

*BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
LEGISLATIVE SESSION 2014*

*Issued: November 20, 2014
Work Session: November 25, 2014
Legislative Day No. 20 : December 1, 2014*

*The accompanying notes are
compiled from unaudited
information provided by
the Administration and
other sources.*



OFFICE OF THE COUNTY AUDITOR

BALTIMORE COUNTY COUNCIL

December 1, 2014

NOTES TO THE AGENDA

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**BALTIMORE COUNTY COUNCIL AGENDA
LEGISLATIVE SESSION 2014, LEGISLATIVE DAY NO. 20
DECEMBER 1, 2014 2:00 P.M.**

**CEB = CURRENT EXPENSE BUDGET
BY REQ. = AT REQUEST OF COUNTY EXECUTIVE**

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CALL OF BILLS FOR FINAL READING AND VOTE

LIZ GLENN/ANDREA VAN ARSDALE, DEPARTMENT OF PLANNING

1 Bill 66-14 - Mrs. Bevins(By Req.) - CEB - Weatherization Assistance Program

APPROVAL OF FISCAL MATTERS/CONTRACTS

JAMES JOHNSON, CHIEF, POLICE DEPARTMENT

4 1. Contract - Dunbar Guard Services, Inc. - Security/Prisoner Transportation - Police Department

TIM SHERIDAN, COURT ADMINISTRATOR, CIRCUIT COURT

8 2. Amendment to Contract - Community Solutions, Inc. - Multidimensional family therapy services. - Circuit Court

MISCELLANEOUS BUSINESS

COUNCIL

20 1. Correspondence - (a) (1) - Non-Competitive Awards (October 24, 2014)

WILL ANDERSON, DIRECTOR, DEPARTMENT OF ECONOMIC AND WORKFORCE DEVELOPMENT

11 2. Res. 111-14 - Mrs. Bevins(By Req.) - Revenue Bonds - 11195 Dolfield Boulevard, LLC

ED ADAMS, DIRECTOR , DEPARTMENT OF PUBLIC WORKS

17 3. Res. 112-14 - Mrs. Bevins(By Req.) - Sanitary Sewer Extension - Hornago Avenue - Perry Hall

COUNCIL

4. Res. 115-14 - Property Tax Exemption – DAV - Filipe DeJesus, Jr.

Bill 66-14 (Supplemental Appropriation)

Council District(s) All

Mrs. Bevins (By Req.)

Department of Planning

Weatherization Assistance Program

The Administration is requesting a supplemental appropriation of federal funds totaling \$60,938 to the Weatherization Assistance Program Gifts and Grants Fund program. The funds will be used to implement approximately 10 residential improvement projects to increase energy efficiency in low-income households (consumption of energy and cost to maintain the homes). See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County	--	--	--
State	--	--	--
Federal ⁽¹⁾	\$ 60,938	\$ 179,148	\$ 240,086
Other	--	--	--
Total	<u>\$ 60,938</u>	<u>\$ 179,148</u>	<u>\$ 240,086</u>

⁽¹⁾ U.S. Department of Energy funds passed through the Maryland Department of Housing and Community Development. No County matching funds are required.

Analysis

The purpose of the Weatherization Assistance Program is to provide a home weatherization program for low-income County residents. Priority is given to homeowners who are elderly, disabled, have families with children, and/or have the highest energy consumption. The

proposed supplemental appropriation will provide approximately 10 homeowners with weatherization services valued at up to \$6,500 per household. The Department advised that eligible services include: installation of insulation; hot water system improvements; lighting retrofits; furnace cleanings, repairs, tune-ups, and burner retrofits/replacements; and air infiltration reduction (i.e., identifying and sealing air leaks).

On March 17, 2014, the Council approved a \$179,148 supplemental appropriation (Bill 11-14) to implement the Weatherization Assistance Program that was expected to provide weatherization services to 31 homeowners. The Department advised that as of November 12, 2014, 6 residential improvement projects have been completed and 22 improvement projects are in progress.

The program is advertised on the County's website, the Maryland Department of Housing and Community Development (DHCD) website, and via DHCD handouts. To be eligible for the program, homeowners must be County residents with incomes not exceeding 200% of the federal poverty level (e.g., \$23,340 for a single-person household and \$31,460 for a 2-person household). The Department advised that once its underwriter has verified the homeowner's eligibility, one of the Department's Building Performance Institute (BPI)-certified inspectors will perform an energy audit on the home and develop a scope of work. The homeowner will then be required to obtain bids from three contractors and choose the contractor with the lowest bid who is also BPI-certified. After the work is completed, a different BPI-certified County inspector will perform a quality control inspection to ensure that the scope of work was completed satisfactorily.

The Department advised that of the proposed \$60,938 in grant funds, \$56,973 will be utilized for weatherization services and \$3,965 will be utilized for salary, benefit, and mileage expenses for the Department's housing services personnel.

The grant period is September 15, 2014 through June 30, 2015. No County matching funds are required for this grant. With the affirmative vote of five members of the County Council, Bill 66-14 will take effect December 15, 2014.

Executive Summary

The Baltimore County Department of Planning was awarded \$179,148 from the Maryland Department of Housing and Community Development (DHCD) to operate a weatherization program for low income persons in Baltimore County. DHCD was awarded the funds from the U.S. Department of Energy (DOE). These funds were appropriated in ~~February~~ ^{March} 2014.

Additional funds of \$60,938 have become available from this same source, which is the purpose of this Supplemental Appropriation. The amount of the DOE weatherization funds will total \$240,086.

These funds will be used to retrofit approximately 10 additional low income Baltimore County households to improve energy efficiency, which will lower the overall household energy costs. The total # of households will now be approximately 41.

Once eligibility is determined, Baltimore County will schedule an energy audit inspection. If the existing condition of the dwelling permits, the program may provide the following treatments to make the unit more energy efficient:

-
- Blower door air infiltration reduction
 - Insulation in the attic, floors, walls
 - Hot water system improvements
 - Lighting retrofit
 - Furnace clean/tune, safety repairs, burner retrofit or replacement
 - Health and safety items

FM-1 (Contract)

Council District(s) All

Police Department

Security/Prisoner Transportation

The Administration is requesting approval of a contract with Dunbar Guard Services, Inc. to provide security guard services at various County facilities and to provide prisoner transportation services for the Police Department and the Department of Corrections. The contract commences February 5, 2015, continues for 1 year, and will automatically renew for four additional 1-year periods. The County may extend the contract at the end of the initial term or any renewal term for an additional 90 days. Compensation may not exceed the amount appropriated for these services during the entire term of the agreement. Estimated compensation totals \$2.7 million for the initial 1-year term and \$14,919,204 for the entire 5-year and 3-month term, including the renewal and extension periods.

Fiscal Summary

Funding Source	Initial Term	Total Compensation	Notes
County ⁽¹⁾	\$ 2,700,000	\$ 14,919,204	⁽¹⁾ General Fund Operating Budget.
State	--	--	⁽²⁾ Estimated compensation for the initial 1-year term.
Federal	--	--	⁽³⁾ Estimated compensation for the entire 5-year and 3-month term, including the renewal and extension periods.
Other	--	--	
Total	<u>\$ 2,700,000</u> ⁽²⁾	<u>\$ 14,919,204</u> ⁽³⁾	

Analysis

The contractor will provide eight armed security guards and one armed supervisor to man five posts – two at the Historic Courthouse and one each at the County Office Building, Jefferson Building, and Towson complex tunnel. Each post will be manned by two armed guards, Monday through Friday from 7:00 a.m. to 5:00 p.m., excluding County holidays. The contractor will also

provide two armed guards for the Office of Human Resources, Monday through Friday from 8:00 a.m. to 4:30 p.m., excluding County holidays. The County shall provide a metal detector, inspection table, chairs, gun safe, inspection tray, and metal detector wand at each post.

In addition, the contractor will provide three armed guards to man one post at the Historic Courthouse for the County Council meetings. Further, two unarmed guards will man the County Office Building post during weekend festivals held in the proximity of the Towson complex. The contractor will also provide one unarmed guard at each of the following locations: two County community center pools; two Circuit Court family visitation centers; and six County health centers. One armed guard will also be provided at both the Eastside and Westside homeless shelters.

The contractor will provide security guards for Baltimore County Public Library (BCPL) Board of Trustees meetings, various library events (e.g., book sales, community events), and for the following 12 BCPL branches:

- Arbutus
- Cockeysville
- Essex
- Lansdowne
- Loch Raven
- North Point
- Reisterstown
- Randallstown
- Rosedale
- Sollers Point
- Towson
- Woodlawn

The guards will be unarmed, except for armed guards to be stationed at the Essex and Sollers Point branches (all shifts) and at the Randallstown and Woodlawn branches (Monday through Friday shifts, in addition to the unarmed guards). The Department advised that six other library branches (Catonsville, Hereford, Parkville, Perry Hall, Pikesville, and White Marsh) will not require security coverage at this time. The Owings Mills library is a shared space with the Community College of Baltimore County, which already provides security.

For transporting prisoners, the contractor will provide 16 armed security guards and 1 armed supervisor. Prisoners in the custody of the Police Department and the Department of Corrections will be transported to bail reviews and bail hearings, trials, and other destinations (e.g., medical care) during three shifts: 7:00 a.m. to 3:00 p.m., 2:30 p.m. to 10:30 p.m., and 9:00 p.m. to 5:00 a.m. The County shall provide prisoner transportation vans, maintenance service, fuel, communication radios, and a supervisory level coordinator with the responsibilities of task assignment and vehicle coordination.

The contractor is responsible for ensuring that all security personnel meet the minimum acceptable levels of training and experience and successfully pass a psychological screening, a medical examination, and a comprehensive background investigation. In addition, each supervisor and guard must be qualified in the use of specific handguns in accordance with Baltimore County Police Department training standards and possess a valid handgun permit from the Maryland State Police. The contractor is also responsible for all required training, including firearms training and the annual re-qualification of the guards and supervisors.

The contract commences February 5, 2015, continues for 1 year, and will automatically renew for four additional 1-year periods unless the County provides notice of non-renewal. The County may extend the agreement at the end of the initial term or any renewal term for an additional 90 days on the same terms and conditions. The contract provides that total compensation paid to the contractor may not exceed the amount appropriated for these services during the entire term of the agreement. Estimated compensation totals \$2.7 million for the initial 1-year term and \$14,919,204 for the entire 5-year and 3-month term, including the renewal and extension periods.

The contract provides that the County will pay hourly rates of \$24.40 and \$34.16 for both unarmed and armed guards and \$27.28 and \$38.19 for armed supervisors for regular and overtime pay, respectively. The contract further provides that the contractor must pay its supervisors and guards (armed and unarmed) a minimum wage of \$18 per hour, excluding the employer's portion of F.I.C.A., employer-paid taxes, and other benefits. Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The contract was awarded through a competitive procurement process; the Department advised that the contractor was the lowest responsive and responsible bidder from four bids received.

On March 1, 2010, the Council approved a 5-year contract that commenced February 5, 2010 with Dunbar Guard Services, Inc. for security guard and prisoner transportation services with compensation limited to the amount appropriated for these services. The current contract does

not include security guard services for BCPL. The Department advised that as of October 31, 2014, \$7,413,374 has been expended/encumbered under this contract.

The County Charter, Section 715 requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

FM-2 (Contract Amendment)

Council District(s) All

Circuit Court

Multidimensional Family Therapy Services

The Administration is requesting an amendment to a contract with Community Solutions, Inc. (CSI) to provide Multidimensional Family Therapy (MDFT) services to Baltimore County youth enrolled in the Juvenile Drug Court program. The amendment incorporates into the 6-year agreement the provision of MDFT services, a comprehensive family-centered treatment program to address adolescent drug abuse and related behavioral and emotional problems, and increases the estimated compensation of the contract by \$1,750,000 (not to exceed \$350,000 per year for the current and four remaining 1-year renewal periods of the agreement), from \$3,723,224 to \$5,473,224. The original contract commenced July 1, 2013.

Fiscal Summary

Funding Source	Contract Amendment	Current Total Compensation	Amended Total Compensation
County	--	--	--
State ⁽¹⁾	--	\$ 3,723,224	\$ 3,723,224
Federal ⁽²⁾	\$ 1,750,000	--	1,750,000
Other	--	--	--
Total	<u>\$ 1,750,000</u> ⁽³⁾	<u>\$ 3,723,224</u>	<u>\$ 5,473,224</u> ⁽⁴⁾

⁽¹⁾ Maryland Department of Juvenile Services (DJS) funds passed through the Baltimore County Local Management Board, and Maryland Department of Health and Mental Hygiene funds.

⁽²⁾ U.S. Department of Health and Human Services, Office of Substance Abuse and Mental Health Services Administration (SAMHSA) funds.

⁽³⁾ Maximum compensation for the provision of MDFT services for the remaining 4-year and 7-month term of the contract.

⁽⁴⁾ Estimated compensation for the entire 6-year term, including the renewal periods.

Analysis

On November 3, 2014, the Council approved a \$320,461 appropriation to establish the Juvenile Drug Court Enhancement Project. The funds will be used to provide Multidimensional Family Therapy (MDFT) services, a comprehensive family-centered treatment to address adolescent drug abuse and related behavioral and emotional problems. The MDFT program targets non-violent offenders between the ages of 13 and 17 who will be referred to the program through the County's Juvenile Drug Court program. The goals of the program include improvement in family functioning and prevention of out-of-home placements, decrease in substance use, improvement in school performance, and reduction in delinquency and mental health symptoms.

Community Solutions, Inc. (CSI) will be responsible for implementing and operating the program under the direction of MDFT International. Services to be provided include assessment, therapy (approximately 1-3 therapy sessions per week, with therapists available to youth and families 24 hours-per-day, 7 days-per-week), monitoring, and drug testing. Staffing includes one Area Director; one Program Director; two Therapists; one Therapist Assistant; and one Administrative Assistant. The average duration for MDFT treatment is 4 to 6 months. The Circuit Court expects the program to serve 32 youth per year. The Circuit Court advised that its goal is to train staff in December 2014 to be able to refer youth to MDFT services in early January 2015.

On July 1, 2013, the Council approved the original 6-year agreement with CSI for the provision of Multisystemic Therapy (MST) services, an intensive home-based intervention for youth whose delinquent behavior resulted in Department of Juvenile Services involvement. Compensation for the initial term was limited to \$633,400 and compensation for the renewal terms is limited to the amount appropriated for these services. The Department advised that as of September 30, 2014, expenditures under the contract totaled \$756,574.

The proposed amendment to the contract adds the provision of MDFT services and increases the estimated compensation of the contract by \$1,750,000 (not to exceed \$350,000 per year for the current and four remaining 1-year renewal periods), from \$3,723,224 to \$5,473,224. All other terms and conditions remain the same. The County may terminate the agreement by providing 30 days prior written notice.

The original contract was awarded through a competitive procurement process based on experience and qualifications from three proposals received. For these additional services, CSI was selected as a sole-source provider in the best interest of the County under County Charter, Section 902(f), based on its experience and organizational structure in providing MST services in order to quickly and effectively implement MDFT services. County Charter, Section 902(f), states that when competitive “bidding is not appropriate, a contract shall be awarded only by competitive negotiations, unless such negotiations are not feasible. When neither competitive bidding nor competitive negotiations are feasible, contracts may be awarded by noncompetitive negotiations.”

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

MB-2 (Res. 111-14)**Council District(s) 4**

Mrs. Bevins (By Req.)

Department of Economic and Workforce Development

Revenue Bonds – 11195 Dolfield Boulevard, LLC

This resolution authorizes the issuance of Baltimore County revenue bonds in an amount not to exceed \$5.5 million on behalf of 11195 Dolfield Boulevard, LLC. The bonds will be used to finance costs associated with purchasing land, a facility, and equipment to be leased to KM Printing, LLC t/a Miller's Minuteman Press (a Minuteman Press franchise and graphics design, printing, and mailing services company), which will relocate its corporate headquarters and production facility from Hunt Valley to Owings Mills. See Exhibits A and B.

Fiscal Summary

The County will earn an annual fee of 1/8% on the outstanding balance of the bonds. 11195 Dolfield Boulevard, LLC will pay all debt service related to the bonds. The County does not incur any liability nor pledge its full faith and credit for the bonds.

Analysis

11195 Dolfield Boulevard, LLC is a real estate holding company. Proceeds of the bond sale will be used to finance a portion of the costs to acquire approximately 8.82 acres of land located at 11195 Dolfield Boulevard, Owings Mills; construct a 30,000-square foot building with a mezzanine and adjacent pad site; and acquire/install furniture, fixtures, equipment, and machinery to be leased to KM Printing, LLC, a full-service graphics design, printing, and mailing services Minuteman Press franchise in operation since 1999. (Minuteman Press International was formed in 1973 and currently has over 900 locations worldwide.) Proceeds of the bond sale will also be used to pay expenses related to the sale and issuance of the bonds.

KM Printing's corporate headquarters and production facility is currently located in a 15,000-square foot leased space in Hunt Valley and is relocating to the Owings Mills site in order to expand its production capabilities. (The company also operates retail locations in Westminster, Towson, and Hunt Valley.) The company expects to increase employment by 26 personnel, from 79 to 105, within 36 months. The projected annual payroll totals approximately \$2.8 million.

The County does not incur any liability by approving this resolution nor does it pledge its full faith and credit. 11195 Dolfield Boulevard, LLC will repay the principal and interest on the bonds. All costs incurred by, or on behalf of, the County in connection with the issuance, sale, delivery, and administration of the bonds, and the making of a loan, including the bond counsel fees, are the responsibility of 11195 Dolfield Boulevard, LLC. (Revenue bonds result in lower interest rates to the borrower since they are generally tax-exempt.)

The Department advised that the bonds, once issued, will be purchased by Sandy Spring Bank. The Department estimates that approximately \$5 million in bonds may be issued, including approximately \$4 million in tax-exempt bonds and \$1 million in taxable bonds. (The taxable portion may instead be financed by a conventional loan.) The bonds will have a term of 25 years with a 10-year call; a portion of the taxable bonds will mature at 15 years with a 10-year call. The tax-exempt and taxable bonds have projected fixed interest rates of 3.32% and 4.7%, respectively. The County will earn an annual fee of 1/8% on the outstanding balance of the bonds. Settlement is expected to take place on December 15, 2014. Bond counsel for this transaction is Miles & Stockbridge P.C.

The Maryland Economic Development Revenue Bond Act (Annotated Code of Maryland, Economic Development Article, Title 12, Subtitle 1, Sections 12-101 to 12-118) allows counties to issue economic development revenue bonds for various purposes including encouraging the increase of industry, relieving unemployment, and promoting economic development. The bond proceeds may be used to finance or refinance the costs of acquiring a facility or to refund outstanding bonds. The proceeds may also be used to pay expenses related to the sale and issuance of the bonds, to fund reserves, and to pay interest with respect to the financing. The Act provides that a legislative body of any county may adopt a resolution to authorize the issuance of bonds by the county.

A public hearing for this matter is scheduled for November 25, 2014. The hearing was advertised in the *Baltimore Sun* on November 10, 2014.

Pursuant to the 7-day loan notice received by the Council on October 21, 2014, the County also plans to facilitate a \$1 million loan (with a 3.5% interest rate and a 15-year term with a 20-year amortization) from its Small Business Loan Fund to 11195 Dolfield Boulevard, LLC for this project. The County's financial responsibility is capped at 15% of any loss on loans provided from the Small Business Loan Fund; thus, the County's maximum exposure for this loan is \$150,000.

Project Summary
11195 Dolfield Boulevard, LLC.
(Miller's Minuteman Press Project)

11195 Dolfield Boulevard, LLC., (a real estate holding company owned by the principals in KM Printing t/a Miller's Minuteman Press) is requesting that the County issue up to \$5,500,000 in Industrial Revenue Bonds in order to finance the acquisition of 8.8 acres of land and for the construction of a new 30,000 square foot printing facility in Owings Mills, Maryland. The proceeds of the bonds will also be used for the purchase of equipment. The facility will be used as the corporate headquarters and manufacturing facility for KM Printing t/a Minuteman Press. The property is located at 11195 Dolfield Boulevard in Owings Mills.

Project Description:

KM Printing t/a Miller's Minuteman Press is currently located in 15,000 square feet of leased space in Hunt Valley, Maryland. KM Printing is a full-service graphics design, printing and mailing services company that was started in 1999.

KM Printing has outgrown their manufacturing facility in Hunt Valley and has made the decision to purchase a site and construct a new 30,000 square foot printing facility in Owings Mills. This site will also allow for the future expansion of the business. Merritt Properties is currently building the facility with ownership transferring in late December 2014.

Currently employment is 79 with an estimated 26 new jobs to be created over the next 36 months. §

Financing:

Sandy Spring Bank will purchase the bond from the County. KM Printing has requested that the County's Small Business Loan Program provide a \$1 million loan in addition to the bank financing. The loan from the Small Business Loan Fund will be presented to the County's loan review committee and the loan committee that consists of the member banks in approximately two weeks. *Note: the loan was approved by the County's loan review committee on October 8, 2014.*

- Baltimore County does not incur any financial liability relating to the issuance of the bonds for this project.

Tax Exempt Bond

Council meeting date: 12/1/14

Name of Project: Miller's Minuteman Press; 11195 Dolfield Boulevard

Location: 11195 Dolfield Boulevard, Baltimore County

Description: Purchase of 11195 Dolfield Boulevard and equipment for printing production facility

Estimated Completion Date: 12/31/2014

Employment: Current year: 79 Projected: 105

Outstanding bond amount: N/A

Estimated amount of bonds to be issued: \$5,000,000
*This estimate is preliminary and may be adjusted to accommodate which is taxable and tax exempt; up to \$5,500,000 has been requested.

Use of Bond Proceeds:

Amount of Tax-Exempt Bonds: \$4,000,000 *preliminary estimate
Amount of Taxable bonds: \$1,000,000 *the taxable portion may be financed by a conventional loan instead

Current interest rate: N/A

Projected interest rate: 3.32% Tax-Exempt and 4.7% Taxable

Variable or Fixed Rate: Fixed
Term of the Bonds: 25 years for tax-exempt with 10 year call; a portion of the taxable will mature at 15 years with a 10 year call
Estimated Interest Rate: 3.32% tax exemp/ 4.7% taxable
Estimated Settlement Date: December 2014

Bond Counsel: Miles & Stockbridge

Prepared by: Department of Economic and Workforce Development

Underwriter: N/A

Lender: Sandy Spring Bank

Publication of notice of
public hearing:
~~FBD~~

Name: ~~FBD~~ Baltimore Sun

Date: November 10, 2014

Public Hearing Date: ~~FBD~~ November 25, 2014

MB-3 (Res. 112-14)

Council District(s) 5

Mrs. Bevins (By Req.)

Department of Public Works

Sanitary Sewer Extension – Hornago Avenue – Perry Hall

Resolution 112-14 approves an extension of the County’s sanitary sewer to Hornago Avenue in the Perry Hall area, Eleventh Election District and Fifth Councilmanic District. The extension will benefit nine improved properties.

Fiscal Summary

Funding Source	Construction Cost	Notes
County	\$ 190,913 (1)	(1) Capital Projects Fund – Metropolitan District; includes \$125,597 County contribution above the self-supporting project cost.
State	--	(2) Property owners’ responsibility to be paid over 40 years through front-foot assessments and construction loan charges.
Federal	--	
Other	177,879 (2)	
Total	<u>\$ 368,792</u>	

Analysis

Section 20-1-119 of the Baltimore County Code (2003) authorizes the extension of the water and sewer system to serve existing housing units without meeting the normal requirement of the Metropolitan District Act that the project be self-supporting. This section authorizes an exception if a project is judged necessary due to existing unsanitary conditions. However, the system extension is conditioned upon the holding of a public hearing at which the Department of Public Works must notify the affected property owners of all project costs. The hearing for the proposed extension was held on October 22, 2014. The law also requires the County Council to approve the extension by adoption of a resolution.

According to the Administration, a determination has been made that a significant health problem exists in the affected area. The extension of the sanitary sewer system will eliminate the problem by halting discharge of surface sewerage into the public area and the resulting well contamination.

The Administration also advised that construction costs for the project total \$368,792. The County will assume a portion of the cost, and the balance will be paid by the property owners through front-foot assessment and associated construction loan charges over a 40-year period. The County's responsibility is \$190,913 (including a \$125,597 County contribution above the self-supporting project cost); the property owners' responsibility is \$177,879.

This resolution shall take effect from the date of its passage by the County Council.

BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
APPENDIX A

BALTIMORE COUNTY, MARYLAND
INTER-OFFICE CORRESPONDENCE

TO: Fred Homan
Administrative Officer **DATE:** 10/24/14

FROM: Keith Dorsey, Director  **COUNCIL MEETING**
Office of Budget & Finance **DATE:** 12/01/14

SUBJECT: Public Recordation of Announcement
of Non-Competitive Awards Charter Sec. 902(f)

Whenever a contract over \$25,000 is awarded by a process other than a formal competitive bid, a copy of the contract must be given to the County Council, and at the next legislative session-day following the award of the contract, the Secretary to the County Council shall formally announce to the Council the nature of the contract and the parties to the contract. The announcement shall be recorded in the minutes of the County Council, and shall be available for inspection by the public. In compliance with this procedure, information is attached concerning the following awards, which are to be forwarded to the County Council:

Purchase Order

PO 7463 RCC Consultants Inc. – Public Safety Radio Upgrade Consulting Services

This Purchase Order is for consulting services for the Public Safety Radio System upgrades.

As indicated in Robert Stradling's memo dated September 15, 2014, RCC Consultants will provide coordination of efforts between the vendor (Motorola) and the County, as well as system testing before the upgrade is completed.

RCC Consultants has prior experience with the installation of the existing system and a previous upgrade along with a continuing knowledge of the County's systems, and requirements. Another vendor would have an extensive learning curve to understand the County's infrastructure, requirements and the coordination of efforts with Motorola which would increase costs, delay the project and increase risks associated with the upgrade.

Amount: \$34,200.00
Award Date: 10/24/14

c: M. Field
T. Peddicord
L. Smelkinson