



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

BOARD OF COUNTY COMMISSIONERS

May 23, 2023

OPEN SESSION AGENDA

- 9:30 AM INVOCATION AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President John F. Barr*
APPROVAL OF MINUTES: May 9, 2023
- 9:35 AM COMMISSIONERS' REPORTS AND COMMENTS
- 9:45 AM STAFF COMMENTS
- 9:50 AM CITIZEN PARTICIPATION
- 10:00 AM PROCLAMATION FOR MILITARY APPRECIATION
Presented by the Board of County Commissioners to Teresa Spruill, Chair, Veterans' Advisory Committee
- 10:10 AM SOLE SOURCE PROCUREMENT (PUR-1628) COMPUTER AIDED DESIGN (CAD) INTERFACE
Rick F. Curry, CPPO, Director of Purchasing
- 10:15 AM BID AWARD (PUR-1613) ONE (1) 2023 OR LATEST PRODUCTION MODEL CHASSIS/CAB WITH DUMP BODY
Rick F. Curry, CPPO, Director of Purchasing; Mark Bradshaw, P.E., Director, Environmental Management
- 10:20 AM RESCIND BID AWARD, INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-22-0104) – ONE (1) NEW 2024 FORD F650 TRUCK
Rick F. Curry, CPPO, Director of Purchasing; Mark Bradshaw, P.E., Director, Environmental Management
- 10:25 AM INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0120) LINE STRIPING
Brandi Naugle, CPPB, Buyer, Purchasing Department; Zane Rowe, Deputy Director, Public Works – Highway Department; Doug Levine, Traffic Supervisor, Highway Department
- 10:30 AM CLOSED SESSION - *(To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; to consult with counsel to obtain legal advice on a legal matter; & to conduct collective bargaining negotiations or consider matters that relate to the negotiations.)*

11:45 AM RECONVENE IN OPEN SESSION

ADJOURNMENT



Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: Proclamation for Military Appreciation Week

PRESENTATION DATE: May 23, 2023

PRESENTATION BY: Board of County Commissioners of Washington County

RECOMMENDED MOTION: N/A.

REPORT-IN-BRIEF: Proclamation Presentation



Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session

SUBJECT: Sole Source Procurement (PUR-1628) Computer Aided Design (CAD) Interface

PRESENTATION DATE: May 23, 2023

PRESENTATION BY: Rick Curry, Director of Purchasing

RECOMMENDATION: Move to authorize a Sole Source procurement for CAD Interface for use by the Division of Emergency Services (DES) in the amount of \$56,640 from Keystone Public Safety Inc., of Maple Shade, NJ.

REPORT-IN-BRIEF: DES wishes to apply Sections 1-106.2(a)(1) & (2) of the Code of Local Public Laws of Washington County, Maryland, to the procurement requested. These sections state that a sole source procurement is authorized and permissible when: (1) Only one source exists that meets the County's requirements.

DES has received approval for grant funding from the Maryland 9-1-1 Systems Board in the amount of fifty-six thousand, six-hundred and forty dollars (\$56,640.00). The cost for development of the CAD-to-CAD interface is forty-eight thousand dollars (\$48,000.00) with the annual software maintenance being eight-thousand, six-hundred and forty dollars (\$8,640.00). The requested interface represents a permissible use of funds from the 9-1-1 Systems Board.

DISCUSSION: The Commissioners have previously authorized DES to request and accept the funding requested under this project. This is a sole-source procurement request as the requested vendor (Keystone) is the provider of the CAD operating software utilized by the Counties Emergency Communication Center.

FISCAL IMPACT: \$56,640.00 (reimbursable to the County, or payment may be paid directly to the vendor if desired).

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Keystone Public Safety's quote dated



Maryland Department of Emergency Management

Maryland 9-1-1 Board

6776 Reisterstown Road – Suite 207, Baltimore, Maryland 21215-2362
(410) 585-3108 • mdem.maryland.gov

STATE OF MARYLAND

LARRY HOGAN
GOVERNOR

July 27, 2022

BOYD K. RUTHERFORD
LT. GOVERNOR

RUSSELL J.
STRICKLAND
SECRETARY

JACK MARKEY
CHAIRMAN

SCOTT ROPER
EXECUTIVE DIRECTOR

JUMARY WEST
FISCAL COORDINATOR

Mr. Brian Albert
Washington Co. Emergency Communications
16232 Elliott Pkwy.
Williamsport, MD 21795

RE: Project # 23-006 Washington County

Dear Mr. Albert:

This will confirm the Board's decision during its July 27, 2022 meeting, to fund up to \$56,640.00 for CAD-to-CAD Interface (Project # 23-006), per your request. This funding is contingent upon the availability of funds in the Trust Fund.

Per these time limits, you must award a contract for this project within six months from the date of this letter and the project must be completed within one year of the date of this letter. If these deadlines are not met, you must notify the Office of the Executive Director and may be required to appear before the Board to explain the circumstance surrounding the delay of this project.

Once the entire project or billable portion has been completed, you can be reimbursed for the costs or the Board can pay the vendor directly. If you want to be reimbursed, please send me a letter specifying the amount of the reimbursement and include a copy of the invoice and a copy of the cancelled check along with the county's federal tax ID number. If you want the Board to pay the bill directly forward the invoice accompanied by a letter specifying that the materials or services have been received/installed to your satisfaction, specifying the amount to be paid, and requesting direct payment. The invoice will then be processed for payment directly from the Trust Fund account. **The vendor's/county's Federal ID number must be included or the package will be returned without being processed.**

Thank you for your patience in this matter. Should you have any additional questions, please feel free to contact me at 410-585-3108.

Sincerely,

Scott G. Roper

Scott Roper
Executive Director

GRT/50



QUOTATION

| DATE 07/26/2022 | SALESPERSON | SALESPERSON'S NUMBER | |
|--|--|-----------------------|--------------------|
| F.O.B. | TERMS Net 30 Days | CUSTOMER ORDER NUMBER | |
| BILL TO Maryland State Police 1201 Reisterstown Rd Pikesville, MD 21208 | | | |
| QTY. | DESCRIPTION | UNIT PRICE | AMOUNT |
| 1 | Develop a Keystone interface for the Maryland CAD2CAD pilot project. This quote is based on the current CAD2CAD functionality currently defined by the pilot project. See attached SOW. All design, development and testing services to complete the interface are included in this quote. Annual Maintenance Note: 50% deposit required to begin work. | 48,000.00 | 48,000.00 |
| | | | 8,640.00 |
| QUOTATION TOTAL | | | \$56,640.00 |

Signature _____ Date _____

Print Name & Title _____ Client PO Number _____



Statement of Work

Client Name Maryland State Police

Project Name CAD2CAD Pilot

Requested By Rebecca Wimmer

Date Requested 07/26/2022

Description of Change

Develop a CAD2CAD interface for use with the Washington County Sheriff Office Keystone CAD system and the MSP message switch.

The following clarifications will be included as part of this SOW;

1. The interface will include all functions and services as required to implement a fully functional CAD2CAD system beyond the current pilot project functions.
2. The interface will exchange all required data elements as described in the XML schemas
3. The interface will exchange all available non required data elements as described in the XML schemas.
4. The interface will be installed on the production and test CAD systems, if available.
5. This SOW includes all unit testing to verify that it delivers the required functionality as defined by the pilot project design.
6. This SOW includes all end-to-end customer testing.



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1613) One (1) 2023 or Latest Production Model Chassis/Cab with Dump Body

PRESENTATION DATE: May 23, 2023

PRESENTATION BY: Rick Curry, CPPO, Director, Purchasing Department; Mark Bradshaw, P.E., Director, Environmental Management

RECOMMENDATION: Move to award the purchase of one (1) 2023 Chassis/Cab with a Dump Body to the responsible bidder with the responsive bid, Blaise Chevrolet, of Greencastle, PA in the amount of \$91,158.

REPORT-IN-BRIEF: On May 3, 2023, the County received a total of two (2) bids for the pickup truck. The Invitation to Bid (ITB) notice was published in the local newspaper, listed on the State of Maryland's "*eMarylandMarketplaceAdvantage*" website and on the County's website. Twenty-seven (27) persons/companies registered/downloaded the bid document on-line. The new trucks will replace a mini dump truck that meet the County's replacement criteria; truck have over 150,000 miles on them. The truck will be advertised on GovDeals.com for auctioning. Additional information: The County imposed the Vehicle and Equipment Types and Usage Guidelines in 2001. The County's replacement guidelines for vehicles less than 19,500 lbs. GVWR is recommended at a ten (10) year economic life cycle.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's Capital Improvement Budget (CIP) budget VEH007.

CONCURRENCES: N/A

ATTACHMENTS: Bid Tabulation Matrix.

PUR-1613

**ONE (1) New 2023 or Latest Production Model
Chassis/Cab with Dump Body**

| | | | |
|-----------------------|--|---|---|
| | | Blaise Alexander Chevy Greencastle, PA | Hagerstown Ford Hagerstown, MD |
| Item No. | Description: | | |
| 1 | One (1) New 2023 or Latest Production Model Chassis/Cab with Dump Body | | |
| Total Price | | \$91,158.00* | \$77,500.00 |
| Delivery Date: | | 4-6 Weeks from Purchase | 2 weeks after Award Date |

Corrected calculations based on unit price

| Remarks / Excepts: | | | |
|---|--------------------|------------------------|------------------------------------|
| Blaise Alexander Chevy | | Hagerstown Ford | |
| Specifications: | | Specifications: | |
| Item No. 1 | Siler Ice Metallic | Item No. 2 | Ford F-450 |
| Ordering/Production Lead Time: Truck Body / Parts = 4-6 Weeks | | Item No. 3 | 7.3L Gas Engine |
| | | Item No. 5 | 4.88 Rear Axle Ratio |
| | | Item No.13 | Molded Platform Running Boards |
| | | Item No. 14 | GVWR 16,500# |
| | | Item No. 16 | No Cruise Control |
| | | Item No. 18 | 4.2" Screen |
| | | Item No. 22 | No Regeneration with Gas Engine |
| | | Item No. 23 | No Block Heater on the Gas Engine |
| | | Item No. 24 | No Exhaust Brake on the Gas Engine |
| | | Item No. 25 | 410-amp Alternator |
| | | Item No. 27 | Skid Plate on Fuel Tank Only |
| | | Item No. 28 | N/A |
| | | Item No. 35 | 4 Speaker System |
| | | Item No. 40 | Ford OEM Camera |

Bids Due: May 3, 2023



Agenda Report Form

Open Session Item

SUBJECT: Rescind Bid Award, Intergovernmental Cooperative Purchase (INTG-22-0104) - One (1) New 2024 Ford F650 Truck

PRESENTATION DATE: May 23, 2023

PRESENTATION BY: Rick F. Curry, CPPO, Purchasing Director; Mark Bradshaw, P. E., Director, Environmental Management.

RECOMMENDED MOTION: Move to relieve 72 Hour, LLC dba/National Auto Fleet Group of Watsonville, CA from the contract without prejudices for the purchase approved by the Board of County Commissioners of Washington County on January 10, 2023, for the purchase of one (1) 2024 Ford F650 Truck for a total cost of \$95,773.

REPORT-IN-BRIEF: The department has made several attempts to obtain information as to the status of the production/delivery of the vehicle. The vendor has not responded with the requested information.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: None



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-23-0120) Line Striping of County Roads

PRESENTATION DATE: May 23, 2023

PRESENTATION BY: Brandi Naugle, CPPB, Buyer, Purchasing Department; Zane Rowe, Deputy Director Public Works Highway; Doug Levine, Traffic Supervisor, Highway Department.

RECOMMENDED MOTION: To authorize by Resolution, for the Highway Department to utilize the Howard County Maryland Line Striping Contract PA-096-2023 with Alpha Space Control Co., Inc. of Chambersburg, PA for line striping of 1,308,411 linear feet at \$.107 a linear foot on various roads within the County in the amount of \$140,000.

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

The County will benefit from the direct cost savings in the purchase of this service because of the economies of scale this contract has leveraged. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting, and evaluating a bid. Acquisition of this service by utilizing the Howard County Maryland contract and eliminating our County's bid process would result in administrative and cost savings for the Highway Department in preparing specifications and the Purchasing Department.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's account 515000-20-20050 for these services.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Resolution No. RS-2023- (Intergovernmental Cooperative Purchase [INTG-23-0120] Line Striping Contract) and Alpha Space Control - Quote 23-594

AUDIO/VISUAL NEEDS: N/A

ALPHA SPACE CONTROL, LLC

Estimate

1580 GABLER ROAD
CHAMBERSBURG, PA 17201

PH: (717) 263-0182

F: (717) 263-1193

WWW.ALPHASPACECONTROL.COM

| | |
|----------|---------------|
| DATE | PRO/SALES ... |
| 5/8/2023 | 23-594 |

| |
|--|
| NAME / ADDRESS |
| WASHINGTON COUNTY MARYLAND 601 NORTHERN AVENUE HAGERSTOWN, MD 21740 ATTN: ALICIA HEIL |

| | |
|-----------------|------------------------------|
| JOB: | 2023 TRAFFIC MARKINGS 23-594 |
| ADDRESS: | |
| CITY/ST: | WASHINGTON COUNTY, MD. |

| |
|--------------|
| TERMS |
| Net 30 |

| | | |
|--------------------------|--------------|-------------------|
| CUSTOMER P.O. NO. | TERMS | SALES REP: |
| | NET 30 | RICH PRYOR |

| QTY | DESCRIPTION | COST | TOTAL |
|-----------|---|-------|------------|
| 1,308,411 | ROAD STRIPING: LF OF 5" SINGLE YELLOW / WHITE LINE (PAINT) (FOOTAGES ARE FOR EXAMPLE PURPOSES ONLY) | 0.107 | 139,999.98 |
| | PER CONTRACT PA-096-2023 HOWARD COUNTY MARYLAND SALES TAX | 6.00% | 0.00 |

| | |
|--------------|--------------|
| TOTAL | \$139,999.98 |
|--------------|--------------|

IF THE ABOVE IS AGREED TO, PLEASE SIGN, DATE AND RETURN ORIGINAL COPY.
RETAIN DUPLICATE COPY FOR YOUR FILES. WE RESERVE THE RIGHT TO
WITHDRAW THIS PROPOSAL IF NOT ACCEPTED IN 30 DAYS.

SIGN/DATE

RESOLUTION NO. RS-2023-

(Intergovernmental Cooperative Purchase [INTG-23-0120] Line Striping Contract)

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 Highway Department is requesting to utilize the Howard County, Maryland, Line Striping Contract PA-096-2023 with Alpha Space Control Co., Inc., of Chambersburg, Pennsylvania, for line striping of 1,308,411 linear feet at \$0.107 per linear foot on various roads within the County for a total cost of \$140,000.00.

Utilizing the Howard County, Maryland, contract and eliminating the County's bid process result in administrative and cost savings for the Highway Department. 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 Highway Department is authorized to utilize the Howard County, Maryland, Line Striping Contract PA-096-2023 with Alpha Space Control Co., Inc., of Chambersburg, Pennsylvania, in the amount of \$140,000.00.

Adopted and effective this ____ day of May, 2023.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

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

Kirk C. Downey
County Attorney