

Harford County Board of Estimates Meeting

October 24, 2023
1:02 p.m.
220 S. Main Street
1st Floor Conference Room

Present:

Robert McCord, Director of Administration and designee of the County Executive
Karen Myers, Director of Procurement
Patrick Vincenti, County Council President
Robert Sandlass, Treasurer
Warren L. Hamilton, County Council Appointee
James Richardson, County Executive Appointee
Margaret Hartka, Deputy County Attorney

Absent:

Joseph Siemek, Director, Department of Public Works

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 October 10, 2023 Board of Estimates Meeting

The minutes of the October 10, 2023 Board of Estimates Meeting were approved by general consent.

Item No. 10-24-23-01

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

Ms. Smeltzer presented Solicitation No. PROC23-095; Lease of the Property known as 11-15 S. Main Street, Bel Air, Maryland 21014, Lower Level and Rear Suite; Negotiated Procurement.

Ms. Nina Smeltzer from the Department of Procurement, Property Acquisition, is requesting approval to lease improved real property located at 11-15 S. Main Street, Bel Air, Maryland 21014, in the lower level and the rear suite for the Department of Housing and Community Services for a term of one (1) year with four (4) additional one (1) year automatic renewal terms.

The Department of Procurement, Property Acquisition, recommends award in the amount of \$43,197.60 per annum, with a 3% escalation of rent beginning in year three (3), and a payment of \$4,875.00 for build-out/ improvement costs, plus payment of utilities and janitorial services to 11 South Main Street, LLC of Bel Air, Maryland in accordance with Sections 1-29 and 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-02

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

Mr. Green presented Solicitation No. 13-004 on behalf of Nick Kuba; Land Management, Permitting, and Licensing System; Change Order # 7.

Mr. Gregory Green from the Office of Information and Communication Technology stated that this proposal is for the purchase of twenty-five (25) additional Energov Licenses to support the Health Department, Sheriff's Office, Soil Conservation District, and additional parties that will be needed for an overhauled public event process.

The Office of Information and Communication Technology requests approval for Change Order # 7 in the amount not to exceed \$78,725.00 this year, increasing the contract not to exceed amount to \$312,845.75 to Tyler Technologies, Incorporated of Plano, Texas in accordance with Section 41-25 of the Harford County Code.

There was discussion among the Board of Estimates members that the amounts and Change Order number presented by Gregory Green conflicted with what was provided in the meeting materials.

Robert Sandless withdrew his motion, seconded by James Richardson.

This motion was unanimously withdrawn by general consent with 1 member absent.

Item No. 10-24-23-03

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

Mr. Burke presented Solicitation No. 23-004; Mowing and Trimming of Road Rights-of-Way; Change Order # 1.

Mr. Charles Burke from the Department of Public Works stated that this proposal is for additional mowing and trimming for additional signs, guardrails, and road miles. Due to new State regulations, additional guardrails and signs have been added to meet safety requirements.

The Department of Public Works requests approval for Change Order # 1 in the amount not to exceed \$21,086.39, increasing the contract not to exceed total amount to \$221,337.95 to Expert Landscape Management, Incorporated of Joppa, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-04

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

Mr. Patrick presented Solicitation No. 24-118; (20) 2024 Ford Bronco's 4x4; Request for Quotation.

Mr. Warren Patrick from the Department of Procurement, Fleet Management, stated that this proposal is for the purchase of twenty (20) 2024 Ford Bronco 4x4 SUV's to replace some of the current fleet that are aging and experiencing excessive downtime.

The Department of Procurement, Fleet Management, recommends award in the amount of \$612,603.20 to Plaza Ford, Incorporated of Bel Air, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-05

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

Mr. Patrick presented Solicitation No. 24-123; 2023 VACCON Model V311/ 1300/ LHA on a Freightliner Cab/Chassis; Piggyback- Virginia Sheriff's Association Bid # 24-05-0713.

Mr. Warren Patrick from the Department of Procurement, Fleet Management, stated that this proposal is for the purchase of one (1) 2023 VACCON model V311/ 1300/ LHA on a freightliner cab and chassis for the Division of Highways, used for routine and emergency cleaning of pipes, ditches, and storm drains. The new unit will replace two (2) current units that are 18 years old with each having over 500 hours.

The Department of Procurement, Fleet Management, recommends award in the amount of \$567,917.00 to Atlantic Machinery, Incorporated of Silver Spring, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-06

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

Mr. Patrick presented Solicitation No. 24-140; Purchase of one (1) 2023 Ford F550 Cab/Chassis; Piggyback-Baltimore County # 00004504.

Mr. Warren Patrick from the Department of Procurement, Fleet Management, stated that this proposal is for the purchase of one (1) 2023 Ford F550 Regular Cab and Chassis 4x4 with a Knaphiede body to be installed. The new unit will replace an eight (8) year old unit with 100,000 miles, experiencing mechanical issues, and currently in the maintenance department. The truck has a Harben Sewer Cleaning unit to clean clogged sewer lines which is a vital piece of equipment to Water and Sewer operations.

The Department of Procurement, Fleet Management, recommends award in the amount of \$67,742.20 to Apple Ford, Incorporated of Columbia, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-07

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

Mr. Patrick presented Solicitation No. 24-145; Eight (8) 2023 Ford F350 Trucks with Snowplows; Piggyback-Baltimore County # 00004504.

Mr. Warren Patrick from the Department of Procurement, Fleet Management, stated that this proposal is for the purchase of eight (8) 2023 Ford F350 trucks with snowplows. The new units will replace older units that average ten (10) years old and 100,000 miles on them. The current timeframe for delivery is close to one (1) year.

The Department of Procurement, Fleet Management, recommends award in the amount of \$475,839.20 to Apple Ford, Incorporated of Columbia, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-08

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

Mr. Patrick presented Solicitation No. 24-146; Ten (10) 2024 Ford F350 Trucks with Snowplows; Request for Quotation.

Mr. Warren Patrick from the Department of Procurement, Fleet Management, stated that this proposal is for the purchase of ten (10) 2024 Ford F350 trucks with snowplows. The new units will replace older units that average ten (10) years old and 100,000 miles on them. The current timeframe for delivery is close to one (1) year.

The Department of Procurement, Fleet Management, recommends award in the amount of \$660,893.10 to Plaza Ford, Incorporated of Bel Air, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-09

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

Ms. Stephens presented Solicitation No. 17-209; BizLibrary; Change Order # 10.

Ms. Tiffany Stephens from the Department of Human Resources stated that this proposal is to add additional users, reduce annual increases, and utilize cost-saving opportunities. BizLibrary and the Learning Management System allow the uploading of custom content videos that pertain to the County, with the ability to assign, track, and report custom training programs on a team and department level. The Department of Inspections, Licenses, and Permits are also able to track certifications.

The Department of Human Resources requests approval for Change Order # 10 in the amount of \$5,196.67 for the remainder of the sixth option year, increasing the contract total amount to \$83,146.67 and the approval of \$303,674.23 for a 3-year contract term to Cranium Holdings, Incorporated d/b/a Business Training Library, LLC of Town and Country, Missouri in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-10

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

Mr. Shah presented Solicitation No. 22-131; Replacement of Hookers Mill Road Bridge H-0013 Over Bynum Run Design; Change Order # 1.

Mr. Naveed Shah from the Department of Public Works stated that this proposal is to complete the final design for the replacement of Hookers Mill Road Bridge H-0013.

The Department of Public Works requests approval for Change Order # 1 in the amount not to exceed \$49,000.00, increasing the contract not to exceed total amount to \$96,221.31 to the Maryland State Highway Administration of Baltimore, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-11

Mr. Sandlass made a motion to approve the recommendation, seconded by Mr. Vincenti.

Mr. Schoenberger presented Solicitation No. 24-148; 10- Year Solid Waste Management Plan Update; Request for Proposal.

Mr. Jeffrey Schoenberger from the Department of Public Works stated that this proposal is for development and update of the County's 10-year Solid Waste Management Plan (SWMP) for the 2025-2034 planning period. The County is required to maintain a current, comprehensive, solid waste management plan that covers at least the succeeding 10-year period. The SWMP shall conform to, and address the requirements of Sections 9-503, 9-505, 9-506, and 9-1703 of the Annotated Code of Maryland Environment Article and COMAR 26.03.03.2.

The Department of Public Works recommends award in the amount not to exceed \$70,643.00 to Northeast Maryland Waste Disposal Authority of Baltimore, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-12

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

Mr. Richter presented Solicitation No. 24-136; Medical Supplies for Ambulances; Piggyback- BuyBoard Contract # 704-23.

Mr. John Richter from the Department of Emergency Services stated that this proposal is for the purchase of medical supplies for the ambulance fleet that the County currently has (16) and for the fifteen (15) that are on order, including necessary back-up stock.

The Department of Emergency Service recommends award in the amount not to exceed \$200,000.00 per year to Bound Tree Medical, LLC of Dublin, Ohio in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-13

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

Mr. Miller presented Solicitation No. 24-132; BGE Utility Design/ Relocation Services Associated with Asbury Road Site Distance Improvements; Sole Source.

Mr. Matt Miller from the Department of Public Works is requesting approval for the relocation of two (2) poles and URD cables for Line-of-Sight improvements on Asbury Road.

The Department of Public Works recommends award in the amount of \$64,102.00 to Baltimore Gas and Electric Company of Windsor Mill, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-14

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

Ms. Snyder presented Solicitation No. 21-048 on behalf of Christine Buckley; Church Creek Elementary School Stream Restoration and Storm Water Management; Change Order # 3.

Ms. Lindsay Snyder from the Department of Public Works stated that this proposal is for the purchase of additional common borrow and furnished topsoil due to the lack of salvageable material on site, and an extra ton of stone due to the unavailability of properly sized imbricated rock, to complete the project.

The Department of Public Works requests approval for Change Order # 3 in the amount of \$117,750.00, increasing the contract total amount to \$1,612,369.54 to The Six M Company, Incorporated of Delta, Pennsylvania in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

Item No. 10-24-23-15

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

Ms. Buckley presented Solicitation No. 24-143; Chesapeake Bay Trust Cooperative Agreement- Pooled Monitoring; Intergovernmental Cooperative Purchase.

Ms. Christine Buckley from the Department of Public Works is requesting approval to conduct watershed assessments and evaluate long-term water quality trends throughout Maryland.

The Department of Public Works recommends award in the amount not to exceed \$174,100.00 per year to Chesapeake Bay Trust of Annapolis, Maryland in accordance with Section 41-25 of the Harford County Code.

This motion was unanimously approved with 1 member absent.

With no further business, the meeting was adjourned at 1:45 p.m.

Respectfully submitted,

Michele Silvestri
Recording Secretary