



PURCHASE / CONTRACT / CONSENT FORM

City of Hagerstown Mayor and Council

Regular Session Date: March 24, 2026 Special Session Date: _____

Originating Department: Utilities Division (if applicable): Water&Wastewater

Department Director or Manager: Nancy Hausrath

Account/Project Name: Utilities - Master Plan

Account No: 5274001-5306/5474001/5306 CIP Control No. _____

Budget Amount: \$ See Below Account Balance: \$ _____ Unbudgeted Amount: \$ _____

Fiscal Year: 26 & FY27 Source of Funds: Water& Wastewater

Quantity	Description	Value
	Water and Wastewater Master Plan	
	=>Water	\$ 1,145,027.30
	=>Wastewater	\$ 1,645,337.70
	5274001-5306: Budget \$2,000,000 - Balance: \$77,192.56	
	5474001-5306: Budget \$1,500,000 - Balance: \$604,809.04	
	Rural Maryland Economic Development Grant: \$500,000.00	
	Maryland GF Grant Appropriation: \$250,000.00	
	Note: Purchase Order will have individual line items for each task.	
TOTAL VALUE OF PROJECT		\$ \$ 2,790,365.00

ABOVE TO BE USED FOR: Comprehensive water and wastewater system analysis to include developing hydraulic models, asset management plans, updating GIS, CIP Update, etc. The final submittal will be a comprehensive Master Plan for 5, 10, and 20 year planning. Work will also include a regulatory review and alternate analyses.

RECOMMENDED VENDOR: Business Name: Black & Veatch

Business Address: 9801 Washingtonian Blvd., Suite 100

City/State/Zip: Gaithersburg, MD 20878

Bid/Proposal/Quote No.: P1868.26 Sole Source? ☐ Yes ☒ No

OTHER VENDORS		
Firm	City/State	Total Amount
Buchart Horn - Non-Responsive		NA
RK&K - Non-Responsive		NA
Hazen & Sawyer	Low Bid - proposal did not score as high and time to complete exceeded 18-mon.	\$2,315,114.00

PLEASE INDICATE WHICH FOCUS AREA OF THE MAYOR & COUNCIL'S STRATEGIC PLAN THIS PURCHASE/CONTRACT APPLIES TO		
Indicate with an X	FOCUS AREA	GOAL STATEMENT
	NEIGHBORHOODS REVITALIZATION & SUSTAINABILITY	The citizens of Hagerstown will experience a high quality of life.
	PUBLIC SAFETY	The City of Hagerstown ensures that all who live, work, and play in the City of Hagerstown will be healthy and safe.
X	PUBLIC FACILITIES & INFRASTRUCTURE	The City of Hagerstown will maintain quality services and infrastructure that support residents and businesses in a cost-effective manner.
	ECONOMIC DEVELOPMENT	The City of Hagerstown will continue to grow a diverse, business-friendly economy that supports the community's needs.
	CITIZEN-BASED GOVERNMENT	The City of Hagerstown is an ethical and financial responsible government.
	FISCAL ACCOUNTABILITY	The City of Hagerstown will strive for continuous improvement of fiscal responsible decision making.
	PARKS & RECREATION FOR ACTIVE/HEALTHY LIVING	The City of Hagerstown supports a culturally vibrant community.
	INNOVATIVE/PROGRESSIVE GOVERNMENT	The City of Hagerstown is committed to employee development, excellence in services, and adapting to meet the needs of the community and organization.
	COMMUNITY PROMOTION/PRIDE	The City of Hagerstown will improve our community image.
	ECONOMIC DEVELOPMENT THROUGH SPORTS AND TOURISM	The City of Hagerstown will be creative and diversify opportunities for economic development through non-traditional means.
	MISC. PROJECTS, GOALS AND LEGISLATIVE PRIORITIES	The City of Hagerstown takes a creative approach at finding solutions.

REVIEWED AND APPROVED AS FOLLOWS:

(1) Department Director and Division Manager

COMMENTS Project will begin in FY26 and will be completed in FY27 - approximate time to complete the work is 12-months. Grant match is 50% and the remaining funding is Water and Wastewater Funds. The first \$750,000.00 will be grant Funded in FY26. The FY27 Proposed budget includes this project. FY27-VWW \$2,710,000; FY27 W \$3,550,000

Nancy
Hausrath

Digitally signed by Nancy Hausrath
DN: OU=Director of Utilities, O=City of Hagerstown,
CN=Nancy Hausrath, E=nhausrath@hagerstownmd.org
Reason: I am approving this document
Location
Date: 2026.03.13 08:23:54-0400
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Signature / Date

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Signature / Date

(2) Purchasing Agent

COMMENTS

Signature / Date

(3) Chief Financial Officer

COMMENTS

Signature / Date

(4) City Administrator

COMMENTS

Signature / Date