



100 West Washington Street, Suite 1101 | Hagerstown, MD 21740-4735 | P: 240.313.2200 | F: 240.313.2201
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BOARD OF COUNTY COMMISSIONERS

October 13, 2026

OPEN SESSION AGENDA

- 9:00 AM INVOCATION AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President John F. Barr*
APPROVAL OF MINUTES: *September 22, 2026*
- 9:05 AM COMMISSIONERS' REPORTS AND COMMENTS
- 9:20 AM STAFF COMMENTS
- 9:30 AM 1. HCC DENTIAL HYGIENE PROGRAM – RECOGNIZING DENTAL HYGIENE MONTH
Dr. James Klauber, Hagerstown Community College
- 9:35 AM 2. PROCLAMATION FOR CHARACTER COUNTS! MONTH
Board of County Commissioners to Carolyn Brooks, Director, Character Counts!
- 9:40 AM 3. DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION
Board of County Commissioners to Renee Caldera, Director of Community Services and Karon Moore, Transitional Housing Coordinator, CASA, Inc.
- 9:45 AM 4. AMERICAN RED CROSS - SOUND THE ALARM EVENT
Al Martin, American Red Cross
- 9:50 AM 5. CVB ANNUAL REPORT
Dan Spedden, President, Hagerstown/Washington County Convention and Visitors Bureau
- 10:10 AM 6. WASHINGTON COUNTY COMMUNITY COALITION RECAP OF 2026; REQUEST FOR SUPPORT FOR 2027
Paul Frey, President and CEO, Washington County Chamber of Commerce (Coalition Managing Partner); Jim Kercheval, Executive Director, Greater Hagerstown Committee Coalition Partner
- 10:20 AM 7. MARYLAND ADMINISTRATIVE OFFICE OF THE COURTS SECURITY FUNDING – APPROVAL TO ACCEPT GRANT AWARD
Mark Singer, Court Administrator, Circuit Court for Washington County

- 10:25 AM 8. QUOTE AWARD (Q-26-818) – BOARD OF ZONING APPEALS – PROFESSIONAL LEGAL SERVICES
Carin Bakner, Buyer, Procurement; Alyssa Sabetto, Director, Planning and Zoning
9. BID AWARD (PUR-1838) APC ADVANTAGE SERVICE RENEWAL FOR INFORMATION TECHNOLOGY DEPARTMENT
Carin Bakner, Buyer, Procurement; Josh O’Neal, Chief Technical Officer, Information Technology
- 10:35 AM 10. SOLE SOURCE PROCUREMENT (PUR-1847) E-PLAN SOFTWARE FOR PLAN REVIEW AND PERMITTING DEPARTMENT
Brandi Kentner, Director, Procurement; Josh O’Neal, Chief Technical Officer, Information Technology
11. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0350) – DELL COMPUTERS
Brandi Kentner, Director, Procurement; Josh O’Neal, Chief Technical Officer, Information Technology
12. BID REJECTION (PUR-1821) MANWAY DOOR REPLACEMENTS AT CONOCOCHEAGUE WWTP
Brandi Kentner, Director, Procurement; Joe Moss, Deputy Director of Engineering, Water Quality
13. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0351) FIBER CAMERAS AND ACCESS CONTROLS
Brandi Kentner, Director, Procurement; Kevin Lewis, Director – Training Quality Assurance and Control, Emergency Services
14. CONTRACT AWARD (PUR-1841) LOCAL MANAGEMENT BOARD CAPACITY BUILDING CONSULTANT
Brandi Kentner, Director, Procurement; Maria Kramer, Director, Grant Management
- 10:55 AM 15. CONTRACT AWARD – FACILITIES DESIGN SERVICES (PUR-1783) – HVAC AT DETENTION CENTER
Scott Hobbs, Director, Engineering; Sheriff Brian Albert, Washington County Sheriff’s Office
- 11:00 AM 16. REQUEST FOR LETTER OF AUTHORIZATION FOR US ARMY GOLDEN KNIGHTS PARACHUTE TEAM DEMONSTRATION AT AIRPORT (PRIVATE EVENT)
Neil Doran, Director, Hagerstown Regional Airport
- 11:05 AM 17. PRESENTATION OF 2026-2027 FARM OF THE YEAR AWARD
Kelsey Keadle, Business Specialist – Agriculture, Business and Economic Development

11:10 AM CLOSED SESSION – *(To consider the acquisition of real property for a public purpose and matters directly related thereto. (3) Open session discussion would disadvantage County bargaining position.*

- *Consider acquisition of real property for improvement of traffic safety.*
- *Consider acquisition of real property for improvement of County Road.*

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

Open Session Item

SUBJECT: HCC Dental Hygiene Program – Recognizing Dental Hygiene Month

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Dr. James Klauber, Hagerstown Community College

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: I would like to present to the Commissioners the success of the HCC Dental Hygiene program, the work of our clinic, the cost savings to Washington County residents who use the clinic, and the need for more citizens to use the clinic.

DISCUSSION: N/A

FISCAL IMPACT: Zero

CONCURRENCES: N/A

ATTACHMENTS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Proclamation for Character Counts! Month

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Board of County Commissioners to Carolyn Brooks, Director, Character Counts!

REPORT-IN-BRIEF: Proclamation Presentation

WHEREAS, young people will be the stewards of our communities, nation and world in critical times, and the present and future well-being of our society requires an involved, caring citizenry with good character, and;

WHEREAS, concerns about the character training of children has taken on a new sense of urgency as violence by and against youth threatens the physical and psychological well-being of the nation, and;

WHEREAS, more than ever, children need strong constructive guidance from their families and their communities, including schools, youth organizations, religious institutions and civic groups, and;

WHEREAS, the character of a nation is only as strong as the character of its individual citizens, and the community benefits when young people learn that good character counts in personal relationships, in schools and in the workplace, and;

WHEREAS character development is first and foremost, an obligation of families, through efforts by faith communities, schools, and youth, civic and human service organizations also play an important role in supporting family efforts by fostering and promoting good character. Every adult has the responsibility to promote the development of good character.

NOW THEREFORE, we the Board of County Commissioners of Washington County, Maryland, do hereby recognize October 2026 as “CHARACTER COUNTS! Month” and encourage our citizens, schools, business and government to support Washington County’s “CHARACTER COUNTS!” program.



Agenda Report Form

Open Session Item

SUBJECT: Domestic Violence Awareness Month Proclamation

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Board of County Commissioners to Renee Caldera, Director of Community Services and Karon Moore, Transitional Housing Coordinator, CASA, Inc.

REPORT-IN-BRIEF: Proclamation Presentation

WHEREAS, Domestic Violence Awareness Month is intended to draw attention to the fact that domestic violence is widespread and has public health implications for every community member of Washington County, and;

WHEREAS, we must work together to educate our community on how to prevent domestic violence and how to support survivors. Staff and volunteers of anti-violence programs in Washington County encourage every person to speak out when witnessing acts of violence. Through prevention education and increased awareness, there is compelling evidence that we can be successful in reducing domestic violence in Washington County and hold perpetrators who commit acts of violence responsible for their actions, and;

WHEREAS, Washington County strongly supports the efforts of the national, state and local partners and of every citizen to actively engage in public and private efforts, including conversations about what domestic violence is, how to prevent it, and how to help survivors connect with services.

NOW THEREFORE, we the Board of County Commissioners of Washington County, Maryland, hereby recognize the month of October as “Domestic Violence Awareness Month” and encourage all citizens to speak out against domestic violence and support efforts to educate young people about healthy relationships centered on respect, support victims and survivors, and to support the efforts of victim advocates, service providers, health care providers, and the legal system in working to end domestic violence.



Agenda Report Form

Open Session Item

SUBJECT: American Red Cross - Sound the Alarm Event

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Al Martin, American Red Cross

RECOMMENDED MOTION: For Information Only.

REPORT-IN-BRIEF: Having a working smoke alarm in homes reduces fire fatalities by 50%. The American Red Cross will be installing alarms in homes on November 7th from 10-3 in and around the Funkstown community. Anyone who has a smoke alarm that isn't working, has yellowed, is 10 years old or older, or needs batteries replaced, the American Red Cross and its partners will install up to 3 10-year battery smoke alarms in homes for free. Fire safety information will be reviewed as well. A handout to sign up to get free smoke alarms or to volunteer to install them will be given out at the meeting.

DISCUSSION: N/A

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ATTACHMENTS: Smoke alarm installation request and volunteer sign up flyers are attached.



American Red Cross
Greater Shenandoah Valley

Sound the Alarm Save a Life!

**Join us in Funkstown on
Saturday, November 7th!**

On Saturday, November 7th from 9 a.m. to 3 p.m., American Red Cross volunteers, the Town of Funkstown, Funkstown Volunteer Fire Company and partners will install free smoke alarms in Funkstown. Working smoke alarms can cut the risk of death from home fires in half. That is why we are rallying volunteers to *Sound the Alarm*. Experience a rewarding day connecting with other volunteers and the families you will help.

Together, we can make homes safer and save lives.



Just one day of your life can change someone else's forever.

Documenter

Complete all forms, assist the installer and help keep track of all smoke alarms, tools, equipment and supplies.

Educator

Engage residents in a discussion on home fire prevention and help them develop a 2-minute home fire escape plan.

Installer

Install Red Cross provided smoke alarms as need warrants and demonstrate how to test and hush new alarms with resident.

**To volunteer, visit rdcrss.org/4ymecXE
or scan the QR code.**





**American
Red Cross**



Smoke Alarms Save Lives!

Working smoke alarms can cut the risk
of death from home fires in half.

That's why we're rallying volunteers, fire
departments and partners
to *Sound the Alarm*.

Together, we're installing **FREE** smoke alarms in your
community. Request a smoke alarm installation today!

Saturday, November 7, 2026

9:00 a.m. to 3:00 p.m.

Funkstown, Maryland

**In partnership with the Town of Funkstown
and the Funkstown Volunteer Fire Company**

Request a smoke alarm installation.
Volunteer to help install alarms.
Spread the word.



Scan to learn more

**Request a FREE smoke
alarm installation at
bit.ly/RedCrossSmokeAlarms
or call 1-844-216-8286.**





Agenda Report Form

Open Session Item

SUBJECT: CVB Annual Report

PRESENTATION DATE: Tuesday, October 13, 2026

PRESENTATION BY: Dan Spedden, President, Hagerstown/Washington County Convention and Visitors Bureau

RECOMMENDED MOTION: Informational only

REPORT-IN-BRIEF: A report on the finances and activities of the CVB

DISCUSSION: Q&A if needed

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ATTACHMENTS: Power Point presentation



2026 REPORT TO THE BOARD OF WASHINGTON COUNTY COMMISSIONERS

Presented by:
Dan Spedden, President
Visit Hagerstown & Washington County. MD

YOUR CVB

300 Members Strong



MEMBERSHIP

The Tourism Community



Average Retention
92% - 95%

Membership
336

Networking Opportunities

- PARTNER ORIENTATION
- SOCIALS & GET TOGETHERS
- SUNRISE SALES SESSIONS
- FAMILIARIZATION TOURS
- ANNUAL MEMBERSHIP MEETING

Member Visits

- CVB STAFF WILL VISIT YOU!!
- SCHEDULE A VISIT TO DISCUSS BENEFITS, OPPORTUNITIES, OR TO SHARE YOUR BUSINESS

CVB STAFF

Our Team Delivers the Ultimate Visitor Experiences

OPERATE

Jolene Thomas

Director of Operations
and Membership



AMPLIFY

Betsy DeVore

Director of Marketing
and Communications



CONNECT

Tiffany Ahalt

Director of Sales and
Community Engagement



WELCOME

Terri Mulligan

Visitor Services
Coordinator



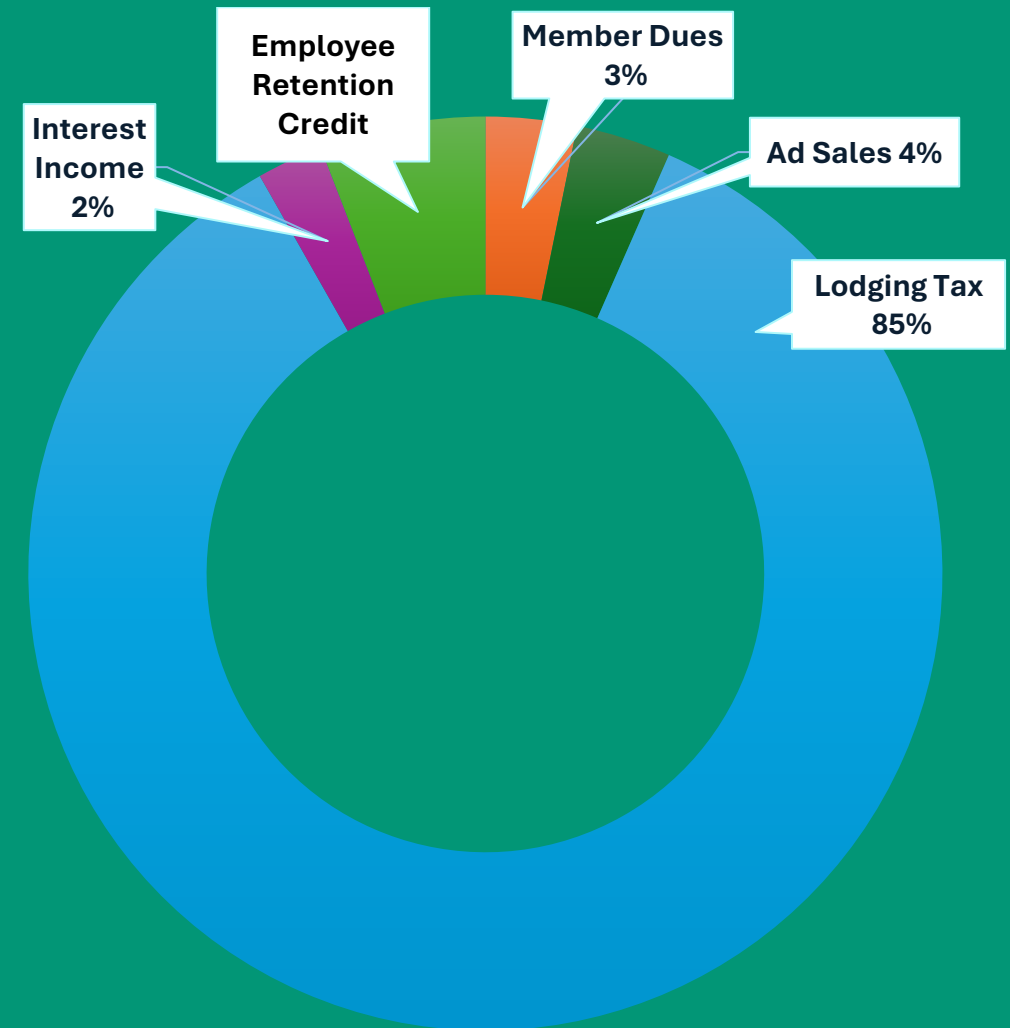
REVENUE

How We are Funded



REVENUE SOURCES

- Membership Dues: \$52,895
- Ad Sales in Visitor Guide: \$55,072
- Other Grants: \$260,511
- Lodging Tax: \$1,398,563
- Interest Income: \$38,438
- Employee Retention Credit (COVID): \$96,414



LODGING TAX REVENUE

A Key Performance Indicator

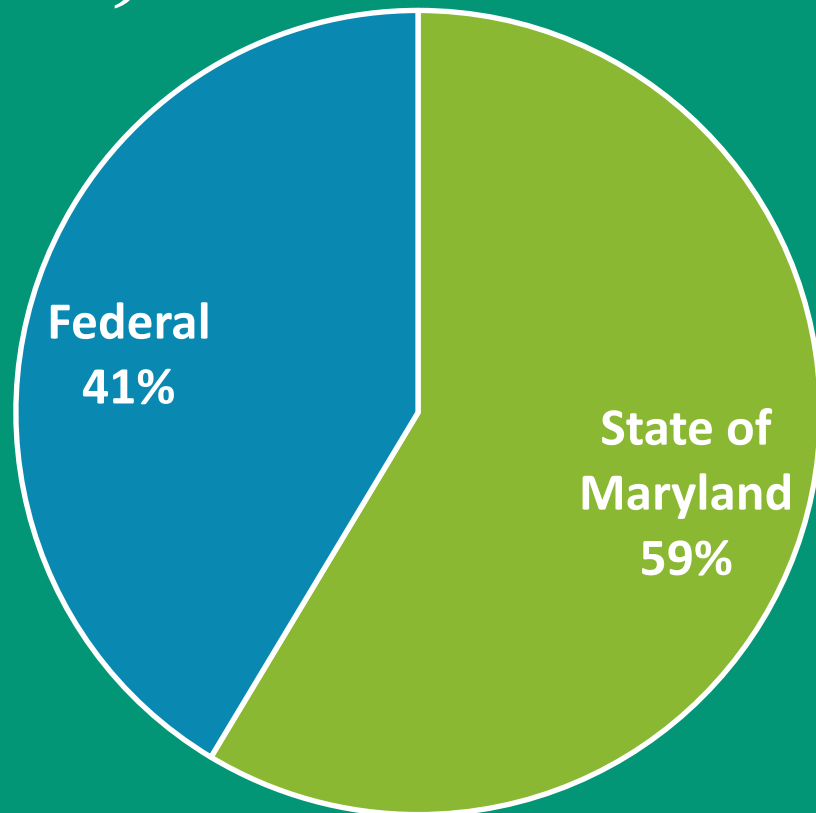


GRANT FUNDING

Two New Grant Funding Sources. Strengthening the Visitor Economy.

TOTAL SECURED

\$1,208,064



STATE OF MARYLAND

\$708,064

Grant revenue awarded in 2025

59% of total grants funding

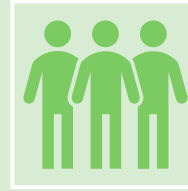
FEDERAL

\$500,000

Grant revenue awarded in 2025

41% of total grants funding

Economic Impact



7.8%

**County's
Workforce**



3,232

**People Employed
in Tourism**



5.7%

**County's Labor
Income**

Source: Oxford Economics Inc.

Visitor Spending

**\$352.7
Million
in 2024**

Source:
Oxford Economics, Inc.



Food & Beverage

29%



Lodging

19%



Transportation

23%



Shopping

17%



Recreation

12%

Over 5 Million Digital
Ad Impressions
Along the I-81
Corridor

Delivered Under
Contract with
Manning Media



Social Mirror



Connected TV



Online Video



Digital Outdoor



5,383,056 Ads



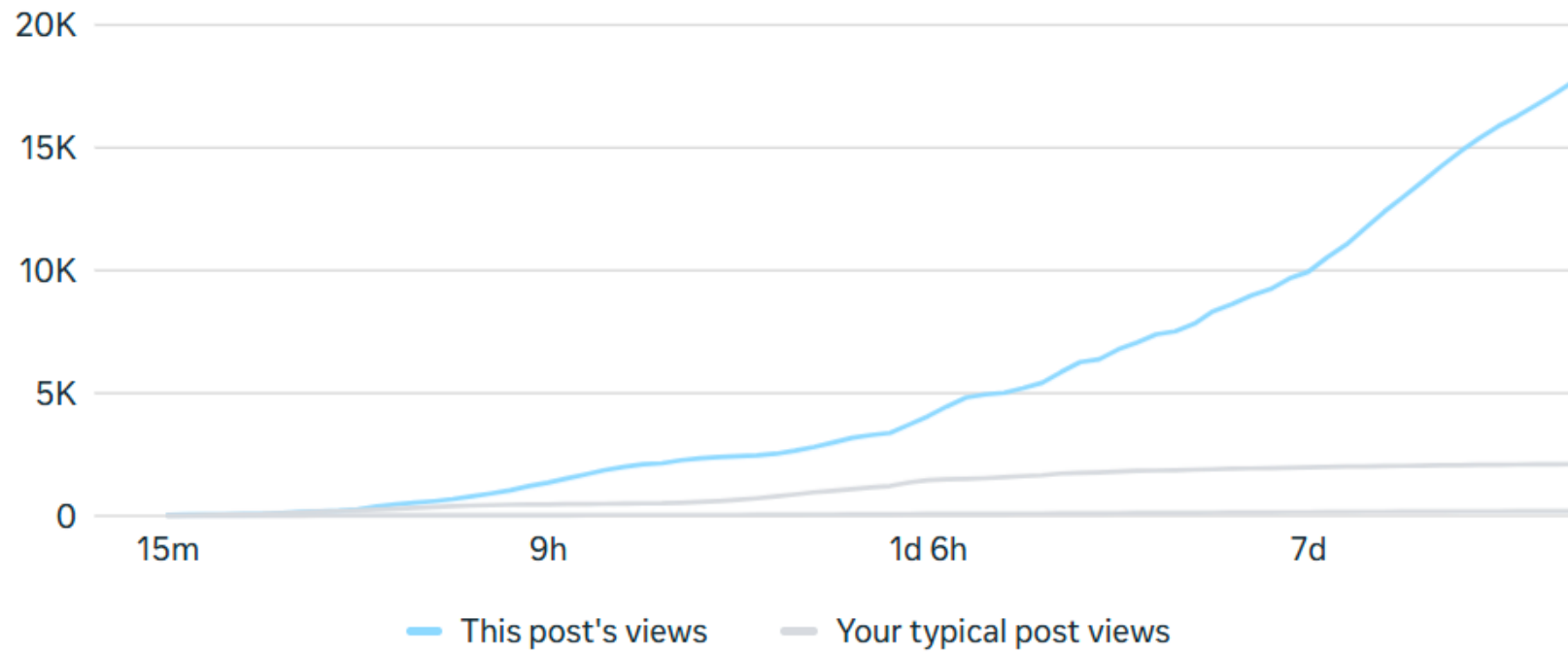
Views ⓘ

26.1K

Total

Audience

Age & gender



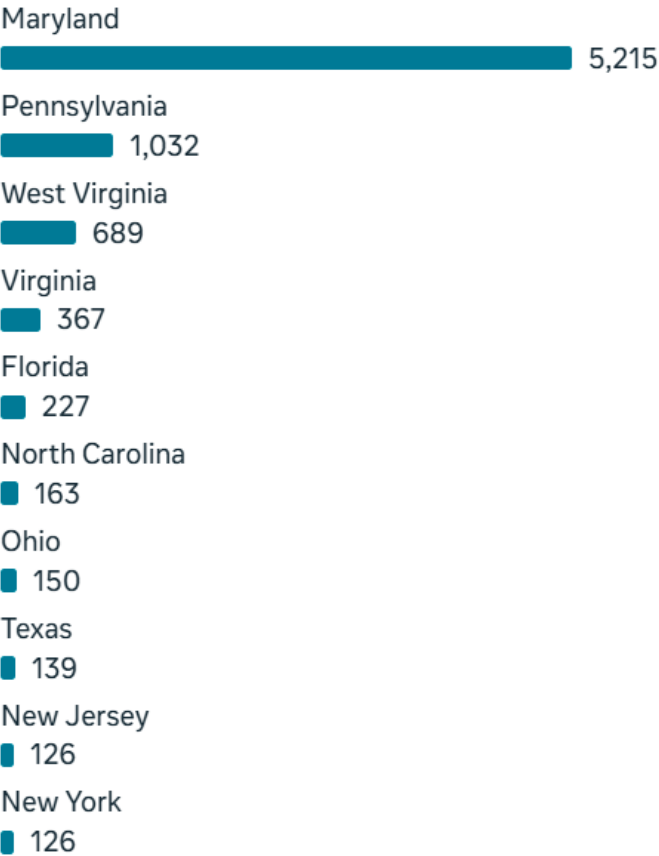
Organic

8,513

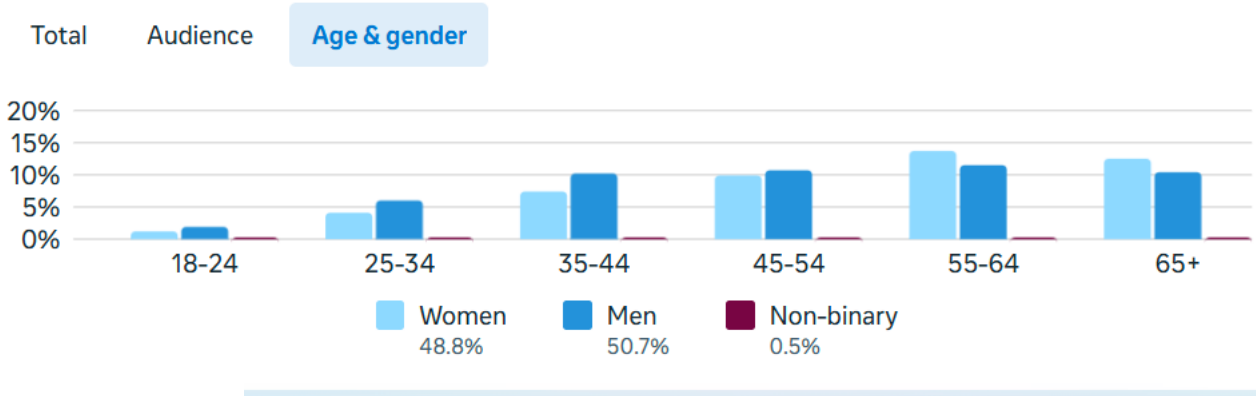
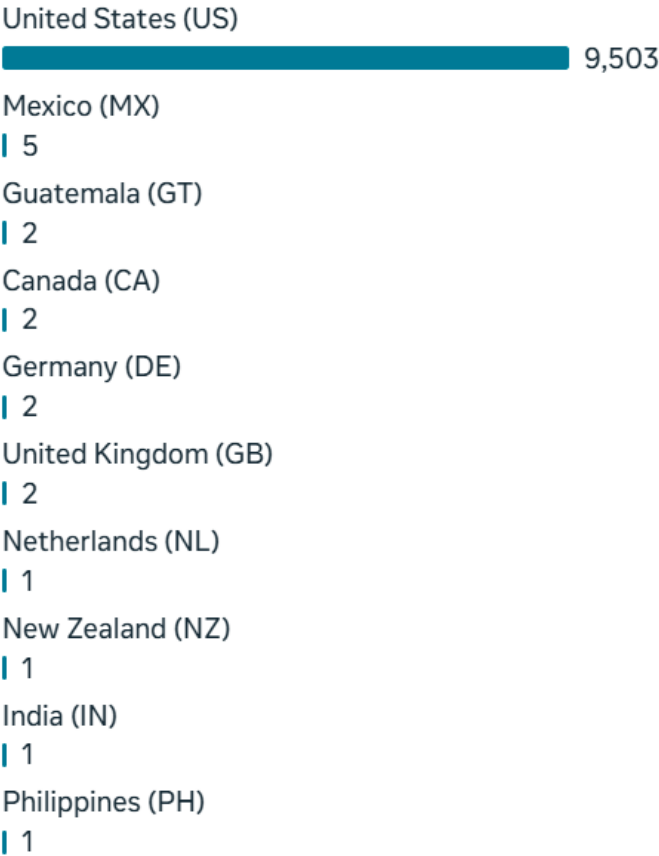
Ads

17,187

Region



Top countries



Watch time breakdown ⓘ

Most minutes viewed for this reel came from Paid.



Followers	2.8%
Recommendations	28.5%
Shares	10.7%
Paid	57.9%

GOAL

Get more Page Visits

PLATFORMS

Facebook, Instagram

AMOUNT SPENT

\$294.00 spent over 38 days

DAILY BUDGET

\$8.00 USD

START DATE

Jul 6, 2026

END DATE

Aug 12, 2026



Agenda Report Form

Open Session Item

SUBJECT: Washington County Community Coalition: Recap of 2026; Request for support for 2027

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Paul Frey, President and CEO, Washington County Chamber of Commerce (Coalition Managing Partner); Jim Kercheval, Executive Director, the Greater Hagerstown Committee, Coalition Partner

RECOMMENDED MOTION: Motion to approve \$11,000.00 to support the Community Coalition

REPORT-IN-BRIEF: Since 2005, local leaders from the Washington County Community Coalition, an advocacy group, have had a two-fold mission: First, we lobby Annapolis on issues important to Washington County. Second, we educate State leaders and policy makers on the priorities, activities, and strengths of our community. To be successful, the Coalition understands that it must go to Annapolis with “one voice.” To build this consensus, we debate the issues among the Coalition members and select only those on which all the Coalition partners agree. We then go to Annapolis with a unified message and an increased chance for success. Once the issues are chosen and the agenda is set, the Coalition works with a team of professional lobbyists, led by John Favazza of Manis Canning & Associates. The lobbying team uses our consensus agenda to develop a coordinated plan of action.

DISCUSSION: N/A

FISCAL IMPACT: \$11,000, if Community Coalition support is provided during the 2027 Session.

CONCURRENCES:

ATTACHMENTS: 2026 Coalition results; 2027 Coalition Agenda List and Rankings (as of September 28, 2026)



FY27 TOTAL CAPITAL AND OTHER INVESTMENTS IN WASHINGTON COUNTY FROM THE 2026 MD LEGISLATIVE SESSION

WCCC Priorities Highlighted – Totaled \$3,925,00 in Capital projects and \$9M for George Edwards Fund

Education & Schools

- Downsville Pike Elementary School – **\$3,630,838**
- Jonathan Hager Elementary Addition – **\$1,506,000**
- North Hagerstown High (Boiler) –**\$1,468,126**
- Springfield Middle (HVAC) – **\$716,619**
- Paramount Elementary (Boiler) – **\$528,527**
- Smithsburg High Band Boosters (Auditorium) - **\$100,000**
- Smithsburg Athletic Boosters (Smithsburg Fieldhouse) - **\$100,000**
- Boonsboro High Athletic Boosters (Smithsburg Fieldhouse) - **\$250,000**

Higher Education - Hagerstown Community College

- Advanced Technology Center Renovation – **\$2,081,000**
- **Back Entrance Widening – \$1,500,000**
- Facilities Renewal Grant – **\$327,250**

Infrastructure & Utilities

- Hancock Wastewater Treatment Plant – **\$4,102,048**

Public Safety

- Longmeadow Fire Company - **\$125,000**
- Hancock Fire Company - **\$32,000**
- Maugansville Fire Company - **\$70,000**

Transportation / Airport

- **Hagerstown Regional Airport Tower – \$1,500,000**

Libraries & Community Facilities

- **Williamsport Library – \$675,000**

Healthcare

- Meritus / Brook Lane Infrastructure – **\$500,000**

Downtown / Local Projects

- **Washington County Visitors Center - \$250,000**
- Hagerstown Strategic Properties Program– **\$250,000**
- Hagerstown Middle Neighborhood Emergency Home Repair Grant Program - **\$75,000**
- Doleman Heritage Museum - **\$300,000**
- Boonsboro Business Façade Improvement Program - **\$25,000**
- Boonsboro’s Residential Preservation and Accessibility Program - **\$50,000**
- Habitat for Humanity home preservation and accessibility program - **\$50,000**
- Williamsport Business Façade Improvement Program - **\$25,000**
- Smithsburg Streetscape – **\$100,000**
- Hancock Town Hall - **\$300,000**
- Fort Ritchie Building 603 Redevelopment to boutique hotel – **\$300,000**
- Washington Co. District Court Expansion Project - **\$739,000**
- Horizon Goodwill Industries – Vehicles for Change Transportation Center - **\$200,000**

Parks and Recreation

- Williamsport Byron Memorial Park - **\$800,000**
- Sharpsburg Park Playground – **\$156,781**
- Boonsboro Park Pavilion – **\$71,387**

Total: \$42,438,954

Capital Projects (Local Projects): **\$22,904,576**

Capital Projects (State Projects): **\$ 9,157,000**

Operating Budget: **\$ 9,300,000**

POS Funding: **\$ 1,077,378**

Note: Data acquired from A.I. review of state budgets, DLS “2026 90-Day Report”, and conversations with lobbyist and local officials. This list may be incomplete

 **FY27 TOTAL CAPITAL AND OTHER INVESTMENTS IN WASHINGTON COUNTY
FROM THE 2026 MD LEGISLATIVE SESSION *(Continued)***
WCCC Priorities Highlighted

Misc. Operating Budget Items *(Total: \$9,300,000)*

- **George Edwards Fund - \$9,000,000** *(Washington Co. typically gets awarded 1/3 of this: \$3M)*
- Robert Johnson Center – **\$250,000**
- JFK Ultramarathon - **\$50,000**

Program Open Space Funding for Washington County: \$1,077,378 *(Used for park acquisition & development)*

State Owned Projects in Washington County *(Total: \$9,157,000)*

- RCI Perimeter Fence Replacement – **\$1,511,000**
- MCI-H Boiler Plant Upgrade – **\$1,337,000**
- MCI-H Perimeter Fence – **\$1,155,000**
- Albert Powell Fish Hatchery WWTP – **\$1,404,000**
- MD Military's Hagerstown Readiness Center New Vehicle Maintenance Shop – **\$3,750,000**

BOTTOM LINE: ✓ Washington County secured targeted wins in a tight budget year
We want to thank our Delegation, our Lobbyist, and all of our WCCC Partners for their collaboration!

Washington County Community Coalition (WCCC)

2026 State Budget Results as of 4/16/26 – Capital & Key Operating Investments (FY 2027)

WCCC Priorities Totaled \$3,925,00 in Capital projects and \$9M for George Edwards Fund

FUNDED/APPROVED PRIORITIES (WINS)

- **Hagerstown Regional Airport – Air Traffic Control Tower**
 - **\$1,500,000** approved in final budget
 - Fully funded → Critical to air service expansion, safety, and regional economic growth
- **Hagerstown Community College 2nd Entrance Widening**
 - **\$1,500,000** approved in final budget
 - Fully funded → Creates a safer, more prominent back entrance and adjustments to parking lot
- **Washington County Visitor Welcome Center**
 - **\$250,000** approved in final budget
 - Funded at request level → Supports tourism, downtown activity, and regional branding
- **Williamsport Library**
 - **\$675,000** approved in final budget
 - Funded at request level → Supports education, downtown revitalization, and Williamsport
- **Legislation Exempting Hagerstown Field House from Property Tax** (also applies to Meritus Park)
 - Legislation approved and going to Governor's desk for signature
- **Maryland Heritage Area Raise the Cap**
 - Legislation approved and going to Governor's desk for signature
 - Cap raised at request level from \$6M to \$12M → Supports local tourism and small towns

PARTIALLY FUNDED (PARTIAL WINS)

- **Interstate 81 – Phase 2 Widening and Phases 3 & 4 Design Funding**
 - **Kept Phase 2 in CTP Budget: ~\$11.1M** programmed in FY27 (CTP) for construction of Phase 2'
 - **Phase 2 Construction funding continues in out years** (Total project ~\$175M)
- **Design and construction of Phases 3 & 4 (to PA line) remain unfunded** – *(Note: MDOT staff committed to working on better estimates for the cost of design following Zoom meeting w/ new Secretary Katie Thomson, MDOT staff, and local officials – felt our estimates may be low)*
- **George Edwards Fund (Operating Budget)**
 - **~\$9,000,000 (FY27 Operating Budget)** ⚠ Restored most after removal in original budget
 - Just slightly below target funding level (\$10M annually). Our county receives about 1/3 (\$3M)
 - Ongoing need for sustained commitment to Western MD economic development
- **Chapter 30 Transportation Formula Reform**
 - **No Action Taken and a final formula has yet to be approved** – *Handled internally by MDOT*
 - *County and GHC staff had an hour Zoom meeting with the new Acting Secretary of Transportation Katie Thomson and MDOT staff on March 29th to discuss local transportation priorities (I-81, Airport, I-70/MD65, HUR, New Transit Building, etc.) as well as concerns over the current draft ranking formula as it relates to I-81 and other larger rural road projects. It was a productive discussion and Secretary Thomson appreciated the updates and said she would take our concerns into consideration.*

UNFUNDED / MISSED WCCC PRIORITIES

- **I-70 / MD 65 Interchange**
- **Washington County Public Safety Center / Training Facility**
- **Washington County Museum of Fine Arts**
- **Smithsburg Water & Sewer Project**
- **No action taken on Rt. 11 Bridge in Williamsport**

Washington County Community Coalition 2027 Legislative Agenda

Next meeting date: October 7th, 2026, COC Office & Zoom

- Below are the results as of 9/28/26 of the Coalition partners' work to develop the 2027 Legislative Agenda. This document is intended to serve as a working draft as agenda items are refined and considered for inclusion in the final agenda.
- **"Rank"** – Each partner was asked to rank each of the "capital" items they submitted (that is why you have multiple #1's). Each partner also provided a separate ranking for their "policy/legislative" items. Rank reflects their ranking compared to the other items that this partner submitted. It is not a ranking compared to all the items on the list. Rankings will not be reflected in our 2027 Legislator booklet – they are only for internal use as we go through our agenda-setting process and for our lobbyist to understand our overall agenda better.
- **Highlighted Agenda Items:**
 - **Green** – reflects items where there was a unanimous consensus to be recommended for the final list – An official vote will take place October 21st at the WCCC meeting after partners have had time to consult with their elected bodies or boards on any additional items or changes
 - **Yellow** – reflects items requiring more information before being approved
 - **Red** – reflects items that were recommended to be removed from the 2027 list – but could be agenda items in future years.
- **Each Partner submitting an item must prepare a Blue Sheet with detailed information on the item, state ask, and graphics/photos**

RANK	BLUE SHEET	PARTNER	AGENDA ITEM	COMMENTS
Transportation				
	NO	County	I-81 Widening (Protect Money for Phase 2 and new funding for Phases 3 & 4 Design)	<i>Continued advocacy to keep state support of the Phase 2 widening project and for initiating planning, design, and right-of-way acquisition for Phases 3 & 4. Phase 2 has two sub-phases (2A and 2B). Phase 2A (to I-70 interchange area) is out for bid with construction to start Spring 2027. Phase 2B's design should be completed in a year with construction estimated to start Spring 2028 and overall Phase 2 completion 2031-32. The County and coalition partners emphasized the need to maintain pressure to ensure continued funding and support for this project. Additional supporting data is needed to add to existing safety push including the impact of I-81 shutdowns on local emergency response time and the consequences of spillovers on secondary routes due to rerouting from 81, and impact of I-81 as a National Defense Corridor. Updated MDOT cost estimates for Phases 3 and 4 (design and construction) significantly increased and require additional review. County staff will be developing their own cost estimates to compare with MDOT's new numbers. Inflated costs can jeopardize our ability to get funding for this project and worsen our position in MDOT's Chapter 30 draft scoring formula.</i>
	NO	County	Chapter 30 Transportation Formula	<i>Partners discussed continued concerns with the State's transportation project scoring formula, particularly its potential disadvantage to rural highway and interstate projects such as I-81. The issue is expected to remain active during the 2027 legislative session and should continue to be monitored.</i>
	YES	County	HGR Air Traffic Control Tower – Construction	<i>Washington County is requesting a \$13.5 million State capital appropriation to construct a replacement Air Traffic Control Tower at Hagerstown Regional Airport. The existing tower, commissioned in 1973, is functionally and technically obsolete, has significant facility deficiencies, and does not provide adequate controller line-of-sight across all portions of the airfield. An updated siting study and environmental approvals have been completed, design has advanced to approximately 30%, and a 12-month phase began in August 2026 to complete remaining design, engineering, permitting, bidding, and site-preparation work. Previous State support includes approximately \$118,000 through the Maryland Aviation Administration and \$1.5 million through the Department of General Services for design and site preparation. The County is seeking construction funding so work can begin following completion of design. Upon completion, HGR/Washington County would own, operate, and maintain the new tower, including ongoing operational costs estimated at more than \$100,000 annually.</i>
	NO	Williamsport	Rt 11 Bridge	<i>The Rt 11 bridge will remain on the priority list, with a revised approach planned for supporting documentation to better advocate for the project in the coming year.</i>

<u>RANK</u>	<u>BLUE SHEET</u>	<u>PARTNER</u>	<u>AGENDA ITEM</u>	<u>COMMENTS</u>
Health/Public Safety				
	YES	County	Public Safety Training Building	<i>Washington County is seeking \$2.5 million in State funding toward construction of the Phase 3 High Bay Training and Storage Building at the Public Safety Training Center, helping bridge the gap between requested funding and the County's local investment. The approximately \$5 million project is currently in engineering and design, with design expected to be completed in 2026 and construction anticipated to begin in 2027, subject to funding. The facility would provide indoor, all-weather training space for fire, EMS, and law-enforcement personnel; apparatus and equipment storage; and space for Candidate Physical Abilities Testing (CPAT). The project is part of the continued buildout of the County's multi-phase Public Safety Training Center and is intended to expand local capacity for recruit, certification, annual, and multidisciplinary public-safety training as workforce needs continue to grow.</i>
	NO	Smithsburg	Sewer Pump Upgrades	<i>The Town of Smithsburg continues to prioritize upgrades to its water and sewer infrastructure, including phased improvements to its sewer pump stations. Recently the town received a little over \$308,000 from the SHA Office of Planning and Preliminary Engineering Grants & Program Management Division for engineering funds on a "Safe Routes to School" project from Whispering Hills to the Middle and Elementary Schools as well as outside the entrance to Veterans Park. They would like to begin the process of seeking funds for the actual construction of the project once it's engineered and shovel ready.</i>
Community Revitalization				
	YES	City	Neighborhood Revitalization Districts	<i>Submitted a proposed legislative agenda item requesting authority for municipalities to establish Revitalization Districts in areas with concentrated vacant and blighted properties. The proposal would allow cities such as Hagerstown to use enhanced and expedited enforcement, acquisition, receivership, foreclosure, rehabilitation, demolition, and redevelopment tools in districts where at least 20% of properties are identified as vacant and blighted. The goal is to return problem properties to productive use more quickly, strengthen neighborhoods, improve public safety and property values, expand housing and economic development opportunities, and reduce the significant municipal costs associated with maintaining and addressing neglected properties, while preserving appropriate due process protections for property owners. Reuse could include rehabilitation or demolition, with an expectation that subsequent purchasers move projects toward permitting/productive use. City is exploring collaboration with Cumberland and other municipalities on this legislation.</i>
Education				
	NO	HCC	Higher Education / Blueprint and Dual Enrollment	<i>HCC does not anticipate a major new capital request and suggested considering a broader higher education funding item. Partners also discussed highlighting the success of HCC's partnership with WCPS, on dual enrollment and other Blueprint initiatives, to demonstrate the positive impact of State education funding in Washington County.</i>
	NO	WCFL	New Williamsport Library	<i>Design funding was secured in 2026, and the 2027 request will focus on construction funding through the State's library capital funding program. The MD Library System is also considering an ask to increase the cap on State Library Capital Funding which supports this project.</i>
Tourism/Recreation				
	NO	CVB	Craft Alcohol Producer Legislation	<i>Visit Hagerstown is continuing to refine the request. For Coalition purposes, discussion focused on items 3 to 5 of the submitted concept paper: (3) temporary manufacturer collaborations on another licensed premise, (4) cross-producer sales among local craft beverage producers, and (5) cocktails-to-go authority for Washington County distilleries. The proposal should be reviewed with the local Liquor Board and Coalition lobbyist as details are finalized.</i>

<u>RANK</u>	<u>BLUE SHEET</u>	<u>PARTNER</u>	<u>AGENDA ITEM</u>	<u>COMMENTS</u>
Tourism/Recreation				
	YES	City	Fairgrounds Park Improvements	City of Hagerstown is requesting a \$500,000 capital allocation toward development of an artificial surface multi-purpose athletic field at Hagerstown Fairgrounds Park. Funding would support final design, site preparation, surface installation, and related improvements, with final construction costs and any additional funding needs to be determined through design and project estimates. The project is intended to increase year-round field availability, reduce weather-related cancellations, support youth and adult recreation, and strengthen the Fairgrounds as a regional sports and recreation asset. Recommended to gear approach toward Fairground Park improvements rather than turf funding alone.
Economic Development				
	NO		Extend George C. Edwards Funding for Western MD	Recommended incorporating this economic development priority into the Coalition’s agenda. Allegany and Garrett Counties are expected to continue advocating for an extension of the George Edwards Fund , which has historically provided approximately \$10 million annually to support economic development initiatives and quality job creation in Western Maryland. The fund received \$9 million in the most recent year , and continued support would provide an opportunity to highlight the regional economic impact and benefits generated through these investments.
Other Pages Needed for Legislator Booklet:				
<u>BLUE SHEET</u>	<u>PARTNER</u>	<u>INFORMATIONAL PAGE</u>	<u>COMMENTS</u>	
YES	USMH	USMH Data Sheet	Provided each year to highlight enrollment and programs	
NO	County	County Economic Development	2026 had 2 pages highlighting county projects and incentives	
NO	Hagerstown	Hagerstown Economic Development	2026 had 2 pages on Community Center Plan (optional as it’s being updated) and 1 page on recent growth/development data in the city of Hagerstown	

2027 Watch List (updated):

Monitors legislation or policy changes that impact Washington County

- Shifting of liabilities from state to localities – track as well due to budget challenges
- Highway User Revenue Restoration
- Gaming revenue protection
- State funding of K-12 education – MD Blueprint for Education
- Higher Education Funding (CADE Formula & USM)
- Monitor any capital funding requests for the Washington County Museum of Fine Arts Expansion Project
- Maryland FAML program implementation and possible legislative changes, exemptions, or elimination of program
- Transportation and Climate Alignment Act of 2026 requirements affecting major transportation projects such as I-81, I-70, etc.

Misc. Items.

- Work to secure visits from key Maryland General Assembly Committees (House Appropriations, Senate Budget & Tax, etc.) and the Governor's Administration.
- Follow up with the Washington County Museum of Fine Arts regarding the current project schedule and remaining funding need.
- Continue reception planning; partners may suggest new vendors and submit them to the Chamber.
- After the agenda is finalized, identify State officials/committee leaders whose participation would be especially relevant to Coalition priorities.

SAVE THE DATE:

Wednesday, January 27, 2027 – Washington County Day in Annapolis

- **Lunch with Western MD Delegation (11:30am – 1:00pm)**
- **Large Group Meetings with State VIP's (1:00pm – 4:00pm)**
- **Washington Co. Reception (4:30 - 6:30pm)**



Agenda Report Form

Open Session Item

SUBJECT: Maryland Administrative Office of the Courts Security Funding – Approval to Accept Grant Award

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Mark Singer, Court Administrator, Circuit Court for Washington County.

RECOMMENDED MOTION: We are requesting ratification of the submission of our application for grant funding from the Maryland Administrative Office of the Courts and approval to accept the funding as awarded by the agency funds in the amount of \$96,548.97 for Circuit Court security funding.

REPORT-IN-BRIEF: This FY2027 grant program will provide funds from the Maryland Administrative Office of the Courts to Washington County Circuit Court to provide Tier I Access Control System enhancements.

DISCUSSION: FY2027 Courthouse Security Grant funds will be used to install additional access control panel system and hardware to connect to existing system for 12 door locations; provide two additional hand-wands for use at the main entrance by Judicial Security; and provide four door lockdown devices for securing doors during a lock-down emergency or a shelter-in-place situation.

FISCAL IMPACT: Provides \$96,548.97 for the Washington County Circuit Court

CONCURRENCES: Michelle Gordon, County Administrator

ALTERNATIVES: Deny acceptance of funding.

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Quote Award (Q-26-818) – Board of Zoning Appeals – Professional Legal Services

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Carin Bakner, CPPB, Buyer, Office of Procurement; Alyssa Sabetto, Director, Planning & Zoning

RECOMMENDED MOTION: Move to award the contract for the Board of Zoning Appeals – Professional Legal Services to Kuczynski & Kuczynski, P.A. of Williamsport, MD, based on the responsive, responsible quote dated August 17, 2026, that meets the requirements of the request for quote, in the amount of \$75,000 for a three (3) year period.

REPORT-IN-BRIEF: The services under this contract consist of providing legal services from an attorney to support the functioning of the Board of Zoning Appeals. The Board of Zoning Appeals of Washington County, Maryland, is governed by the provisions of all applicable state statutes, local laws, ordinances, and the Amended Rules of Procedures, Board of Appeals of Washington County, Maryland, adopted July 5, 2006, pursuant to the Washington County Zoning Ordinance, section 25.2. The attorney shall be responsible for attending meetings and hearings of the Board and providing associated services on an as-needed basis.

The duration of the contract shall be for a period of three (3) years tentatively to begin November 1, 2026, with an option by the County to renew for up to two (2) additional one (1) year periods. The request for quote was advertised on the County's online bidding and the State's "*eMaryland Marketplace Advantage*" website. Seven (7) persons/firms accessed the request for quote document online. Four (4) vendors responded with quote submittals, with one rescinding their bid after opening due to incorrectly entering monthly figures instead of annual figures as requested.

DISCUSSION: N/A

FISCAL IMPACT: Funds are available in the department's operating budget 515000-10-10810

CONCURRENCES: Alyssa Sabetto, Director, Planning & Zoning

ALTERNATIVES: N/A

ATTACHMENTS: Bid Tabulation Sheet

AUDIO/VISUAL NEEDS: N/A

Q-26-818
Board of Zoning Appeals - Professional Legal Services

				Lisa Smith Sanders, Esq. Upper Marlboro, MD		Kuczynski & Kuczynski, P.A. Williamsport, MD		Sadiq Law Group Gaithersburg, MD		Foundation Legal, LLC Williamsport, MD	
				Total Price	\$8,500.00	Total Price	\$75,000.00	Total Price	\$195,000.00	Total Price	\$247,500.00
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	First Year	1	Annually	\$2,750.00	\$2,750.00	\$25,000.00	\$25,000.00	\$60,000.00	\$60,000.00	\$80,500.00	\$80,500.00
2	Second Year	1	Annually	\$2,750.00	\$2,750.00	\$25,000.00	\$25,000.00	\$65,000.00	\$65,000.00	\$82,500.00	\$82,500.00
3	Third Year	1	Annually	\$3,000.00	\$3,000.00	\$25,000.00	\$25,000.00	\$70,000.00	\$70,000.00	\$84,500.00	\$84,500.00

Quotes opened: September 2, 2026



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1838) APC Advantage Service Renewal for Information Technology Department

PRESENTATION DATE: October 13, 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 APC Advantage Service Renewal to the responsible, responsive bidder, Tech Advanced Computers of Pensacola, FL, who submitted the Total Lump Sum of \$60,054.00 for a three (3) year commitment and coverage agreement with annual payments.

REPORT-IN-BRIEF: APC is the manufacturer of the specialized HVAC systems that control the climate in key IT infrastructure locations.

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. Twenty-eight (28) persons/companies accessed the bid document online. Twelve (12) bids were received as indicated on the attached bid tabulation.

DISCUSSION: N/A

FISCAL IMPACT: Funds are available in the department's operating budget 515000-10-11000.

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

ALTERNATIVES: N/A

ATTACHMENTS: Bid Matrix Tabulation

AUDIO/VISUAL NEEDS: N/A

PUR-1838
APC Advantage Service Renewal

				Tech Advanced Computers Pensacola, FL		KNZ SOLUTIONS INC Vienna, VA		Acachi LLC Austin, TX		Southern Computer Warehouse Marietta, GA	
				Total Price	\$60,054.00	Total Price	\$70,485.24	Total Price	\$70,518.87	Total Price	\$71,341.92
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	Year One:Three (3) Year Renewal Advantage Ultra Service Plan for One (1) In Row ACRD Half Rack 10kw; Six (6) UnitsTerm: 11/26/2026 to 11/25/2027Part No. WADVULTRA-AX-15	1	Year	\$18,102.00	\$18,102.00	\$21,310.02	\$21,310.02	\$21,255.68	\$21,255.68	\$21,503.76	\$21,503.76
2	Year Two:Three (3) Year Renewal Advantage Ultra Service Plan for One (1) In Row ACRD Half Rack 10kw; Six (6) Units Term: 11/26/2027 to 11/25/2028Part No. WADVULTRA-AX-15	1	Year	\$20,019.00	\$20,019.00	\$23,495.10	\$23,495.10	\$23,506.31	\$23,506.31	\$23,780.64	\$23,780.64
3	Year Three:Three (3) Year Renewal Advantage Ultra Service Plan for One (1) In Row ACRD Half Rack 10kw; Six (6) UnitsTerm: 11/26/2028 to 11/25/2029Part# WADVULTRA-AX-15	1	Year	\$21,933.00	\$21,933.00	\$25,680.12	\$25,680.12	\$25,756.88	\$25,756.88	\$26,057.52	\$26,057.52

				DIGITAL NET SOLUTION LLC (MARSBEAR TECH) Bronx, NY		GHA Technologies Inc Scottsdale, AZ		ASIMER TECH LLC Austin, TX		Zones, LLC Auburn, WA	
				Total Price	\$72,164.73	Total Price	\$72,801.72	Total Price	\$73,714.74	Total Price	\$73,806.01
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	Year One:Three (3) Year Renewal Advantage Ultra Service Plan for One (1) In Row ACRD Half Rack 10kw; Six (6) UnitsTerm: 11/26/2026 to 11/25/2027Part No. WADVULTRA-AX-15	1	Year	\$24,054.91	\$24,054.91	\$24,267.24	\$24,267.24	\$24,571.58	\$24,571.58	No Bid	No Bid
2	Year Two:Three (3) Year Renewal Advantage Ultra Service Plan for One (1) In Row ACRD Half Rack 10kw; Six (6) Units Term: 11/26/2027 to 11/25/2028Part No. WADVULTRA-AX-15	1	Year	\$24,054.91	\$24,054.91	\$24,267.24	\$24,267.24	\$24,571.58	\$24,571.58	No Bid	No Bid
3	Year Three:Three (3) Year Renewal Advantage Ultra Service Plan for One (1) In Row ACRD Half Rack 10kw; Six (6) UnitsTerm: 11/26/2028 to 11/25/2029Part# WADVULTRA-AX-15	1	Year	\$24,054.91	\$24,054.91	\$24,267.24	\$24,267.24	\$24,571.58	\$24,571.58	\$73,806.01	\$73,806.01

PUR-1838
APC Advantage Service Renewal

				Compu Dynamics, LLC Chantilly, VA		Static Power Conversion Services, Inc Glen Burnie, MD		Grant Luxe Consulting Eight Mile, AL		Teltek Systems LLC Frederick, MD	
				Total Price	\$74,906.94	Total Price	\$76,390.00	Total Price	\$83,745.12	Total Price	\$217,152.84
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	Year One:Three (3) Year Renewal Advantage Ultra Service Plan for One (1) In Row ACRD Half Rack 10kw; Six (6) UnitsTerm: 11/26/2026 to 11/25/2027Part No. WADVULTRA-AX-15	1	Year	\$23,529.00	\$23,529.00	\$23,530.00	\$23,530.00	\$26,226.01	\$26,226.01	\$72,384.28	\$72,384.28
2	Year Two:Three (3) Year Renewal Advantage Ultra Service Plan for One (1) In Row ACRD Half Rack 10kw; Six (6) Units Term: 11/26/2027 to 11/25/2028Part No. WADVULTRA-AX-15	1	Year	\$24,940.74	\$24,940.74	\$25,410.00	\$25,410.00	\$27,637.56	\$27,637.56	\$72,384.28	\$72,384.28
3	Year Three:Three (3) Year Renewal Advantage Ultra Service Plan for One (1) In Row ACRD Half Rack 10kw; Six (6) UnitsTerm: 11/26/2028 to 11/25/2029Part# WADVULTRA-AX-15	1	Year	\$26,437.20	\$26,437.20	\$27,450.00	\$27,450.00	\$29,881.55	\$29,881.55	\$72,384.28	\$72,384.28

Notes/Exceptions:

Asimer Tech LLC:

Line Nos. 1-3 - Upfront payment applies for all three years. Please refer to quote no. AB260683 for further clarification

Zones, LLC:

A custom SKU was built by adobe which includes all the requested specs shared in the RFP therefore, there is only one line item in the quote.

NOTE: Zones pricing is valid till 09/30/2026



Agenda Report Form

Open Session Item

SUBJECT: Sole Source Procurement (PUR-1847) e-Plan Software for Plan Review and Permitting Department

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Purchasing Director, and Josh O'Neal, Chief Technical Officer, Information Technology

RECOMMENDED MOTION: Move to authorize the purchase of software and technical services in the amount of \$115,689.60 from e-PlanSoft of Nashville, TN for the County's Divisions of Permit & Inspections, Engineering, and Planning & Zoning.

REPORT-IN-BRIEF: The e-Plan Review product allows for digital review of permitting applications, reducing the amount of in-person contact associated with the permit review process. This contract will be for the period of November 19, 2026, through November 18, 2027.

Section 1-106.2(a)(2) of the Code of Public Laws of Washington County, Maryland, to procure the request. This section states that a sole-source procurement is authorized and permissible when the compatibility of equipment, accessories, or replacement parts is the paramount consideration.

This request requires the approval of four (4) out of the five (5) Commissioners in order to proceed with a sole-source procurement. If approved, the following remaining steps of the process will occur as outlined by the law: 1) Not more than ten (10) days after the execution and approval of a contract under this section, the procurement agency shall publish a notice of award in a newspaper of general circulation in the County, and 2) An appropriate record of the sole source procurement shall be maintained as required.

DISCUSSION: Washington County Information Systems is requesting this purchase on behalf of the County's Divisions of Permit & Inspections, Engineering, and Planning & Zoning in order to continue to efficiently handle permitting approvals with the added goal of minimizing in-person interaction.

FISCAL IMPACT: Funds are budgeted in the Information Systems software budget, 515180-10-11000.

CONCURRENCES: Josh O'Neal, Division Director of Information Systems and Greg Cartrette, Director, Permits & Inspections

ALTERNATIVES: N/A

ATTACHMENTS: e-PlanSoft's quote dated 9/16/26

AUDIO/VISUAL NEEDS: N/A

INVOICE

E-PlanSoft
4900 Centennial Blvd
Nashville, TN 37209-1105

collections@eplansoft.com
+1 (601) 416-4888



Washington County Maryland:20.022.01 Washington County Maryland

Bill to
Washington County Maryland
100 West Washington Street, Rm 3200
Hagerstown, MD 21740-4748

Ship to
Doug Oliver
Washington County Maryland
100 West Washington Street, Rm 3200
Hagerstown, MD 21740-4748

Invoice details
Invoice no.: 2267
Terms: Net 45
Invoice date: 09/16/2026
Due date: 10/31/2026

P.O. Number: Contract
Term Start Date: 11/19/2026
Term End Date: 11/18/2027

#	Date	Product or service	Description	Qty	Rate	Amount
1.		*EPR - Yr 2+ SAAS	eplanREVIEW Subscription License Fee EPR Yr 5 SAAS: 11/19/26 - 11/18/27	80	\$1,206.12	\$96,489.60
2.		EPR - Velosimo	EPR Velosimo 11/19/2026 - 11/18/2027	80	\$240.00	\$19,200.00

Total

\$115,689.60

Ways to pay

BANK

Note to customer

**Please note our mailing address change-e-PlanSoft 4900
Centennial Blvd, Suite 300, Nashville, TN 37209

View and pay



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-26-0350) – Dell Computers

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Director, Office of Procurement, and Josh O’Neal, Division Director, Information Systems

RECOMMENDED MOTION: Move to authorize by Resolution the approval to purchase (175) one hundred seventy-five traditional desktop computers from Dell Technologies, Inc., of Round Rock, TX at the contracted pricing totaling \$182,820.75 based on the contract awarded by Omnia – National Cooperative Purchasing Alliance (NCPA) Contract No. 01-143.

REPORT-IN-BRIEF: After careful consideration and a thorough review of the rapidly increasing costs associated with replacing our current server infrastructure, IT has determined that it is more fiscally responsible to shift to traditional desktop computers at this time. This change will help us manage our resources more efficiently while continuing to support our operational needs.

The Code of the Public Laws of Washington County, Maryland §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. 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 these computers in accordance with the Code referenced above by resolving that participation would result in cost benefits or in administrative efficiencies.

The County will benefit with direct cost savings in the purchase of these computers because of the economies of scale this contract has leveraged. The purchase of these computer by utilizing the Omnia - NCPA contract and eliminating our county’s bid process would result in administrative efficiencies and cost savings for the Division of Information Systems and the Washington County Office of Procurement. I am confident that any bid received as a result of an independent County solicitation would exceed the spend savings that the Omnia - NCPA contract provides through this agreement.

DISCUSSION: N/A

FISCAL IMPACT: Funding is available in the department’s Capital Improvement Plan 600600-30-11000-COMP Information Systems Replacement Program.

CONCURRENCES: Josh O’Neal, Division Director, Information Systems

ALTERNATIVES: N/A

ATTACHMENTS: Dell Technologies quote dated September 25, 2026, and Resolution

RESOLUTION NO. RS-2026-

(Intergovernmental Cooperative Purchase [INTG-26-0350] Dell Computers)

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 Information Systems Division seeks to purchase 175 (one hundred seventy-five) traditional desktop computers from Dell Technologies, Inc. of Round Rock, Texas, at the contracted pricing totaling \$182,820.75, based on the contract awarded by Omnia – National Cooperative Purchasing Alliance (NCPA) Contract No. 01-143.

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 Information Systems Division is hereby authorized to purchase 175 (one hundred seventy-five) traditional desktop computers from Dell Technologies, Inc. of Round Rock, Texas, at the contracted pricing totaling \$182,820.75, based on the contract awarded by Omnia – National Cooperative Purchasing Alliance (NCPA) Contract No. 01-143.

Adopted and effective this ____ day of October, 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



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Oct. 25, 2026**.

You can download a copy of this quote during checkout.

[Place your order](#)

Quote Name:	Virtual Swap Outs	Sales Rep	Jennifer Hoskins
Quote No.	3000206906623.2	Phone	1(800) 4563355, 6179884
Total	\$182,820.75	Email	Jennifer.Hoskins@dell.com
Customer #	23991352	Billing To	ACCOUNTS PAYABLE
Quoted On	Sep. 25, 2026		WASHINGTON COUNTY
Expires by	Oct. 25, 2026		INFO TECH
Contract Name	OMNIA-National Cooperative Purchasing Alliance (NCPA)		100 W WASHINGTON ST STE 334 HAGERSTOWN, MD 21740-4748
Contract Code	C000001019611		
Customer Agreement #	NCPA 01-143		
Deal ID	29687983		

Message from your Sales Rep

Hello, If you have any additional questions, please contact me.

Regards,
Jennifer Hoskins

Product	Unit Price	Quantity	List Price	DOL	Subtotal
Dell Pro Slim QCS1255	\$1,044.69	175	\$2,246.64	53.50%	\$182,820.75
Subtotal:					\$182,820.75
Shipping:					\$0.00
Non-Taxable Amount:					\$182,820.75
Taxable Amount:					\$0.00
Estimated Tax:					\$0.00
Total:					\$182,820.75

Special pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.



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Dell Pro Slim QCS1255

Estimated delivery if purchased today:

Oct. 15, 2026

Contract # C000001019611

Customer Agreement # NCPA 01-143

Unit Price	Quantity	Subtotal
\$1,044.69	175	\$182,820.75

Description	SKU	Unit Price	Quantity	Subtotal
AMD Ryzen(TM) 5 PRO 8500G (6 cores, up to 5.0GHz)	338-CSMC	-	175	-
Windows 11 Pro	619-BBQD	-	175	-
16 GB: 1 x 16 GB, DDR5, up to 4800 MT/s, non-ECC	370-BCWS	-	175	-
512GB SSD	400-BSWY	-	175	-
Screw for SSD	773-BBBC	-	175	-
Integrated Graphics	490-BKSX	-	175	-
No Wireless LAN Card	555-BLXL	-	175	-
180W Bronze PSU (L5.5 DAO)	329-BLGQ	-	175	-
Dell Pro 5 Keyboard and Mouse - KM526 - Black - US English - DAO	580-BDFZ	-	175	-
Mouse included with Keyboard	570-AADI	-	175	-
ENERGY STAR Qualified	387-BBLW	-	175	-
System Power Cord C13 (Philippine/TH/US)	450-AAOJ	-	175	-
Documentation	340-DNBV	-	175	-
Quick Start Guide (DAO)	340-DVHV	-	175	-
US/Canada Battery Warning Label	389-FKHG	-	175	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	175	-

Shipping Material (DAO)	340-DTSR	-	175	-
Shipping Label	389-BBUU	-	175	-
FSJ Reg label for 180W PSU	389-FKXH	-	175	-
Desktop BTO Standard shipment	800-BBIO	-	175	-
Custom Configuration	817-BBBB	-	175	-
Dell Pro Slim QCS1255	210-BQNW	-	175	-
No Optical Drive	429-BBCH	-	175	-
No Hard Drive Bracket	575-BBKX	-	175	-
EPEAT Silver with Climate+	379-BDTO	-	175	-
Intrusion cable switch	461-BBCC	-	175	-
Internal speaker	520-BBKW	-	175	-
No Additional Add In Cards	382-BBHX	-	175	-
No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	175	-
No Hazardous Locations Certification	340-ACQQ	-	175	-
Optional DisplayPort 2.1, UHBR20	382-BBRF	-	175	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	175	-
CMS Software not included	632-BBBJ	-	175	-
Cable Cover	325-BGGZ	-	175	-
Onsite/In-Home Service After Remote Diagnosis 3 Years	717-3534	-	175	-
Dell Limited Hardware Warranty Plus Service	717-6598	-	175	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	175	-
Dell Additional SW -Dell Pro Desktop	658-BFVD	-	175	-

Subtotal:	\$182,820.75
Shipping:	\$0.00
Estimated Tax:	\$0.00
Total:	\$182,820.75



Agenda Report Form

Open Session Item

SUBJECT: Bid Rejection (PUR-1821) Manway Door Replacements at Conococheague WWTP.

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Director of Procurement, Joe Moss, Deputy Director of Engineering, Water Quality

RECOMMENDED MOTION: Move to take action, in the best interest of the County, and to request that the bid for the Manway Door Replacements at Conococheague WWTP from ARB Builders Group, Inc. of Ellicott City, Maryland, be rejected without prejudice due to the vendor being non responsive to request associated with starting the work.

REPORT-IN-BRIEF: The contract for the Manway Door Replacements at Conococheague WWTP was awarded internally to the responsive, responsible bidder, ARB Builders Group, Inc. of Ellicott City, Maryland, who submitted the lowest total lump sum price of *Thirty-Two, Three Hundred Dollars and Zero Cents* (\$32,300) based on your electronic bid submission dated May 27, 2026. This bid did not exceed the formal threshold requiring the Board of County Commissioners approval.

The bid was advertised on the State of Maryland's "eMaryland Marketplace Advantage" website and on the County's online bidding website. Thirteen (13) registrants/vendors accessed the document online, and we received four (4) bids on May 27, 2026, as stated on the bid tab matrix.

DISCUSSION: N/A

FISCAL IMPACT: N/A

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

ALTERNATIVES: N/A

ATTACHMENTS: Bid Tabulation Matrix

AUDIO/VISUAL NEEDS: N/A

PUR-1821
Door Replacement at Conococheague WWTP

Line #	Description	QTY	UOM	ARB Builders Group, Inc. Ellicott City, MD		Blue Rock Remodeling, Inc. Rockville, MD		Metro Metal Services, Inc. Flintstone, MD		Callas Contractors, LLC Hagerstown, MD	
				Total Price	\$32,300.00	Total Price	\$37,500.00	Total Price	\$47,045.00	Total Price	\$86,800.00
				Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	Remove and Replace five (5) existing MANWAY doors at the Conococheague WWTP as specified in the terms of this Bid Solicitation.	1	LS	\$32,300.00	\$32,300.00	\$37,500.00	\$37,500.00	\$47,045.00	\$47,045.00	\$86,800.00	\$86,800.00



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-26-0351) Fiber Cameras and Access Controls

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Procurement, Director; Kevin Lewis, Director, Training Quality Assurance and Control

RECOMMENDED MOTION: Move to authorize by Resolution, for the Washington County Department of Information Technology, to award a contract for the installation of fiber and CCTV located at the Public Safety Training Center to Skyline Technology Solutions of Glen Burnie, MD in the total amount of \$137,358.07 and to utilize another jurisdiction's contract that was awarded by the Carroll County Public Network (CCPN) contract (#49-F-1-24/25) on November 13, 2024.

REPORT-IN-BRIEF: This awarding of the contract will focus on the acquisition, cabling, installation, and testing of the primary fiber lines required to continue the development of the Washington County Public Safety Training Center Tactical Village. The project will also complete the installation of the CCTV cameras and site access systems.

The Code of the Public Laws of Washington County, Maryland §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. 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 access and security equipment in accordance with the Code 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 access and security equipment set because of the economies of scale this contract has leveraged. Acquisition of this security equipment set by utilizing the Carroll County Public Network (CCPN) contract and eliminating our county's bid process would result in administrative efficiencies and cost savings for the Washington County Circuit Court and Purchasing Department. I am confident that any bid received as a result of an independent County solicitation would exceed the spending savings that the Carroll County Public Network (CCPN) contract provides through this agreement.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in account 600600-30-11620-LDI063-CNST-000000

CONCURRENCES: Josh O’Neal, Chief Technical Officer

ALTERNATIVES: N/A

ATTACHMENTS: Skyline Quotes #QUO-11061 and Resolution

AUDIO/VISUAL NEEDS: N/A

RESOLUTION NO. RS-2026-

(Intergovernmental Cooperative Purchase [INTG-26-0351] Fiber Cameras and Access Controls)

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 Information Technology seeks to award a contract to Skyline Technology Solutions of Glen Burnie, Maryland, in the total amount of \$137,358.07 for the installation of fiber and CCTV located at the Public Safety Training Center, and to utilize another jurisdiction's contract that was awarded on November 13, 2024, by the Carroll County Public Network (CCPN) (contract #49-F-1-24/25).

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 Information Technology is hereby authorized to award a contract to Skyline Technology Solutions of Glen Burnie, Maryland, in the total amount of \$137,358.07 for the installation of fiber and CCTV located at the Public Safety Training Center, and to utilize another jurisdiction's contract that was awarded on November 13, 2024, by the Carroll County Public Network (CCPN) (contract #49-F-1-24/25).

Adopted and effective this ____ day of October, 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

**Bill to:**

Washington County Government
100 West Washington Street
Suite 2500
Hagerstown, Maryland 21740

Location:

Washington County Government
18350 Public Safety Place
,

Quote

Date: 08-07-2026
Expiration Date: 09-07-2026
Quote NO: QUO-11061
Revision ID: 0
Demand NO: DMND0014048
Terms: Net 30

Contract Number:	Salesperson:	Reference:	F.O.B.
CCPN CATS is 49-F-1-24/25	Kendra Collier	WashCo Public Safety Training Fiber Cameras and Access Control	Origin

SECTION 1: STATEMENT OF WORK

1. Statement of Work

1. Skyline Technology Solutions is pleased to provide Washington County Government with a quote for the CCTV & Fiber Installation located at Washington County PSTC. Skyline Technology Solutions will complete the following Scope of Work based on site survey & customer-provided drawings & specs.

2. System Overview

1. Skyline will provide, install, terminate and test fiber from main building to poles.
2. Skyline will provide, configure, and install (6) CCTV pole cameras.

3. Scope of Work

1. Cabling

1. Provide, Install, Terminate, and Test [6] OSP Cat6 cables at each pole location for cameras.

2. Video Surveillance System

1. Provide, configure, and install [6] exterior cameras.
 1. (6) Axis P3748-PLVE to be pole mounted on all the surveillance poles.
2. [6] VMS/Camera Licenses will be applied to Customer VMS.
 1. Current Genetec Contract Term through May 31, 2027.
3. [6] cameras will be enrolled into Customer VMS.
4. Estimated video storage for 30 days of continuous recording assuming 10fps, H.264 codec (H.265 if available), max resolution, 50% compression, Zip Stream set to Medium – [3]
5. Skyline will provide, configure, and install (6) 18x16x10 L-Com enclosures to be pole mounted on all (6) surveillance pole locations.

3. Fiber Cable Install:

1. Provide material and install (1) run of singlemode 96-count ribbon fiber optic cable, totaling (2,000') as drawing directs for building-to-building communications
2. Provide material and install (4) runs of singlemode 12-strand fiber optic cable, totaling (9,400') as drawing directs for cameras
3. Provide material and install (2) runs of singlemode 6-strand fiber optic cable, totaling (2,000') as drawing directs for gates and cameras
4. All conduits are assumed to have existing pulling rope or mule tape for installation of fiber
5. New pull rope or mule tape along with metallic tracer wire will be provided and installed in each conduit as each fiber cable is installed
6. Cable slack will be left in each vault and at end locations where space allows
7. Sequential footage will be documented for each new cable and presented as a redline as-built drawing in electronic format once all construction and splicing are completed
8. Fiber tags will be installed and labeled as requested

4. Fiber, Panel, and Connector Terminations:

1. All remote locations for gates and/or cameras will have enclosures provided and installed by Skyline physical security team prior to terminations

2. Provide and install UPC/LC connectorized pigtails at each remote location
3. Provide and install UPC/LC bulkheads for termination of the (2) FDP's
4. (2) FDP's will be installed within available rack space inside the MDF room at the Public Safety Building
5. FDP #1 will house the 96-count tie cable for future use once the additional training center building is constructed
6. FDP#2 will house all 6-count and 12-count fiber cables. Blanks plates will be provided and installed where necessary
7. Terminations will be tested with an OTDR at 1310/1550nm
8. Connectors and FDP's will be labeled to stay consistent with the current labeling scheme being utilized on site.

5. Fiber Testing:

1. The 96-count fiber cable will be tested with an OTDR in one direction since the other end will not be terminated
2. The 6-count and 12-count fiber cables will be fully tested end-to-end with a light source and power meter. OTDR testing will also be completed
3. OTDR traces at 1310 & 1550nm and power meter results will be compiled and delivered in electronic format

4. Assumptions

1. General

1. All work will be performed during normal business hours of 7am - 5pm.
2. Access to a free and clear workspace will be granted by the customer.
3. Skyline Proposal are valid for 30 days, due to material cost Skyline reserves the right to requote material on all proposals greater than 30 days.
4. Skyline will confirm that all existing equipment and cabling that are to be reused or relocated will be operational prior to project initiation. All nonfunctioning equipment and cabling will be addressed by a Change Order quote.
5. Installation areas will be readily accessible to Skyline with keys, access cards, and / or escorts as required. Delays due to inaccessible areas will require additional labor charges and extensions to project schedule without penalty.
6. Price does not include hardware or materials for gate access control.
7. Price does not include labor for access control installation of materials Spec'd by Teleplus.
8. Price includes labor for installing Washington County Government provided network equipment for enclosures.

2. Cabling By Skyline

1. All cable pathways are accessible.
2. Patching drywall and painting are excluded from the proposal except when stated in the Scope of Work.
3. Core holes are excluded from proposal except when stated in the Scope of Work.
4. Low-voltage boxes, string, and conduit are excluded from proposal except when stated in the Scope of Work.
5. Exterior wiremold or surface mount raceway is excluded from proposal except when stated in the Scope of Work.
6. The existing underground conduit pathway to be utilized for this installation is assumed to be viable, unobstructed, and capable of being traversed. Conduits which are found to be non-viable or obstructed will not be utilized by Skyline unless they are repaired or replaced by others or repaired or replaced by Skyline by means of an approved change order.

3. Video Surveillance

1. All camera views will be verified by the end user within (1) business day of project completion.
2. The customer will return the completed Customer Requirements Form (CRF) before any equipment is purchased. CRF includes I.P. Address, Device Naming, Power Requirements, Storage Needs, etc.
3. Skyline will have remote access before, during, and after installation.
4. Skyline assumes the customer will replace ceiling tiles if needed.
5. Price assumes all cameras are installed no more than 20' above ground.
6. Price assumes all exterior cameras will be mounted on gooseneck wall mounts.
7. Price assumes all interior cameras will be surface mounted directly to the walls or ceilings.
8. Skyline cannot guarantee the integrity of the existing cameras to be reused. If the existing cables cannot meet the performance requirements of the applicable standard certification test, Skyline will notify the point of contact and may replace the cameras by means of an approved Change Order.
9. Price does not include network equipment for the surveillance poles.
10. Price assumes all pole switches and/or other network materials will be provided by Washington County Government.
11. Price does not include SFP modules.

12. Price assumes all SFP modules will be provided by Washington County Government.
13. Washington County Government is responsible for terminating 120VAC to L-com enclosures after they are installed.

4. Fiber

1. Assumes no permitting is needed
2. Assumes all enclosures have been installed prior to fiber installation scheduling
3. Mule tape or pull string will be installed in contractor provided conduits for Skyline use
4. Test results for the 96-count fiber tie will be provided to confirm the integrity at the time of install. This cable will be coiled and stored for future use once the new building is constructed. Any damage incurred on this 96-count cable between initial install and storage, and the time of future termination, will require a change order for repair

5. Provided by Others

1. [1] dedicated 110VAC Receptacle will be provided at **each pole** location for Equipment Power.
2. All Necessary Servers and Workstations.
3. Skyline will provide a separate Customer Requirements Form (CRF) following proposal acceptance, detailing items needed prior to equipment being ordered and/or work being scheduled. Specific items may include, but are not limited to, IP address information, power equipment, switch/patch panel ports, etc.

6. Training

1. Training is not included in this quote.

7. Drawings & Submittals

1. Submittals are not included in this quote.
2. As-Built drawings are not included in this quote.

8. Standard Practices

1. All Category Cable and/or Fiber will be tested with an approved testing device in compliance with Industry testing procedures.
2. This design and installation will comply with all federal, state, county, and municipal codes and regulations, the National Electric Code (NEC), National Fire Protection Assn. (NFPA), ANSI/EIA/TIA - 568A & 569 for building telecommunication wiring and pathway.
3. All cable, outlets, termination panels, and devices will be machine-printed labeled using a sequence to match the floor plan and/or customer-provided labeling scheme.
4. All Skyline-provided equipment will be tested in our lab before being installed at the customer location to reduce RMAs.
5. Video Surveillance will comply with standards set forth in the National Electric Code (NEC) Internet Connection Article 725, requirements for minimum wire sizes, adjustment factors, overcurrent protection, insulation requirements, wiring methods, and materials.
6. Access Control System will comply with standards set forth in the National Electric Code (NEC) Internet Connection Article 725, requirements for minimum wire sizes, adjustment factors, overcurrent protection, insulation requirements, wiring methods, and materials.

SECTION 2: BILL OF MATERIALS

Part Number	Description	Qty	MSRP	Disc%	Unit Price	Amount
ADV-CAM-E-5Y	Genetec™ Advantage for 1 Omnicast Enterprise Camera - 5 years	6	\$190.00	25%	\$142.50	\$855.00
Bucket Truck or Lift	Bucket Truck or Lift	1	\$400.00		\$400.00	\$400.00
GSC-Om-E-1C	Genetec, 1 video license for GSC Omnicast Enterprise	6	\$325.00	25%	\$243.75	\$1,462.50
Subcontractor Materials	Subcontractor Materials	1	\$0.00		\$40,750.32	\$40,750.32
NBPC181610-1HFA2 - L-COM	NBPC181610-1HFA2 - L-COM - 18x16x10 Polycarb Weatherproof NEMA 3R Encl	6	\$0.00		\$1,243.34	\$7,460.04
MISC JOB MATERIALS	MISC JOB MATERIALS	1	\$0.00		\$869.00	\$869.00
02898-001	AXIS P3748-PLVE with remote Pan-Tilt-Roll and Zoom installation motors enables extremely flexible in	6	\$2,629.00	20%	\$2,103.20	\$12,619.20
03232-001	AXIS TP3107 Pendant Kit a mounting adapter	6	\$94.00	20%	\$75.20	\$451.20
01473-001	AXIS T91B67 Outdoor-ready, powder-coated aluminum pole mount with 1.5" NPS thread for fixed dome pen	6	\$119.00	20%	\$95.20	\$571.20
OSP6U 0101000	Category 6 OSP Cable, 4 Pair, U/UTP, Gel Filled	1	\$656.60		\$434.50	\$434.50
SKY-LB-OSP ENGINEER	Outside Plant Engineer	24			\$163.84	\$3,932.16
SKY-LB-FAC-LEAD	Facilities Specialist Lead (Subcon)	312			\$133.12	\$41,533.44
SKY-LB-SEC ENG	Engineer, Physical Security	12			\$168.96	\$2,027.52
SKY-LB-PROJECT MGR	Project Manager	24			\$168.96	\$4,055.04
SKY-LB-FAC SPEC II	Facilities Specialist Level II	165			\$120.83	\$19,936.95



SECTION 3: SUMMARY

Return POs by email to contracts@skylinenet.net.

Please include the following on your PO:

- Ship To Address and Site Contact Name
- Invoicing Name and Address or Email
- PO Number and Master Contract Number
- Quantities and Part Numbers
- Order Date
- Chassis Serial #(s) - Maintenance Requests

FOB = Origin

Labor Subtotal	\$71,485.11
Materials Subtotal	\$65,872.96
QUOTE TOTAL	\$137,358.07



Open Session Item

SUBJECT: Contract Award (PUR-1841) Local Management Board Capacity Building Consultant

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Director of Procurement, and Maria Kramer, Director, Office of Grants Management

RECOMMENDED MOTION: Move to award the contract for the Local Management Board Capacity Building Consultant to the responsive, responsible proposal, Sustainable Schooling of Philadelphia, Pa, in the amount of \$74,581.00.

REPORT-IN-BRIEF: The Washington County Local Management Board (LMB) will utilize the services of a Capacity Building Consultant to assist the LMB with development of processes and systems that will provide the framework for implementation of the newly developed strategic plan. The consultant will work closely with the LMB, staff, community leaders, and organizations in Washington County, Maryland.

The RFP was advertised on the County's online bidding website and the State's "*eMaryland Marketplace Advantage*" website. Access to download of the RFP document was performed by fifty-four (54) persons/firms; seven (7) firms were represented at the pre-proposal teleconference. Seventeen (17) firms responded with proposal submittals, one of which did not provide the pricing portion of the posted requirements and was deemed to be non-responsive. The meeting of the Committee was held on Thursday, October 1, 2026, to review Qualifications & Experience Proposals. As a result of the evaluation of their Qualifications & Experience Proposals, twelve (12) firms were determined to be responsive to the RFP; therefore, the Price Proposals of those firms were opened and evaluated. The Coordinating Committee was comprised of the following voting members: Director of Grant Management (Committee Chairman), Sr. Grant Manager, Grant Manager, Purchasing Director, and a member of the local management board.

DISCUSSION: N/A

FISCAL IMPACT: Funds were awarded by the Governor's Office for Children in the amount of \$74,581

CONCURRENCES: As recommended by the unanimous decision of the Coordinating Committee

ALTERNATIVES: To hire personnel to perform the services



Agenda Report Form

Open Session Item

SUBJECT: Contract Award – Facilities Design Services (PUR-1783) – HVAC at Detention Center

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Scott Hobbs, Director, Division of Engineering; Sheriff Brian Albert

RECOMMENDED MOTION: Move to award an architectural/engineering design services contract from PUR-1783 (Facility Design Services) for the HVAC project at the Detention Center to the responsive, responsible proposer, Noelker and Hull Associates, Inc. of Frederick, Maryland with the lowest fee of \$516,505.

REPORT-IN-BRIEF: The work involves architectural/engineering design services for the replacement / modernization of the existing heating, ventilation, and air conditioning (HVAC) / mechanical system at the Washington County Detention Center (500 Western Maryland Parkway, Hagerstown).

<u>Facility Design Services:</u>	<u>Total Fee:</u>
Noelker and Hull Associates, Inc.	\$516,505.00
L.S. Grim Consulting Engineers	\$686,046.00

DISCUSSION: The request for proposal (RFP) was issued under the Facilities Design Services contract, PUR-1783 and two proposals were received on September 30. The work involves a comprehensive evaluation, design, and construction administration activities for replacement / modernization of the aging HVAC and associated building systems serving approximately 98,000 SF of occupied detention center facilities. The design will also have to account for security, operational, and phasing requirements. Most of the existing mechanical systems date to the facility's original 1984 construction and are now beyond their expected life. Maintenance staff have been dealing with reduced reliability along with increased difficulty in obtaining repair parts. Modernization of the HVAC / mechanical equipment systems will improve reliability, energy efficiency, and occupant control. Design services will start in November with an anticipated completion date in the fall of 2027 so that construction can begin in 2028.

FISCAL IMPACT: Total expenses are estimated at \$566,505; including \$516,505 for architectural / engineering design services and \$50,000 for design contingency; this is a budgeted Capital Improvement Plan (CIP) Project, Detention Center – Systemic Projects (BLD089).

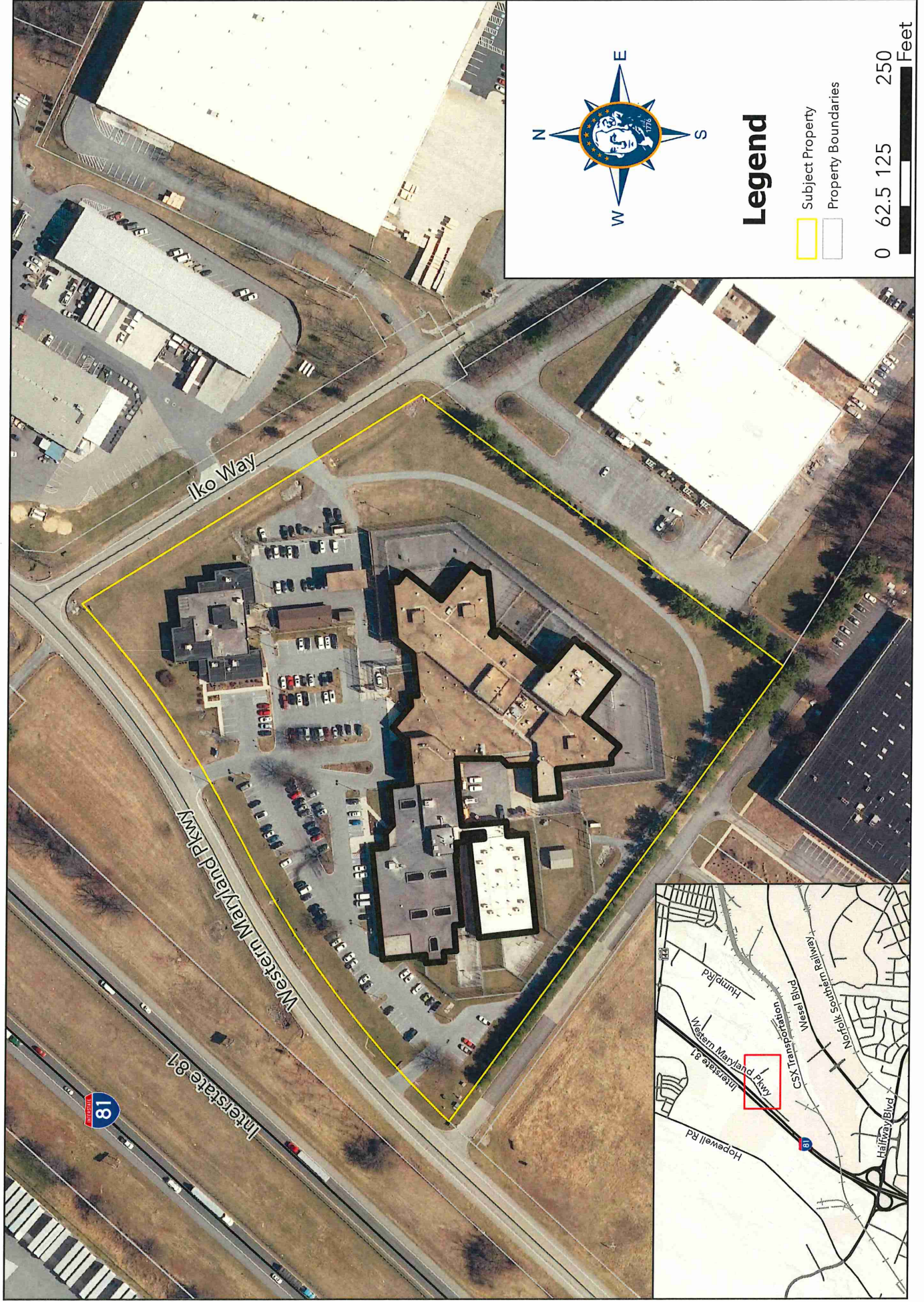
CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Aerial Map

AUDIO/VISUAL NEEDS: Aerial Map

Washington County Detention Center





Agenda Report Form

Open Session Item

SUBJECT: Request for Letter of Authorization for US Army Golden Knights Parachute Team Demonstration at Airport (Private event)

PRESENTATION DATE: October 13, 2026

PRESENTATION BY: Neil Doran, Director, Hagerstown Regional Airport

RECOMMENDATION: Requesting motion to supply a Letter of Authorization to the United States Army's Golden Knights Parachute Demonstration team, to be signed by the BOCC President.

REPORT-IN-BRIEF: The Rider Jet Center will be hosting an Aviation Career Expo event on November 6th, 2026. Aviation Career Expo organizers, along with the Rider Jet Center, have requested that the Golden Knights provide a demonstration in view of the assembled crowd and above a central location on the airfield in the grass infield adjacent to Crosswind Runway 02-20. An FAA Flight Standards District Office Safety Inspector has reviewed and approved the request; however, they also verbally requested a Letter of Authorization be provided to the Golden Knights by the Airport/property owner in addition to letters supplied by Rider Jet Center representatives. Note: The event is not open to the public, but by invitation only.

DISCUSSION: Airport staff have never heard of any instances of the federal government or US Military holding airport sponsors/owners responsible for accidents that may occur "Incident to service" (Feres Doctrine) during public events like airshows, fly-ins, aerospace expos, aviation festivals, etc. The Golden Knights are all active-duty service members, well known for their excellent training and ability to land in their target landing zones with great precision.

FISCAL IMPACT: No fiscal impact/additional costs. The Airport's Crash Fire Rescue Department and Community Rescue Service are expected to provide fire trucks and an ambulance to support the Career Expo event.

ALTERNATIVES:

Reject the recommendation and not supply the letter. This could potentially cause the Golden Knights to cancel the demonstration.

ATTACHMENTS:



BOARD OF COUNTY COMMISSIONERS OF
WASHINGTON COUNTY, MARYLAND

October 13, 2026

US Army Golden Knights
Attn: SFC Denniston & SFC Colon
3 Fort Bragg
Fort Liberty, NC 28307

Re: **Letter of Authorization – Hagerstown Regional Airport**

Dear SFC Denniston & SFC Colon:

Hagerstown Regional Airport is pleased to grant limited authorization for the U.S. Army Golden Knights to perform a parachute jump at Hagerstown Regional Airport on Friday, November 6, 2026.

As the property owner and operator of the airport, we are pleased to welcome the team and will provide certain support for practices, rehearsals, and any required pre-event activities necessary to facilitate the jump operations. Additionally, our on-site Crash Fire Rescue Department will be staffed to respond should they become needed.

We understand that this demonstration is being conducted in support of the 20th Annual Aviation Career Expo, hosted by the Rider Jet Center. We have received their letter of support and concur with their approval as the host FBO, permitting the operation at their facility located on airport property.

Notwithstanding the foregoing, our authorization for this event is conditioned upon Rider Jet Center's execution of a Limited License Agreement, substantially in the form attached to this letter. If any additional authorizations, documentation, or permissions are required, please feel free to contact us.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

By: _____
John F. Barr, President

cc: David C. Schumacher

100 West Washington Street, Suite 1101 | Hagerstown, MD 21740 | P: 240.313.2200 | F: 240.313.2201 | TDD: 711

LIMITED LICENSE AGREEMENT

THIS LIMITED LICENSE AGREEMENT (this “**Agreement**”) is entered this _____ day of _____, 2026 (the “**Effective Date**”), by and between the **BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY**, a body corporate and politic and a political subdivision of the State of Maryland (“**Licensor**”) and **RIDER JET CENTER, INC.**, a Maryland corporation (“**Licensee**”). Licensor and Licensee may be referred to herein individually as a “**Party**” or collectively as the “**Parties**”.

WHEREAS, Licensor is the owner of all that certain real property commonly known as 18434 Showalter Road, Hagerstown, Maryland 21742 (Tax ID No. 27-026141), on which the Hagerstown Regional Airport operates (the “**Airport Property**”); and

WHEREAS, Licensee is the host of 20th Annual Aviation Career Expo (the “**Event**”) to occur on November 6, 2026; and

WHEREAS, Licensee desires to use a portion of the Airport Property as a parachute landing area by the U.S. Army Golden Knights in performing a parachute jump operation as part of the Event.

NOW, THEREFORE, inconsideration of the mutual covenants, terms, and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Licensed Property.** Licensor hereby grants to Licensee a limited and revocable license (the “**License**”) to use that portion of the Airport Property, consisting of approximately 45,000 sq. ft., as depicted and described as “GK PLA (150’ x 300’)” in the aerial photograph attached hereto as **Exhibit A** (the “**Licensed Property**”). The License permits Licensee, and its invitees, employees, agents, guests, and contractors, to use the Licensed Property only for the Event during the Event Hours (hereinafter defined), subject to, and upon all of the terms, covenants, and conditions contained in this Agreement. The License does not convey any interest in the Licensed Property.

2. **Event Date and Time.** The Event will be held on November 6, 2026 (the “**Event Date**”) between the hours of 9:00 a.m. EST and 2:00 p.m. EST, which includes setup, preparation, practice, and take down time (the “**Event Time**”). Licensee, and its invitees, employees, agents, guests, and contractors, shall not have access to the Licensed Property on any date or at any time other than on the Event Date and during the Event Time, unless Licensee receives prior written authorization from Licensor, and the terms and conditions of this Agreement shall extend to any such authorized access.

3. **Condition of Licensed Property.** The Licensed Property is made available to Licensee in “as is” condition, with all faults, and Licensor makes not representations or warranties, either express or implied, as to the condition of the Licensed Property, as to the suitability or fitness of the Licensed Property for the purposes and permitted uses set forth herein. Licensor shall have no responsibility or obligation to prepare the Licensed Property in any way in connection with the License and/or this Agreement. Licensee acknowledges that neither Licensor nor any employee, representative, or agent of Licensor has made any representation or warranty, express or implied, with respect to the Licensed Property.

4. **Permitted Use.** Licensee is authorized, pursuant to the License, to use the Licensed Property for the Event, and for the limited purpose of a parachute landing area by the U.S. Army Golden Knights in their performance of a parachute jump operation during the Event, and for no other purposes, unless Licensor gives Licensee prior written authorization for additional permitted uses. Licensee may not use the Licensed Property in any manner that may result in increased insurance premiums with respect to the Airport Property or render such insurance void.

5. **Compliance with Laws.** Licensee will, and will cause its invitees, employees, agents, guests, and contractors, to comply with all applicable laws and obtain any and all required permits and licenses necessary to use the Licensed Property as and when permitted herein. Licensee may not, and may not permit Licensee's invitees, employees, agents, guests, and contractors to, use the Licensed Property in any manner that would violate local, state, or federal laws or regulations, or the Primary Guiding Documents of the Hagerstown Regional Airport. Licensee acknowledges that Licensor has the right to immediately remove Licensee, and/or its invitees, employees, agents, guests, and contractors, from the Licensed Property without judicial process if Licensee, and/or its invitees, employees, agents, guests, and contractors violates any term or condition of this Agreement.

6. **Indemnification.** Licensee hereby agrees to indemnify, defend, and hold harmless Licensor, its officers, directors, employees, and agents, from any and all damages, liabilities, actions, suits, claims, costs, (including reasonable attorneys' fees), penalties, or expenses arising out of or in connection with, in whole or in part, directly or indirectly, (i) the occupancy or use of the Licensed Property by Licensee, or any of its invitees, employees, agents, guests, and contractor, or (ii) any acts, errors, or omissions on the part of Licensee, its officers, directors, employees, or agents. This Section 6 shall survive termination of this Agreement.

7. **Insurance.** Licensee shall secure and maintain throughout the term of this Agreement general liability insurance in the amount of One Million Dollars (\$1,000,000.00) with a combined single limit of not less than One Million Dollars (\$1,000,000.00) to include, but not be limited to, bodily injury and/or death, premises/operations, independent contractors, property damage, contractual insurance, and products/completed operations per occurrence. Licensee shall produce to Licensor, not later than seven (7) days prior to the Event Date, a certificate of insurance in the stated amounts. The certificate of insurance shall identify Licensor and its authorized officers, agents, employees, and representatives as loss payee and additional insured.

8. **Access and Right of Entry.** Licensor may enter upon and access the Licensed Property at any time, without the consent of Licensee, for any reasonable purpose, including any emergency that may threaten damage to the Licensed Property, or injury to any person in or near the Licensed Property.

9. **Revocation of License.** Licensor may revoke the License at any time and for any reason by providing written notice of such revocation to Licensee.

10. **Miscellaneous.**

a. *Force Majeure.* The term "**Force Majeure Event**" shall mean any of the following events: (i) acts of God; (ii) floods, fires, earthquakes, explosions, or other natural disasters; (iii) war, invasions, hostilities, terrorist threats or acts, riots or other civil unrest; (iv) governmental authority, proclamations, orders, laws, actions, or request; (v) embargoes or

blockades; (vi) epidemics, pandemics, or other national or regional public health emergencies; (vii) strikes, labor stoppages or slowdowns, or other industrial disturbances; and (viii) other events beyond the control of Licensor. In the event Licensor is unable, on or after the occurrence of a Force Majeure Event, to make the Leased Premises available to Licensee on the Event Date for the purpose set forth in this Agreement, Licensor shall not be liable for any additional costs, expenses, or damages suffered by Licensee arising out of a rescheduling or cancellation of the Event.

b. Assignment. This Agreement may not be assigned by Licensee without the prior written consent of Licensor.

c. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Maryland, without regard to conflicts of laws principles.

d. Severability. If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect as if such invalid or unenforceable provision had not been included in this Agreement.

e. Entire Agreement. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior agreements, understandings, and negotiations between the Parties regarding the same.

f. Time of the Essence. Time is of the essence in the performance of the obligations set forth in this Agreement.

g. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the Effective Date.

LICENSOR:
BOARD OF COUNTY
COMMISSIONERS OF WASHINGTON
COUNTY, MARYLAND

LICENSEE:
RIDER JET CENTER, INC.

By: _____
Title: _____

By: _____
Title: _____

EXHIBIT A
LICENSED PROPERTY





Agenda Report Form

Open Session Item

SUBJECT: Presentation of 2026-2027 Farm of the Year Award

PRESENTATION DATE: Tuesday, October 13, 2026

PRESENTATION BY: Kelsey Keadle, Business Specialist, Agriculture, Department of Business and Economic Development

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: The Farm of the Year Award is designed to recognize outstanding agricultural achievement in proficiency of production, agricultural and community organization involvement, conservation and preservation practices, and technological advances. It is hoped that this award will enhance awareness for excellence in agriculture for Washington County, as well as create an improved awareness and understanding of the problems faced by today's family farm businesses.

DISCUSSION: The 2025-2026 Farm of the year is being honored for its exemplary commitment to sustainable agriculture. The farm stands out for its innovative practices that prioritize production, conservation & preservation, and community involvement. The farm is evident in their transformation of traditional methods into modern approaches that enhance efficiency and promote animal welfare. This recognition highlights their significant contributions to both the agricultural community and environmental stewardship within Washington County, MD.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: Yes, PR presence is requested to take photos of the Farm of the Year winner with BOCC and plaques.