

Harford County Board of Estimates Meeting

July 18, 2023
12:00 p.m.
220 S. Main Street
1st Floor Conference Room

Present:

Robert McCord, Director of Administration and designee of the County Executive
Patrick Vincenti, County Council President
Warren L. Hamilton, County Council Appointee
James Richardson, County Executive Appointee
Joseph Siemek, Director, Department of Public Works
Margaret Hartka, Deputy County Attorney

Absent:

Robert Sandlass, Treasurer
Director of Procurement

Announcement from Robert McCord

Mr. Robert McCord notified the attendees that Harford County Government was following protocol under the Open Meetings Act.

Approval of Minutes of the June 20, 2023 Board of Estimates Meeting

The minutes of the June 20, 2023 Board of Estimates Meeting were approved by general consent.

Item No. 07-18-23-01

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Ms. Martinelli presented Solicitation No. 24-044; Marguerite Falcon- Independent Contractor; Negotiated Procurement.

Ms. Tracey Martinelli from the Harford County Sheriff's Office is requesting approval for Marguerite Falcon to perform legislatively mandated biennial psychological assessment services on all Harford County law enforcement deputies.

The Harford County Sheriff's Office recommends award in the amount not to exceed \$30,000.00 per year to Marguerite Falcon of Ellicott City, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent.

Item No. 07-18-23-02

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Ms. Richardson presented Solicitation No. 24-036; Evangela Parks- Independent Contractor; Negotiated Procurement.

Ms. Barbara Richardson from the Department of Community Services is requesting approval for Evangela Parks as a Mediation Outreach Coordinator for the Office of Human Relations and Mediation. The contractor will provide mediation, facilitation, recruitment, and outreach services.

The Department of Community Services recommends award in the amount not to exceed \$39,900.00 to Evangela Parks of Severn, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent and 1 member abstaining.

Item No. 07-18-23-03

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Ms. Brooks presented Solicitation No. 24-059; SMARTnet Renewal; Piggyback- State of Maryland Master Hardware Contract # 060B2490022.

Ms. Lauren Brooks from the Harford County Sheriff's Office stated that this proposal is for the purchase of the SMARTnet subscription support services, the renewal of FLEX and emergency responder licenses, and the renewal of the Umbrella security subscription. The renewal supports CISCO hardware, licensing, and CISCO subscription services. The maintenance provides the Sheriff's Office with CISCO technical support for the covered equipment and licensing, and necessary security subscription software.

The Harford County Sheriff's Office recommends award in the amount of \$105,562.15 to ePlus Technology, Incorporated of Herndon, Virginia in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent.

Item No. 07-18-23-04

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Mr. Kuba presented Solicitation No. 24-056; Harford County Website; Sole Source.

Mr. Nick Kuba from the Office of Information and Communication Technology is requesting approval for hosting services for the public facing Harford County website, the Parks and Recreation online catalogue and registration, monitoring the website's ADA compliance, daily backups, 24/7 support and enhancements.

The Office of Information and Communication Technology recommends award in the amount of \$82,074.41 to CivicPlus, LLC of Manhattan, Kansas in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent.

Item No. 07-18-23-05

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Mr. Kuba presented Solicitation No. 24-057, HMAN Phase 2; Piggyback- State of Maryland Master Hardware Contract # 060B2490022.

Mr. Nick Kuba from the Office of Information and Communication Technology stated that this proposal is for the second phase of the HMAN project to replace aging hardware that is at the end of life.

The Office of Information and Communication Technology recommends award in the amount of \$2,161,358.30 to Presidio Networked Solutions, LLC of Fulton, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent.

Item No. 07-18-23-06

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Mr. Kuba presented Solicitation No. 24-050; ADP; Sole Source.

Mr. Nick Kuba from the Office of Information and Communication Technology is requesting approval for implementation of processing for payroll and end-of-year tax forms, including 1099-R's for the Sheriff's pension, Firemen's LOSAP, and election judges, totaling 1535 members. This is necessary due to the new Workday ERP system.

The Office of Information and Communication Technology recommends award in the amount of \$59,506.45 to ADP, Incorporated of Roseland, New Jersey in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent.

Item No. 07-18-23-07

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Ms. Welsh presented Solicitation No. 22-018; Home Delivered Meals-Frozen Meals; Change Order # 2.

Ms. Susan Welsh from the Department of Community Services stated that this proposal is for the delivery of frozen, nutritious meals and services to Harford County senior citizens.

The Department of Community Services requests approval for Change Order # 2 in the amount not to exceed \$32,529.00 per year, increasing the contract not to exceed to \$312,485.00 per year to Meals on Wheels of Central Maryland, Incorporated of Baltimore, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent.

Item No. 07-18-23-08

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Ms. Holmes presented Solicitation No. 23-228; Property Tax Billing and Collection Software Selection; Request for Proposal.

Ms. Rachel Holmes from the Department of Treasury stated that this proposal is for the consultant to provide property tax billing and collection software selection services.

The Department of Treasury recommends award in the amount not to exceed \$107,000.00 per year to Berry, Dunn, McNeil & Parker, LLC of Portland, Maine in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent.

Item No. 07-18-23-09

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Ms. Buckley presented Solicitation No. 21-216; Open-End Environmental Monitoring; Change Order # 2.

Ms. Christine Buckley from the Department of Public Works stated that this proposal is for on-call environmental monitoring consulting services necessary to accommodate the increased requirements under the MS4 program and use by additional County offices.

The Department of Public Works requests approval for Change Order # 2 in the amount not to exceed \$1,000,000.00 per year, increasing the contract not to exceed total to \$2,000,000.00 per year to Biohabitats, Incorporated of Baltimore, Maryland, EA Engineering, Science & Technology, Incorporated, PBC of Hunt Valley, Maryland, Tetra Tech of Owings Mills, Maryland, and VERSAR, Incorporated of Columbia, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent.

Item No. 07-18-23-10

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

Mr. Anderson presented Solicitation No. 23-245; Surveying Services; Request for Proposal.

Mr. Nick Anderson from the Department of Public Works stated that this proposal is for surveying services to be utilized throughout the County.

The Department of Public Works recommends award in the amount not to exceed \$120,000.00 per year to Colliers Engineering & Design of Columbia, Maryland, Frederick Ward Associates, Incorporated of Bel Air, Maryland, and Johnson, Mirmiran & Thompson of Hunt Valley, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 2 members absent.

OPEN SESSION ENDED AT 12:29 p.m.

MOTION TO CLOSE MEETING MADE BY: MR. SIEMEK, SECONDED BY: MR. RICHARDSON.

CLOSED SESSION BEGAN AT 12:32 p.m.

Review of the Closed Session Meeting Minutes from June 20, 2023 which were approved by general consent.

CLOSED SESSION ENDED AT 12:49 p.m.

BACK INTO OPEN SESSION AT 12:50 p.m.

Mr. Robert McCord presented Solicitation No. PROC23-001.

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

The motion was unanimously approved.

Mr. Robert McCord presented Solicitation No. PM23-007.

Mr. Siemek made a motion to approve the recommendation, seconded by Mr. Richardson.

The motion was unanimously approved.

With no further business, the meeting was adjourned at 12:51 p.m.

Respectfully submitted,

Michele Silvestri
Recording Secretary