opioid abatement, use evidence-based or evidence-informed strategies, may not replace existing resources, and must align with approved strategies identified in Exhibit E.

In September 2026, the Office of Grant Management issued a Notice of Funding Availability (NOFA) for prevention programs operated by community organizations serving children and families. Eight external applications were received requesting a total of \$476,443. Following review, staff is recommending awards totaling \$145,342 for eligible prevention programming.

The Office also received a \$24,997.97 funding request from the Sheriff's Office for an Employee Wellness Program addressing the secondary and cumulative trauma experienced by personnel responding to opioid overdoses, overdose deaths, and related incidents.

Staff recommendations and proposed funding amounts are attached for consideration and approval.

FISCAL IMPACT: Funding for these community-based initiatives will be provided through restricted ORF funds. There is no fiscal impact on Washington County.

CONCURRENCES: Kelcee Mace, Chief Financial Officer

ALTERNATIVES: The recommendations are subject to acceptance or amendment by the Board of the County Commissioners.

ATTACHMENTS: Recommendation Attachment

AUDIO/VISUAL NEEDS: N/A



OFFICE OF GRANT MANAGEMENT
DIVISION OF BUDGET & FINANCE

**Opioid Restitution Funds (ORF)
for Washington County, Maryland**

Maryland's Opioid Restitution Fund (ORF), established in 2019, manages settlement funds from opioid-related legal actions. In 2022, the State established the ORF Advisory Council to guide the responsible and effective use of these funds. State law requires that all ORF funding be used for opioid abatement and support evidence-based strategies that reduce opioid use and its impacts. Funds must follow approved guidelines, may not replace existing resources, and must align with Exhibit E, the list of approved opioid abatement strategies.

In September 2026, the Washington County Office of Grant Management released a Notice of Funding Availability (NOFA) requesting applications for prevention programs operated by community organizations serving children and families. Following the application review process, funds have been allocated to the following organizations and projects:

Organization	Award Amount	Program Name
Brook Lane	\$100,000.00	<i>Thrive Forward — School-Based Prevention & Early Intervention Program</i>
Hospice of Washington County	\$17,250.00	<i>Grief/Bereavement Support and Toolkits</i>
Good News Hagerstown	\$28,092.00	<i>Grow Strong Families: Family-Based Opioid Misuse Prevention</i>
Total	\$145,342.00	



WASHINGTON COUNTY SHERIFF'S OFFICE

SHERIFF BRIAN K. ALBERT
500 WESTERN MARYLAND PARKWAY
HAGERSTOWN, MARYLAND 21740

JUDICIAL DIVISION: 240-313-2530
Patrol Division: 240-313-2100
DETENTION DIVISION: 240-313-2133

To: Maria Kramer

From: Captain J. McCauley #6489

Date: July 23, 2026

RE: Opioid Settlement Fund Request

The Washington County Sheriff's Office requests approval to use \$25,000 in opioid settlement funds to establish an employee wellness program focused on the secondary and cumulative trauma experienced by personnel responding to opioid overdoses, overdose deaths, and related investigative and public-safety incidents.

The Sheriff's Office currently has no formal employee wellness program designed to address the specific occupational trauma experienced by law-enforcement, their families, and patrol support personnel. Agency employees routinely encounter fatal and nonfatal overdoses, traumatic death scenes, grieving families, children affected by parental substance use, and individuals experiencing opioid-related medical and behavioral-health crises. Repeated exposure to these events is shown to produce stress and secondary trauma, which may affect employee health, retention, decision-making, and the agency's long-term ability to sustain a healthy and effective workforce.

The proposed program, to be administered by Sharp Performance, would provide agency personnel with access to professionals experienced in law enforcement and family wellness. Services may include, but are not limited to, confidential counseling, critical-incident response, career development and consultation, supervisor and employee training, family education, behavioral-health referrals, and other wellness services directly related to occupational stress and trauma.

Exhibit E of the National Opioid Settlement Agreement recognizes wellness and support services for first responders and others who experience secondary trauma associated with opioid related emergency events as an approved remediation fund use, and Maryland has incorporated Exhibit E into its allowable-use guidance.

This request will fund an initial one-year evaluation period. During this period, the Sheriff's Office will evaluate the program's accessibility, responsiveness, employee participation, and overall effectiveness. Before contract renewal, the Sheriff's Office will review the program to ensure it is meeting the agency's needs and producing positive outcomes.

This program will supplement existing Washington County Government employee resources and will not supplant an existing Sheriff's Office wellness program.

A copy of the quote is attached for your review.

Thank you in advance for your consideration.

Respectfully,

Captain J. McCauley



Schedule A | Order Form

Washington County Sheriff's Office

Brian Albert

bkalbert@washco-md.net

Reference: 20260716-151001169

Quote created: July 16, 2026

Quote expires: October 31, 2026

Quote created by: Alexander Cabral

Sharp Performance

2659 State Street, #100

Carlsbad, CA 92008

alex@sharppformance.tech

Sharp Performance's product being offered to the personnel listed below include subscription services, professional services, unlimited access to Sharp coaches and chaplains, Sharp self-paced exercises and training, and partnership with Sharp to develop a customized resource directory. Fees are exclusive of applicable sales/use taxes. Customer is responsible for all such taxes, when applicable.

Products & Services

Personnel	Authorized Users	Price Per User	Total
Sworn Users	117	\$500.00 / year	\$24,999.97 / year after 57.265% discount
Spouses	65	\$0.00 / year	\$0.00 / year after 100% discount
Civilian Users	25	\$500.00 / year	\$0.00 / year after 100% discount
Total			\$24,999.97

Dates: Services Effective Date: TBD

Service Term: 1 year from contract date

Payment Due: Upon Delivery



Agenda Report Form

Open Session Item

SUBJECT: FY27 MIEMSS Cardiac Device Grant– Approval to Submit Application and Accept Awarded Funding

PRESENTATION DATE: September 29, 2026

PRESENTATION BY: David Chisholm, Deputy Director-Operations, Division of Emergency Services and Richard Lesh, Grant Manager, Office of Grant Management

RECOMMENDED MOTION: Move to approve the submission of the FY27 Cardiac Device Grant application through the Maryland Institute for Emergency Medical Services Systems (MIEMSS) in the amount of \$30,000 and accept awarded funding.

REPORT-IN-BRIEF: The Maryland Institute for Emergency Medical Services Systems (MIEMSS) makes available to the EMS community the opportunities for funding for equipment, training and EMS related programs. This special grant program provides funds to get AED's, monitors defibrillators and upgrades to equipment. Cardiac monitors/defibrillators are utilized to assist in the assessment of cardiac patients and the delivery of critical, lifesaving interventions such as defibrillation, cardioversion and pacing of patients suffering from life threatening cardiac events.

DISCUSSION: This grant will allow the Division of Emergency Services to purchase the most current version of the LifePak cardiac monitor/defibrillator and will continue the replacement of the outdated LP 15 devices. According to the Notice of Funding Opportunity (NOFO) Awardees must fund at least 50% of the total cost of the awarded cardiac devices. The total cost of the new devices are \$65,000 each, but with a trade-in, the cost will be \$60,000 and the \$30,000 matching funds will be paid from the Division of Emergency Services Machinery and Equipment account in their operating budget

The Office of Grant Management has reviewed the grant funding guidelines. Other than the dollar-for-dollar match requirement, there are no unusual conditions associated with this funding request.

FISCAL IMPACT: Provides \$30,000.00 for the Division of Emergency Services. The match (\$30,000.00) associated with this grant will be covered by the Emergency Services operating FY27 budget.

CONCURRENCES: Maria Kramer, Director, Office of Grant Management

ALTERNATIVES: Deny approval for submission of this request

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1832) Rubrik Enterprise Data Protection for Information Technology Department

PRESENTATION DATE: September 29, 2026

PRESENTATION BY: Carin Bakner, CPPB, Buyer, Office of Procurement; Josh O'Neal, Chief Technical Officer, Information Technology

RECOMMENDED MOTION: Move to award the contract for Rubrik Enterprise Data Protection to the responsible, responsive bidder, GHA Technologies Inc. of Scottsdale, AZ, who submitted the Total Lump Sum of \$387,764.76 for these services.

REPORT-IN-BRIEF: Rubrik is an enterprise data backup and ransomware protection product, consisting of hardware, software, and cloud services that currently protect County systems.

The Invitation to Bid was listed on the State of Maryland's eMMA (eMaryland Market Place Advantage) website and on the County's new online bidding website. Forty-One (41) persons/companies accessed the bid document online. Ten (10) bids were received as indicated on the attached bid tabulation.

DISCUSSION: N/A

FISCAL IMPACT: Funds are available in the department's operating budget 515180-10-11000.

CONCURRENCES: Josh O'Neal, Chief Technical Officer, Information Technology

ALTERNATIVES: N/A

ATTACHMENTS: Bid Matrix Tabulation

AUDIO/VISUAL NEEDS: N/A

PUR-1832
Rubrik Enterprise Data Protection

				GHA Technologies Inc Scottsdale, AZ		Magoon LLC Elk Grove Village, IL		ASIMER TECH LLC Austin, TX		Axelliant LLC Torrance, CA	
				Total Price	\$387,764.76	Total Price	\$391,248.91	Total Price	\$391,536.60	Total Price	\$391,783.75
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	Rubrik Cloud Vault in Azure-Archive Tier Single Zone; per BETB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-BT-CVA-PE-PP	250	EA	\$45.73	\$11,432.50	\$46.64	\$11,660.00	\$46.68	\$11,670.00	\$46.71	\$11,677.50
2	Rubrik Foundation Edition for MS365, per user, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-UR-FE-MS-PE-PP	1500	EA	\$13.34	\$20,010.00	\$16.33	\$24,495.00	\$9.45	\$14,175.00	\$9.45	\$14,175.00
3	Rubrik Foundation Edition for MS365, per user, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-UR-FE-MS-PE-PP	75	EA	\$13.34	\$1,000.50	\$10.79	\$809.25	\$10.80	\$810.00	\$10.81	\$810.75
4	Rubrik Enterprise Edition; per usable BETB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-BT-EE-PE-PP	240	EA	\$1,231.63	\$295,591.20	\$1,255.71	\$301,370.40	\$1,256.68	\$301,603.20	\$1,257.56	\$301,814.40
5	Rubrik Support for R6000S-3 hardware, One (1) Year Support; Premium Support, Term 14 monthsAA244664160042, AA244664160041 Term Dates: 11/12/26 - 12/18/27PART NO. RS-HW-SVC-PE-S3	2	EA	\$4,453.95	\$8,907.90	\$9,082.47	\$18,164.94	\$9,089.54	\$18,179.08	\$9,095.89	\$18,191.78
6	Rubrik Pooled Data Protection Capacity for MS365 for all Retained Data per GB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-GB-MS-PE-PP	30000	EA	\$0.67	\$20,100.00	\$0.47	\$14,100.00	\$0.47	\$14,100.00	\$0.47	\$14,100.00
7	Rubrik Pooled Data Protection Capacity for MS365 for all Retained Data, per GB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-GB-MS-PE-PP	3750	EA	\$0.67	\$2,512.50	\$0.54	\$2,025.00	\$0.54	\$2,025.00	\$0.54	\$2,025.00
8	Rubrik Identity Recovery for Active Directory and Entra ID, per user, Premium Support, Pre-pay Term 12 months Term Dates: 12/19/26 - 12/18/27PART NO. RS-UR-ICR-PE-PP	1500	EA	\$15.99	\$23,985.00	\$9.44	\$14,160.00	\$16.34	\$24,510.00	\$16.35	\$24,525.00
9	Rubrik Pooled Data Protection Capacity for MS365 for all Retained Data, per GB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-GB-MS-PE-PP	7972	EA	\$0.53	\$4,225.16	\$0.56	\$4,464.32	\$0.56	\$4,464.32	\$0.56	\$4,464.32

PUR-1832
Rubrik Enterprise Data Protection

				American Business Solutions Inc Lewis Center, OH		IT Devices Online INC Dublin, CA		Applied Technology Services Middle River, MD		vPrime Tech Inc Houston, TX	
				Total Price	\$392,508.16	Total Price	\$393,920.59	Total Price	\$399,656.80	Total Price	\$400,204.24
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	Rubrik Cloud Vault in Azure-Archive Tier Single Zone; per BETB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-BT-CVA-PE-PP	250	EA	\$46.79	\$11,697.50	\$46.98	\$11,745.00	\$48.00	\$12,000.00	\$47.72	\$11,930.00
2	Rubrik Foundation Edition for MS365, per user, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-UR-FE-MS-PE-PP	1500	EA	\$9.47	\$14,205.00	\$9.51	\$14,265.00	\$10.00	\$15,000.00	\$9.66	\$14,490.00
3	Rubrik Foundation Edition for MS365, per user, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-UR-FE-MS-PE-PP	75	EA	\$10.82	\$811.50	\$10.87	\$815.25	\$11.00	\$825.00	\$11.04	\$828.00
4	Rubrik Enterprise Edition; per usable BETB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-BT-EE-PE-PP	240	EA	\$1,259.57	\$302,296.80	\$1,264.79	\$303,549.60	\$1,280.00	\$307,200.00	\$1,284.65	\$308,316.00
5	Rubrik Support for R6000S-3 hardware, One (1) Year Support; Premium Support, Term 14 monthsAA244664160042, AA244664160041 Term Dates: 11/12/26 - 12/18/27PART NO. RS-HW-SVC-PE-S3	2	EA	\$9,110.41	\$18,220.82	\$9,148.21	\$18,296.42	\$9,100.00	\$18,200.00	\$9,291.85	\$18,583.70
6	Rubrik Pooled Data Protection Capacity for MS365 for all Retained Data per GB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-GB-MS-PE-PP	30000	EA	\$0.47	\$14,100.00	\$0.47	\$14,100.00	\$0.45	\$13,500.00	\$0.48	\$14,400.00
7	Rubrik Pooled Data Protection Capacity for MS365 for all Retained Data, per GB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-GB-MS-PE-PP	3750	EA	\$0.55	\$2,062.50	\$0.54	\$2,025.00	\$0.60	\$2,250.00	\$0.55	\$2,062.50
8	Rubrik Identity Recovery for Active Directory and Entra ID, per user, Premium Support, Pre-pay Term 12 months Term Dates: 12/19/26 - 12/18/27PART NO. RS-UR-ICR-PE-PP	1500	EA	\$16.38	\$24,570.00	\$16.44	\$24,660.00	\$17.00	\$25,500.00	\$16.70	\$25,050.00
9	Rubrik Pooled Data Protection Capacity for MS365 for all Retained Data, per GB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-GB-MS-PE-PP	7972	EA	\$0.57	\$4,544.04	\$0.56	\$4,464.32	\$0.65	\$5,181.80	\$0.57	\$4,544.04

PUR-1832
Rubrik Enterprise Data Protection

Line #	Description	QTY	UOM	KNZ SOLUTIONS INC Vienna, VA		Abrahams Consulting LLC Staten Island, NY	
				Total Price	\$415,616.72	Total Price	\$611,357,245.13
				Unit	Extended	Unit	Extended
1	Rubrik Cloud Vault in Azure-Archive Tier Single Zone; per BETB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-BT-CVA-PE-PP	250	EA	\$48.49	\$12,122.50	\$11,883.00	\$2,970,750.00
2	Rubrik Foundation Edition for MS365, per user, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-UR-FE-MS-PE-PP	1500	EA	\$9.83	\$14,745.00	\$14,427.90	\$21,641,850.00
3	Rubrik Foundation Edition for MS365, per user, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-UR-FE-MS-PE-PP	75	EA	\$11.18	\$838.50	\$824.63	\$61,847.25
4	Rubrik Enterprise Edition; per usable BETB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-BT-EE-PE-PP	240	EA	\$1,345.04	\$322,809.60	\$307,113.84	\$73,707,321.60
5	Rubrik Support for R6000S-3 hardware, One (1) Year Support; Premium Support, Term 14 monthsAA244664160042, AA244664160041 Term Dates: 11/12/26 - 12/18/27PART NO. RS-HW-SVC-PE-S3	2	EA	\$9,088.68	\$18,177.36	\$18,511.18	\$37,022.36
6	Rubrik Pooled Data Protection Capacity for MS365 for all Retained Data per GB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-GB-MS-PE-PP	30000	EA	\$0.49	\$14,700.00	\$14,382.00	\$431,460,000.00
7	Rubrik Pooled Data Protection Capacity for MS365 for all Retained Data, per GB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-GB-MS-PE-PP	3750	EA	\$0.56	\$2,100.00	\$2,065.50	\$7,745,625.00
8	Rubrik Identity Recovery for Active Directory and Entra ID, per user, Premium Support, Pre-pay Term 12 months Term Dates: 12/19/26 - 12/18/27PART NO. RS-UR-ICR-PE-PP	1500	EA	\$17.00	\$25,500.00	\$24,954.30	\$37,431,450.00
9	Rubrik Pooled Data Protection Capacity for MS365 for all Retained Data, per GB, Premium Support, Pre-pay Term 14 months Term Dates: 11/12/26 - 12/18/27PART NO. RS-GB-MS-PE-PP	7972	EA	\$0.58	\$4,623.76	\$4,553.61	\$36,301,378.92

Remarks/Exceptions:
KNZ Solutions Inc
Line Nos. 1-9
Supplier Notes: Price Validity: 10/7/2026



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INGT-26-0349) 2026 Ford F-350 Extended Cab Truck

PRESENTATION DATE: September 29, 2026

PRESENTATION BY: Brandi J. Kentner, CPPO, Director, Purchasing; David A. Mason, Director of the Division of Environmental Management.

RECOMMENDED MOTION: Move to authorize by Resolution for the Department of Water Quality to purchase one (1) new 2026 Ford F-350 Extended Cab 4x4 from Apple Ford, of Columbia, MD, in the amount of \$75,753, and to utilize another jurisdiction's contract (#10003179) that was awarded by Baltimore County to Apple Ford.

REPORT-IN-BRIEF: The Department of Water Quality is requesting to purchase one (1) new 2026 Ford F-350 Extended Cab utility body truck. This will replace a 2014 Ford Utility body Truck with 226,000 miles. This meets the County's Vehicle and Equipment Types and Usage Guidelines. The County initiated the Vehicle and Equipment Types and Usage Guidelines in 2001. The vehicle being replaced will be sold on GovDeals.

The Code of Public Laws of Washington County, Maryland (the Public Local Laws) §1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a party to the original contract. Baltimore County took the lead in soliciting the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the purchase of this vehicle in accordance with the Public Local Laws referenced above by resolving that participation would result in cost benefits or in administrative efficiencies.

The County will benefit from direct cost savings in the purchase of this vehicle because of the economies of scale this buying group leveraged. I am confident that any bid received as a result of an independent County solicitation would exceed the spending savings that the Baltimore County contract provides through this agreement. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting, and evaluating a bid. This savings/cost avoidance would, I believe, be significant.

DISCUSSION: N/A

FISCAL IMPACT: Funding is available in VEH007- Water Quality Equipment replacement utility fund.

CONCURRENCES: David A. Mason, Director of the Division of Environmental Management.

ALTERNATIVES:

1. Process a formal bid, and the County could possibly incur a higher cost for the purchase, or
2. Do not award the purchase of the truck.

ATTACHMENTS: Apple Quote dated 9/16/26 and Resolution

AUDIO/VISUAL NEEDS: N/A

RESOLUTION NO. RS-2026-

(Intergovernmental Cooperative Purchase [INTG-26-0349] 2026 Ford F-350 Extended Cab Truck)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), § 1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of § 1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Department of Water Quality seeks to purchase one (1) new 2026 Ford F-350 Extended Cab 4x4 from Apple Ford of Columbia, Maryland, in the amount of \$75,753, and to utilize another jurisdiction's contract (#10003179) that was awarded by Baltimore County, Maryland, to Apple Ford.

Eliminating the County's bid process will result in administrative and cost savings for the County. The County will benefit with direct cost savings because of the economies of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to § 1-106.3 of the Public Local Laws, that the Department of Water Quality is hereby authorized to purchase one (1) new 2026 Ford F-350 Extended Cab 4x4 from Apple Ford of Columbia, Maryland, in the amount of \$75,753, and to utilize another jurisdiction's contract (#10003179) that was awarded by Baltimore County, Maryland, to Apple Ford.

Adopted and effective this ____ day of _____, 2026.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Zachary J. Kieffer
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740



Fleet/Government Sales

8800 Stanford Blvd. Columbia, MD 21045

9/16/26

Quote for 2026 Ford F-350 Extended Cab Riding Baltimore County Contract #10003179

Vehicle	2026 Ford F-350 Extended Cab 4x4	\$78,127
Prep	630A XL Series	
99N	7.3L V8 Gas Engine	
44G	10 Speed Auto Trans	
X4M	4.30 limited Slip	
18B	Platform Running Boards	
41P	Skip Plates	
43C	400W Outlet	
473	Snow Plow Prep	
52B	Trailer Brake Controller	
872	Rear View Camera	
96V	XL Chrome Package	
Reading	9' Reading Utility Body With bedliner	
STB	2 Front 2 Rear strobes	
HA	Headache Rack	
KEYS	2 Extra Keys (4 Total)	
BCD	Baltimore County Contract Discount	-\$2,374
Color	Exterior: Oxford White Interior: Dark Gray Vinyl	
Delivery Days	EST 45 Days ARO Truck in Stock	
	Net Price Per (1) Unit: \$75,753	
	Total Price For (1) Unit (s):	\$75,753

Please contact me with any questions, changes, or to finalize your order. I look forward to hearing from you. You can reach me at 443-539-1281 or by e-mail at: nruby@AppleFord.com.

Thank you,
Noah Ruby



Agenda Report Form

Open Session Item

SUBJECT: Permission to apply for and accept MEDCO Business Ready Sites Program at HGR.

PRESENTATION DATE: September 29th, 2026

PRESENTATION BY: Jonathan Horowitz, Director, Department of Business and Economic Development

RECOMMENDED MOTION: Approve application to grant program and acceptance of funds if awarded.

REPORT-IN-BRIEF: Site readiness is a direct pathway to economic competitiveness. The Maryland Economic Development Corporation (MEDCO) hosts a grant program titled The Maryland Business Ready Sites Program (MBRSP). The program aims to enhance Maryland's industrial and commercial infrastructure by identifying and improving potential development sites across the state. The program provides financial support to public and private sector applicants for the purpose of site characterization and site improvements, with the goal of making properties more attractive for business relocation, expansion, and investment.

DISCUSSION: The target property for this grant program is 43 vacant acres of greenspace land currently available for development at the Hagerstown Regional Airport (HGR).

Your Board previously approved DBED's application to Phase 1 of this program, the Site Characterization Grant, which was awarded by MEDCO to DBED. That \$10,000 of in-kind available services is going to be utilized in conjunction with a potential implementation grant of up to \$500,000.

Today I am seeking permission today to apply for and potentially accept funding under the Site Improvement implementation grant portion of the program. This part of the grant program provides funding for site improvements, which in Washington County, will be utilized initially for grading activities that will prepare the sites for future infrastructure investment, potentially from this program again if still available and funded by the State of Maryland.

Phase 2 – **Site Improvement Grant** - Supporting infrastructure development and improvements necessary to make a site competitive for industrial or commercial use. This grant supports costs associated with infrastructure upgrades, environmental remediation and other site development needs. Grant amounts vary; FY 2026 grants range from \$125,000 to \$450,000. The program requires a 3:1 matching component which will be supplied via our standing investments into HGR including the terminal expansion project currently underway.

FISCAL IMPACT: No impact on County finances.

CONCURRENCES: N/A

ALTERNATIVES: Deny application to grant program.

ATTACHMENTS: Grant program description

AUDIO/VISUAL NEEDS: N/A

- [Contact](#)



Maryland Business Ready Sites Program

Site readiness is a direct pathway to economic competitiveness.

The Maryland Business Ready Sites Program (MBRSP) aims to accelerate investment by growing our inventory of shovel-ready sites across the state. By providing financial support to defray the costs of site characterization and site improvements and providing collaborative marketing support, this program will enable significant investment across Maryland from the leading industries of today and tomorrow.

MBRSP was created by Governor Wes Moore on December 19, 2024 by [Executive Order](#), which reimagined how the State of Maryland fosters economic growth. MEDCO is proud to implement this program in close coordination with state, county and municipal economic development officials across Maryland.

EXPLORE MBRSP SITES

APPLY FOR MBRSP

Program Components

There are three pillars of support available through the MBRSP:

Site Characterization Grants

Assessing the readiness of a potential site for industrial or commercial development. This grant covers the costs of retaining site development professionals to evaluate the site's current development status and its potential for future use, placing the site on a 1 through 5 tier scale ("Ready Score"). Site Characterization Grants provide in-kind services totaling up to \$10,000, with the goal of developing a shared understanding of a site's needs and next steps.

Site Improvement Grants

Supporting infrastructure development and improvements necessary to make a site competitive for industrial or commercial use. This grant supports costs associated with infrastructure upgrades, environmental remediation and other site development needs. Grant amounts vary; FY 2026 grants ranged from \$125,000 to \$450,000. A 3:1 or higher match is expected for competitive projects.

Collaborative Marketing Support

Assisting local jurisdictions and the State with marketing sites that have received Site Characterization or Site Improvement Grants through the Maryland Business Ready Sites Program. Support for grantees includes publication in the MBRSP Sites Dashboard, Site Characterization Reports (where applicable), and related deliverables, as well as ongoing access to MEDCO's suite of services.

Eligible Sites

The Maryland Business Ready Sites Program is intended for sites, or portions thereof, that are: greenfields, brownfields or redevelopment sites in a pre-development phase; a minimum of 5 acres; intended for solely industrial or commercial purposes; intended to be occupied primarily by private sector companies in the industries specific in the MBRSP Program Guidelines; and are not otherwise restricted from further development.

Eligible Applicants

MBRSP is open to applications from public sector or related entities (counties, municipalities and authorities thereof) and private sector entities that own and/or have development rights to the land and agree to certain conditions outlined in the MBRSP Program Guidelines.

To submit applications and supporting documents, please go to: <https://medco-corp.wizehive.app/organization/opportunities>.

For questions, please contact sites@medco-corp.com.

MBRSP Program Guidelines

DOWNLOAD

- [Home](#)



Agenda Report Form

Open Session Item

SUBJECT: Hiring Recommendation: Software Support Specialist

PRESENTATION DATE: September 29, 2026

PRESENTATION BY: Chip Rose, Director, Human Resources and Angie Poffenberger, Deputy Director Software Support & Training, Budget and Finance.

RECOMMENDED MOTION: Staff Seeks motion to offer position #1961, Software Support Specialist to Caroline Pusey. The initial offer would be Grade 13, Step 1 (\$33.31 /hour or \$69,284 /annually).

REPORT-IN-BRIEF: Staff Seeks motion to offer position #1961, Software Support Specialist to Caroline Pusey. The initial offer would be Grade 13, Step 1 (\$33.31 /hour or \$69,284 /annually).

DISCUSSION: Staff Seeks motion to offer position #1961, Software Support Specialist to Caroline Pusey. The initial offer would be Grade 13, Step 1 (\$33.31 /hour or \$69,284 /annually).

FISCAL IMPACT: N/A- This is a budgeted position.

CONCURRENCES: Michelle Gordon, County Administrator

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS:



Agenda Report Form

Open Session Item

SUBJECT: Hiring Recommendation: Media Relations Specialist

PRESENTATION DATE: September 29, 2026

PRESENTATION BY: Chip Rose, Director, Human Resources and Danielle Weaver, Director of Public Relations and Marketing.

RECOMMENDED MOTION: Staff Seeks motion to offer position #1960, Public Relations Specialist to Andrew Phelps. The initial offer would be Grade 13, Step 1 (\$33.31 /hour or \$69,284 /annually).

REPORT-IN-BRIEF: Staff Seeks motion to offer position #1960, Public Relations Specialist to Andrew Phelps. The initial offer would be Grade 13, Step 1 (\$33.31 /hour or \$69,284 /annually).

DISCUSSION: Staff Seeks motion to offer position #1960, Public Relations Specialist to Andrew Phelps. The initial offer would be Grade 13, Step 1 (\$33.31 /hour or \$69,284 /annually).

FISCAL IMPACT: N/A- This is a budgeted position.

CONCURRENCES: Michelle Gordon, County Administrator

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS:



Agenda Report Form

Open Session Item

SUBJECT: Hagerstown Regional Airport Advisory Commission Reappointments

PRESENTATION DATE: September 29, 2026

PRESENTATION BY: Dawn Marcus, County Clerk

RECOMMENDATION: Move to reappoint John Cavey to serve a first, full three-year term from October 1, 2026, through September 30, 2029, and to reappoint Aaron Vittini to serve a first, full three-year term from November 1, 2026, through October 31, 2029, on the Airport Advisory Commission.

REPORT-IN-BRIEF: The Airport Advisory Commission consists of seven voting members that serve three-year terms. The County Commissioners also may appoint others to serve as non-voting, ex-officio members for various terms and differing purposes.

DISCUSSION: N/A

FISCAL IMPACT: This is not a paid board.

CONCURRENCES: Airport Advisory Commission

ATTACHMENTS: N/A