



# Board of Carroll County Commissioners

County Office Building  
Westminster, MD 21157

[www.ccgovernment.carr.org](http://www.ccgovernment.carr.org)

## Budget Session

~ Minutes ~

Admin

Thursday, March 31, 2016

1:30 PM

County Office Building Rm 311

### I. Call to Order

Attendee Name	Organization	Title	Status	Arrived
Stephen Wantz	Board of Carroll County Commissioners	President	Present	
Richard Weaver	Board of Carroll County Commissioners	Vice-President	Present	
Dennis Frazier	Board of Carroll County Commissioners	Secretary	Present	
Richard Rothschild	Board of Carroll County Commissioners	Commissioner	Present	
Doug Howard	Board of Carroll County Commissioners	Commissioner	Present	

### II. Presentation ~ Agency Budget Hearings

- A. *Carroll County Health Department*
- B. *Human Services Programs of Carroll County, Inc.*
- C. *Humane Society of Carroll County*
- D. *Carroll County Board of Elections*
- E. *Carroll County Department of Social Services*
- F. *Rape Crisis Intervention Service of Carroll County*
- G. *Audio/Video Production*
- H. *Carroll County Department of Management and Budget*

### III. Public Comment ~ Item No. IV

None

### IV. Briefing/Discussion/Possible Decision ~ Bid Approval - Engineering Design for the Willow Pond Watershed

The Carroll County Bureau of Purchasing solicited qualified contractors to provide the engineering design of stormwater improvements in the Willow Pond Watershed. Work will include design of stormwater management best management practices, storm drain design, stream restoration, erosion & sediment control, and all associated analysis and plan/specification/estimate production. The Bureau of Purchasing in cooperation with the Bureau of Resource Management received proposals for the above project. An evaluation committee of three (3) members was formed to conduct technical and financial review of the proposals submitted. The Committee evaluated all proposals based on criteria detailed in the proposal. The task of each committee member was to independently review and rate the technical and financial portions of the proposal. Once this was completed, the committee members came to consensus and recommended the best value proposal for the work required. The highest ranked firm for this project is RK&K in the amount of \$159,567.00.

Number of Bids: Eight (8)

Vendors & Bid Results:

1. AB Consultants Lanham, MD
2. A.D. Marble Owings Mills, MD
3. AMT Rockville, MD
4. Brudis & Assoc. Inc. Columbia, MD
5. CLSI Westminster, MD
6. Prime Baltimore, MD
7. RK&K Baltimore, MD AWARDED
8. Sabra, Wang & Assoc. Columbia, MD

1. **Motion To:** approve the award of bid for the engineering design work for the Willow Pond Stormwater Management Pond Watershed to RK&K from Baltimore, Maryland in the amount of \$159,567.00

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Doug Howard, Commissioner
<b>SECONDER:</b>	Dennis Frazier, Secretary
<b>AYES:</b>	Wantz, Weaver, Frazier, Rothschild, Howard

## V. Public Comment

Citizen comment (s): No citizen comments were received

## VI. Approval/Adoption of Minutes

1. Thursday, March 17, 2016
2. Tuesday, March 22, 2016
3. Thursday, March 24, 2016

## VII. Administrative Session ~ Open

The following issues were discussed:

1. Review of draft public agendas for the weeks of April 4, 2016 and April 11, 2016
2. Two (2) Wednesday dates were added to Budget Deliberation Times
3. Signing of Documents

## VIII. Adjourn ~ 3:35 PM

1. **Motion To:** adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Doug Howard, Commissioner
<b>SECONDER:</b>	Dennis Frazier, Secretary
<b>AYES:</b>	Wantz, Weaver, Frazier, Rothschild, Howard