



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**

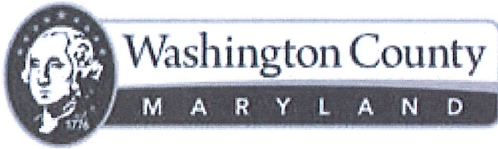
**June 6, 2023**

### **OPEN SESSION AGENDA**

- 9:00 AM INVOCATION AND PLEDGE OF ALLEGIANCE  
CALL TO ORDER, *President John F. Barr*  
APPROVAL OF MINUTES: *May 16, 2023*
- 9:05 AM COMMISSIONERS' REPORTS AND COMMENTS
- 9:15 AM STAFF COMMENTS
- 9:20 AM CITIZEN PARTICIPATION
- 9:30 AM PROPERTY ACQUISITION FOR HOPEWELL ROAD  
*Todd Moser, Real Property Administrator, Engineering*
- 9:45 AM MEMORANDUM OF UNDERSTANDING (MOU) REGARDING MERITUS MEDICAL CENTER, INC AND BOARD OF EDUCATION OF WASHINGTON COUNTY REAL PROPERTY CONVEYANCE  
*Todd Moser, Real Property Administrator, Engineering*
- 10:00 AM COMMUNITY LEGACY GRANT APPLICATION – REQUEST FOR APPROVAL  
*Jennifer Kinzer, Deputy Director, Planning and Zoning; Rachel Souders, Senior Grant Manager, Grant Management*
- 10:05 AM CONTRACT AWARD (PUR-1592) HAGERSTOWN REGIONAL AIRPORT TAXIWAY “F” REHABILITATION PROJECT  
*Rick Curry, Director, Purchasing; Neil Doran, Director, Hagerstown Regional Airport*
- BID AWARD RENEWAL (PUR-1552) MATTRESS BED BASE REMOVAL  
*Rick Curry, Director, Purchasing; Dave Mason, Deputy Director, Solid Waste*
- BID AWARD RENEWAL (PUR-1567) – ELECTRONIC RECYCLING  
*Rick Curry, Director, Purchasing; Dave Mason, Deputy Director, Solid Waste*
- 10:15 AM BID AWARD (PUR-1611) JANITORIAL SERVICES FOR WASHINGTON COUNTY  
*Brandi Naugle, Buyer, Purchasing; Danny Hixon, Deputy Director, Buildings, Grounds, and Facilities*

- 10:20 AM      CONTRACT AWARD (PUR-1616) – STOP LOSS INSURANCE COVERAGE  
*Brandi Naugle, Buyer, Purchasing; Kendall Desaulniers, Interim Director, Human Resources/Deputy County Attorney; and a representative from the County’s consultant, CBIZ Benefits & Insurance Services, Inc.*
- 10:25 AM      HOTEL RENTAL TAX FUNDING REQUEST, MARYLAND SYMPHONY ORCHESTRA  
*Susan Buchanan, Director, Grant Management; Emily Socks, Director of Development, Maryland Symphony Orchestra*
- 10:35 AM      AGRICULTURE FOCUSED GRANT PROGRAM TITLED WASHINGTON COUNTY MARYLAND AGRICULTURAL INNOVATION GRANT. FUNDING REQUEST WASHINGTON COUNTY HOTEL RENTAL TAX FUNDS IN THE AMOUNT OF \$300,000 OVER NEXT THREE FISCAL YEARS  
*Leslie Hart, Business Development Specialist, Business and Economic Development; Jonathan Horowitz, Director, Business and Economic Development*
- 10:45 AM      AGRICULTURE – JUNE IS NATIONAL DAIRY MONTH  
*Danielle Weaver, Director, Public Relations and Marketing; Leslie Hart, Business Development Specialist, Business and Economic Development*
- 10:55 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 and To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.)*
- 1:00 PM      RECONVENE IN OPEN SESSION

ADJOURNMENT



## Agenda Report Form

### Open Session Item

**SUBJECT:** Property Acquisition for Hopewell Road

**PRESENTATION DATE:** June 6, 2023

**PRESENTATION BY:** Todd Moser, Real Property Administrator, Division of Engineering

**RECOMMENDED MOTION:** Move to approve the option agreements for partial property acquisition including easements for 11028 Hopewell Road, 11047 Hopewell Road, and 11037 Hopewell Road and approve an ordinance approving said purchase and conveyance and to authorize the execution of the necessary documentation to finalize the acquisition and conveyance.

**REPORT-IN-BRIEF:** Properties were appraised, and option agreements have been signed by the property owners for these properties.

Property Address	Fee Simple Acquisition	Easement Acquisition (Temp. Construction)	Property Conveyed to Property Owner	Cost of Acquisition
11028 Hopewell Road	7,709 SF	7,763 SF	N/A	\$17,280
11047 Hopewell Road	8 SF	1,261 SF	1,920 SF	\$0
11037 Hopewell Road	30 SF	200 SF	616 SF	\$0

**DISCUSSION:** The Hopewell Road realignment and culvert work in this area is part of the Wright Road Appalachian Regional Commission (ARC) project.

**FISCAL IMPACT:** \$17,280 CIP Budgeted Project

**CONCURRENCES:** N/A

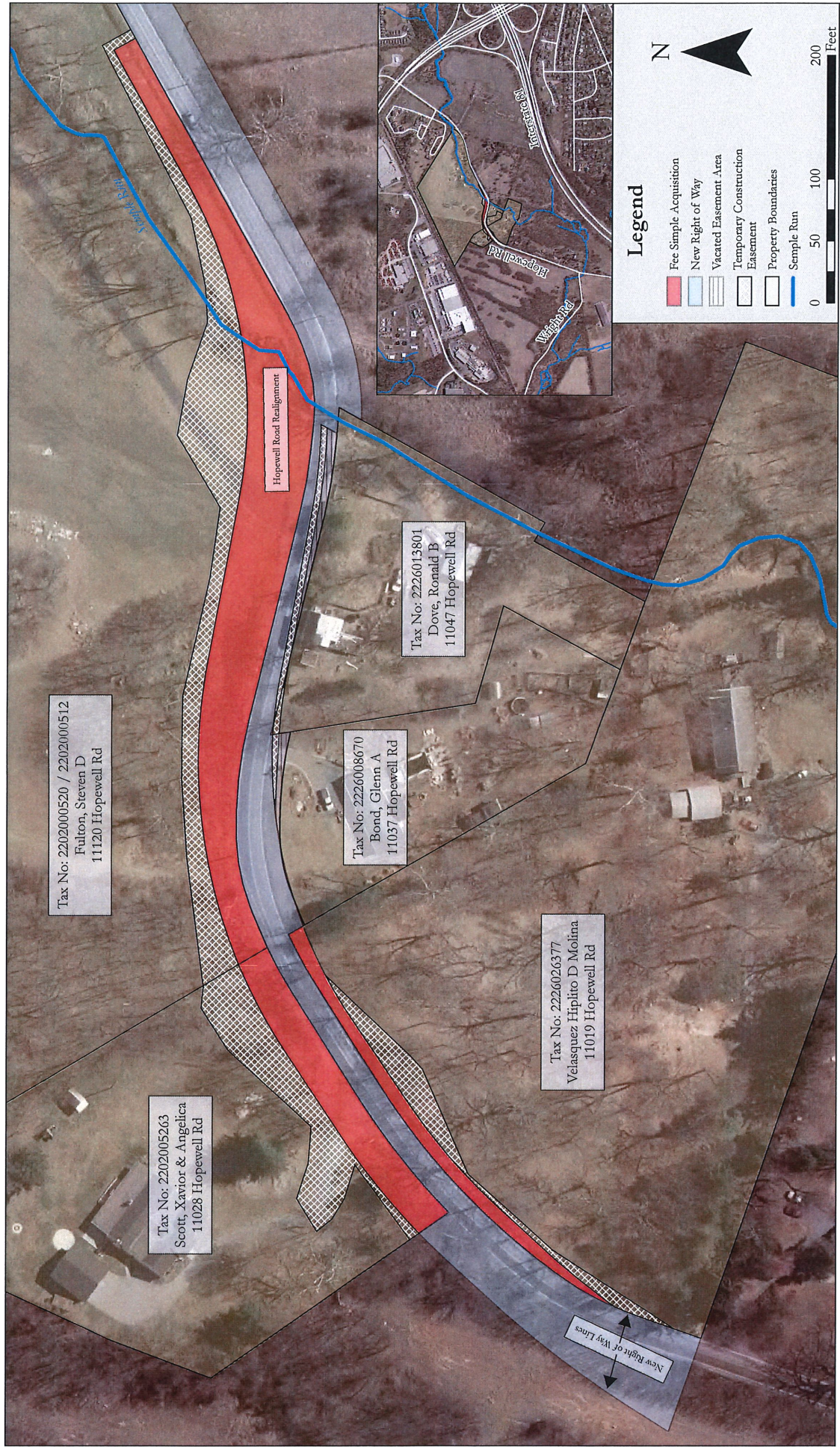
**ALTERNATIVES:** N/A

**ATTACHMENTS:** Aerial Map, Ordinance

**AUDIO/VISUAL NEEDS:** Aerial Map



# Hopewell Road





ORDINANCE NO. ORD-2023-

**AN ORDINANCE TO APPROVE THE PURCHASE OF AN EASEMENT INTEREST  
IN REAL PROPERTY AND TO APPROVE THE CONVEYANCE OF REAL  
PROPERTY**

*(Hopewell Road Realignment Project – Bond Property)*

RECITALS

1. The Board of County Commissioners of Washington County, Maryland (the “County”), believes that it is in the best interest of the citizens of Washington County to purchase an easement interest in certain real property identified under the heading “Acquisition” on the attached Schedule A (the “Easement Property”) to be used for public purposes.

2. The County approved the purchase of the Easement Property on June 6, 2023.

3. A public hearing was not required by Section 1-301, Code of the Public Local Laws of Washington County, Maryland, as the funds utilized to purchase the Easement Property are not to be expended from the General Fund of the County.

4. The County further believes that it is in the best interest of the citizens of Washington County to dispose of certain real property identified under the heading “Conveyance” on Schedule A (the “Property”) by conveyance to Glenn A. and Anna M. Bond.

5. Notice of Intention of Washington County to Convey was duly advertised pursuant to Section 1-301, Code of the Public Local Laws of Washington County, Maryland, in *The Herald-Mail*, a daily newspaper of general circulation, on May 15, 22, and 30, 2023.

4. The purchase of the Easement Property is necessary for the Hopewell Road Realignment Project.

THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Washington County, Maryland, that the purchase of the Easement Property be approved, and that the President of the Board and the County Clerk be and are hereby authorized and directed to execute and attest, respectively, all such documents for and on behalf of the County relating to the purchase of the Easement Property.

THEREFORE, BE IT FURTHER ORDAINED that the President of the Board of County Commissioners of Washington County, Maryland, and the County Clerk be, and they hereby are, authorized and directed to execute and attest, respectively, for and on behalf of the County, a deed conveying the Property to Glenn A. and Anna M. Bond for the sum of Zero Dollars and No Cents (\$0.00).

ADOPTED this 6th day of June, 2023.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND

\_\_\_\_\_  
Dawn L. Marcus  
County Clerk

BY: \_\_\_\_\_  
John F. Barr, President

Approved as to legal sufficiency:

\_\_\_\_\_  
Zachary J. Kieffer  
Assistant County Attorney

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



## SCHEDULE A--DESCRIPTION OF EASEMENT PROPERTY

### ACQUISITION

**ALL** that portion of land lying between the outermost lines labeled as "RIGHT-OF-WAY LINE" and the innermost lines labeled as "EXISTING RIGHT-OF-WAY LINE & DEDICATION LINE HEREBY VACATED", as shown or indicated on a plat prepared by the Division of Engineering for Washington County, Maryland, entitled, "HOPEWELL ROAD REALIGNMENT (NORTHEAST OF WRIGHT ROAD)", and intending to be recorded among the Land Records of Washington County, Maryland, in the County Road Plat Book as Right-of-Way Plat No. 100-10-618, all of which plat is made a part hereof, so far as the property and/or rights may be affected by the proposed improvements, and the appurtenances thereto belonging, or in anywise appertaining, situate along the Southeasterly side of Hopewell road approximately 900 feet Northeast of its intersection with the realigned portion of Wright Road, in Election District No. 26 of Washington County, Maryland, and more particularly described as follows:

**BEGINNING** for the outline hereof at a point in the existing Right-of-Way line for the said Hopewell Road, said point being 30.00 feet right of and perpendicular to Baseline of Right-of-Way Station 50+58.81, as shown on the said Right-of-Way Plat 100-10-618 as aforementioned; thence with said existing Right-of-Way for the following three (3) courses, on a bearing to agree with a recent survey by the Division of Engineering for Washington County, Maryland, by a curve to the right having a radius of 330.38 feet, an arc length of 1.53 feet, and subtended by a chord with a bearing and distance of

1. North 68 Degrees 58 Minutes 48 Seconds East 1.53 feet to a point;
2. North 69 Degrees 06 Minutes 46 Seconds East 6.14 feet to a point; by a tangent curve to the right having a radius of 135.00 feet, an arc length of 36.61 feet, and subtended by a chord with a bearing and distance of
3. North 76 Degrees 52 Minutes 56 Seconds East 36.50 feet to a point; thence leaving said existing Right-of-Way line and crossing the lands of Grantors herein by new line of Right-of-Way now established, by a reverse curve to the left having a radius of 370.00 feet, an arc length of 44.14 feet, and subtended by a chord with a bearing and distance of
4. South 75 Degrees 31 Minutes 50 Seconds West 44.12 feet to the point of beginning, containing an area of 30 square feet or 0.00069 acres of land, more or less

**TOGETHER** with the right to use the area designated **TEMPORARY EASEMENT to be Used Only during the Period of Construction**, encompassing 200 square feet or 0.0138 acres of land, more or less; the outline of which is graphically depicted on the said Right-of-Way Plat No. 100-10-618. The purpose of the Temporary Easement shall be to provide working space for grading and access upon Grantors' property during the performance of the impending Washington County Division of Engineering Contract No. RD-WR-276-10 Wright Road Relocation. The Temporary Easement shall revert to the Grantors by operation of law upon the completion and acceptance of the Project by the County.

**BEING** a portion of the lands of Grantors herein as described in a deed dated May 9, 1980, and recorded among said Land Records in Liber 700 at folio 645 as aforementioned. Further being shown on the Right-of-Way Plat No. 100-10-618 as aforementioned, a reduced copy of which is

attached hereto and made a part hereof

See ATTACHMENT 'A'

**SUBJECT** to all easements, rights-of-way, covenants, conditions, and restrictions of record applicable thereto.

**CONVEYANCE**

ALL those two (2) areas of existing easement lying between the line labeled as "RIGHT-OF-WAY LINE" and the lines labeled as "EXISTING RIGHT-OF-WAY LINE & DEDICATION LINE HEREBY VACATED", as shown or indicated on a plat prepared by the Division of Engineering for Washington County, Maryland, entitled, "HOPEWELL ROAD REALIGNMENT (NORTHEAST OF WRIGHT ROAD)", and intending to be recorded among the Land Records of Washington County, Maryland, in the County Road Plat Book as Right-of-Way Plat No. 100-10-618, all of which plat is made a part hereof, so far as the property and/or rights may be affected by the proposed improvements, and the appurtenances thereto belonging, or in anywise appertaining, situate along the Southeasterly side of Hopewell road approximately 900 feet Northeast of its intersection with the realigned portion of Wright Road, in Election District No. 26 of Washington County, Maryland, and more particularly described as follows:

**EASEMENT AREA NO.1**

All the portion of existing easement labeled as "*EXISTING PORTION OF RIGHT-OF-WAY FOR HOPEWELL ROAD HEREBY VACATED*" encompassing 15 square feet or 0.00034 acres of land, more or less, the outlines of which are shown or indicated on the said Right-of-way Plat No. 100-10-618 as aforementioned

**EASEMENT AREA NO.2**

All the portion of existing easement labeled as "*EXISTING PORTION OF RIGHT-OF-WAY FOR HOPEWELL ROAD HEREBY VACATED*" encompassing 601 square feet or 0.0138 acres of land, more or less, the outlines of which are shown or indicated on the said Right-of-way Plat No. 100-10-618 as aforementioned

**BEING** a portion of a twenty (20) foot wide Right-of-Way easement held by Grantors herein by a deed dated, February 6, 1839, and recorded among said Land Records in Liber O.H.W.1 at folio 247-249. Further being shown on the Right-of-Way Plat No. 100-10-618 as aforementioned, a reduced copy of which is attached hereto and made a part hereof

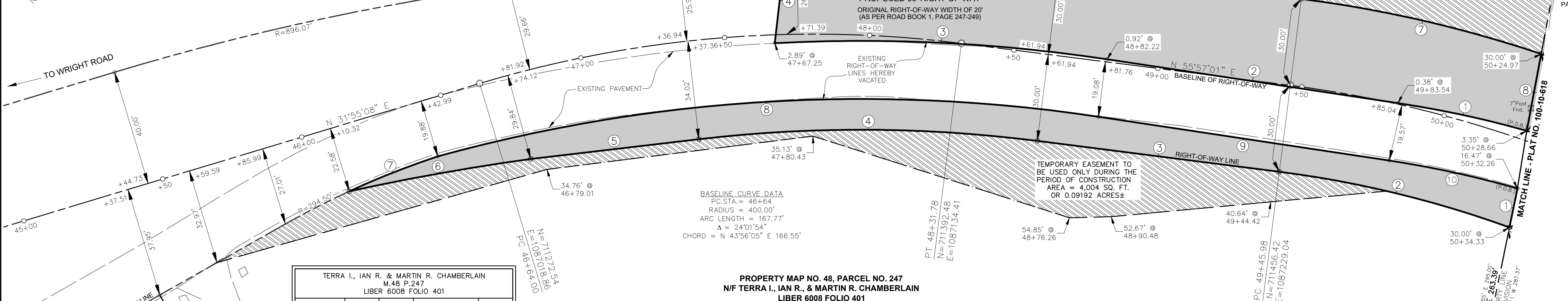
**SUBJECT** to all easements, rights-of-way, covenants, conditions, and restrictions of record applicable thereto.



SEE PLAT 100-10-619  
FOR ADDITIONAL NOTES

PROPERTY MAP NO. 48, PARCEL NO. 57  
N/F WRIGHT ROAD INDUSTRIAL, LLC  
LIBER 6495 FOLIO 454  
PLAT NO.11196-11198

XAVIOR & ANGELICA SCOTT M.48 P.589 LIBER 6262 FOLIO 427				
LINE/CURVE	RADIUS	ARC	BEARING/CHORD	LENGTH
1	365.38'	45.43'	S 60°48'46" W	45.40'
2			S 57°15'04" W	101.33'
3	568.30'	114.77'	S 51°27'55" W	114.58'
4			N 34°44'23" W	29.75'
5	540.00'	94.79'	N 50°55'18" E	94.67'
6			N 55°57'01" E	84.04'
7	430.00'	84.92'	N 61°36'28" E	84.78'
8			S 30°40'29" E	26.92'
FEE SIMPLE AREA = 7,709 SQ. FT. OR 0.17697 ACRES± SHOWN THUS:				



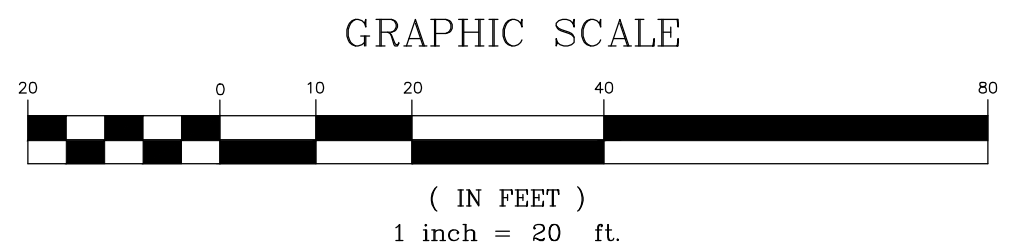
TERRA I., IAN R. & MARTIN R. CHAMBERLAIN M.48 P.247 LIBER 6008 FOLIO 401				
LINE/CURVE	RADIUS	ARC	BEARING/CHORD	LENGTH
1			S 29°44'00" E	13.67'
2	370.00'	81.73'	S 62°16'41" W	81.56'
3			S 55°57'01" W	84.04'
4	480.00'	116.90'	S 48°58'25" W	116.61'
5			S 41°59'49" W	58.28'
6	836.07'	63.49'	S 38°35'38" W	63.48'
7	294.50'	32.80'	N 27°11'56" E	32.78'
8	548.30'	229.61'	N 45°15'15" E	227.94'
9			N 57°15'04" E	101.33'
10	345.38'	45.21'	N 61°00'03" E	45.17'
FEE SIMPLE AREA = 3,968 SQ. FT. OR 0.09109 ACRES± SHOWN THUS:				

PROPERTY MAP NO. 48, PARCEL NO. 247  
N/F TERRA I., IAN R., & MARTIN R. CHAMBERLAIN  
LIBER 6008 FOLIO 401  
(SEE LIBER 219 FOLIO 92 FOR PROPERTY CONFIGURATION)

SURVEYOR'S CERTIFICATION

THIS PLAT AND ALL PREPARATION AND SURVEYING WORK REFLECTED IN IT HAS BEEN PERSONALLY PREPARED BY, OR UNDER THE RESPONSIBLE CHARGE OF, STATE OF MARYLAND PROFESSIONAL LAND SURVEYOR NO.21974; ALL IN COMPLIANCE WITH THE REQUIREMENTS AS SET FORTH IN ANNOTATED CODE OF MARYLAND (COMAR) TITLE 09.13.06.12  
I HEREBY CERTIFY THAT THE PLAN SHOWN HEREON IS CORRECT; THAT THE PROPERTY LINES SHOWN HEREON HAVE BEEN ESTABLISHED BASED UPON THE LOCAL MONUMENTS FOUND IN ACCORDANCE WITH THE REFERENCED DEEDS AND PLATS AND ARE NOT THE RESULT OF A COMPLETE BOUNDARY SURVEY. THE EXISTING 20 FOOT WIDE RIGHT-OF-WAY FOR HOPEWELL ROAD HAS BEEN ESTABLISHED BASED UPON THE CENTERLINE OF PAVING AS IT NOW EXISTS AND IN ACCORDANCE WITH WASHINGTON COUNTY LAND RECORDS ROAD BOOK 1, PAGE 247-249; THE DEDICATED PORTIONS FOR SAID HOPEWELL ROAD, AS SHOWN HEREON, ARE BASED UPON THE CENTERLINE OF PAVING AS IT NOW EXISTS AND IN ACCORDANCE WITH THE DEEDS AND PLATS AS INDICATED HEREON.

GARRETT EUGENE CULLER, PROFESSIONAL LAND SURVEYOR (DATE)  
MD REG. NO. 21974 (EXPIRATION/RENEWAL DATE: DEC. 18, 2023)  
FOR THE WASHINGTON COUNTY DIVISION OF ENGINEERING



TEMPORARY CONSTRUCTION EASEMENT  
FEE SIMPLE RIGHT-OF-WAY

DRAFT



Washington County, Maryland  
Division of Engineering

HOPEWELL ROAD REALIGNMENT  
(NORTHEAST OF WRIGHT ROAD)

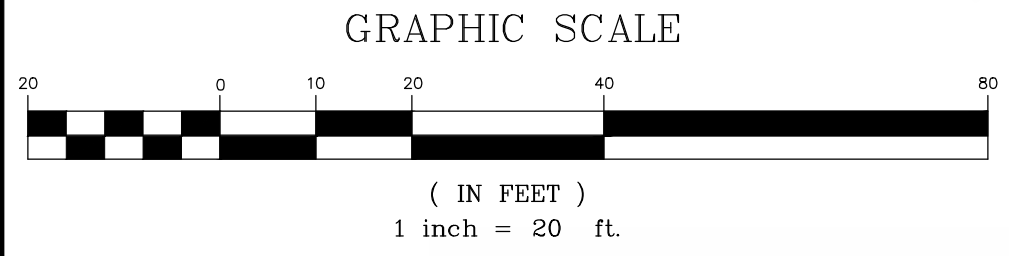
DRAWN BY: G.CULLER DATE: 4-18-2022 SCALE: 1"=20'

PROJECT NO: 10-276 PLAT NO. 100-10-617

DRAFT

THIS PLAT AND ALL PREPARATION AND SURVEYING WORK REFLECTED IN IT HAS BEEN PERSONALLY PREPARED BY, OR UNDER THE RESPONSIBLE CHARGE OF, STATE OF MARYLAND PROFESSIONAL LAND SURVEYOR NO.21974; ALL IN COMPLIANCE WITH THE REQUIREMENTS AS SET FORTH IN ANNOTATED CODE OF MARYLAND (COMAR) TITLE 09.13.06.12. I HEREBY CERTIFY THAT THE PLAN SHOWN HEREON IS CORRECT; THAT THE PROPERTY LINES SHOWN HEREON HAVE BEEN ESTABLISHED BASED UPON THE LOCAL MONUMENTS FOUND IN ACCORDANCE WITH THE REFERENCED DEEDS AND PLATS AND ARE NOT THE RESULT OF A COMPLETE BOUNDARY SURVEY. THE EXISTING 20 FOOT WIDE RIGHT-OF-WAY FOR HOPEWELL ROAD HAS BEEN ESTABLISHED BASED UPON THE CENTERLINE OF PAVING AS IT NOW EXISTS AND IN ACCORDANCE WITH WASHINGTON COUNTY LAND RECORDS ROAD BOOK 1, PAGE 247-249; THE DEDICATED PORTIONS FOR SAID HOPEWELL ROAD, AS SHOWN HEREON, ARE BASED UPON THE CENTERLINE OF PAVING AS IT NOW EXISTS AND IN ACCORDANCE WITH THE DEEDS AND PLATS AS INDICATED HEREON.

GARRETT EUGENE CULLER, PROFESSIONAL LAND SURVEYOR (DATE) MD REG. NO. 21974 (EXPIRATION/RENEWAL DATE: DEC. 18, 2023) FOR THE WASHINGTON COUNTY DIVISION OF ENGINEERING



SEE PLAT 100-10-619 FOR ADDITIONAL NOTES

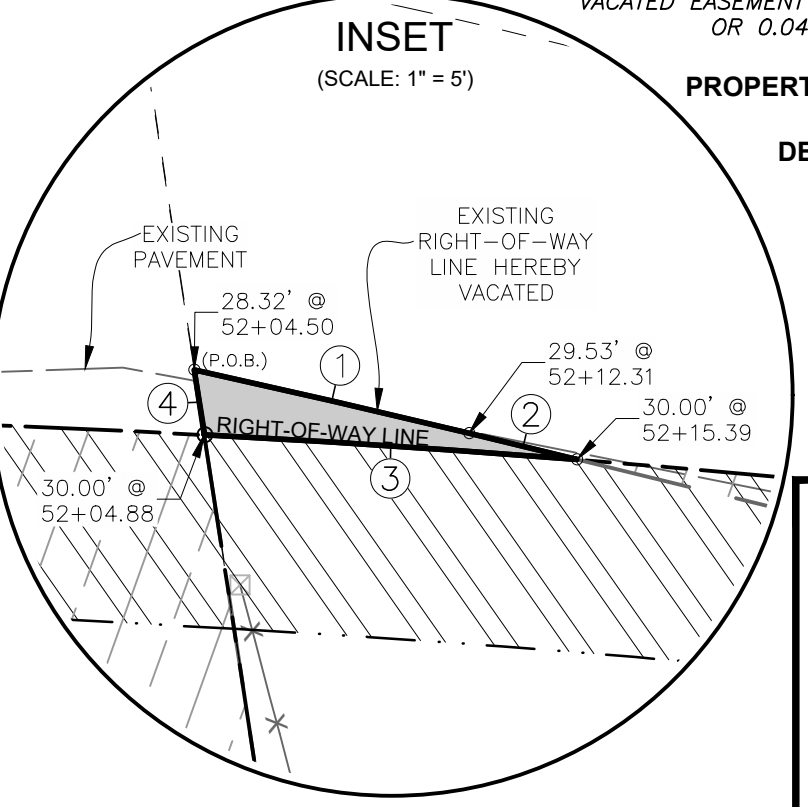
SURVEYOR'S CERTIFICATION

GLENN A. & ANNA M. BOND M.48 P.596 LIBER 700 FOLIO 645				
LINE/CURVE	RADIUS	ARC	BEARING/CHORD	LENGTH
1	330.38'	1.53'	N 68°58'48" E	1.53'
2			N 69°06'46" E	6.14'
3	135.00'	36.61'	N 76°52'56" E	36.50'
4	370.00'	44.14'	S 75°31'50" W	44.12'
FEE SIMPLE AREA = 30 SQ. FT. OR 0.00069 ACRES±				
SHOWN THUS:				

PROPERTY MAP NO. 48, PARCEL NO. 596  
N/F GLENN A. & ANNA M. BOND  
LIBER 700 FOLIO 645  
P/O REMAINING LANDS  
AS PER PLAT NO.960

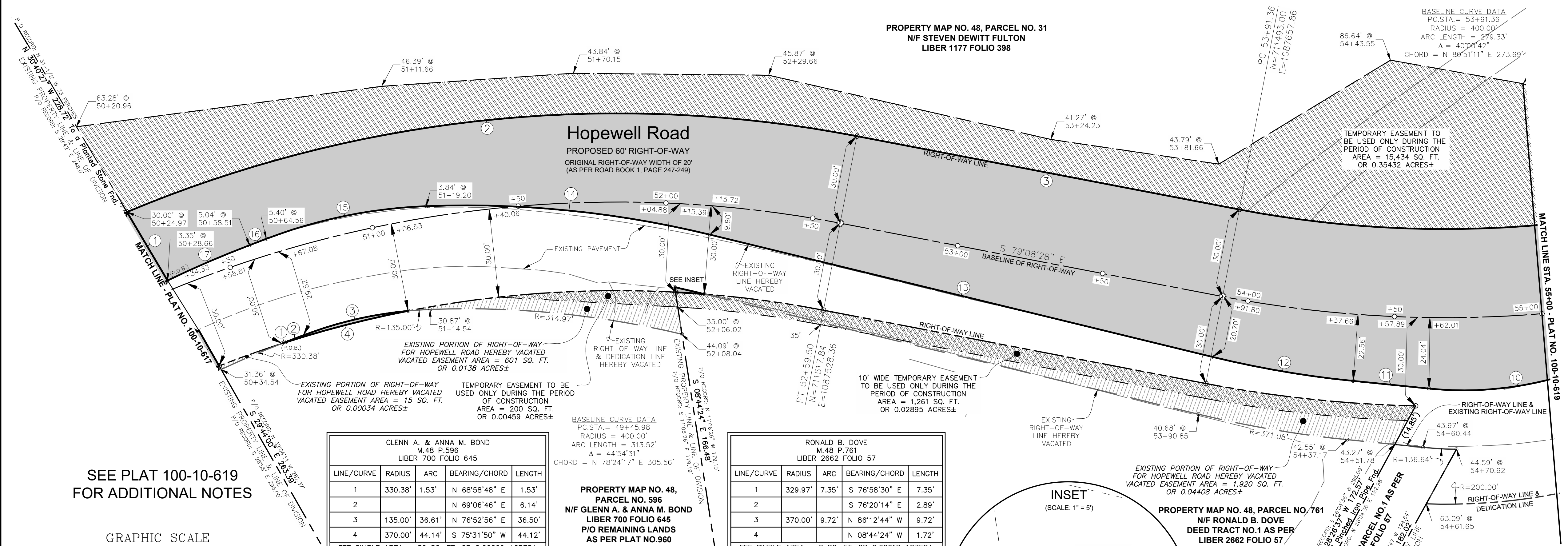
BASELINE CURVE DATA  
PC.STA. = 49+45.98  
RADIUS = 400.00'  
ARC LENGTH = 313.52'  
Δ = 44°54'31"  
CHORD = N 78°24'17" E 305.56'

RONALD B. DOVE M.48 P.761 LIBER 2662 FOLIO 57				
LINE/CURVE	RADIUS	ARC	BEARING/CHORD	LENGTH
1	329.97'	7.35'	S 76°58'30" E	7.35'
2			S 76°20'14" E	2.89'
3	370.00'	9.72'	N 86°12'44" W	9.72'
4			N 08°44'24" W	1.72'
FEE SIMPLE AREA = 8 SQ. FT. OR 0.00018 ACRES±				
SHOWN THUS:				



- TEMPORARY CONSTRUCTION EASEMENT
- FEE SIMPLE RIGHT-OF-WAY
- EXISTING RIGHT-OF-WAY HEREBY VACATED

PROPERTY MAP NO. 48, PARCEL NO. 31  
N/F STEVEN DEWITT FULTON  
LIBER 1177 FOLIO 398



Washington County, Maryland  
Division of Engineering

REALIGNMENT OF HOPEWELL ROAD  
(NORTHEAST OF WRIGHT ROAD)

DRAWN BY: G.CULLER DATE: 4-18-2022 SCALE: 1"=20'

PROJECT NO: 10-276 PLAT NO. 100-10-618

MAP NO. 48, PARCEL NO. 695  
N/F DONALD M. BOWMAN  
LIBER 1629 FOLIO 748  
P/O PARCEL 'B' AS PER PLAT NO.6462

PROPERTY MAP NO. 48, PARCEL NO. 761  
N/F RONALD B. DOVE  
DEED TRACT NO.1 AS PER  
LIBER 2662 FOLIO 57

DEED TRACT NO.2, PARCEL NO.1 AS PER  
LIBER 2662 FOLIO 57  
P/O RECORD: S 28°04'36" W 235.00'  
P/O RECORD: N 26°04'36" E 182.98'

MD GRID NORTH  
NAD 83/91EPOCH





ORDINANCE NO. ORD-2023-

**AN ORDINANCE TO APPROVE THE PURCHASE OF AN EASEMENT INTEREST  
IN REAL PROPERTY AND TO APPROVE THE CONVEYANCE OF REAL  
PROPERTY**

*(Hopewell Road Realignment Project – Dove Property)*

RECITALS

1. The Board of County Commissioners of Washington County, Maryland (the “County”), believes that it is in the best interest of the citizens of Washington County to purchase an easement interest in certain real property identified on the attached Schedule A (the “Easement Property”) to be used for public purposes.

2. The County approved the purchase of the Easement Property on June 6, 2023.

3. A public hearing was not required by Section 1-301, Code of the Public Local Laws of Washington County, Maryland, as the funds utilized to purchase the Easement Property are not to be expended from the General Fund of the County.

4. The County further believes that it is in the best interest of the citizens of Washington County to dispose of the Property by conveyance to Ronald B. Dove.

5. Notice of Intention of Washington County to Convey was duly advertised pursuant to Section 1-301, Code of the Public Local Laws of Washington County, Maryland, in *The Herald-Mail*, a daily newspaper of general circulation, on May 15, 22, and 30, 2023.

4. The purchase of the Easement Property is necessary for the Hopewell Road Realignment Project.

THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Washington County, Maryland, that the purchase of the Easement Property be approved and that the President of the Board and the County Clerk be and are hereby authorized and directed to execute and attest, respectively, all such documents for and on behalf of the County relating to the purchase of the Easement Property.

ADOPTED this 6<sup>th</sup> day of June, 2023.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND

\_\_\_\_\_  
Dawn L. Marcus  
County Clerk

BY: \_\_\_\_\_  
John F. Barr, President



Approved as to legal sufficiency:

---

Zachary J. Kieffer  
Assistant County Attorney

Mail to:

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

## SCHEDULE A--DESCRIPTION OF EASEMENT PROPERTY

All that portion of land lying between the outermost lines labeled "RIGHT-OF-WAY LINE" and the innermost lines labeled "EXISTING RIGHT-OF-WAY LINE HEREBY VACATED", as shown or indicated on a plat prepared by the Division of Engineering for Washington County, Maryland, entitled, "HOPEWELL ROAD REALIGNMENT (NORTHEAST OF WRIGHT ROAD)", and intending to be recorded among the Land Records of Washington County, Maryland, in the County Road Plat Book as Right-of-Way Plat No. 100-10-618, all of which plat is made a part hereof, so far as the property and/or rights may be affected by the proposed improvements, and the appurtenances thereto belonging, or in anywise appertaining, situate along the Southeasterly side of Hopewell road approximately 1,100 feet Northeast of its intersection with the realigned portion of Wright Road, in Election District No. 26 of Washington County, Maryland, and more particularly described as follows:

Beginning for the outline hereof at a point in the existing Right-of-Way line for the said Hopewell Road, said point being 28.32 feet right of and perpendicular to Baseline of Right-of-Way Station 52+04.50, as shown on the said Right-of-Way Plat 100-10-618 as aforementioned; thence with the said existing Right-of-Way line for the following two (2) courses, on a bearing to agree with a recent survey by the Division of Engineering for Washington County, Maryland, by a curve to the right having a radius of 329.97 feet, an arc length of 7.35 feet, and subtended by a chord with a bearing and distance of

1. South 76 Degrees 58 Minutes 30 Seconds East 7.35 feet to a point; thence
2. South 76 Degrees 20 Minutes 14 Seconds East 2.89 feet to a point; thence leaving said existing Right-of-Way Line and crossing lands of Grantors herein by a new line of Right-of-Way now established, by a curve to the left having a radius of 370.00 feet, an arc length of 9.72 feet, and subtended by a chord with a bearing and distance of
3. North 86 Degrees 12 Minutes 44 Seconds West 9.72 feet to a point in the fourth (4<sup>th</sup>) or North 11 Degrees 06 Minutes 26 Seconds West 179.19 foot line of Deed Tract No. 1 of Grantor's deed, recorded among said Land Records in Liber 2662 at folio 57; thence with said line for a portion thereof
4. North 08 Degrees 44 Minutes 24 Seconds West 1.72 feet to the point of beginning, containing an area of 8 square feet or 0.00018 acres of land, more or less

**TOGETHER** with the right to use the area designated **10' WIDE TEMPORARY EASEMENT to be Used Only during the Period of Construction**, encompassing 1,261 square feet or 0.02895 acres of land, more or less; the outline of which is graphically depicted on the said Right-of-Way Plat No. 100-10-618. The purpose of the Temporary Easement shall be to provide working space for grading and access upon Grantor's property during the performance of the impending Washington County Division of Engineering Contract No. RD-WR-276-10 Wright Road Relocation. The Temporary Easement shall revert to the Grantor by operation of law upon the completion and acceptance of the Project by the County.

**BEING** a portion of the lands of Grantor herein as described in a deed dated May 16, 2005, and recorded among said Land Records in Liber 2662 at folio 57 as aforementioned. Further being shown on the Right-of-Way Plat No. 100-10-618 as aforementioned, a reduced copy of which is attached hereto and made a part hereof.


See ATTACHMENT 'A'

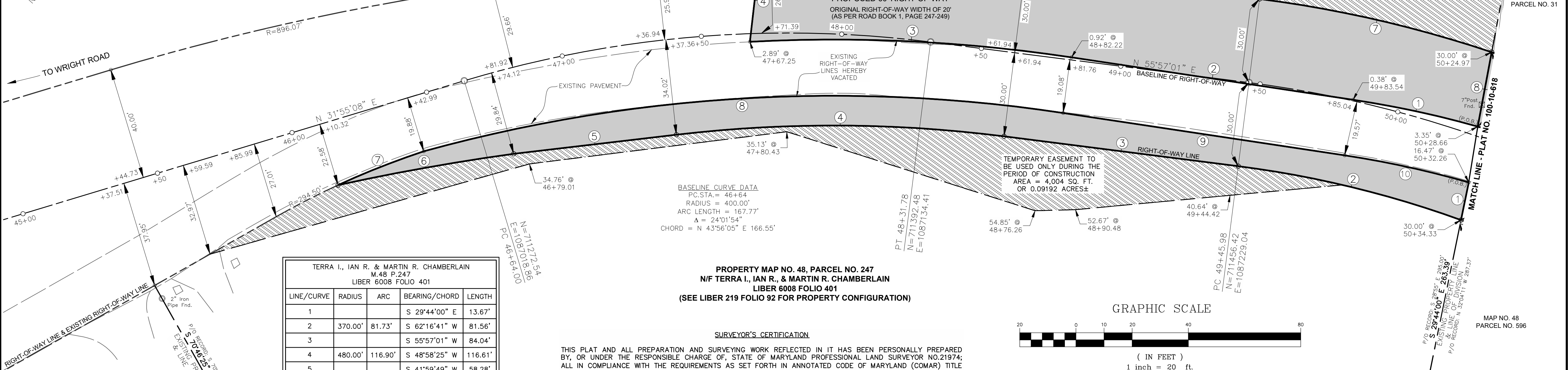
**SUBJECT** to all easements, rights-of-way, covenants, and restrictions of record applicable thereto.



SEE PLAT 100-10-619  
FOR ADDITIONAL NOTES


PROPERTY MAP NO. 48, PARCEL NO. 57  
N/F WRIGHT ROAD INDUSTRIAL, LLC  
LIBER 6495 FOLIO 454  
PLAT NO.11196-11198

XAVIOR & ANGELICA SCOTT M.48 P.589 LIBER 6262 FOLIO 427				
LINE/CURVE	RADIUS	ARC	BEARING/CHORD	LENGTH
1	365.38'	45.43'	S 60°48'46" W	45.40'
2			S 57°15'04" W	101.33'
3	568.30'	114.77'	S 51°27'55" W	114.58'
4			N 34°44'23" W	29.75'
5	540.00'	94.79'	N 50°55'18" E	94.67'
6			N 55°57'01" E	84.04'
7	430.00'	84.92'	N 61°36'28" E	84.78'
8			S 30°40'29" E	26.92'
FEE SIMPLE AREA = 7,709 SQ. FT. OR 0.17697 ACRES± SHOWN THUS: 				



PROPERTY MAP NO. 48, PARCEL NO. 248  
N/F STEPHEN D. CLARK &  
HELEN E. McGARRY  
LIBER 2440 FOLIO 542

TEMPORARY CONSTRUCTION EASEMENT  
FEE SIMPLE RIGHT-OF-WAY

TERRA I., IAN R. & MARTIN R. CHAMBERLAIN M.48 P.247 LIBER 6008 FOLIO 401				
LINE/CURVE	RADIUS	ARC	BEARING/CHORD	LENGTH
1			S 29°44'00" E	13.67'
2	370.00'	81.73'	S 62°16'41" W	81.56'
3			S 55°57'01" W	84.04'
4	480.00'	116.90'	S 48°58'25" W	116.61'
5			S 41°59'49" W	58.28'
6	836.07'	63.49'	S 38°35'38" W	63.48'
7	294.50'	32.80'	N 27°11'56" E	32.78'
8	548.30'	229.61'	N 45°15'15" E	227.94'
9			N 57°15'04" E	101.33'
10	345.38'	45.21'	N 61°00'03" E	45.17'
FEE SIMPLE AREA = 3,968 SQ. FT. OR 0.09109 ACRES± SHOWN THUS: 				

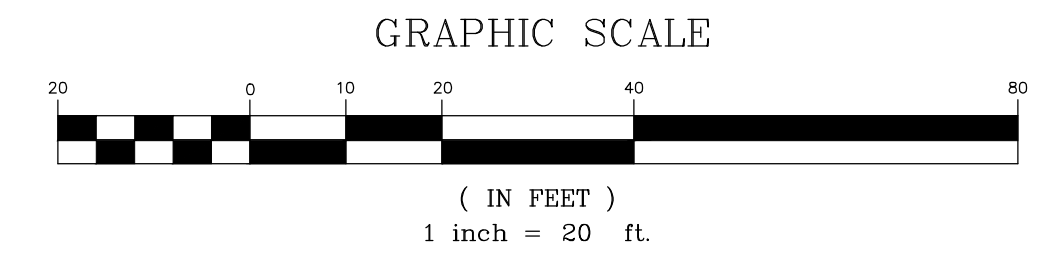
PROPERTY MAP NO. 48, PARCEL NO. 247  
N/F TERRA I., IAN R., & MARTIN R. CHAMBERLAIN  
LIBER 6008 FOLIO 401  
(SEE LIBER 219 FOLIO 92 FOR PROPERTY CONFIGURATION)

SURVEYOR'S CERTIFICATION

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GARRETT EUGENE CULLER, PROFESSIONAL LAND SURVEYOR (DATE)  
MD REG. NO. 21974 (EXPIRATION/RENEWAL DATE: DEC. 18, 2023)  
FOR THE WASHINGTON COUNTY DIVISION OF ENGINEERING



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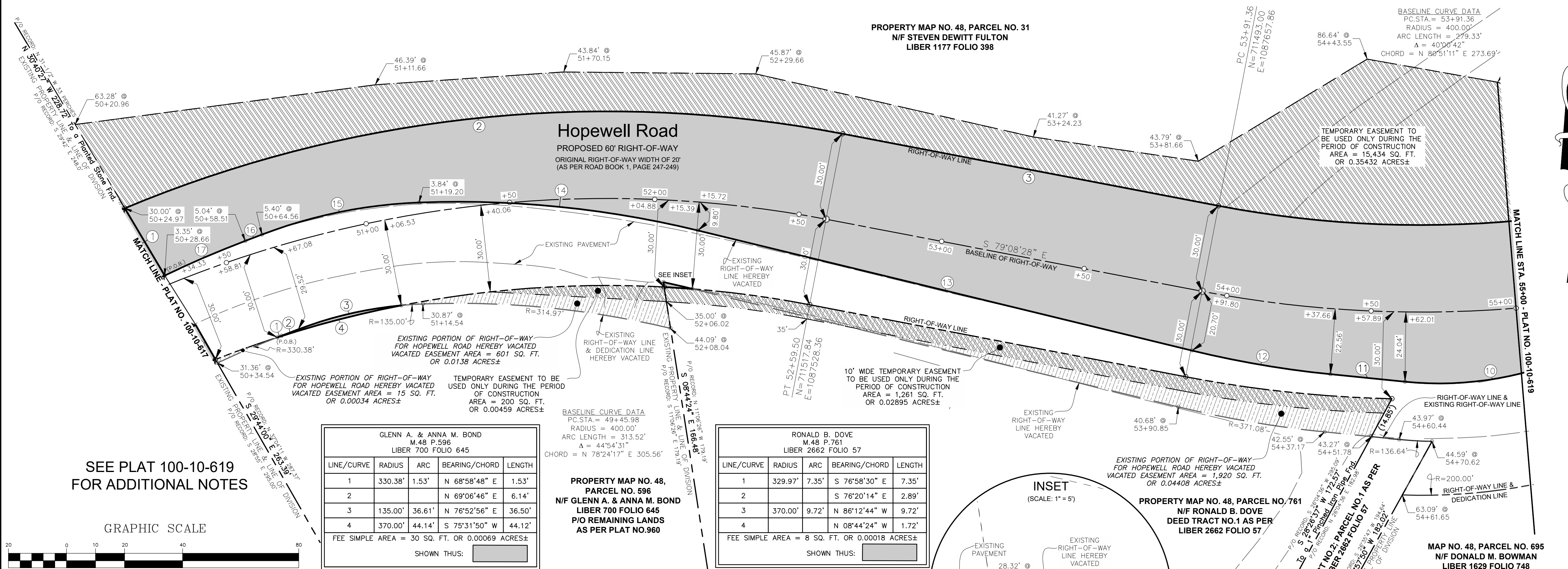
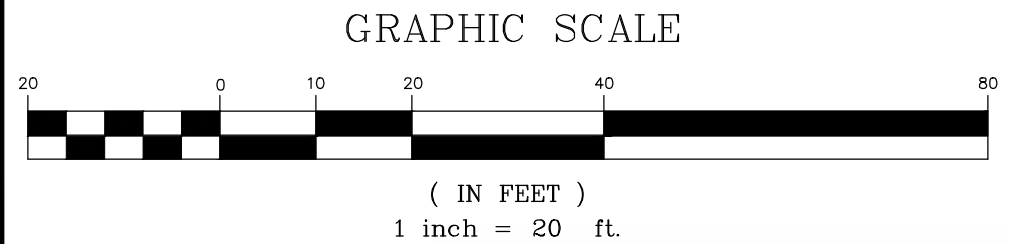
Washington County, Maryland  
Division of Engineering

HOPEWELL ROAD REALIGNMENT  
(NORTHEAST OF WRIGHT ROAD)

DRAWN BY: G.CULLER DATE: 4-18-2022 SCALE: 1"=20'

PROJECT NO: 10-276 PLAT NO. 100-10-617

DRAFT

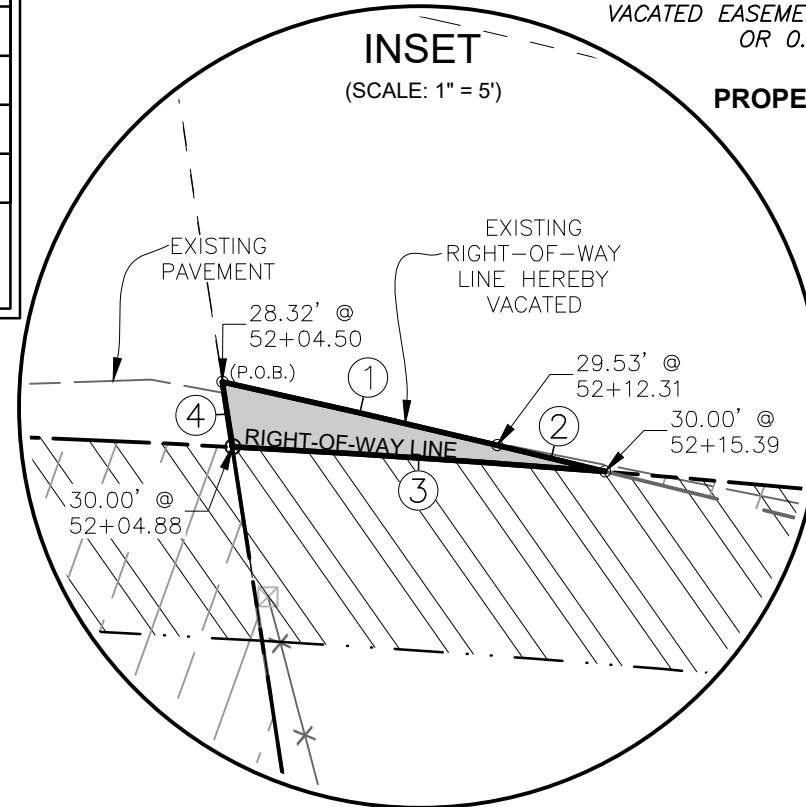


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GARRETT EUGENE CULLER, PROFESSIONAL LAND SURVEYOR (DATE) MD REG. NO. 21974 (EXPIRATION/RENEWAL DATE: DEC. 18, 2023) FOR THE WASHINGTON COUNTY DIVISION OF ENGINEERING

- TEMPORARY CONSTRUCTION EASEMENT
- FEE SIMPLE RIGHT-OF-WAY
- EXISTING RIGHT-OF-WAY HEREBY VACATED



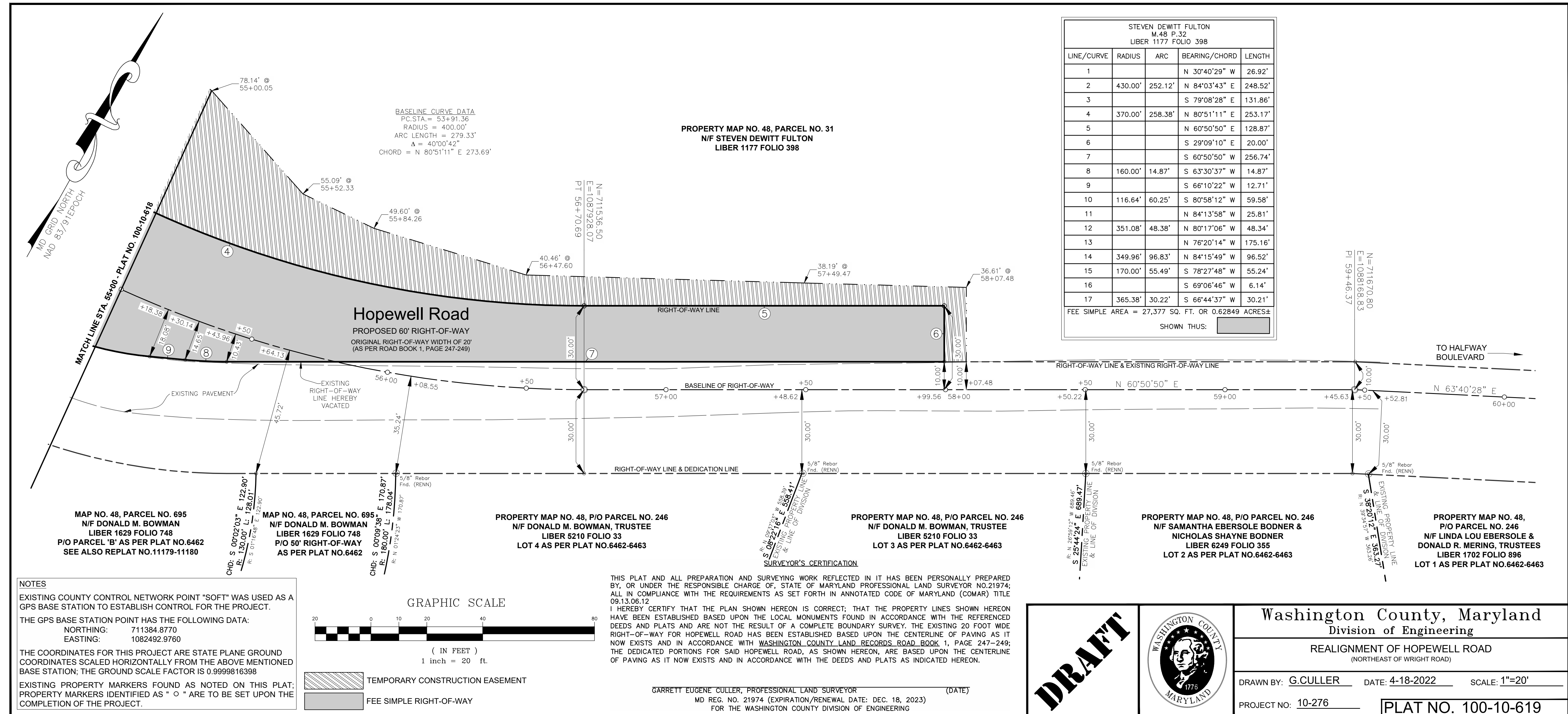
**Washington County, Maryland**  
Division of Engineering

**REALIGNMENT OF HOPEWELL ROAD**  
(NORTHEAST OF WRIGHT ROAD)

DRAWN BY: G.CULLER DATE: 4-18-2022 SCALE: 1"=20'

PROJECT NO: 10-276 **PLAT NO. 100-10-618**

MD GRID NORTH  
NAD 83/91EPOCH



ORDINANCE NO. ORD-2023-

**AN ORDINANCE TO APPROVE THE PURCHASE OF AN EASEMENT INTEREST  
IN REAL PROPERTY**

*(Hopewell Road Realignment Project – Scott Property)*

RECITALS

1. The Board of County Commissioners of Washington County, Maryland (the “County”), believes that it is in the best interest of the citizens of Washington County to purchase an easement interest in certain real property identified on the attached Schedule A (the “Easement Property”) to be used for public purposes.

2. The County approved the purchase of the Easement Property on June 6, 2023.

3. A public hearing was not required by Section 1-301, Code of the Public Local Laws of Washington County, Maryland, as the funds utilized to purchase the Easement Property are not to be expended from the General Fund of the County.

4. The purchase of the Easement Property is necessary for the Hopewell Road Realignment Project.

THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Washington County, Maryland, that the purchase of the Easement Property be approved and that the President of the Board and the County Clerk be and are hereby authorized and directed to execute and attest, respectively, all such documents for and on behalf of the County relating to the purchase of the Easement Property.

ADOPTED this 6<sup>th</sup> day of June, 2023.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND

\_\_\_\_\_  
Dawn L. Marcus  
County Clerk

BY: \_\_\_\_\_  
John F. Barr, President

Approved as to legal sufficiency:

\_\_\_\_\_  
Zachary J. Kieffer  
Assistant County Attorney

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



## SCHEDULE A--DESCRIPTION OF EASEMENT PROPERTY

**ALL** that portion of land lying between the outermost lines labeled as "RIGHT-OF-WAY LINE" and the innermost lines labeled as "EXISTING RIGHT-OF-WAY LINE HEREBY VACATED", as shown or indicated on a plat prepared by the Division of Engineering for Washington County, Maryland, entitled, "HOPEWELL ROAD REALIGNMENT (NORTHEAST OF WRIGHT ROAD)", and intending to be recorded among the Land Records of Washington County, Maryland, in the County Road Plat Book as Right-of-Way Plat No. 100-10-617, all of which plat is made a part hereof, so far as the property and/or rights may be affected by the proposed improvements, and the appurtenances thereto belonging, or in anywise appertaining, situate along the Northwestern side of Hopewell Road approximately 600 feet Northeast of its intersection with the realigned portion of Wright Road, in Election District No. 2 of Washington County, Maryland, and more particularly described as follows:

**BEGINNING** for the outline hereof at a point in the existing Right-of-Way line for said Hopewell Road, said point being 3.35 feet left of and perpendicular to Baseline of Right-of-Way Station 50+28.66, as shown on said Right-of-Way Plat No. 100-10-617 as aforementioned; thence with said existing Right-of-Way line for the following three (3) courses, on a bearing to agree with a recent survey by the Division of Engineering for Washington County, Maryland, by a curve to the left having a radius of 365.38 feet, an arc length of 45.43 feet, and subtended by a chord with a bearing and distance of

1. South 60 Degrees 48 Minutes 46 Seconds West 45.40 feet to a point;
2. South 57 Degrees 15 Minutes 04 Seconds West 101.33 feet to a point; by a tangent curve to the left having a radius of 568.30 feet, an arc length of 114.77 feet, and subtended by a chord with a bearing and distance of
3. South 51 Degrees 27 Minutes 55 Seconds West 114.58 feet to a point in the fifth (5<sup>th</sup>) or North 34 Degrees 07 Minutes West 12.4 foot line of Grantors' deed, recorded among said Land Records in Liber 6262 at folio 427; thence leaving said Right-of-Way Line and going back therefrom and with said fifth (5<sup>th</sup>) line and a portion of the sixth (6<sup>th</sup>) line of said deed as aforementioned
4. North 34 Degrees 44 Minutes 23 Seconds West 29.75 feet to a 5/8" Rebar & Cap set; thence leaving said sixth (6<sup>th</sup>) line and crossing the lands of Grantors herein by three (3) new lines of Right-of-Way now established, by a curve to the right having a radius of 540.00 feet, an arc length of 94.79 feet, and subtended by a chord with a bearing and distance of
5. North 50 Degrees 55 Minutes 18 Seconds East 94.67 feet to a 5/8" Rebar & Cap set;
6. North 55 Degrees 57 Minutes 01 Seconds East 84.04 feet to a 5/8" Rebar & Cap set; by a tangent curve to the right having a radius of 430.00 feet, an arc length of 84.92 feet, and subtended by a chord with a bearing and distance of
7. North 61 Degrees 36 Minutes 28 Seconds East 84.78 feet to a 5/8" Rebar & Cap set in the first (1<sup>st</sup>) or South 29 Degrees 42 Minutes East 248.0 foot line of Grantors' deed; thence with a portion of said line and with a portion of the second (2<sup>nd</sup>) line of said deed
8. South 30 Degrees 40 Minutes 29 Seconds East 26.92 feet to the point of beginning,

containing an area of 7,709 square feet or 0.17697 acres of land, more or less

**TOGETHER** with the right to use the area designated **TEMPORARY EASEMENT to be Used Only during the Period of Construction**, encompassing 7,673 square feet or 0.17614 acres of land, more or less; the outline of which is graphically depicted on the said Right-of-Way Plat No. 100-10-617. The purpose of the Temporary Easements shall be to provide working space for grading and access upon Grantors' property during the performance of the impending Washington County Division of Engineering Contract No. RD-WR-276-10 Wright Road Relocation. The Temporary Easement shall revert to the Grantors by operation of law upon the completion and acceptance of the Project by the County.

**BEING** a portion of the lands of Grantors herein as described in a deed dated May 29, 2020, and recorded among said Land Records in Liber 6262 at folio 427 as aforementioned. Further being shown on the Right-of-Way Plat No. 100-10-617 as aforementioned, a reduced copy of which is attached hereto and made a part hereof as

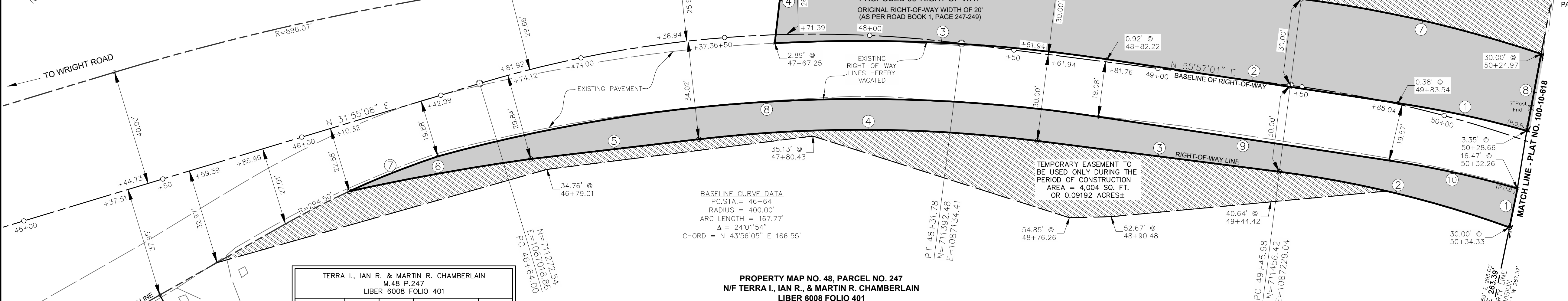
**See ATTACHMENT 'A'**

**SUBJECT** to all easements, rights-of-way, covenants, conditions, and restrictions of record applicable thereto.

SEE PLAT 100-10-619  
FOR ADDITIONAL NOTES

PROPERTY MAP NO. 48, PARCEL NO. 57  
N/F WRIGHT ROAD INDUSTRIAL, LLC  
LIBER 6495 FOLIO 454  
PLAT NO.11196-11198

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HELEN E. McGARRY  
LIBER 2440 FOLIO 542

TEMPORARY CONSTRUCTION EASEMENT  
FEE SIMPLE RIGHT-OF-WAY

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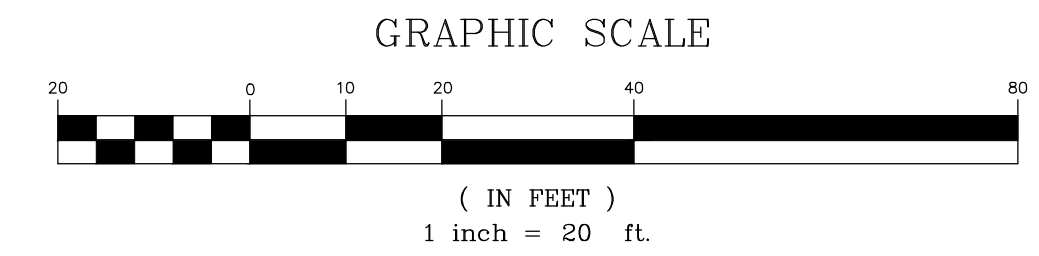
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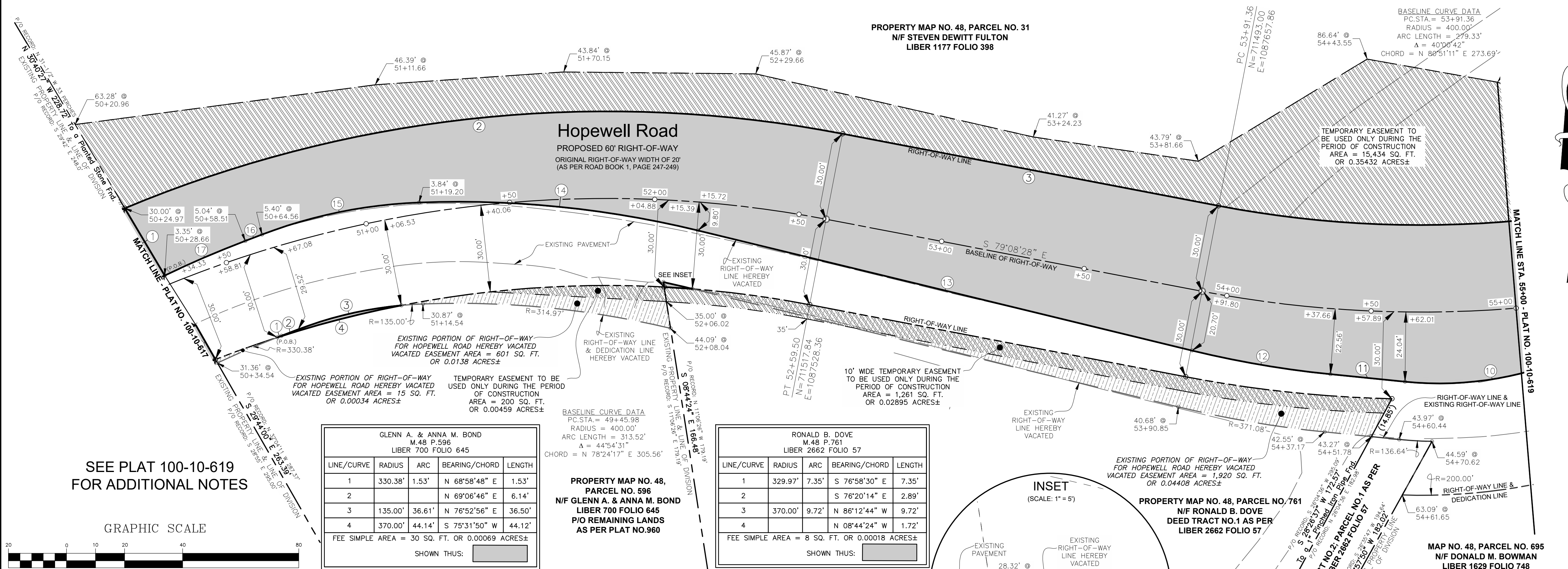
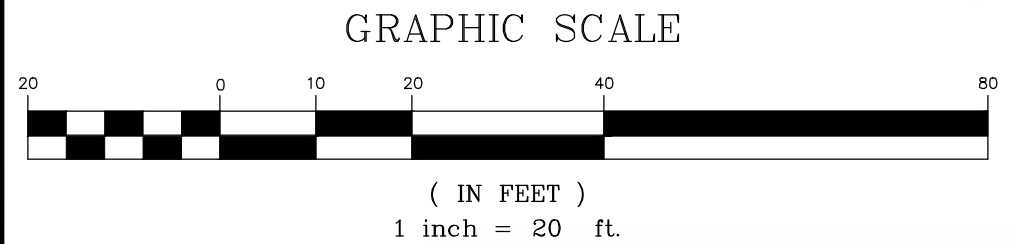
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(NORTHEAST OF WRIGHT ROAD)

DRAWN BY: G.CULLER DATE: 4-18-2022 SCALE: 1"=20'

PROJECT NO: 10-276 PLAT NO. 100-10-617

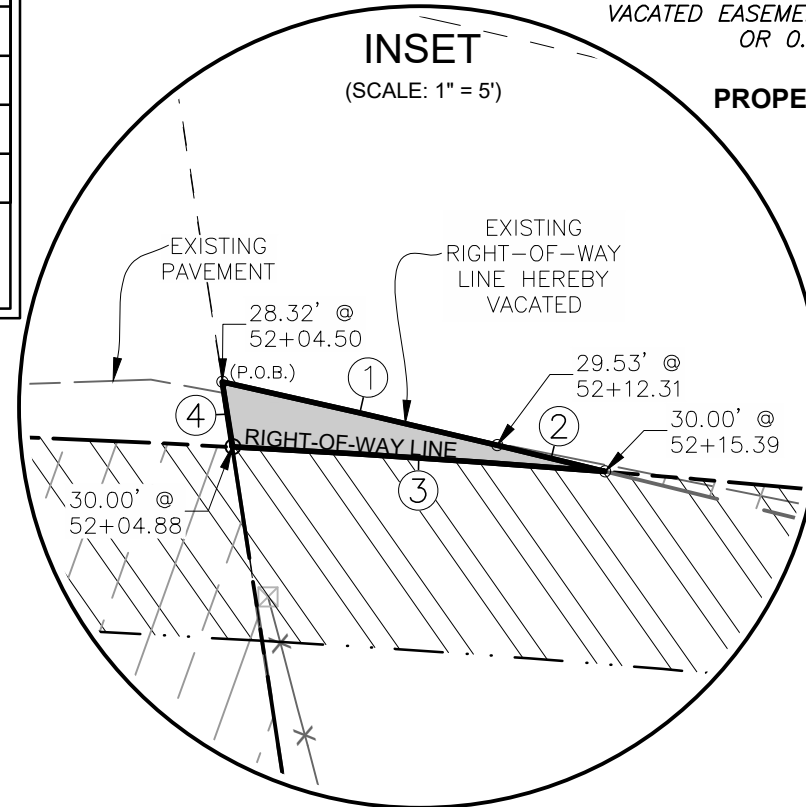
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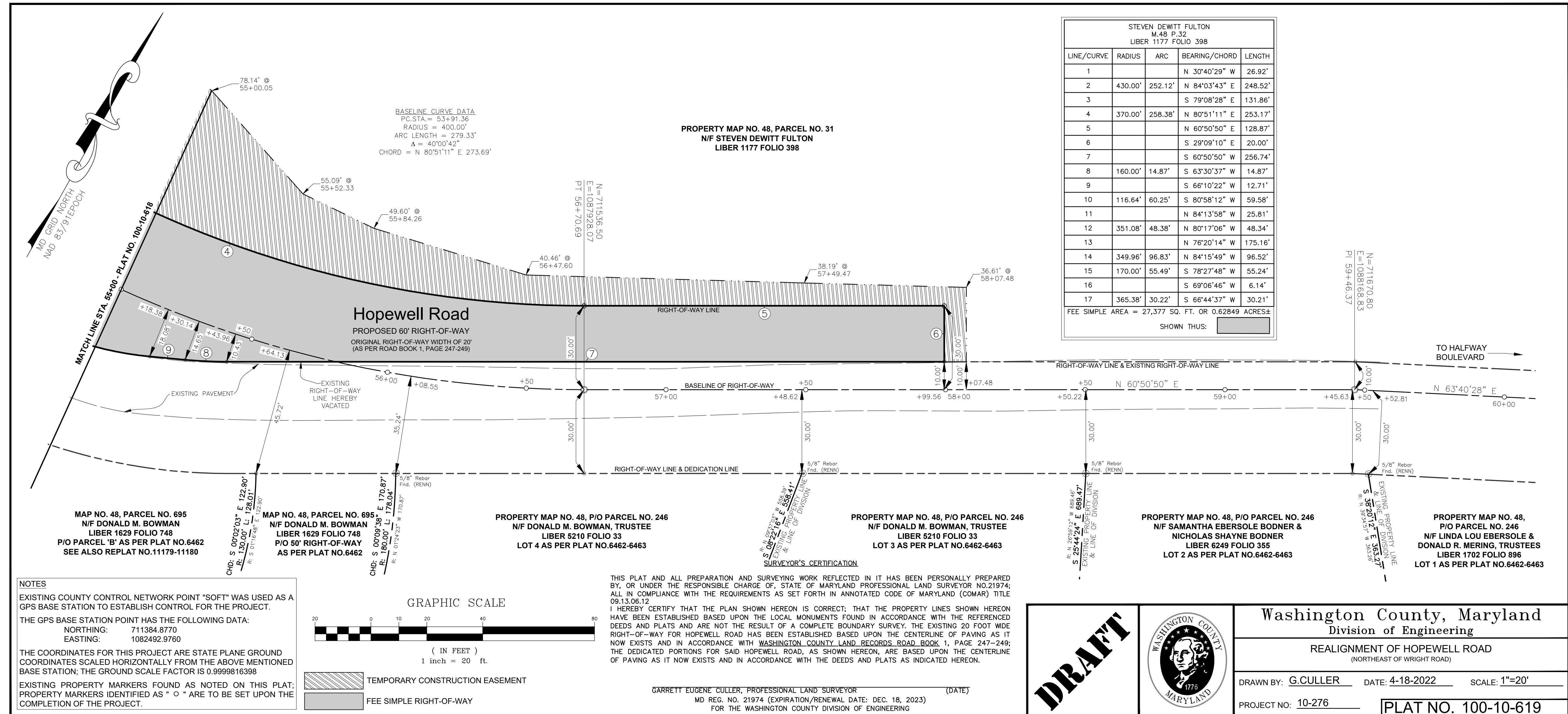
Washington County, Maryland  
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REALIGNMENT OF HOPEWELL ROAD  
(NORTHEAST OF WRIGHT ROAD)

DRAWN BY: G.CULLER DATE: 4-18-2022 SCALE: 1"=20'

PROJECT NO: 10-276 PLAT NO. 100-10-618







## Agenda Report Form

### Open Session Item

**SUBJECT:** Memorandum of Understanding (MOU) regarding Meritus Medical Center, Inc and Board of Education of Washington County Real Property Conveyance.

**PRESENTATION DATE:** June 6, 2023

**PRESENTATION BY:** Todd Moser, Real Property Administrator, Division of Engineering

**RECOMMENDED MOTION:** Move to approve the County's participation in the MOU with Meritus Medical Center, Inc (Meritus) and Washington County Board of Education (BOE) concerning the property consisting of +/- 28.04 acres located on the Northeast Side of Mount Aetna Road, to accept the transfer of property from the BOE, to adopt the ordinance declaring the property as Surplus, to approve the conveyance of the same, and to authorize the execution of the necessary documentation to finalize the conveyance for \$2,700,000.00. The intent to convey the property will be duly advertised.

**REPORT-IN-BRIEF:** The BOE has determined land behind Children's Village consisting of approximately 28.04 +/- acres to be surplus property and unsuitable for construction of an elementary school and unnecessary for the continued operation of Children's Village. Meritus has agreed to acquire the surplus property to accommodate student housing for the Meritus School of Osteopathic Medicine for \$2.7 million. The Property was appraised by Bowers Appraisal Services, LLC in November 2022.

**DISCUSSION:** The agreement includes a 10-year first right of refusal for Meritus to purchase the approximate 3.2 acres Children's Village Property for \$304,000.00; however, BOE has stated that it has no intention of selling or relocating Children's Village. The right of first refusal shall also provide that if at any time after the 10-year period the BOE determines the 3.2 acres to be surplus, the property will be offered to Meritus at the current fair market value.

BOE cannot, by law, convey any property to any entity other than the local government, and therefore, the County must approve and accept the conveyance of property from BOE, convey the property, and be a party to the MOU. The County will contribute the \$2.7 million to the County's Capital Reserve Fund for BOE'S use, in its sole discretion, to acquire land for new school construction, [for school building](#) construction, or renovation projects. The State of Maryland must also approve the proposed disposal of surplus property.

**FISCAL IMPACT:** N/A

**CONCURRENCES:** N/A

**ALTERNATIVES:** N/A

**ATTACHMENTS:** MOU

**AUDIO/VISUAL NEEDS:** N/A



## MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (this "MOU"), executed and made effective this \_\_\_\_ day of \_\_\_\_, 2023, by and between the Board Of Education of Washington County, Washington County Maryland, a body corporate and politic of the State of Maryland, hereinafter called the "BOE", and the Board of County Commissioners of Washington County, Maryland, a body corporate and politic of the State of Maryland, hereinafter called the "County", and Meritus Medical Center, Inc., a corporate body with its principal offices in Hagerstown, Maryland, and/or its assigns, hereinafter called "Meritus". Collectively, these entities are hereinafter called the "Parties."

WHEREAS, the BOE is the owner of that certain parcel of real property consisting of +/- 70.88 acres located at 1311 Yale Drive, Hagerstown, Maryland (Tax Map 50, Parcel 1207; Tax Id. No. 10-031141) (the "Property");

WHEREAS, the BOE has determined that a +/- 28.04-acre portion of the Property located between Yale Drive and Mt. Aetna Road, identified as "Proposed Lot A" on the Conceptual Subdivision Plan" dated February 1, 2023 attached hereto and incorporated herein as Exhibit A, is not suitable for future school construction and, subject to approval by the State of Maryland, intends to and shall deem Proposed Lot A surplus property;

WHEREAS, upon receiving State of Maryland approval and deeming Proposed Lot A surplus, the BOE intends to and shall transfer Proposed Lot A to the County for no consideration subject to a condition that the County will immediately sell and transfer Proposed Lot A to Meritus for the sum of TWO MILLION SEVEN HUNDRED THOUSAND AND 00/100 DOLLARS (\$2,700,000);

WHEREAS, in addition to Proposed Lot A, Meritus is desirous of a Right of First Refusal to purchase the +/- 3.2 acre portion of the Property identified as "Proposed Lot C" on Exhibit A under certain terms and conditions in the event the BOE determines Proposed Lot C shall no longer be used to operate the "Children's Village" safety program and deems said Proposed Lot C surplus property; and

WHEREAS, the parties wish to confirm and document their agreement as to the steps to be taken to sell and transfer the fee simple interest in and to Proposed Lot A and grant a Right of First Refusal to purchase Proposed Lot C to Meritus.

NOW, THEREFORE, that for and in consideration of the mutual promises and covenants contained herein and other good and valuable consideration, the receipt and adequacy whereof is hereby acknowledged, the parties have agreed as follows:

1. The Parties understand and acknowledge that the County's sole purpose and intent in accepting the transfer of Proposed Lot A and Proposed Lot C is to act as a pass-through intermediary entity to facilitate transfer of said Proposed Lot A and Proposed Lot C to Meritus. The County has no and shall not retain any interest in Proposed Lot A or Proposed Lot C other than to effect their transfer to Meritus in accordance with this MOU.
2. The BOE agrees to take the following actions to facilitate the sale and transfer of Proposed Lot A as provided herein:
  - a. By formal Board action, approve and designate Proposed Lot A surplus property subject to approval by the State of Maryland; and

- b. By formal Board action, approve the sale and transfer of Proposed Lot A for no consideration to the County in fee simple.
3. The County agrees to take the following actions to facilitate the sale and transfer of Proposed Lot A as provided herein:
  - a. Draft a special warranty deed for the transfer of Proposed Lot A, in fee simple, from the BOE to the County (the "Deed");
  - b. Enter into a Purchase Agreement with Meritus detailing the terms and conditions for the sale and transfer of Proposed Lot A consistent with the provisions of this MOU;
  - c. After receiving and recording the executed Deed and entering into the Purchase Agreement with Meritus, sell and transfer Proposed Lot A in fee simple to Meritus in exchange for payment of TWO MILLION SEVEN HUNDRED THOUSAND AND 00/100 DOLLARS (\$2,700,000); and
  - d. Allocate TWO MILLION SEVEN HUNDRED THOUSAND AND 00/100 DOLLARS (\$2,700,000) to the County's Capitol Reserve Fund for the BOE's use, in their sole discretion, to acquire land for new school construction or for school building construction or renovation projects.
4. Meritus agrees to take the following actions to facilitate the sale and transfer of Proposed Lot A as provided herein:
  - a. Enter into a Purchase Agreement with County detailing the terms and conditions for the sale and transfer of Proposed Lot A consistent with the provisions of this MOU;
  - b. Complete a survey of Proposed Lot A and Proposed Lot C including a legal description with all metes and bounds for each respective parcel; and
  - c. Comply with all requirements of Washington County Code with respect to real estate transaction.
5. The BOE and County mutually agree to the following as to Proposed Lot C:

Simultaneous with the recording of the deed transferring the fee simple interest in Proposed Lot A to Meritus, the BOE and County agree to the execution and recording of a Right of First Refusal providing *inter alia* that if, within a period of ten (10) years, the BOE determines Proposed Lot C shall no longer be used to operate the "Children's Village" safety program then: (i) the BOE shall deem Proposed Lot C to be surplus property and transfer and convey Proposed Lot C to the County for no consideration; and (ii) the County will then sell Proposed Lot C to Meritus for THREE HUNDRED FOUR AND 00/100 DOLLARS (\$304,000). The Right of First Refusal shall also provide that if at any time after that ten (10) year period the BOE determines Proposed Lot C shall no longer be used to operate the "Children's Village" safety program then: (i) the BOE shall deem Proposed Lot C to be surplus and transfer Proposed Lot C to the County for no consideration; and (ii) the County will then offer to sell Proposed Lot C to Meritus for the then current Fair Market Value which shall be determined by the terms specified in the Right of First Refusal.

6. Meritus shall, to the limits of applicable law and subject to available appropriations, indemnify and hold harmless the County, its directors, employers, agents and servants from and against any and all claims, losses, costs, damages, demands and suits of any kind arising out of or resulting from the County's temporary ownership of Proposed Lot A and any temporary ownership of Proposed Lot C.
7. Meritus understands, acknowledges, and agrees that the County shall make no representation or warranty as to the condition of Proposed Lot A or Proposed Lot C upon transfer to Meritus and that the County shall not be responsible for any damage, injury or loss occurring to or on Proposed Lot A or Proposed Lot C during the County's temporary ownership thereof. Meritus agrees to accept Proposed Lot A and Proposed Lot C in "as-is" condition.
8. The laws of the State of Maryland shall govern the interpretation and enforcement of this MOU.
9. Neither the failure of the Parties to exercise any rights under this MOU, nor any delay in the exercise of any such rights, shall operate as a waiver thereof; nor shall any single or partial exercise of any such right preclude the Parties from further exercising that or any other right. The remedies provided under this MOU are cumulative and not exclusive of any remedies provided by law.
10. This MOU and any terms and conditions expressly incorporated by reference herein embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations referring to the subject matter, other than those contained herein or incorporated by reference.
11. Other than an assignment by Meritus to a subsidiary, related or newly created business entity, this MOU may not be assigned by any of the Parties without the express written consent of the other Parties.
12. If any provision hereof shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions hereof, and this MOU shall be construed and enforced as if such invalid and unenforceable provision had not been contained herein.
13. This MOU may only be amended by written agreement duly authorized and executed by authorized representatives of the respective parties.
14. All notices and correspondence required hereunder shall be in writing and shall be deemed to have been duly given if: (A) hand delivered, (B) sent via first class U.S. mail, certified mail, or overnight courier service, (C) sent via electronic mail and confirmed orally, in writing or by return receipt, or (D) sent via facsimile, and shall be addressed as follows:

BOE: Dr. David T. Sovine, Superintendent  
10435 Downsville Pike  
Hagerstown, Maryland 21740

County: County Administrator  
100 West Washington Street  
Hagerstown, Maryland 21740

Meritus: Dr. Maulik Joshi, President and CEO  
11116 Medical Campus Road  
Hagerstown, Maryland 21742

15. This MOU may be executed in one or more counterparts and shall be deemed valid if delivered electronically, each of which will be considered an original instrument, but all of which will be considered one and the same MOU and will become binding when one or more counterparts have been signed by each of the parties hereto and delivered to the other.

WITNESS the signature of the authorized officials of the parties herein as of the day and date written above.

BOARD OF EDUCATION OF WASHINGTON  
COUNTY, MARYLAND

\_\_\_\_\_  
Melissa A. Williams, President

\_\_\_\_\_  
Witness

BOARD OF COUNTY COMMISSIONERS OF  
WASHINGTON COUNTY, MARYLAND

\_\_\_\_\_  
John F. Barr, President

\_\_\_\_\_  
Witness

MERITUS MEDICAL CENTER

\_\_\_\_\_  
Maulik S. Joshi, Dr.P.H., President and CEO

\_\_\_\_\_  
Witness



## Agenda Report Form

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### Open Session Item

**SUBJECT:** Community Legacy Grant Application – Request for Approval

**PRESENTATION DATE:** June 6, 2023

**PRESENTATION BY:** Jennifer Kinzer, Deputy Director, Department of Planning & Zoning, and Rachel Souders, Senior Grant Manager, Office of Grant Management

**RECOMMENDED MOTION:** Move to approve submission of the grant application for rehabilitation of Fort Ritchie Building 102 to the Maryland Department of Housing & Community Development (DHCD) in the amount of \$400,000, and subsequently accept awarded funding and enter into a subrecipient agreement with Cascade Properties, LLC.

**REPORT-IN-BRIEF:** The Department of Planning & Zoning is requesting permission to submit a grant application to and accept funding awarded from the DHCD's Community Legacy grant program on behalf of Cascade Properties, LLC requesting \$400,000 to assist with the costs of rehabilitating Building 102 to facilitate future development of the former Fort Ritchie property.

**DISCUSSION:** As part of the continuing efforts in the Fort Ritchie Redevelopment Project, Cascade Properties, LLC intends to rehabilitate Building 102 and convert it into a taproom, which will further enhance the property and create a tourist destination for this remote region of the County.

The Office of Grant Management has reviewed the request and grant funding guidelines. There are no unusual conditions associated with the grant. If funding is awarded, the County will enter into a subrecipient agreement with Cascade Properties, LLC in order to subgrant the funds and outline each party's roles and responsibilities related to the project. The performance period is October 1, 2023 through December 31, 2024.

**FISCAL IMPACT:** Grant funds would provide up to \$400,000 for the building rehabilitation. The grant does not require any matching fund contribution from the County and any remaining balance on the project will be the responsibility of Cascade Properties, LLC.

**CONCURRENCES:** Susan Buchanan, Director, Office of Grant Management

**ALTERNATIVES:** Reject involvement with the project.

**ATTACHMENTS:** N/A

**AUDIO/VISUAL NEEDS:** N/A



## Agenda Report Form

### Open Session Item

**SUBJECT:** Contract Award (PUR-1592) Hagerstown Regional Airport Taxiway “F” Rehabilitation Project

**PRESENTATION DATE:** June 6, 2023

**PRESENTATION BY:** Rick F. Curry, Director, Purchasing; Neil Doran, Director Hagerstown Regional Airport

**RECOMMENDED MOTION:** Move to award the Taxiway “F” Rehabilitation at the Hagerstown Regional Airport project to the responsive, responsible bidder, C. William Hetzer, Inc. of Hagerstown, MD who submitted the lowest total sum bid in the amount of \$6,888,454.50 and contingent upon concurrence of the award by the Federal Aviation Administration (FAA) and contingent upon the County Attorney’s Office approval of the contract *Agreement*.

**REPORT-IN-BRIEF:** The scope of work includes, but is not limited to, reconstruction, mill, overlay and marking of the taxiway asphalt pavement. The reconstruction involves excavation and embankment, drainage, new asphalt pavement, lighting, guidance signs and marking. The intent of the contract is to provide for construction and completion, in every detail, of the work described. It is further intended that the Contractor shall furnish all labor, materials, equipment, tools, transportation, and supplies required to complete the work in accordance with the plans, specifications, and terms of the contract.

The project is to be substantially completed within one hundred thirty-nine (139) consecutive calendar days of the Notice to Proceed. The County can assess liquidated damages in the sum of two thousand five hundred dollars (\$2,500.00) for each consecutive day that the project is not completed.

The Invitation to Bid (ITB) was advertised in the local newspaper, listed on the State’s “*eMaryland Marketplace Advantage*” and on the County’s web site. Nineteen (19) persons/companies registered/downloaded the bid document on-line. Seven (7) companies were represented at the Pre-Bid Conference/Teleconference; two (2) bids were received as indicated on the attached bid tabulation.

**DISCUSSION:** N/A

**FISCAL IMPACT:** Funds are budgeted in the department’s Capital Improvement Plan account (35-45010-RUN-019) in the amount of \$6,300,000. FAA anticipated funding is 90%, Maryland Aviation Administration (MAA) 5%, and 5% local (County) funding.

**CONCURRENCES:** Public Works Division Director; Airport Consultant - ADCI



**ALTERNATIVES:** N/A

**ATTACHMENTS:** Bid Tabulation Matrix

**AUDIO/VISUAL NEEDS:** N/A

PUR-1592  
HAGERSTOWN REGIONAL AIRPORT TAXIWAY F REHABILITATION

				C. William Hetzer, Inc. Hagerstown, MD		Concrete General, Inc. Gaithersburg, MD	
Item No.	Description	Unit	Approx. Qty.	Unit Price	Total Price	Unit Price	Total Price
M-150-5.1	Project Survey and Stakeout	LS	1	\$18,570.00	\$18,570.00	\$100,000.00	\$100,000.00
C-100-1.1	Contractor Quality Control Program (CQCP)	LS	1	\$365,000.00	\$365,000.00	\$900,013.00 *	\$900,013.00 *
C-102-5.1a	Silt Fence	LF	5,100	\$4.10	\$20,910.00	\$3.60	\$18,360.00
C-102-5.1b	Rip Rap (Class I)	SY	5,600	\$64.00	\$358,400.00	\$68.00	\$380,800.00
C-102-5.1c	Standard Inlet Protection Type 'B' Wrapping in Super Silt Fence	EA	6	\$670.00	\$4,020.00	\$700.00	\$4,200.00
C-102-5.1d	At-Grade Inlet Protection	EA	1	\$410.00	\$410.00	\$700.00	\$700.00
C-102-5.1e	Flow Barrier	EA	1	\$3,580.00	\$3,580.00	\$3,000.00	\$3,000.00
P-101-5.1	Pavement Removal	SY	21,500	\$29.75	\$639,625.00	\$11.30	\$242,950.00
P-101-5.2	Cold Milling, 3" Depth	SY	16,400	\$4.25	\$69,700.00	\$8.00	\$131,200.00
P-101-5.3	Cold Milling, Variable Depth (0"-3")	SY	1,000	\$5.20	\$5,200.00	\$8.00	\$8,000.00
P-101-5.4	Pipe Removal, 48" RCP	LF	150	\$27.50	\$4,125.00	\$50.00	\$7,500.00

PUR-1592  
HAGERSTOWN REGIONAL AIRPORT TAXIWAY F REHABILITATION

				C. William Hetzer, Inc. Hagerstown, MD		Concrete General, Inc. Gaithersburg, MD	
Item No.	Description	Unit	Approx. Qty.	Unit Price	Total Price	Unit Price	Total Price
P-101-5.5	Structure Removal	EA	2	\$1,060.00	\$2,120.00	\$1,000.00	\$2,000.00
P-152-4.1	Unclassified Excavation	CY	10,770	\$27.00	\$290,790.00	\$37.00	\$398,490.00
P-152-4.2	Separation Geotextile	SY	31,000	\$3.15	\$97,650.00	\$2.00	\$62,000.00
P-152-4.3	Undercut	CY	5,200	\$35.50	\$184,600.00	\$31.00	\$161,200.00
P-152-4.4	Suitable Fill (Maryland #2 Stone)	CY	5,200	\$54.50	\$283,400.00	\$49.00	\$254,800.00
P-209-5.1	Crushed Aggregate Basecourse 14" Depth	SY	15,700	\$23.50	\$368,950.00	\$20.00	\$314,000.00
P-209-5.2	Crushed Aggregate Basecourse 6" Depth	SY	200	\$26.00	\$5,200.00	\$18.00	\$3,600.00
P-401-8.1	Asphalt Mix Pavement Surface Course	TON	8,000	\$132.00	\$1,056,000.00	\$153.00	\$1,224,000.00
P-403-8.1	Asphalt Mix Base Course	TON	5,900	\$120.00	\$708,000.00	\$148.00	\$873,200.00
P603-5.1	Emulsified Asphalt Tact Coat	GAL	6,400	\$4.45	\$28,480.00	\$3.50	\$22,400.00
P-620-5.1	Marking Removal	SF	1,700	\$6.70	\$11,390.00	\$3.00	\$5,100.00

PUR-1592  
HAGERSTOWN REGIONAL AIRPORT TAXIWAY F REHABILITATION

				C. William Hetzer, Inc. Hagerstown, MD		Concrete General, Inc. Gaithersburg, MD	
Item No.	Description	Unit	Approx. Qty.	Unit Price	Total Price	Unit Price	Total Price
P-620-5.2	Permanent Pavement Marking	SF	19,500	\$3.35	\$65,325.00	\$2.00	\$39,000.00
P-620-5.3	Tempoary Pavement Marking	SF	19,500	\$3.35	\$65,325.00	\$2.50	\$48,750.00
D-705-5.1	Underdrain (6" Perforated Pipe)	LF	3,700	\$31.00	\$114,700.00	\$26.00	\$96,200.00
D-705-5.2	Underdrain Cleanout	EA	12	\$1,420.00	\$17,040.00	\$1,800.00	\$21,600.00
D-705-5.3	Underdrain Removal	LF	2,700	\$8.50	\$22,950.00	\$12.00	\$32,400.00
D-751-5.1	Adjust Structure	EA	2	\$4,060.00	\$8,120.00	\$5,000.00	\$10,000.00
T-901-5.1	Seeding	AC	8	\$7,680.00	\$61,440.00	\$6,100.00	\$48,800.00
T-905-5.1	Topsoil (3" Depth)	SY	46,600	\$7.00	\$326,200.00	\$4.50	\$209,700.00
L-108-5.1	1-1/C No. 8 AWG, 5KV, L-824, Type C Cable, Installed in Ductbank or Conduit	LF	19,100	\$3.35	\$63,985.00	\$4.00	\$76,400.00
L-108-5.2	1-1/C No. 6 AWG, Solid, Bare Copper Counterpoise Wire, Installed above the Ductbank or Conduit, Including 3/4" X 10' Ground Rods, Connections, and Terminations	LF	6,805	\$3.90	\$26,539.50	\$3.30	\$22,456.50

PUR-1592  
HAGERSTOWN REGIONAL AIRPORT TAXIWAY F REHABILITATION

				C. William Hetzer, Inc. Hagerstown, MD		Concrete General, Inc. Gaithersburg, MD	
Item No.	Description	Unit	Approx. Qty.	Unit Price	Total Price	Unit Price	Total Price
L-108-5.3	Removal of Cable from Ductbank or Conduit	LF	12,300	\$1.40	\$17,220.00	\$1.10	\$13,530.00
L-108-5.4	Temporary Electrical Work	ALL	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
L-110-5.1	Concrete Encased, Electrical Ductbank in Pavement or Turf, 4 Way 4-Inch	LF	150	\$190.00	\$28,500.00	\$160.00	\$24,000.00
L-110-5.2	Concrete Encased, Electrical Ductbank in Pavement or Turf, 2 Way 2-Inch	LF	55	\$84.00	\$4,620.00	\$97.00	\$5,335.00
L-110-5.3	Concrete Encased, Electrical Ductbank in Pavement or Turf, 1 Way 2-Inch	LF	7,600	\$31.50	\$239,400.00	\$53.00	\$402,800.00
L-115-5.1	Pre-Cast Electrical Aircraft Rated Handhole	EA	3	\$25,600.00	\$76,800.00	\$80,000.00 *	\$240,000.00 *
L-125-5.1	New Elevated L-861T (L) LED Taxiway Edge Light, Type 1	EA	126	\$2,940.00	\$370,440.00	\$3,000.00	\$378,000.00
L-125-5.2	New Elevated L-861T (L) LED Taxiway Edge Light, Type 2	EA	1	\$2,130.00	\$2,130.00	\$1,100.00	\$1,100.00
L-125-5.3	Remove Existing Edge Light, Type 1	EA	1	\$225.00	\$225.00	\$1,100.00	\$1,100.00
L-125-5.4	Remove Existing Edge Light, Type 2	EA	111	\$225.00	\$24,975.00	\$123.00	\$13,653.00 *
L-125-5.5	Remove and Replace Existing Sign Panels, Type 1	EA	3	\$3,920.00	\$11,760.00	\$6,000.00	\$18,000.00



PUR-1592  
HAGERSTOWN REGIONAL AIRPORT TAXIWAY F REHABILITATION

				C. William Hetzer, Inc. Hagerstown, MD		Concrete General, Inc. Gaithersburg, MD	
Item No.	Description	Unit	Approx. Qty.	Unit Price	Total Price	Unit Price	Total Price
L-125-5.6	L-858 Guidance Sign Modifications, Type 1	EA	2	\$10,640.00	\$21,280.00	\$5,000.00	\$10,000.00
L-125-5.7	L-858 Guidance Sign Modifications, Type 2	EA	10	\$13,440.00	\$134,400.00	\$8,000.00	\$80,000.00
L-125-5.8	L-858 Guidance Sign Modifications, Type 3	EA	1	\$8,960.00	\$8,960.00	\$5,000.00	\$5,000.00
<b>Sub Total A: Sum Total of Base Bid Items M-150-5.1 through L-125-5.8</b>				<b>\$6,288,454.50</b>		<b>\$6,965,337.50</b> *	

\*Corrected Calculations based on Unit Pricing

				C. William Hetzer, Inc. Hagerstown, MD		Concrete General, Inc. Gaithersburg, MD	
Item No.	Description	Unit	Approx. Qty.	Unit Price	Total Price	Unit Price	Total Price
M-100-4.1	Maintenance and Protection of Traffic (shall not exceed 5% of total Contract Bid amount)	LS	1	\$300,000.00	\$300,000.00	\$385,000.00	\$385,000.00
C-105-6.1	Mobilization (shall not exceed 5% of total Contract Bid amount)	LS	1	\$300,000.00	\$300,000.00	\$385,000.00	\$385,000.00
<b>Sub Total B: Sum Total of Base Bid Items M-100-4.1 and C-105-6.1</b>				<b>\$600,000.00</b>		<b>\$770,000.00</b> *	

\*Corrected Calculations based on Unit Pricing



## Agenda Report Form

### Open Session Item

**SUBJECT:** Bid Award Renewal (PUR-1552) Mattress Bed Base Removal

**PRESENTATION DATE:** June 6, 2023

**PRESENTATION BY:** Rick Curry, CPPO, Purchasing Director; Dave Mason, P.E., Deputy Director, Solid Waste Department

**RECOMMENDED MOTION:** Move to renew the contract for the Mattress and Bed Base Removal and Disposal Recycling services at the 40 West Landfill with responsive, responsible bidder Turbo Haul, Inc., of Annapolis Junction, MD. in the amount of \$857.51 per ton.

**REPORT-IN-BRIEF:** On July 12, 2022, the Board originally awarded a contract for the Mattress services to Turbo Haul, Inc. in the amount of \$832.53 per ton. The awarded price was firm against any increase for one (1) year from the effective date of the contract. The U.S. Department of Labor Consumer Price Index (CPI) for the Washington Metropolitan, based on a twelve (12) month average over the period is used to help determine the amount of increase. The CPI average for the 12-month period is three-point seven (3.7%) percent; however, due to a language clause in the bid document the renewal request cannot exceed three percent (3%). The service consists of the vendor supplying containers and transporting the mattress from the 40 West Landfill.

The contract is for a one (1) year period that commenced on July 1, 2022, with an option by the County to renew for up to two (2) additional consecutive one (1) year periods, subject to written notice given by the County at least sixty (60) calendar days in advance of its expiration date. The County does not guarantee neither a maximum/minimum number of transports from the 40 West Landfill under this contract.

**DISCUSSION:** N/A

**FISCAL IMPACT:** Funds are budgeted in department's operating line account 21-21200 for these services.

**CONCURRENCES:** Division Director

**ALTERNATIVES:** N/A

**ATTACHMENTS:** N/A

**AUDIO/VISUAL NEEDS:** N/A



## Agenda Report Form

### Open Session Item

**SUBJECT:** Bid Award Renewal (PUR-1567) – Electronic Recycling

**PRESENTATION DATE:** June 6, 2023

**PRESENTATION BY:** Rick Curry, CPPO, Purchasing Director; Dave Mason, P.E., Deputy Director, Solid Waste Department

**RECOMMENDED MOTION:** Move to renew the contract for Electronic Recycling Services at the 40 West Landfill with PC Recycler / dba Securis, of Chantilly, VA per the rates included in its letter dated April 21, 2023. Securis is requesting an approximate 6.1% increase above the current rates for the services.

**REPORT-IN-BRIEF:** On September 13, 2022, the Board originally awarded a contract for the subject services to Securis, at the pervious rates indicated below.

Commodity Description	Previous Price	6.1% Increase	Renewal Price
CRT/Flat (Monitors/TV's)	\$0.40/lb	0.0244	\$0.42/lb
Remaining E-Waste	\$0.20/lb	0.0122	\$0.21/lb
Charge per trailer pick-up	\$500.00	30.5	\$530.50

The Contract periods are for a one (1) year period that commenced August 1, 2022, with an option by the County to renew for up to two (2) additional consecutive one (1) year periods, (i.e., August 1, 2022 to July 31, 2023), subject to written notice given by the County at least sixty (60) calendar days in advance of each period's expiration date.

Materials recycled include, but not limited to, CRT screen televisions and computer monitors, laptops, flat screen televisions, stereos, printers, DVD players, VHS Players, radios, and gaming systems. The County notifies and schedule delivery of the materials with the Recycler.

**DISCUSSION:** N/A

**FISCAL IMPACT:** Funds are budgeted in various department line-item accounts for these services.

**CONCURRENCES:** Director of Environnemental Management

**ALTERNATIVES:** N/A

**ATTACHMENTS:** PC Recycler / dba Securis letter dated April 21, 2023.

**AUDIO/VISUAL NEEDS:** N/A



April 21, 2023

Mr. Rick Curry  
Washington County Procurement Office  
100 West Washington Street  
Hagerstown, MD 21740

Subject: CPI-U Adjustment for PUR-1567 Electronics Recycling

Dear Rick,

I would like to take this opportunity to thank you for your continued business.

I am writing to formally request the annual price increase per our contract terms. The Consumer Price Increase for the Baltimore, Columbia, Towson area was 6.1% over the last 12 months. I would like to request an increase for each line item as follows:

Commodity Description	Previous Price	6.1% Increase	Renewal Price
CRT/Flat (Monitors/TV's)	\$0.40/lb	0.0244	\$0.42/lb
Remaining E-Waste	\$0.20/lb	0.0122	\$0.21/lb
Charge per trailer pick-up	\$500.00	30.5	\$530.50

Please let me know if there is anything additional you require to process this request.

Sincerely,

Jodi Pisula  
Municipal Contract Manager

14801 Willard Road, Suite 800  
Chantilly, VA 20151  
[www.Securis.com](http://www.Securis.com)



## Agenda Report Form

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### Open Session Item

**SUBJECT:** Bid Award (PUR-1611) Janitorial Services for Washington County

**PRESENTATION DATE:** June 6, 2023

**PRESENTATION BY:** Brandi Naugle, CPPB, Buyer, Purchasing Department; Danny Hixon, Deputy Director, Buildings, Grounds and Facilities

**RECOMMENDED MOTION:** Move to award the Janitorial Services contract to the responsible, responsive, bidder under Option No. 1 to FEF Cleaning Inc., of Hollsopple, PA for the total amount of \$232,534 annually and unit cost as follows: Additional carpet cleaning as required (per square foot) \$.50, Hourly labor rate per person for additional services as required, regular rate per hour \$15.00, and Hourly labor rate per person for additional services as required Saturdays, Sundays and Holidays \$23.00.

**REPORT-IN-BRIEF:** The County accepted bids for the Janitorial Services on April 26, 2023. The bid was advertised on the State of Maryland's "*eMaryland Marketplace*" (eMMA) website and the County's website, and in the local newspaper. Sixty-Two (62) persons/companies registered and downloaded the bid document online and twelve (12) bids were received; one bid was deemed non-responsive. The contract term is for one (1) year with an option by the County to renew for up to four (4) additional consecutive one (1) year periods tentatively commencing July 1, 2023. The County reserves the right to accept or reject any request for renewal by the Bidder and any increase in monthly costs for each specified building.

**DISCUSSION:** N/A

**FISCAL IMPACT:** Funds are budgeted for these services within each using department's FY'24 operating budget account under maintenance services.

**CONCURRENCES:** Public Works Director

**ALTERNATIVES:** N/A

**ATTACHMENTS:** Bid Tabulation Matrix

**AUDIO/VISUAL NEEDS:** N/A

**PUR-1611  
Janitorial Services**

**OPTION NO. 1: To award Location Nos. 1 to 8 to one (1) contractor**

<b>Associated Building Maintenance Co., Inc. Crofton, MD</b>	<b>Beck &amp; Call Professional Services, LLC Baltimore, MD</b>	<b>Diversified Services Group, Inc. Germantown, MD</b>	<b>FEF Cleaning, Inc. Hollsopple, PA</b>
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**Location No. 7 - Women, Infants & Children (WIC) and Distribution Center Warehouse Location:**

A - Annual Price	\$16,483.26	\$33,543.00	\$13,775.35	\$34,560.00
B - Annual Strip/Wax & Buff Hard Floors	\$2,000.00	\$600.00	\$0.00	\$500.00
C - Annual Window Cleaning	\$606.10	\$400.00*	\$0.00	\$50.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 7)</b>	<b>* \$19,089.36</b>	<b>* \$34,543.00*</b>	<b>* \$13,775.35</b>	<b>* \$35,110.00</b>

**Location No. 8 - Sheriff's Department:**

A - Annual Price	\$22,486.44	\$36,639.96	\$18,367.13	\$11,520.00
B - Annual Strip/Wax & Buff Hard Floors	\$1,120.00	\$990.00	\$0.00	\$200.00
C - Annual Window Cleaning	\$1,274.90	\$300.00	\$0.00	\$50.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 8)</b>	<b>* \$24,881.34</b>	<b>* \$37,929.96</b>	<b>* \$18,367.13</b>	<b>* \$11,770.00</b>
<b>TOTAL LUMP SUM BID for OPTION NO. 1: (Sum of * items Location Nos. 1 through 8)</b>	<b>\$405,406.35*</b>	<b>\$382,411.96*</b>	<b>\$297,274.03</b>	<b>\$232,534.00</b>

**PUR-1611  
Janitorial Services**

**OPTION NO. 2: To award Location Nos. 1 to 8 to one (1) contractor**

<b>Associated Building Maintenance Co., Inc. Crofton, MD</b>	<b>Beck &amp; Call Professional Services, LLC Baltimore, MD</b>	<b>Diversified Services Group, Inc. Germantown, MD</b>	<b>FEF Cleaning, Inc. Hollsopple, PA</b>
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**Location No. 1 - County Administration Complex:**

A - Annual Price	\$109,136.13	No Bid	\$73,468.52	\$46,050.00
B - Annual Strip/Wax & Buff Hard Floors	\$1,189.25	No Bid	\$368.42	\$200.00
C - Annual Window Cleaning (Interior)	\$4,686.25	No Bid	\$1,520.00	\$250.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 1)</b>	<b>\$115,011.63*</b>	<b>No Bid</b>	<b>\$75,356.94</b>	<b>\$46,500.00</b>

**Location No. 2 - Court House & Court House Annex:**

A - Annual Price	\$107,844.48	No Bid	\$71,631.81	\$49,928.00
B - Annual Strip/Wax & Buff Hard Floors	\$232.00	No Bid	\$203.71	\$100.00
C1 - Annual Window Cleaning	\$3,174.00	No Bid	\$752.50	\$50.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 2)</b>	<b>\$111,250.48</b>	<b>No Bid</b>	<b>\$72,588.02</b>	<b>\$50,078.00</b>

**Location No. 3 - Administrative Annex Building:**

A - Annual Price	\$36,219.52	No Bid	\$23,877.27	\$14,976.00
B - Annual Strip/Wax & Buff Hard Floors	\$248.00	No Bid	\$54.32	\$50.00
C - Annual Window Cleaning	\$1,473.15	No Bid	\$0.00	\$50.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 3)</b>	<b>\$37,940.67</b>	<b>No Bid</b>	<b>\$23,931.59</b>	<b>\$15,076.00</b>



**PUR-1611  
Janitorial Services**

<b>Associated Building Maintenance Co., Inc. Crofton, MD</b>	<b>Beck &amp; Call Professional Services, LLC Baltimore, MD</b>	<b>Diversified Services Group, Inc. Germantown, MD</b>	<b>FEF Cleaning, Inc. Hollsopple, PA</b>
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**Location No. 4 - County Office Building:**

A - Annual Price	\$82,584.47	No Bid	\$55,101.39	\$39,560.00
B - Annual Strip/Wax & Buff Hard Floors	\$3,979.50	No Bid	\$1,162.21	\$500.00
C - Annual Window Cleaning	\$1,184.50	No Bid	\$102.50	\$50.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 4)</b>	<b>\$87,748.47*</b>	<b>No Bid</b>	<b>\$56,366.10</b>	<b>\$40,110.00</b>

**Location No. 5 - Extension Services Office Building/Rural Heritage Museum Office:**

A - Annual Price	\$28,792.60	No Bid	\$18,367.13	\$11,520.00
B - Annual Strip/Wax & Buff Hard Floors	\$706.00	No Bid	\$154.64	\$250.00
C - Annual Window Cleaning	\$250.00	No Bid	\$0.00	\$50.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 5)</b>	<b>\$29,748.60</b>	<b>No Bid</b>	<b>\$18,521.77</b>	<b>\$11,820.00</b>

**Location No. 6 - Division of Emergency Services Facility:**

A - Annual Price	\$28,792.60	No Bid	\$18,367.13	\$21,520.00
B - Annual Window Cleaning	\$348.80	No Bid	\$0.00	\$500.00
C - Annual Strip/Wax & Buff Hard Floors	\$1,345.50	No Bid	\$0.00	\$50.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 6)</b>	<b>\$30,486.90</b>	<b>No Bid</b>	<b>\$18,367.13</b>	<b>\$22,070.00</b>

**PUR-1611  
Janitorial Services**

<b>Associated Building Maintenance Co., Inc. Crofton, MD</b>	<b>Beck &amp; Call Professional Services, LLC Baltimore, MD</b>	<b>Diversified Services Group, Inc. Germantown, MD</b>	<b>FEF Cleaning, Inc. Hollsopple, PA</b>
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**Location No. 7 - Women Infants & Children (WIC) Location:**

A - Annual Price	\$18,585.86	No Bid	\$13,775.35	\$34,560.00
B - Annual Window Cleaning	\$3,000.00	No Bid	\$0.00	\$500.00
C - Annual Strip/Wax & Buff Hard Floors	\$633.65	No Bid	\$0.00	\$50.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 7)</b>	<b>\$22,219.51</b>	<b>No Bid</b>	<b>\$13,775.35</b>	<b>\$35,110.00</b>

**Location No. 8 - Sheriff's Department**

A - Annual Price	\$25,390.36	No Bid	\$18,367.13	\$11,520.00
B - Annual Strip/Wax & Buff Hard Floors	\$1,440.00	No Bid	\$0.00	\$200.00
C - Annual Window Cleaning	\$1,332.85	No Bid	\$0.00	\$50.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 8)</b>	<b>\$28,163.21</b>	<b>No Bid</b>	<b>\$18,367.13</b>	<b>\$11,770.00</b>

**ADDITIONAL OPTIONAL RATES:**

Additional Carpet Cleaning, as required (per square foot)	\$0.215	No Bid	\$0.25	\$0.50
Hourly Labor Rate per person for Additional Services as required. Regular (per hour)	\$28.78	No Bid	\$17.52	\$15.00
Hourly Labor Rate per person for Additional Services as required Saturdays, Sundays and Holidays: (per hour)	\$46.26	No Bid	\$26.26	\$23.00

*\*Corrected Claculations Bassed on Unit Pricing*

**PUR-1611  
Janitorial Services**

**OPTION NO. 1: To award Location Nos. 1 to 8 to one (1) contractor**

<b>Golden, Inc. Towson, MD</b>	<b>Islas General Cleaning Services Gaithersburg, MD</b>	<b>Jasso Maintenance, LLC Rockville, MD</b>	<b>L.T. Services, Inc. Falls Church, VA</b>
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**Location No. 1 - County Administration Complex:**

A - Annual Price	\$62,400.00	\$65,000.00	\$70,584.00	\$115,268.52
B - Annual Strip/Wax & Buff Hard Floors	\$1,080.00	\$10,000.00	\$925.00	\$1,712.57
C - Annual Window Cleaning	\$2,400.00	\$60,500.00*	\$1,000.00	\$3,630.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 1)</b>	<b>* \$65,880.00</b>	<b>* \$135,500.00*</b>	<b>* \$72,509.00</b>	<b>* \$120,611.09</b>

**Location No. 2 - Court House & Court House Annex:**

A - Annual Price	\$52,800.00	\$65,000.00	\$68,952.00	\$111,894.84
B - Annual Strip/Wax & Buff Hard Floors	\$1,200.00	\$10,000.00	\$383.00	\$1,213.85
C - Annual Window Cleaning	\$800.00	\$6,500.00	\$1,000.00	\$10,780.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 2)</b>	<b>* \$54,800.00</b>	<b>* \$81,500.00</b>	<b>* \$70,335.00</b>	<b>* \$123,888.69</b>

**Location No. 3 - Administrative Annex Building:**

A - Annual Price	\$36,000.00	\$25,000.00	\$23,568.00	\$42,570.00
B - Annual Strip/Wax & Buff Hard Floors	\$700.00	\$8,000.00	\$136.00	\$300.78
C - Annual Window Cleaning	\$400.00	\$6,000.00	\$500.00	\$660.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 3)</b>	<b>* \$37,100.00</b>	<b>* \$39,000.00</b>	<b>* \$24,204.00</b>	<b>* \$43,530.78</b>

**PUR-1611**  
**Janitorial Services**

**OPTION NO. 1: To award Location Nos. 1 to 8 to one (1) contractor**

<b>Golden, Inc. Towson, MD</b>	<b>Islas General Cleaning Services Gaithersburg, MD</b>	<b>Jasso Maintenance, LLC Rockville, MD</b>	<b>L.T. Services, Inc. Falls Church, VA</b>
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**Location No. 4 - County Office Building:**

A - Annual Price	\$52,800.00	\$60,000.00	\$53,040.00	\$90,186.72
B - Annual Strip/Wax & Buff Hard Floors	\$1,000.00	\$6,500.00	\$2,918.00	\$4,817.46
C - Annual Window Cleaning	\$600.00	\$4,500.00	\$1,000.00	\$3,300.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 4)</b>	<b>* \$54,400.00</b>	<b>* \$71,000.00</b>	<b>* \$56,958.00</b>	<b>* \$98,304.18</b>

**Location No. 5 - Extension Services Office Building/Rural Heritage Museum Office:**

A - Annual Price	\$33,600.00	\$25,000.00	\$17,544.00	\$33,923.88
B - Annual Strip/Wax & Buff Hard Floors	\$800.00	\$8,000.00	\$388.00	\$921.01
C - Annual Window Cleaning	\$500.00	\$6,000.00	\$500.00	\$2,486.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 5)</b>	<b>* \$34,900.00</b>	<b>* \$39,000.00</b>	<b>* \$18,432.00</b>	<b>* \$37,330.89</b>

**Location No. 6 - Division of Emergency Services:**

A - Annual Price	\$16,800.00	\$25,000.00	\$17,544.00	\$32,779.32
B - Annual Strip/Wax & Buff Hard Floors	\$400.00	\$8,000.00	\$388.00	\$427.87
C - Annual Window Cleaning	\$300.00	\$6,000.00	\$500.00	\$660.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 6)</b>	<b>* \$17,500.00</b>	<b>* \$39,000.00</b>	<b>* \$18,432.00</b>	<b>* \$33,867.19</b>

**PUR-1611  
Janitorial Services**

**OPTION NO. 1: To award Location Nos. 1 to 8 to one (1) contractor**

<b>Golden, Inc. Towson, MD</b>	<b>Islas General Cleaning Services Gaithersburg, MD</b>	<b>Jasso Maintenance, LLC Rockville, MD</b>	<b>L.T. Services, Inc. Falls Church, VA</b>
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**Location No. 7 - Women, Infants & Children (WIC) and Distribution Center Warehouse Location:**

A - Annual Price	\$49,200.00	\$70,000.00	\$11,424.00	\$32,204.16
B - Annual Strip/Wax & Buff Hard Floors	\$800.00	\$10,000.00	\$200.00	\$3,635.50
C - Annual Window Cleaning	\$500.00	\$5,000.00	\$500.00	\$660.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 7)</b>	<b>* \$50,500.00</b>	<b>* \$85,000.00</b>	<b>* \$12,124.00</b>	<b>* \$36,499.66*</b>

**Location No. 8 - Sheriff's Department**

A - Annual Price	\$44,400.00	\$40,000.00	\$11,424.00	\$34,959.24
B - Annual Strip/Wax & Buff Hard Floors	\$1,000.00	\$7,000.00	\$200.00	\$1,423.36
C - Annual Window Cleaning	\$400.00	\$4,500.00	\$500.00	\$5,522.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 8)</b>	<b>* \$45,800.00*</b>	<b>* \$51,500.00</b>	<b>* \$12,124.00</b>	<b>* \$41,904.60</b>
<b>TOTAL LUMP SUM BID for OPTION NO. 1: (Sum of * items Location Nos. 1 through 8)</b>	<b>\$360,880.00*</b>	<b>\$541,500.00*</b>	<b>\$285,118.00</b>	<b>\$535,937.08*</b>

**PUR-1611  
Janitorial Services**

**OPTION NO. 2: To award Location Nos. 1 to 8 to one (1) contractor**

<b>Golden, Inc. Towson, MD</b>	<b>Islas General Cleaning Services Gaithersburg, MD</b>	<b>Jasso Maintenance, LLC Rockville, MD</b>	<b>L.T. Services, Inc. Falls Church, VA</b>
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**Location No. 1 - County Administration Complex:**

A - Annual Price	\$62,400.00	No Bid	\$70,584.00	\$109,430.64
B - Annual Strip/Wax & Buff Hard Floors	\$1,080.00	No Bid	\$925.00	\$1,712.57
C1 - Annual Window Cleaning (Interior)	\$2,400.00	No Bid	\$1,000.00	\$3,630.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 1)</b>	<b>\$65,880.00</b>	<b>No Bid</b>	<b>\$72,509.00</b>	<b>\$114,773.21</b>

**Location No. 2 - Court House & Court House Annex:**

A - Annual Price	\$52,800.00	No Bid	\$68,952.00	\$107,238.96
B - Annual Strip/Wax & Buff Hard Floors	\$1,200.00	No Bid	\$383.00	\$1,213.85
C1 - Annual Window Cleaning	\$800.00	No Bid	\$1,000.00	\$10,780.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 2)</b>	<b>\$54,800.00</b>	<b>No Bid</b>	<b>\$70,335.00</b>	<b>\$119,232.81</b>

**Location No. 3 - Administrative Annex Building:**

A - Annual Price	\$36,000.00	No Bid	\$23,568.00	\$35,655.96
B - Annual Strip/Wax & Buff Hard Floors	\$700.00	No Bid	\$136.00	\$300.78
C1 - Annual Window Cleaning	\$400.00	No Bid	\$500.00	\$660.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 3)</b>	<b>\$37,100.00</b>	<b>No Bid</b>	<b>\$24,204.00</b>	<b>\$36,616.74</b>

**PUR-1611  
Janitorial Services**

<b>Golden, Inc. Towson, MD</b>	<b>Islas General Cleaning Services Gaithersburg, MD</b>	<b>Jasso Maintenance, LLC Rockville, MD</b>	<b>L.T. Services, Inc. Falls Church, VA</b>
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**Location No. 4 - County Office Building:**

A - Annual Price	\$52,800.00	No Bid	\$53,040.00	\$84,348.72
B - Annual Strip/Wax & Buff Hard Floors	\$1,200.00	No Bid	\$2,918.00	\$4,817.46
C - Annual Window Cleaning	\$800.00	No Bid	\$1,000.00	\$3,300.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 4)</b>	<b>\$54,800.00</b>	<b>No Bid</b>	<b>\$56,958.00</b>	<b>\$92,466.18</b>

**Location No. 5 - Extension Services Office Building/Rural Heritage Museum Office:**

A - Annual Price	\$33,600.00	No Bid	\$17,544.00	\$26,549.04
B - Annual Strip/Wax & Buff Hard Floors	\$800.00	No Bid	\$388.00	\$921.01
C - Annual Window Cleaning	\$500.00	No Bid	\$500.00	\$2,486.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 5)</b>	<b>\$34,900.00</b>	<b>No Bid</b>	<b>\$18,432.00</b>	<b>\$29,956.05</b>

**Location No. 6 - Division of Emergency Services Facility:**

A - Annual Price	\$16,800.00	No Bid	\$17,544.00	\$26,941.32
B - Annual Window Cleaning	\$400.00	No Bid	\$388.00	\$660.00
C - Annual Strip/Wax & Buff Hard Floors	\$300.00	No Bid	\$500.00	\$427.87
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 6)</b>	<b>\$17,500.00</b>	<b>No Bid</b>	<b>\$18,432.00</b>	<b>\$28,029.19</b>



**PUR-1611  
Janitorial Services**

<b>Golden, Inc. Towson, MD</b>	<b>Islas General Cleaning Services Gaithersburg, MD</b>	<b>Jasso Maintenance, LLC Rockville, MD</b>	<b>L.T. Services, Inc. Falls Church, VA</b>
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**Location No. 7 - Women Infants & Children (WIC) Location:**

A - Annual Price	\$49,200.00	No Bid	\$11,424.00	\$25,981.68
B - Annual Window Cleaning	\$800.00	No Bid	\$200.00	\$660.00
C - Annual Strip/Wax & Buff Hard Floors	\$500.00	No Bid	\$500.00	\$3,635.50
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 7)</b>	<b>\$50,500.00</b>	<b>No Bid</b>	<b>\$12,124.00</b>	<b>\$30,277.18</b>

**Location No. 8 - Sheriff's Department**

A - Annual Price	\$44,400.00	No Bid	\$11,424.00	\$29,121.24
B - Annual Strip/Wax & Buff Hard Floors	\$1,000.00	No Bid	\$200.00	\$1,423.36
C - Annual Window Cleaning	\$400.00	No Bid	\$500.00	\$5,522.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 8)</b>	<b>\$45,800.00*</b>	<b>No Bid</b>	<b>\$12,124.00</b>	<b>\$36,066.60</b>

**ADDITIONAL OPTIONAL RATES:**

Additional Carpet Cleaning, as required (per square foot)	No Bid	\$0.60	\$0.11	\$0.22
Hourly Labor Rate per person for Additional Services as required. Regular (per hour)	No Bid	\$120.00	\$17.00	\$30.00
Hourly Labor Rate per person for Additional Services as required Saturdays, Sundays and Holidays: (per hour)	No Bid	\$160.00	\$17.00	\$50.00

**PUR-1611  
Janitorial Services**

**OPTION NO. 1: To award Location Nos. 1 to 8 to one (1) contractor**

<b>P2 Cleaning Services, LLC Laurel, MD</b>	<b>Queen of Clean DMV Falling Waters, WV</b>	<b>Sentral Services, LLC Kengington, MD</b>	<b>SG &amp; Associates, LLC Hagerstown, MD</b>
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**Location No. 1 - County Administration Complex:**

A - Annual Price	\$88,155.48	\$46,805.99	\$85,613.28	\$74,534.40
B - Annual Strip/Wax & Buff Hard Floors	\$1,051.25	\$330.00	\$1,682.00	\$250.00
C - Annual Window Cleaning	\$3,862.70	\$440.00	\$2,489.00	\$200.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 1)</b>	<b>* \$93,069.43</b>	<b>* \$47,575.99</b>	<b>* \$89,784.28</b>	<b>* \$74,984.40</b>

**Location No. 2 - Court House & Court House Annex:**

A - Annual Price	\$85,951.59	\$66,275.55	\$83,570.77	\$54,503.28
B - Annual Strip/Wax & Buff Hard Floors	\$769.00	\$302.50	\$930.00	\$250.00
C - Annual Window Cleaning	\$1,782.20	\$165.00	\$860.00	\$200.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 2)</b>	<b>* \$88,502.79</b>	<b>* \$66,743.05</b>	<b>* \$85,360.77</b>	<b>* \$54,953.28</b>

**Location No. 3 - Administrative Annex Building:**

A - Annual Price	\$28,650.53	\$16,775.28	\$28,024.00	\$18,633.60
B - Annual Strip/Wax & Buff Hard Floors	\$450.00	\$110.00	\$310.00	\$100.00
C - Annual Window Cleaning	\$800.00	No Bid	\$700.00	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 3)</b>	<b>* \$29,900.53</b>	<b>* \$16,885.28</b>	<b>* \$29,034.00</b>	<b>* \$18,833.60</b>

**PUR-1611  
Janitorial Services**

**OPTION NO. 1: To award Location Nos. 1 to 8 to one (1) contractor**

<b>P2 Cleaning Services, LLC Laurel, MD</b>	<b>Queen of Clean DMV Falling Waters, WV</b>	<b>Sentral Services, LLC Kengington, MD</b>	<b>SG &amp; Associates, LLC Hagerstown, MD</b>
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**Location No. 4 - County Office Building:**

A - Annual Price	\$66,116.61	\$50,136.35	\$64,597.67	\$41,925.60
B - Annual Strip/Wax & Buff Hard Floors	\$2,653.00	\$550.00	\$5,040.70	\$250.00
C - Annual Window Cleaning	\$780.00	\$55.00	\$300.00	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 4)</b>	<b>* \$69,549.61</b>	<b>* \$50,741.35</b>	<b>* \$69,938.37</b>	<b>* \$42,275.60</b>

**Location No. 5 - Extension Services Office Building/Rural Heritage Museum Office:**

A - Annual Price	\$22,038.87	\$16,885.55	\$21,728.94	\$18,633.60
B - Annual Strip/Wax & Buff Hard Floors	\$450.00	\$165.00	\$882.50	\$150.00
C - Annual Window Cleaning	\$350.00	No Bid	\$300.00	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 5)</b>	<b>* \$22,838.87</b>	<b>* \$17,050.55</b>	<b>* \$22,911.44</b>	<b>* \$18,883.60</b>

**Location No. 6 - Division of Emergency Services:**

A - Annual Price	\$22,038.87	\$26,400.00	\$23,203.96	\$18,633.60
B - Annual Strip/Wax & Buff Hard Floors	\$2,400.00	\$440.00	\$436.00	\$150.00
C - Annual Window Cleaning	\$300.00	\$65.00	\$300.00	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 6)</b>	<b>* \$24,738.87</b>	<b>* \$26,905.00</b>	<b>* \$23,939.96</b>	<b>* \$18,883.60</b>

**PUR-1611  
Janitorial Services**

**OPTION NO. 1: To award Location Nos. 1 to 8 to one (1) contractor**

<b>P2 Cleaning Services, LLC Laurel, MD</b>	<b>Queen of Clean DMV Falling Waters, WV</b>	<b>Sentral Services, LLC Kengington, MD</b>	<b>SG &amp; Associates, LLC Hagerstown, MD</b>
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**Location No. 7 - Women, Infants & Children (WIC) and Distribution Center Warehouse Location:**

A - Annual Price	\$55,097.17	\$47,685.55	\$46,649.97	\$27,950.40
B - Annual Strip/Wax & Buff Hard Floors	\$2,000.00	\$550.00	\$3,800.00	\$200.00
C - Annual Window Cleaning	\$300.00	No Bid	\$350.00	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 7)</b>	<b>* \$57,397.17</b>	<b>* \$48,235.55</b>	<b>* \$50,799.97</b>	<b>* \$28,250.40</b>

**Location No. 8 - Sheriff's Department**

A - Annual Price	\$27,548.59	\$23,842.78	\$22,407.69	\$37,267.20
B - Annual Strip/Wax & Buff Hard Floors	\$640.00	\$275.00	\$1,280.00	\$250.00
C - Annual Window Cleaning	\$750.00	No Bid	\$384.00	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 8)</b>	<b>* \$28,938.59</b>	<b>* \$24,117.78</b>	<b>* \$24,071.69</b>	<b>* \$37,617.20</b>
<b>TOTAL LUMP SUM BID for OPTION NO. 1: (Sum of * items Location Nos. 1 through 8)</b>	<b>\$414,935.86*</b>	<b>\$298,254.55*</b>	<b>\$395,840.48</b>	<b>\$294,681.68</b>

**PUR-1611  
Janitorial Services**

**OPTION NO. 2: To award Location Nos. 1 to 8 to one (1) contractor**

<b>P2 Cleaning Services, LLC Laurel, MD</b>	<b>Queen of Clean DMV Falling Waters, WV</b>	<b>Sentral Services, LLC Kengington, MD</b>	<b>SG &amp; Associates, LLC Hagerstown, MD</b>
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**Location No. 1 - County Administration Complex:**

A - Annual Price	\$89,918.58	No Bid	No Bid	\$74,534.40
B - Annual Strip/Wax & Buff Hard Floors	\$1,051.25	No Bid	No Bid	\$250.00
C1 - Annual Window Cleaning (Interior)	\$3,862.70	No Bid	No Bid	\$200.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 1)</b>	<b>\$94,832.53</b>	<b>No Bid</b>	<b>No Bid</b>	<b>\$74,984.40</b>

**Location No. 2 - Court House & Court House Annex:**

A - Annual Price	\$87,670.62	No Bid	No Bid	\$54,503.28
B - Annual Strip/Wax & Buff Hard Floors	\$769.00	No Bid	No Bid	\$250.00
C1 - Annual Window Cleaning	\$1,782.20	No Bid	No Bid	\$200.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 2)</b>	<b>\$90,221.82</b>	<b>No Bid</b>	<b>No Bid</b>	<b>\$54,953.28</b>

**Location No. 3 - Administrative Annex Building:**

A - Annual Price	\$29,223.54	No Bid	No Bid	\$18,633.60
B - Annual Strip/Wax & Buff Hard Floors	\$450.00	No Bid	No Bid	\$100.00
C1 - Annual Window Cleaning	\$800.00	No Bid	No Bid	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 3)</b>	<b>\$30,473.54</b>	<b>No Bid</b>	<b>No Bid</b>	<b>\$18,833.60</b>

**PUR-1611  
Janitorial Services**

<b>P2 Cleaning Services, LLC Laurel, MD</b>	<b>Queen of Clean DMV Falling Waters, WV</b>	<b>Sentral Services, LLC Kengington, MD</b>	<b>SG &amp; Associates, LLC Hagerstown, MD</b>
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**Location No. 4 - County Office Building:**

A - Annual Price	\$67,438.94	No Bid	No Bid	\$41,925.60
B - Annual Strip/Wax & Buff Hard Floors	\$2,653.00	No Bid	No Bid	\$250.00
C - Annual Window Cleaning	\$780.00	No Bid	No Bid	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 4)</b>	<b>\$70,871.94</b>	<b>No Bid</b>	<b>No Bid</b>	<b>\$42,275.60</b>

**Location No. 5 - Extension Services Office Building/Rural Heritage Museum Office:**

A - Annual Price	\$22,479.65	No Bid	No Bid	\$18,633.60
B - Annual Strip/Wax & Buff Hard Floors	\$450.00	No Bid	No Bid	\$150.00
C - Annual Window Cleaning	\$350.00	No Bid	No Bid	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 5)</b>	<b>\$23,279.65</b>	<b>No Bid</b>	<b>No Bid</b>	<b>\$18,883.60</b>

**Location No. 6 - Division of Emergency Services Facility:**

A - Annual Price	\$22,479.65	No Bid	No Bid	\$18,633.60
B - Annual Window Cleaning	\$2,400.00	No Bid	No Bid	\$150.00
C - Annual Strip/Wax & Buff Hard Floors	\$300.00	No Bid	No Bid	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 6)</b>	<b>\$25,179.65</b>	<b>No Bid</b>	<b>No Bid</b>	<b>\$18,883.60</b>



**PUR-1611  
Janitorial Services**

<b>P2 Cleaning Services, LLC Laurel, MD</b>	<b>Queen of Clean DMV Falling Waters, WV</b>	<b>Sentral Services, LLC Kengington, MD</b>	<b>SG &amp; Associates, LLC Hagerstown, MD</b>
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**Location No. 7 - Women Infants & Children (WIC) Location:**

A - Annual Price	\$56,199.12	No Bid	No Bid	\$27,950.40
B - Annual Window Cleaning	\$2,000.00	No Bid	No Bid	\$200.00
C - Annual Strip/Wax & Buff Hard Floors	\$300.00	No Bid	No Bid	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 7)</b>	<b>\$58,499.12</b>	<b>No Bid</b>	<b>No Bid</b>	<b>\$28,250.40</b>

**Location No. 8 - Sheriff's Department**

A - Annual Price	\$28,099.56	No Bid	No Bid	\$37,267.20
B - Annual Strip/Wax & Buff Hard Floors	\$640.00	No Bid	No Bid	\$250.00
C - Annual Window Cleaning	\$750.00	No Bid	No Bid	\$100.00
<b>Sub-Total Annual Price (A, B, &amp; C Location No. 8)</b>	<b>\$29,489.56</b>	<b>No Bid</b>	<b>No Bid</b>	<b>\$37,617.20</b>

**ADDITIONAL OPTIONAL RATES:**

Additional Carpet Cleaning, as required (per square foot)	\$0.18	No Bid	\$0.15	\$0.38
Hourly Labor Rate per person for Additional Services as required. Regular (per hour)	\$25.00	No Bid	\$25.00	\$21.64
Hourly Labor Rate per person for Additional Services as required Saturdays, Sundays and Holidays: (per hour)	\$25.00	No Bid	\$37.50*	\$28.10

**PUR-1611**  
**Janitorial Services**

**Remarks/Exceptions:**

**Associated Bldg Maintenance** did not provide an Authorization for Access to Records

**Beck & Call Professional Services** did not provide Additional Optional Rates

**Beck & Call Professional Services** did not complete Authorization for Access to Records

**Beck & Call Professional Services Exception:**

Option No. 1 Location No. 7 Item C. Apparent written error price listed as Three Hundred Cents

**Diversified Services** did not provide an Authorization for Access to Records

**Golden, Inc.** did not provide an Authorization for Access to Records

**Golden, Inc.** did not provide Additional Optional Rates

**L.T. Services, Inc.** did not provide Authorization for Access to Records

**Queen of Clean DMV** did not provide Additional Optional Rates

**Sentral Services, LLC** did not provide an Authorization for Access to Records. Will provide this form upon award.

**Sentral Services, LLC Exception:**

Hourly Rate per person for Additional Services as required:

Saturdays, Sundays, and Holidays: (per hour)

Listed: \$37.50

Listed: \$50.00/ Hour Holidays

Listed: Minimum 4 Hour Charge



Open Session Item

**SUBJECT:** Contract Award (PUR-1616) – Stop Loss Insurance Coverage

**PRESENTATION DATE:** June 6, 2023

**PRESENTATION BY:** Brandi Naugle, CPPB, Buyer, Kendall Desaulniers, Deputy County Attorney/Interim Director of Human Resources, and a representative from the County's consultant, CBIZ Benefits & Insurance Services, Inc.

**RECOMMENDED MOTION:** Motion to award a contract for Stop Loss Insurance to the responsive, responsible proposer, Highmark of Pittsburgh, PA who submitted a total annual premium for Option 1 of \$1,056,426.24 with specific stop loss @ \$175,000 per claimant.

**REPORT-IN-BRIEF:** Stop-Loss policies are insurance that protects the plan from significant claim costs associated with individual members (specific) or for the entire group (aggregate). Currently, the Board of County Commissioners of Washington County, Maryland has a stop-loss policy with Highmark that limits the medical and prescription drug plan costs to a maximum of \$175,000 per member per year.

The Request for Proposal (RFP) was advertised on the State's "eMaryland Marketplace Advantage" (eMMA) website, on the County's website, and in the local newspaper. Direct notice of the solicitation was e-mailed to twelve (12) potential providers of the insurance.

Proposals were received before the deadline on May 1, 2023, from four (4) companies that are providers of Stop Loss Insurance.

**DISCUSSION:** N/A

**FISCAL IMPACT:** Funds are available in the FY'24 health insurance budget.

**CONCURRENCES:** N/A

**ALTERNATIVES:** N/A

**ATTACHMENTS:** The attached Summary will be reviewed and discussed by the County's consultant.

**AUDIO/VISUAL NEEDS:** N/A



# Board of Washington County Commissioners

## **Request for Proposal #1616 – Stop Loss Analysis and Recommendations 2023-2024**

**Presented by:  
CBIZ Employee Services Organization**

## **PUR-1616**

### **Board of County Commissioners of Washington County, Maryland**

Effective Date: July 1, 2023

Bid Due Date: May 1, 2023

All bids were requested net of commissions.

#### *Overview*

The Board of County Commissioners of Washington County, Maryland (BCC) provides health insurance via Aetna/Aetna's care management programs and prescription drug coverage with CVS Caremark. Stop Loss coverage is currently with HM (Highmark) Insurance and is bid on an annual basis.

## **Background**

Board of County Commissioners of Washington County, Maryland provides medical and prescription drug coverage to active employees, agencies, COBRA members, and pre-Medicare retirees on a self-insured basis.

Medical Vendor: Aetna effective 7/1/2016

Drug Vendor: CVS/Caremark effective 7/1/2019

Stop Loss policies are insurance that protects the plan from significant claim costs associated with individual members (specific) or for the entire group (aggregate). Currently, Board of County Commissioners of Washington County, Maryland has a specific Stop Loss policy with HM Insurance that limits the medical and prescription drug plan costs to a maximum of \$175,000 per member per year.

Stop Loss Vendor: HM Insurance effective 7/1/21

Stop Loss policies do not automatically renew at the same rate.

# Washington County Commissioners

Effective Date: 07/01/2023



Reinsurance Marketing Results				
Carrier	Rating	Quoted	Declined	Comments
HM Insurance (incumbent)	A	x		See Spreadsheet
Berkley	A		x	Uncompetitive greater than +50% to current
Berkshire Hathaway	A++		x	Uncompetitive greater than +50% to current
HCC	A++	x		See Spreadsheet
Optum	A-	x		See Spreadsheet
PACE - Companion	A		x	Uncompetitive greater than +50% to current
Sun Life	A+		x	Uncompetitive greater than +55% to current
Swiss Re	A		x	Uncompetitive greater than +45% to current
Symetra	A++	x		See Spreadsheet
Unum	A		x	Uncompetitive greater than +45% to current
Voya	A		x	Uncompetitive greater than +50% to current
Wellpoint	A+		x	Uncompetitive greater than +45% to current

# Washington County Commissioners

## Effective Date: 07/01/2023



Stop-Loss Specific Premium	Lives	Current	Renewal	Option 1	Option 2	Option 3
		NNL, 55% RC*	NNL, 55% RC*	NNL, 55% RC*	NNL, 50% RC*	NNL, 55% RC*
Carrier:		HM Insurance	HM Insurance	HCC	Optum	Symetra
Carrier Rating:		A	A	A++	A-	A
		NNL, 55% RC*	NNL, 55% RC*	NNL, 55% RC*	NNL, 50% RC*	NNL, 55% RC*
TPA:		Aetna	Aetna	Aetna	Aetna	Aetna
PPO Network:		Aetna	Aetna	Aetna	Aetna	Aetna
UR Vendor:		Aetna	Aetna	Aetna	Aetna	Aetna
Stop Loss Commission:		0%	0%	0%	0%	0%
Benefits Included:		Med/Rx	Med/Rx	Med/Rx	Med/Rx	Med/Rx
Specific Deductible:		\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
Aggregating Specific:		\$0	\$0	\$0	\$0	\$0
Specific Contract:		Paid	Paid	24/12	24/12	24/12
Specific Policy Year Maximum:		Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Single Premium	283	\$ 46.02	\$ 49.89	\$ 62.78	\$ 54.20	\$ 50.95
EE+SP Premium	184	\$ 118.39	\$ 134.15	\$ 201.18	\$ 134.54	\$ 144.41
EE+CH Premium	85	\$ 118.39	\$ 134.15	\$ 201.18	\$ 134.54	\$ 144.41
Family Premium	282	\$ 118.39	\$ 134.15	\$ 201.18	\$ 134.54	\$ 144.41
Composite	834	\$ 93.83	\$ 105.56	\$ 154.22	\$ 107.28	\$ 112.70
Monthly Specific Premium		\$ 78,256.55	\$ 88,035.52	\$ 128,616.92	\$ 89,470.14	\$ 93,988.76
Annual Specific Premium		\$ 939,078.60	\$ 1,056,426.24	\$ 1,543,403.04	\$ 1,073,641.68	\$ 1,127,865.12
% Difference			12.50%	64.35%	14.33%	20.10%
Firm Through:			6.7.23	Illustrative	Illustrative	Illustrative
Lasers:		None	None	Pending Large Claim Review	Pending Large Claim Review	Pending Large Claim Review
Total Reinsurance Expense						
Annual Fixed Premium		\$939,078.60	\$1,056,426.24	\$1,543,403.04	\$1,073,641.68	\$1,127,865.12
% Difference			12.50%	64.35%	14.33%	20.10%
Maximum Cost Liability		\$939,078.60	\$1,056,426.24	\$1,543,403.04	\$1,073,641.68	\$1,127,865.12
% Difference			12.50%	64.35%	14.33%	20.10%

\*NNL: No New Laser  
RC: Rate Cap



## Recommendation

- Renew with HM at \$175,000 Specific Stop Loss level (per member).
  - Low Bid
  - +12.5% above current premium
  - Retains the “No New Laser” provision
  - Retains Rate Cap at 55%
  - HM offers consistency and partnership



## Agenda Report Form

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### Open Session Item

**SUBJECT:** Hotel Rental Tax Funding Request, Maryland Symphony Orchestra

**PRESENTATION DATE:** June 6, 2023

**PRESENTATION BY:** Susan Buchanan, Director, Office of Grant Management, Emily Socks, Director of Development, Maryland Symphony Orchestra.

**RECOMMENDED MOTION:** Move to approve the request for Hotel Rental Tax funding from the Maryland Symphony Orchestra in the amount of \$\_\_\_\_\_, for direct expenses associated with the MSO Salute to Independence to be held on July 1, 2023.

**REPORT-IN-BRIEF:** The Maryland Symphony Orchestra has submitted a request for Hotel Rental Tax funding to support the MSO Salute to Independence which will be held at Hagerstown Community College. This year's event will be on July 1, 2023. The amount of funding requested for this event by the Orchestra is \$30,000.

**DISCUSSION:** The Maryland Symphony Orchestra has submitted a request for \$30,000 of Hotel Rental Tax funding to assist with costs associated with the MSO Salute to Independence. The event will be held on July 1, 2023, at Hagerstown Community College. The total event budget is projected to be \$92,500. The remaining costs will be funded through other grants and support from individual donors.

The Board of County Commissioners has provided financial support to this event historically. In 2022, the Board of County Commissioners contributed \$20,000 towards the direct expenses of the event. This event meets all 7 of the Board of County Commissioner's goals and criteria for the use of Hotel Rental Tax Funds.

**FISCAL IMPACT:** The Hotel Rental Tax Fund will be reduced by the amount of this award. Current uncommitted balance of the fund is \$519,697.09.

**CONCURRENCES:** N/A

**ALTERNATIVES:** Deny the Maryland Symphony's request for Hotel Rental Tax Funding.

**ATTACHMENTS:** FY23 MSO Salute to Independence Hotel Rental Tax Funding Application

**AUDIO/VISUAL NEEDS:** N/A

Washington County, Maryland  
Hotel Rental Tax Funding  
Grant Application

100 West Washington Street  
Room 2200  
Hagerstown, Maryland 21740  
240-313-2040

Organization/Agency:	The Maryland Symphony Orchestra, Inc. (MSO)	E-mail Address:	esocks@marylandsymphony.org
Address:	21 S. Potomac Street Hagerstown, MD 21740		
Contact Person:	Emily C. Socks	Title:	Director of Development
Phone Number:	(301) 797-4000	Fax Number:	3017972314
Tax ID/Federal ID#:	52-1259358	<input type="radio"/> Capital Request <input checked="" type="radio"/> Operating Request	
Project Classification:	<input type="radio"/> Tourism/Attraction <input type="radio"/> Economic Development <input checked="" type="radio"/> Cultural <input type="radio"/> Recreation		
Project Name:	MSO Salute to Independence		
Project Start Date:	July 1, 2023	Project End Date:	July 1, 2023

Project Justification and Economic Benefit/Impact to the Visitor Industry, if Applicable

The Maryland Symphony Orchestra's annual "Salute to Independence," presented in partnership with Hagerstown Community College, is a project which meets all 7 priority funding goals of Washington County's Hotel Rental Tax Fund. In recent years the Hagerstown-Washington County Convention and Visitors Bureau has conservatively estimated the "Salute's" direct local economic impact at \$500,000. Drawing as many as 30,000 area residents, tourists, and elected officials to the event, the national arts advocacy organization, American's for the Arts, estimates the combined direct and indirect economic impact of the "Salute" at just over \$1.1 million. This year's event, held at Hagerstown Community college, is estimated to bring 5,000 attendees as the MSO awaits a final determination on returning to Antietam National Battlefield after construction is completed on the sites Visitors Center . This event related spending sustains jobs, and generates revenues for local and state government, as well as for local and regional businesses, organizations and vendors.

Anticipated Visitor Attendance and Impact on Hotel Rental Occupancy, if Applicable

Historically, the "Salute" draws as many as 30,000 attendees to Antietam National Battlefield each July from communities throughout Central and Western Maryland, Southern Pennsylvania, Northern Virginia, and the Panhandle of West Virginia. Surveys indicate 25-percent of the attendees come from more than 50-miles away. According to statistics from the Hagerstown-Washington County Convention and Visitors Bureau (CVB), Washington County's hotel occupancy rate in July is around 75-percent. On "Salute to Independence" event weekends, that rate jumps to higher than 90-percent, with many hotels completely selling out. CVB leadership has attributed that increase being largely due to "Salute" attendees. This years estimated attendance is 5,000 as the MSO awaits a final determination on returning to Antietam National Battlefield after construction is completed on the sites Visitors Center .

Narrative Description of Project: Include purpose of project, outline of project procedures, intended results of project or any additional comments that support the need for project and/or merit as an event or activity designed to promote Washington County, Maryland.

The purpose of the project is to produce the Maryland Symphony Orchestra's "Salute to Independence" at Hagerstown Community College on Saturday, July 1, 2023. The "Salute to Independence" is a one-day event, held on the first weekend of July. The "Salute" is a celebration of our nation's independence through a concert of patriotic music performed by Washington County's and Western Maryland's only fully-professional orchestra. Historically, it's reach makes it the largest cultural, historical, and summer tourism event in Washington County each year. As was so eloquently stated in a Herald-Mail Editorial: "The value of the concert cannot be overestimated. It mixes tourism and the local community; history and entertainment; patriotism and reverence; culture and fireworks." For 36 years, this extraordinary concert has been held for the Washington County community and beyond. As a result of the project's longevity, the "Salute" is viewed as part of the historical and cultural fabric of Washington County. Attendees of the event expect to return year after year to participate in this celebration of America's freedom and to remember those who have served our nation through military service in the past -as well as the men and women who do so today. The "Salute" features the 70-member, fully professional, Maryland Symphony Orchestra in a concert of patriotic music led by Music Director Elizabeth Schulze who is currently in her 23rd season with the orchestra. The "Salute's" program this July will include the "Armed Forces Salute", "American Salute," and the "Stars and Stripes Forever" among other patriotic classics. The event will conclude with a spectacular 25-minute grand finale fireworks display. Bringing a 70-member orchestra and its equipment to perform at an outdoor venue is an expensive venture. The "Salute" requires staging, lighting, and an extensive sound and public address system, including portable back-up electric generators. The MSO pays for musicians, sound and public address system, generators and wiring, port a-potties, backstage and field tents, and of course, the fireworks. Other expenses include event insurance, rentals, music arrangement rentals and purchases, various fees, licenses and royalties including the fireworks permit, cartage fees for instruments, mileage per diem to musicians to Hagerstown and extra stagehands along with part-time production personnel to help with the set-up and take-down of chairs, music stands and other equipment along with additional assistance from Washington County Sheriff's Deputies. The direct expense budget for the 2023 "Salute to Independence" totals \$92,500. Currently, the MSO has secured \$51,000 toward the cash resources necessary to meet the direct and administrative expenses involved to produce this July's "Salute." This includes corporate sponsorships, grants from area foundations, contributions from small businesses, and donations from individuals. The MSO requests the committee to consider a \$30,000 grant from the Hotel Rental Tax Fund of Washington County, MD. This request, representing an investment of staffing a percentage of the 70 piece orchestra and 5 Washington County Sheriff's Deputies for the July 1st, 2023 "Salute" event.

## Total Project Budget

A.	Amount of Hotel Rental Tax Grant Funding Requested	30,000.00
B.	List Other Funding Sources and Their Respective Amounts	
Source:	Alice Virginia and David W. Fletcher Foundation	10,000.00
Source:	Washington County Arts Council	2,400.00
Source:	Individual MSO Supporters	50,100
C.	Total Project/Event Funding (A + B)	92,500

**Itemize your total project budget into the appropriate classifications:**

A. Tourism Attraction (Be specific in expense break down):	
B. Economic Development Enhancement (Be specific in expense breakdown):	
C. Cultural Projects (Be specific in expense breakdown):	
Direct costs - musicians, staging, equipment, Sherrifs Office and fireworks	81,500
Allocated administrative expenses	11,000
D. Recreational Projects (Be specific in expense breakdown):	
<b>Total Project Budget</b>	<b>92,500</b>

Certification:

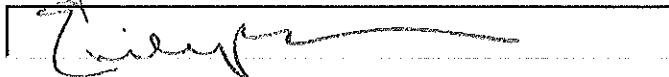
We certify the information contained in this application is complete, accurate and fully discloses the scope and intent of our request for funding from the Hotel Rental Tax Fund. We agree to comply with the County's requests for information regarding the use of awarded funds and to provide access to accounting records related to these funds.

We acknowledge that if expenditures of funds is approved, such approval will be for line-item-by-line-item expenditures, which must be adhered to within the maximum 10% line item deviation.

We further acknowledge that any deviations beyond 10% allowable amount will require us to submit a program amendment which will have to be approved by the Office of Grant Management prior to any further expenditures.

By signing this application, I/we accept and agree to be bound by the terms and conditions of Hotel Rental Tax Regulations as administered by the Washington County Commissioners in compliance with current State laws.

Signature:



Date: 5.5.23

Applicant/Organization: Maryland Symphony Orchestra, Inc.

Recommended by:



Date:



☐ Approve

☐ Denied

Director, Office of Grant Management

Recommended Award:



Comments:



Approved By:



Date:



☐ Approved

☐ Denied

County Administrator

Approved Award:



Board of County Commissioner Approval (for requests of \$25,000 and over):

Approved by BCC:



Date:



☐ Approved

☐ Denied

County Clerk

Return Application To:  
Washington County Office of Grant Management  
100 West Washington Street Room 2200  
Hagerstown, Maryland 21740  
240-313-2040



## Agenda Report Form

### Open Session Item

**SUBJECT:** Agriculture focused grant program titled Washington County Maryland Agricultural Innovation Grant. Funding request Washington County Hotel Rental Tax funds in the amount of \$300,000 over next three fiscal years.

**PRESENTATION DATE:** Tuesday, June 6, 2023

**PRESENTATION BY:** Leslie Hart, Business Development Specialist, Department of Business and Economic Development and Jonathan Horowitz, Director, Department of Business and Economic Development.

**RECOMMENDED MOTION:** Approve the use of Hotel Rental Tax funds in the total amount of \$300,000 to be paid out in 3 equal payments of \$100,000 each in Budget year 2022-2023, \$100,000 in Budget year 2023-2024 and \$100,000 in Budget year 2024-2025.

**REPORT-IN-BRIEF:** The Washington County Department of Business and Economic Development has developed an agricultural focused innovation grant program for Washington County Maryland agricultural producers and businesses. With the approval of this grant request, these agricultural grants will be available in the amount of \$1,000.00 up to \$25,000.00 to expand farms and agricultural business. Grant request examples include expand marketing efforts, business development and outreach, expand or add value added endeavors, increase farm viability, increase demonstration, conservation and research improvements, production building upgrading for physical structure used exclusively for animal agricultural purposes, business and operational supplies, construction improvements to assist with consumer/customer outreach, expand advertising, offer new promotions and for agricultural expansion products to cite a few examples. The full \$100,000 total grant for 2022-2023 will be awarded to successful applicants following an application submittal along with necessary documentation.

**DISCUSSION:** Washington County's agricultural business represents the backbone of the County's landscape. With over 900 operating family farms and \$153,725,000 in market value of products sold, agriculture is the largest economic driver in Washington County.

**FISCAL IMPACT:** \$100,000 or \$300,000 from the Hotel Rental Tax Fund

**CONCURRENCES:** N/A

**ALTERNATIVES:** Option A: Approve \$100,000 for one year only with fiscal and program review in Fall 2023 to determine program viability: Option B: Decline motion.

**ATTACHMENTS:**

**AUDIO/VISUAL NEEDS:**



## Agenda Report Form

### Open Session Item

**SUBJECT:** Agriculture – June is National Dairy Month

**PRESENTATION DATE:** Tuesday, June 6, 2023

**PRESENTATION BY:** Danielle Weaver, Director, Public Relations and Marketing and Leslie Hart, Business Development Specialist, Department of Business and Economic Development

**RECOMMENDED MOTION:** N/A

**REPORT-IN-BRIEF:** National Dairy Month is celebrated every June. As one of Maryland's largest agricultural commodities, milk and dairy products account for \$150.5 million in farm receipts. (2020 data from USDA Economic Research Service) National Dairy month celebrates the value of milk and dairy products as part of a well-balanced diet for every American as well as the importance of milk production to the agricultural industry. All Washington County residents are encouraged to support our 103 county dairy farms and farmers whose labor brings us milk, ice cream, yogurt, cheese and many other nutritious foods. Especially Ice Cream!

**DISCUSSION:** Washington County is excited to launch the third annual Washington County Ice Cream Trail. The Ice Cream Trail includes eleven locally owned and operated businesses. By participating in the Ice Cream Trail, you are supporting local businesses and local dairy farms. By supporting small businesses and agriculture, you're also supporting the growth and economy of Washington County. As of June 6, 2023, the Ice Cream Trail map will be available in all eleven local participating ice cream establishments and can be downloaded from the Washington County website. Once you have visited the eleven Ice Cream Trail establishments and your map has been stamped by each location, submit the map to the Washington County Public Relations and Marketing Department at <https://www.washco-md.net/ice-cream-trail-2023/> or by mail. All participants who complete the trail and submit the completed map will be entered into a raffle for prizes from our locally owned ice cream shops and Ice Cream Trail sponsors.

**FISCAL IMPACT:** N/A

**CONCURRENCES:** N/A

**ALTERNATIVES:** N/A

**ATTACHMENTS:** Ice Cream Trail Map print out.

**AUDIO/VISUAL NEEDS:** Yes - Short video will be played as part of the presentation.





**MAUGANSVILLE CREAMERY**  
13803 Maugansville Rd.  
Maugansville, MD



**MISTY MEADOW FARM CREAMERY**  
14325 Misty Meadow Rd.  
Smithsburg, MD



**MOUNTAIN TOP ICE CREAM SHOP**  
24949 Lake Wastler Dr.  
Cascade, MD



**NUTTER'S ICE CREAM**  
100 East Main St.  
Sharpsburg, MD



**POTOMAC STREET CREAMERY**  
9 Potomac Street  
Boonsboro, MD



**SCOOP-A-LICIOUS & MORE**  
16904 Virginia Ave.  
Williamsport, MD



**DELITEFUL DAIRY**  
16230 Long Delite Lane  
Williamsport, MD




**SWEETSIES' EATS & TREATS**  
14911 National Pike  
Clear Spring, MD



**THE BIG DIPPER**  
1033 Virginia Ave.  
Hagerstown, MD



**THE ICE CREAM SHOP**  
98 W. Washington St.  
Hagerstown, MD



**BUDDY LOU'S**  
11 East Main St.  
Hancock, MD



**Washington County**  
MARYLAND

Washington County, MD has some of the best local ice cream spots in the state! Beat the heat with a tasty treat from any of the businesses located on the Ice Cream Trail map!



**ICE CREAM TRAIL**  
WASHINGTON COUNTY, MD



Thank you for participating in Washington County's Ice Cream Trail! Journey to locally-owned ice cream shops across the County to receive a stamp on your Ice Cream Trail map. Once you have completed the trail, complete the online form that includes a photo of your completed map at [www.washco-md.net](http://www.washco-md.net) or mail in your map to with your contact information (fillable area located at the bottom of page) to: Public Relations - 100 West Washington Street, Suite 2600, Hagerstown, MD 21740.

Each person that submits a completed map will be entered into a prize drawing from one of our local sponsors that supported the Ice Cream Trail this year.

### Participating 2023 Ice Cream Trail Shops

Buddy Lou's - 11 East Main Street, Hancock, MD 21750 - Hours: Mon 11AM-8:30PM, Thurs 11AM-8:30PM, Fri-Sat 11AM-9PM, Sun 10AM-8PM

Deliteful Dairy - 16230 Long Delite Lane, Williamsport, MD 21795 - Hours: Mon-Fri 10AM-6PM, Sat 9AM-6PM

Maugansville Creamery - 13803 Maugansville Rd., Maugansville, MD 21750 - Hours: Mon-Fri 4PM-9PM, Sat-Sun 2PM-9PM

Misty Meadow Farm Creamery - 14325 Misty Meadow Road, Smithsburg, MD 21783 - Hours: please call 301-842-2112 for hours

Mountain Top Ice Cream Shop - 24949 Lake Wastler Drive, Cascade, MD 21719 - Hours: Sat-Sun 2PM-8PM

Nutter's Ice Cream - 100 East Main Street, Sharpsburg, MD 21782 CASH ONLY - Hours: Daily 2PM-8PM

Potomac Street Creamery - 9 Potomac Street, Boonsboro, MD 21713 - Hours: Sun-Sat 12PM-9PM

Scoop-A-Licious & More - 16904 Virginia Ave., Williamsport, MD 21795 - Hours: Mon-Fri 3PM-9PM Sat-Sun 1PM-9PM

Sweetsies' Eats & Treats - 14911 National Pike, Clear Spring, MD 21722 - Hours: Sun-Sat 11AM-10PM

The Big Dipper - 1033 Virginia Ave., Hagerstown, MD 21740 - Hours: Sun-Thurs 12PM-10:30PM, Fri-Sat 12PM-11PM

The Ice Cream Shop - 98 West Washington Street, Hagerstown, MD 21740 - Hours: Mon-Wed 10AM-3PM, Thurs-Fri 10AM-7PM, Sat 11AM-7PM

Here are some of our awesome sponsors! Check our website for a full listing of sponsorships.



Scan the QR code to find out more information on the participating Ice Cream Trail Shops and/or to download the Ice Cream Trail Map.

**MAIL IN ONLY: Needed info (print neatly please):**

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ E-mail: \_\_\_\_\_

