

Board of County Commissioners

Stephen A. Wantz, *President*
Ed Rothstein, *Vice President*
C. Richard Weaver, *2nd Vice President*
C. Eric Bouchat
Dennis E. Frazier



Carroll County Government

225 North Center Street
Westminster, Maryland 21157
410-386-2043; 1-888-302-8978
fax 410-386-2485
MD Relay ~ 7-1-1/800-735-2258

Notice of Commissioner Meetings & Agenda for the Week of July 15, 2019

Revision 1 dated July 16, 2019

Please Note: This weekly notice and agenda is subject to change. Please call 410-386-2043 to confirm a meeting you plan to attend. All meetings, unless otherwise noted, will be held at the Carroll County Office Building, Room 311. All or part of a meeting may be conducted in closed session.

- *Indicates Outside Activities*

Monday ~ July 15, 2019

*10:30 a.m. Herbology Dispensary Grand Opening/Ribbon Cutting Ceremony
Westminster, Maryland
Commissioner Frazier*

Tuesday ~ July 16, 2019

9:00 a.m. Planning & Zoning Commission Meeting
County Office Building ~ Reagan Room
Commissioner Rothstein

*7:00 p.m. "Walk with Your Commissioner" to celebrate Rec & Parks Month
Westminster Community Pond ~ Westminster, Maryland
Commissioner Frazier*

Wednesday ~ July 17, 2019

*11:30 a.m. LENNAR Homes – Parkside at Warfield Ribbon Cutting Ceremony
Sykesville, Maryland
Commissioner Rothstein*

*11:45 a.m. Westminster Rotary Club Meeting
Westminster, Maryland
Commissioner Bouchat*

Thursday ~ July 18, 2019

9:00 a.m. Board of County Commissioners Open Session
County Office Building ~ Room 311

Priority Carroll

Item 1

Public Comment on this item
Briefing
[2018 Planning Annual Report](#)
Department of Planning ~ Ms. Lynda Eisenberg

Item 2

Public Comment on this item
Briefing/Discussion/Decision
[Request Approval of the Keystone Computer Aided Dispatch](#)
System Annual Agreement
Department of Public Safety ~ Mr. Scott Campbell

Item 3

Public Comment on this item
Briefing/Discussion/Decision
Request Approval to Submit Grant Application
and Accept Grant Award
[FY2021 Jurisdictional Family Services Grant](#)
Circuit Court/Family Law Administration
Carroll County Circuit Court ~ Judge Fred Hecker
Department of Management & Budget ~ Mr. Ted Zaleski

Item 4

Public Comment on this item
Briefing/Discussion/Decision
Request Approval to Submit Grant Application
and Accept Grant Award
[FY2020 Child Support ~ Circuit Court/Magistrate's Office](#)
Carroll County Circuit Court ~ Judge Fred Hecker
Department of Management & Budget ~ Mr. Ted Zaleski

Item 5

Public Comment on this item
Briefing/Discussion/Decision
Request Approval to Submit Grant Application
And Accept Grant Award
[FY2020 Child Support ~ Carroll County Sheriff's Office](#)
Carroll County Sheriff's Office ~ Sheriff Jim DeWees
Department of Management & Budget ~ Mr. Ted Zaleski

Thursday ~ July 18, 2019 (Continued)

Item 6

Public Comment will be taken during the Public Hearing
2nd Public Hearing ~ FY2018 Community Development Block Grant
(CDBG) Funding under the Special Projects category for
[CHANGE, Inc. ~ Strategic Program Services Space Planning](#)
Department of Citizen Services ~ Ms. Christine Kay
Department of Public Works ~ Mr. Jeff Castonguay
Department of Management & Budget ~ Mr. Ted Zaleski

Item 7

Public Comment will be taken during the Public Hearing
2nd Public Hearing ~ FY2019 Community Development Block Grant
(CDBG) Funding for [CHANGE Roof Replacement Project](#)
Department of Citizen Services ~ Ms. Christine Kay
Department of Public Works ~ Mr. Jeff Castonguay
Department of Management & Budget ~ Mr. Ted Zaleski

Item 8

~~Public Comment on this item
Briefing/Discussion/Decision
[Request Approval for Community Shelter Network Realignment](#)
Department of Citizen Services ~ Ms. Christine Kay~~

Item 8

Public Comment on this item
Briefing/Discussion/Decision
[Request Approval for FY20 Senior Assisted Living Group Home](#)
Subsidy Grant Submission & Award Acceptance
Department of Citizen Services ~ Ms. Christine Kay
Department of Management & Budget ~ Mr. Ted Zaleski

Item 9

Public Comment on this item
Briefing/Discussion/Decision
[Request Approval for Use of Term Contract](#)
for Pipe Video Inspection Services
Department of Public Works ~ Mr. Jeff Castonguay

Item 10

Public Comment on this item
Briefing/Discussion/Decision
[Request Approval of Change Order Request](#)
Hot Mix Asphalt Paving ~ C J Miller, LLC
Department of Public Works ~ Mr. Jeff Castonguay

Thursday ~ July 18, 2019 (Continued)

Item 11

Public Comment on this item
Briefing/Discussion/Decision
[Bid Approval ~ 2019 Pipe Culvert](#) and
Storm Drain Rehabilitation
Department of Public Works ~ Mr. Jeff Castonguay
Bureau of Purchasing ~ Mr. Mike Myers

Item 12

Public Comment on this item
Briefing/Discussion/Decision
[Bid Approval ~ Stream Channel Improvements to Deep Run](#)
Department of Public Works ~ Mr. Jeff Castonguay
Bureau of Purchasing ~ Mr. Mike Myers

Item 13

Public Comment on this item
Briefing/Discussion/Decision
[Bid Approval ~ Replacement Generator](#) for
Pleasant Valley Wastewater Treatment Plant
Department of Public Works ~ Mr. Jeff Castonguay
Bureau of Purchasing ~ Mr. Mike Myers

Item 14

Public Comment on this item
Briefing/Discussion/Decision
[Bid Approval ~ Two John Deere 5075 M Utility Tractors](#)
Department of Public Works ~ Mr. Jeff Castonguay
Bureau of Purchasing ~ Mr. Mike Myers

Item 15

Public Comment on this item
Briefing/Discussion/Decision
[Bid Approval ~ ProCore Project Management Software](#)
Department of Public Works ~ Mr. Jeff Castonguay
Bureau of Purchasing ~ Mr. Mike Myers

Public Comment

Administrative Session ~ Open

Friday ~ July 19, 2019

**** County Offices Close at 3:00 p.m.****

Saturday ~ July 20, 2019

Sunday ~ July 21, 2019

7:05 a.m. “The Commissioners’ Report” – WTTR
Commissioner Bouchat

5:00 p.m. *National CASE Institute Orientation Dinner ~ C.C.P.S.
Francis Scott Key High School ~ Union Bridge, Maryland
Commissioners Weaver & Bouchat*

ACCESSIBILITY NOTICE: The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services, 410.386.3600 or 1.888.302.8978, MD Relay 7-1-1/1.800.735.2258 as soon as possible but no later than 72 hours before the scheduled event.

CARROLL COUNTY

Department of Planning

Briefing Paper

July 18, 2019

Open Session

Issue:

Briefing - 2018 Planning Annual Report

Background:

The Land Use Article (§1-207) of the Annotated Code of Maryland, requires that a Planning Commission “prepare, adopt, and file an annual report with the local legislative body.” This report is to contain certain planning and development-related data. The Land Use Article further requires specific data related to measures and indicators (§1-208) also be included in the report.

In coordination with Carroll’s eight municipalities and numerous County departments, background work began on the document in January. The document was adopted by the Carroll County Planning and Zoning Commission at their June 18th meeting and approved by all eight municipal Planning Commissions at their meetings. The document was forwarded to the Maryland Department of Planning on July 1st.

Action:

For Informational Purposes, No Action is required.

Attending:

Lynda Eisenberg, Director
Mary Lane, Planning Manager

Department of Public Safety

Briefing Paper

July 18, 2019

Open Session

Issue:

Annual Agreement with Keystone Public Safety – Support & Maintenance of Computer Aided Dispatch (CAD) Software, Interfaces, Field Mobile Applications, etc.

Discussion / Decision:

Discussion / Decision

Background:

The proposed agreement will ensure the County's Computer Aided Dispatch (CAD) application, including all associated operations (e.g., Field Mobile) is properly supported 24 x 7 x 365, as well as appropriately maintained, both critically important to efforts to ensure the County's Emergency Services Dispatch Operations function properly, continuously, and without interruption. The Approved FY2020 Operating Budget contains the necessary funds needed to cover the full cost of the proposed Agreement (\$171,355.00), thus no additional monies are needed in order to proceed. However, due to the value of the proposed transaction, Board of County Commissioners' concurrence is required in order to do so.

Action:

Please authorize the Director of Public Safety to execute the proposed FY2020 agreement with Keystone Public Safety, Inc., and approve payment of the resultant bill.

Staff-Recommended Motion:

"I move that the Board of County Commissioners authorize the Director of Public Safety to execute the proposed FY2020 agreement with Keystone Public Safety, Inc, and approve payment of the resultant bill."

Attendees:

Scott R. Campbell, Director, Dept. of Public Safety

Jack E. Brown, Manager, Emergency Communications

Circuit Court/Family Law Administration

Briefing Paper

July 18, 2019

Open Session

Issue: Submission of the FY 2021 Jurisdictional Family Services Grant Application and Acceptance of Award

Background: Carroll County’s Family Law Administration was established by the Circuit Court following the mandates laid out in MD Rule 16-204. The State of Maryland supports this mandate with an annual grant through the Administrative Office of the Court.

The Family Law Administration provides services to the Courts, litigants and attorneys in matters related to families and children. Services coordinated or administered by this office include Mediation, Visitation Services, Custody Evaluation, a monthly public family law seminar, and a Family Law Clinic.

FY 2021 Projected Grant Budget

Staff Salaries/Benefits	\$491,831
Contractual Services	\$119,609
Equipment/Software	\$1,292
Supplies	\$5,000
Travel/Training	\$4,475
Other Direct Costs	\$18,700
Total Grant	\$640,907
County Contribution	\$41,204
Total Program	\$682,111

Action: Discussion, Possible Decision

Staff-Recommended Motion: I move that the Board of Commissioners approve the submission of the application for the FY 2021 Jurisdictional Family Services Grant and accept the award.

Attendees:

Powel Welliver, Family Law Administrator, Family Law Administration
Caren Jagoda, Senior Grants Analyst, Management and Budget

Circuit Court

Briefing Paper

7/18/19

Open Session

Issue: FY 2020 Child Support Enforcement Administration’s Cooperative Reimbursement Agreement and Acceptance of Award

Background: The Child Support Enforcement Administration’s Cooperative Reimbursement Agreement is offered by the U.S. Department of Health and Human Services (HHS) passed through the Maryland Department of Human Services (DHS). The Magistrate’s Office of the Circuit Court for Carroll County works with the Carroll County Department of Social Services and the Carroll County Sheriff’s Office to provide the child support enforcement services required by HHS.

The agreement will fund the portion of salaries and benefits dedicated to child support efforts for the Program Assistant/Judicial Assistant, two Bailiffs and Circuit Court operating expenses.

The Circuit Court Magistrate’s office presides over cases to establish paternity, establish and modify child support, to establish arrearages and arrearage payments that have been filed by the Carroll County DSS, Child Support Administration (CSA) counsel and to provide services to any parent/guardian/custodian approved for those services. From July 1, 2018 through June 30, 2019, the Magistrate heard approximately 33 cases per month, in which hearings were held or agreements were placed on the record in compliance with the Circuit Court time standards established by the Carroll County Differentiated Case Management (DCM) plan.

Budget

	FY 2020
Maximum Amount to be paid by DHS/HHS	\$27,979
County Cash Contribution	\$13,177
County Indirect Costs	\$3,810
Total Program Costs	\$44,966

Action:
Discussion/Decision

Staff-Recommended Motion:
I move that the Board of Commissioners approve the submission of the FY 2020 CSEA Cooperative Reimbursement Agreement and the acceptance of the award.

Attendees:
Kathryn Brewer Poole, Magistrate, Circuit Court
Caren Jagoda, Senior Grants Analyst, Management and Budget

Sheriff's Office

Briefing Paper

7/18/19

Open Session

Issue: Submission of the FY 2020 Child Support Enforcement Administration's Cooperative Reimbursement Agreement and Acceptance of Award

Background: The Sheriff's Office has completed the Child Support Enforcement Administration, Cooperative Reimbursement Agreement for FY 2020. The agreement is offered by the U.S. Department of Health and Human Services (HHS) passed through the Maryland Department of Human Resources (DHR). The office works with the Circuit Court and the local Department of Social Services to provide the child support enforcement services required by HHS. The Sheriff's Office is mandated by law to locate absent parents and serve them with complaints to establish or increase child support. In addition, the Sheriff's Office serves warrants, writs, body attachments, and criminal bench warrants to delinquent parents.

The agreement funds the salaries and benefits of one full time Sheriff's Deputy and one 30 hour per week administrative position, as well as office supplies, training, equipment, indirect costs and other operating expenses.

Budget

	FY 2020
Maximum Amount to be paid by DHR	\$190,672
County Cash Contribution	\$73,086
County Indirect Costs	\$42,680
Total Program Costs	\$306,438

Action: Discussion/Decision

Staff-Recommended Motion: I move that the Board of Commissioners approve the submission of the FY 2020 Child Support Enforcement Administration's Cooperative Reimbursement Agreement and the acceptance of the award.

Attendees:

Vicky McDonold, Director, Administrative Services Bureau, Sheriff's Office
Caren Jagoda, Senior Grants Analyst, Management and Budget

Citizen Services

Briefing Paper

7/18/19

Open Session

Issue: Second Public Hearing for the FY 2018 Community Development Block Grant (CDBG) funding under the Special Projects category for CHANGE, Inc. to conduct Strategic Program Services Space Planning

Background:

Each year, the State of Maryland offers non-entitlement jurisdictions, such as Carroll County, an opportunity to apply for CDBG funding. The CDBG program is designed to assist governments with neighborhood revitalization, housing opportunities, economic development and improved public facilities and services with priority given to projects that will benefit low-and-moderate income persons.

CHANGE, Inc. has worked in Carroll County since 1969 to help individuals with special needs reach their potential and lead fulfilling lives. Under the CDBG Special Projects Category, an application in the amount of \$25,000 was submitted for the Strategic Program Services Space Planning project in order to assist Change to answer who it will be serving in the future and what type of space will be needed to provide

The full \$25,000 was awarded.

The project was completed on time and within budget projections and the final report was issued to Change, Inc.

Staff-Recommended Motion – I move that the Board of Commissioners close the Public Hearing and leave the record open for 10 days.

Attendees:

Christine Kay, Director, Citizen Services

Michael Shriver, Chief Executive Officer, CHANGE, Inc.

Caren Jagoda, Senior Grants Analyst, Management and Budget

Citizen Services

Briefing Paper

7/18/19

Open Session

Issue: Second Public Hearing for the FY19 Community Development Block Grant (CDBG) for Change's Roof Replacement Project

Background: Each year, the State of Maryland offers non-entitlement jurisdictions, such as Carroll County, an opportunity to apply for CDBG funding. The CDBG program is designed to assist governments with neighborhood revitalization, housing opportunities, economic development and improved public facilities and services with priority given to projects that will benefit low-and-moderate income persons.

CHANGE, Inc. has worked in Carroll County since 1969 to help individuals with special needs reach their potential and lead fulfilling lives. CDBG funding was requested to replace the roof on the facility located at 115 Stoner Ave. The roof was the original roof and had developed many significant leaks in the program and office areas.

An application in the amount of \$90,000 was submitted and the request was awarded in full.

The roof has been replaced and the project has been completed on time and within budget projections.

Action: Discussion/Decision

Staff Recommended Motion: I move that the Board of Commissioners close the Public Hearing and leave the record open for 10 days.

Attendees:

Christine Kay, Director, Citizen Services

Michael Shriver, Chief Executive Officer, CHANGE, Inc.

Caren Jagoda, Senior Grants Analyst, Management and Budget

Department of Citizen Services -Bureau of Aging & Disabilities
Briefing Paper
July 18, 2019
Open Session

Issue: Senior Assisted Living Group Home Subsidy (SALGHS) grant application/award acceptance.

Discussion/Decision: Approval for the Senior Assisted Living Group Home Subsidy (SALGHS) grant submission and acceptance of the award for July 1, 2019 through June 30, 2020.

Due Date: July 19, 2019

Background: The Senior Assisted Living Group Home Subsidy Program is a State program that provides subsidies to low-income older adults to assist with the cost of services provided in assisted living facilities. Each year approximately 10-15 low income adults 62 and older have been served through this program. Subsidies are provided for services such as shelter, meals, housekeeping, personal care services and 24-hour supervision.

FY2020 Senior Assisted Living Group Home Subsidy (SALGHS) Program Budget

SALGHS Program Coordinator		\$14,871.00
Client Subsidies		\$133,838.00
Total Grant Award		\$148,709.00
Required County Cash Match	\$0	
Total Program		\$148,709.00

Action: Discussion/Decision

Staff-Recommended Motion: I move that the Board of Commissioners approve the Senior Assisted Living Group Home Subsidy grant submission and acceptance of the award.

Attending:

Gina Valentine, Aging & Disabilities Services Supervisor
Debby Standiford, Grants Office

Department of Public Works
Briefing Paper
Open Session

Issue: Use of the current term contract for Pipe Video Inspection Services

Background:

The Bureau of Engineering is finalizing the field work and preparing contract documents for next year's pipe culvert and paving projects. Twenty-two of the roadways have storm drain systems, totaling 14,567 linear feet. To determine if repairs are required, video inspections are needed. A proposal was requested from the current term contractor, Strohecker, Inc., who performs this work. The proposal amount for this pipe length is \$82,298.59.

Funds are available in Storm Drain Video Inspection.

Action:

Discussion/decision on approving the proposal from Strohecker, Inc.

Staff-Recommended Motion:

I move that the Board of Commissioners approve using the current term contract for storm drain pipe video inspections in the amount of \$82,298.59.

Attendees:

Jeff Castonguay, Director, Public Works
Douglas Brown, Deputy Director, Public Works
Deborah A. Butler, PE, Chief, Bureau of Engineering

Department of Public Works

Briefing Paper

Open Session

Issue: Approval of Change Order No. 3 Request
 Contract 18-R-2 Hot Mix Asphalt Paving – C. J. Miller, LLC
 (8719 – FY18 Pavement Management)

Discussion/Decision: Discussion/Decision on Approval of Change Order Request for Project Closeout

Background:

The Department of Public Works contracted with C. J. Miller, LLC, through the competitive bid process, to reclaim, mill and pave various roads. During the course of the contract, there were several major work items that were over the original bid quantities. These major items are summarized below.

<i>Bid Item</i>	<i>Additional Costs</i>	<i>Comments</i>
Tons of Asphalt for Patching	\$219,550	More extensive deterioration was found after bidding the project. DPW decided to repair the failures prior to the surface treatment to ensure longevity. The roads are: Gillis, Jim Pickett, Deer Park, and Cherrytown Roads.
Price Adjustment for Asphalt Binder	\$104,376	The rising cost of liquid asphalt cement during the contract affected the bid amount. The specifications address this additional cost and payment to the contractor, based on formula calculations.
Soil Cement Base Stabilization	\$35,020	Several reclaimed roads were unsuitable for paving based on the moisture in the material. Soil cement stabilization allowed work to proceed with limited delays to the public. The roads are: Muller and Oxwed.
Topsoil for Shoulder Edge Drop-off	\$18,244	This additional quantity addressed washouts from the storm events and areas where stabilization did not establish. The roads included: Oxwed, Marianna, Ross, Morris, Howard, Muller, Deer Park, and Oklahoma.
Turfgrass Establishment	\$8,675	This additional quantity addressed washouts from the storm events and areas where stabilization did not establish over the winter. The roads included: Oxwed, Marianna, Ross, Morris, Howard, Muller, Deer Park, and Oklahoma.

Original bid:	\$3,574,398.45
Change Orders 1 and 2:	\$101,308.00
Change Order 3 (pending):	\$255,046.87
TOTAL:	\$3,924,231.36

The requested funds are needed to make final payment and close the project. The change orders and overruns/underruns are a 9.8-percent increase over the contracted amount. Funds are available in **Account 8719**.

Action:

Decision on approving the change order request in the amount of \$255,046.87 so the project can be closed.

Staff-Recommended Motion:

I move that the Board of Commissioners approve the change order request in the amount of \$255,046.87.

Attendees:

- Jeffrey Castonguay, Director, Public Works
- Douglas Brown, Deputy Director, Public Works
- Deborah A. Butler, PE, Chief, Engineering



DATE: June 24, 2019
 TO: The Carroll County Board of Commissioners
 RE: 2019 Pipe Culvert & Storm Drain Rehabilitation
 80-F-8-18/19

EXECUTIVE SUMMARY:

The Bureau of Purchasing in cooperation with the Bureau of Engineering requests your approval to award the contract for the 2019 pipe culvert rehabilitations to Pleasants Construction, Inc. (Clarksburg, MD) in the amount of \$346,577.90. The work for this project consists of installation, repair and replacement of pipe culverts on selected roads from the County’s 2019 paving contracts. This amount is within the adopted budget and no additional funds will be necessary.

Vendors & Bid Results:

1. Pleasants Construction, Inc.	Clarksburg, MD	\$346,577.90
2. Abel Recon, LLC	Mountville, PA	\$442,476.00
3. Layne Inliner, LLC	Elkridge, MD 21075	\$613,369.00
4. AM-Liner East	Berryville, VA	\$635,096.00

Staff Recommended Motion:

I move that the Board of Commissioners award the contract for 2019 Pipe Culvert & Storm Drain Rehabilitation to Pleasants Construction, Inc.in the amount of \$346,577.90.

Bureau of Purchasing Date

Board of Commissioners Date

Commissioner Wantz:	<input type="checkbox"/> Motion <input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion <input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion <input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Bouchat:	<input type="checkbox"/> Motion <input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothstein:	<input type="checkbox"/> Motion <input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: -			
Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other:			

DATE: July 1, 2019
TO: The Carroll County Board of Commissioners
RE: Stream Channel Improvements to Deep Run

EXECUTIVE SUMMARY:

The Bureau of Purchasing in cooperation with the Bureau of Utilities requests your approval to award the contract for the stream channel improvements to Deep Run to CJ Miller, LLC (Hampstead, MD) in the amount of \$56,920. This work will be awarded off a county term contract which was competitively bid. This amount is within the adopted budget and no additional funds will be necessary.

BIDS:

- 1. CJ Miller, LLC \$56,920
- 2. Mid-Atlantic Utilities \$69,845

BACKGROUND:

The stream channel improvements to Deep Run are part of the overall effluent force main project associated with the Hampstead Wastewater Treatment Plant and are required as part of the overall Maryland Department of the Environment approval process. The stream channel improvements include the removal of a concrete flume, an inlet structure, two storm drain segments and the reinstatement of the Deep Run stream channel away from the BTR (formerly Black & Decker) property and to the original flow path.

Staff Recommended Motion:

I move that the Board of Commissioners award the contract for the stream channel improvements to Deep Run to CJ Miller, LLC (Hampstead, MD) in the amount of \$56,920.

Bureau of Purchasing Date

Board of Commissioners Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Bouchat:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothstein:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: -				
Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other:				

DATE: July 2, 2019
 TO: The Carroll County Board of Commissioners
 RE: Replacement Generator for Pleasant Valley Wastewater Treatment Plant

EXECUTIVE SUMMARY:

The Bureau of Purchasing in cooperation with the Bureau of Utilities requests your approval to award the contract for the purchase and installation of a replacement generator and automatic transfer switch for the Pleasant Valley wastewater treatment plant to Universal Utilities, Inc. (Manchester, MD) in the amount of \$58,600. The county solicited bids from term contractors and received four (4) bids. This amount is within the adopted budget and no additional funds will be necessary.

BIDS:

1. Universal Utilities, Inc.	Manchester, MD	\$58,600.00	*200kW Generator
2. Swam Electric	Hanover, PA	\$57,871.00	*128kW Generator
3. Fidelity Power Systems	Sparks, MD	\$70,094.00	*200kW Generator
4. Critical Power, Inc.	Mt. Airy, MD	\$79,600.00	*150kW Generator

BACKGROUND:

The Pleasant Valley Wastewater Treatment Plant was designed in 1995 and constructed in 1997. The scope of the original project included the generator that is in need of replacement. Repair parts are no longer available, and the generator has been inoperable for approximately two months. A portable generator is presently on-site as a temporary measure in the event of a power failure.

Staff Recommended Motion:

I move that the Board of Commissioners award the contract for the purchase and installation of a replacement generator and automatic transfer switch for the Pleasant Valley wastewater treatment plant to Universal Utilities, Inc. in the amount of \$58,600.

Bureau of Purchasing Date

Board of Commissioners Date

Commissioner Wantz: Motion 2nd All in Favor Denied

Commissioner Weaver: Motion 2nd All in Favor Denied

Commissioner Frazier: Motion 2nd All in Favor Denied

Commissioner Bouchat: Motion 2nd All in Favor Denied

Commissioner Rothstein: Motion 2nd All in Favor Denied

Comments: -

Action Taken: Accepted Denied Other:

DATE: July 2, 2019

TO: The Carroll County Board of Commissioners

RE: Two (2) John Deere 5075M Utility Tractors

EXECUTIVE SUMMARY:

The Bureau of Purchasing in cooperation with the Bureau of Fleet Management requests your approval to award the purchase of two (2) John Deere 5075M Utility Tractors to John Deere, care of Finch Services, Inc. in the total amount of \$168,300.50. Baltimore County Public Schools awarded John Deere a cooperative contract #JMI-611-15-001, for equipment through a competitively bid process. These tractors will be purchased as replacements for aging equipment. The amount is funded in the FY 20 budget and no additional funds will be needed.

Staff Recommended Motion:

I move that the Board of Commissioners award the contract for Two (2) John Deere 5075M Utility Tractors to John Deere, care of Finch Services, Inc., in the amount of \$168,300.50.

Bureau of Purchasing

Date

Board of Commissioners

Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Bouchat:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothstein:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: -				

Action Taken: Accepted Denied Other:

DATE: July 9, 2019
 TO: The Carroll County Board of Commissioners
 RE: ProCore Project Management Software

EXECUTIVE SUMMARY:

The Bureau of Purchasing in cooperation with the Bureau of Building Construction requests your approval to award the purchase of the ProCore project management software package to EC America, Inc. (McLean, VA) in the amount of \$35,970.26. This purchase will be made off the Federal GSA contract schedule 70 which was competitively bid. This amount is within the adopted budget and no additional funds will be necessary.

BACKGROUND:

The ProCore project management software will enable staff from the Airport, Building Construction, Engineering, Facilities, Roads, Solid Waste and Utilities to manage multiple projects in one place with increased accountability, transparency and collaboration both internally and externally. ProCore is designed to help streamline tedious tasks, centralize document management, control costs, enable forecasting and automate complex workflows that allow project teams, both in the office and in the field, to collaborate and manage overall project objectives. ProCore will also allow for a central repository of data that can be utilized to generate project specific reports, compare historical and current costs during change order analysis as well as provide historical data to assist in completion of CIP estimates.

Staff Recommended Motion:

I move that the Board of Commissioners award the contract for the purchase of the ProCore project management software package to EC America, Inc. in the amount of \$35,970.26.

Bureau of Purchasing Date

Board of Commissioners Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Bouchat:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothstein:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: -				
Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other:				