

**51st Regular Session
Mayor and City Council
September 30, 2014
Agenda**

7:00 PM - September 30, 2014 - REGULAR SESSION - *Council Chambers*

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE TO THE FLAG

IV. ANNOUNCEMENTS

- A. A. Rules of Procedure - Adopted September 24, 2013
- B. Use of cell phones during meetings is restricted.
- C. All correspondence for distribution to Elected Officials should be provided to the City Clerk and should include a copy for the City Clerk for inclusion in the official record.
- D. Meeting Schedule
 - 1. Tuesday, October 7, 2014 - Work Session at 4:00 p.m.
 - 2. Tuesday, October 14, 2014 - Work Session at 4:00 p.m.
 - 3. Tuesday, October 21, 2014 - Work Session at 4:00 p.m.
 - 4. Tuesday, October 28, 2014 - Regular Session at 7:00 p.m.

V. GUESTS

Presentation of Proclamation from Hagerstown, Indiana

VI. CITIZEN COMMENTS

VII. CITY ADMINISTRATOR'S COMMENTS

VIII. MAYOR AND COUNCIL COMMENTS

IX. MINUTES

(August 12, 2014, August 19, 2014 and August 26, 2014)

X. CONSENT

A. Community and Economic Development

- 1. Application Permit for Wind Down Maryland Theatre Event - October 17, 2014 6:00p.m. - 9:00 p.m.
- 2. Barbara Ingram School for the Arts Foundation Holiday Lamp Posts

B. Parks and Engineering

- 1. Approval of Contract for Replacement of Alley 5-10 and Alley 5-37 (North of Hillcrest)

C. Police

- 1. Tasers and Taser Cartridges - TASER (Scottsdale, AZ) \$22,958.20
- 2. Network Cameras - Skyline Technology Solutions (Glen Burnie, MD) \$29,129.10
- 3. HPD 2nd Floor Building Renovation - Milton Stamper (Hagerstown, MD) \$32,415.00

4. Mobile Police Radios - Washington County Government, Division of Information Services, Dept. of Wireless Communications (Hagerstown, MD) \$15,866.64
5. Mobile Data Terminals for New Cruisers - HGCI Hartford, Inc. (Columbia, MD) \$18,920.00

D. Utilities

1. Wastewater: Grinder Pump - Fluid Solutions, Inc. (Westminster, MD) \$57,200.00
2. Wastewater: 2014 Utility Vehicle to Replace #501 - Hertrich Fleet Services, Inc. (Denton, MD) \$25,262.00

XI. UNFINISHED BUSINESS

- A. Approval of an Ordinance: Amending Chapter 173 - Peace and Good Order
- B. Approval of an Ordinance: Amending Chapter 25-1 - Drug Free School Zone
- C. Approval of an Ordinance: Chapter 70, Cable Television and Open Video Systems
- D. Approval of an Ordinance: Antietam Cable Franchise Agreement
- E. Approval of an Ordinance: Catalyst Project #8 - Amending Chapter 232, Vacant Commercial (Non-Residential) Structures, to Provide the Necessary Support to City Neighborhoods
- F. Approval of an Ordinance: Catalyst Project #8 - Amending Chapter 233 Vacant Residential Structures, to Provide the Necessary Support to City Neighborhoods

XII. NEW BUSINESS

- A. Introduction of an Ordinance: Amending the City Code, Chapter 79, Curfew for Juveniles
- B. Approval of a Resolution: Approval and Support of US Bicycle Route 11
- C. Approval of a Resolution: Authorizing a Three-Year Contract with Fireworks Extravaganza - 2015, 2016 and 2017
- D. Approval of a Resolution: Sustainable Maryland Certified (SMC) Program
- E. License Agreement for Eastbound Downtown Gateway Sign
- F. Approval of Memorandum of Understanding for Arts Gallery
- G. Proposal for After School Program at the Robert W. Johnson Community Center
- H. Approval of MELP Release and Settlement Agreement
- I. Catalyst Project #8: Authorizing two new full-time positions to support our neighborhoods through the Vacant Structures Program.
- J. Approval of Contract for Street Trees- Aspen Landscape Contractors, Inc, (Silver Spring, MD) - Amount not to Exceed \$167,000
- K. Approval of Purchase: Four 2015 Ford Interceptors Police Vehicles - Beckford (Hanover, MD) #131,406.00
- L. Approval of Implementation of a 401(a) Plan to the City's Deferred Compensation Program

XIII. ADJOURN

REQUIRED MOTION

MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic:

- A. Rules of Procedure - Adopted September 24, 2013
- B. Use of cell phones during meetings is restricted.
- C. All correspondence for distribution to Elected Officials should be provided to the City Clerk and should include a copy for the City Clerk for inclusion in the official record.
- D. Meeting Schedule
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 - 4. Tuesday, October 28, 2014 - Regular Session at 7:00 p.m.

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Presentation of Proclamation from Hagerstown, Indiana

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

(August 12, 2014, August 19, 2014 and August 26, 2014)

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Application Permit for Wind Down Maryland Theatre Event - October 17, 2014 6:00p.m. - 9:00 p.m.

Mayor and City Council Action Required:

The City staff would like formal approval for the possession of alcoholic beverages in designated festival areas for the special event listed below:

* Wind Down – Maryland Theatre Event – Oct. 17, 2014 – 6 p.m. to 9 p.m.
Along South Potomac Street.

Also, City Staff would like formal approval for application/permit which is attached for this event.

Discussion:

According to the City of Hagerstown's Open Containers Law, the Mayor and City Council may permit the possession of alcoholic beverages in open containers on the streets, lanes, alleys, sidewalks, parking lots or public ways of the City during special events upon application or upon its own initiative.

Therefore, the City staff would like formal approval for the possession of alcoholic beverages in designated festival areas for the special event listed below:

* Wind Down – Maryland Theatre Event – Oct. 17, 2014 – 6 p.m. to 9 p.m.
Along South Potomac Street.

An application/permit is attached for this event.

Thank you for your assistance.

Financial Impact:

No financial impact.

Recommendation:

City staff recommend formal approval for the possession of alcoholic beverages in designated festival areas for the special event listed below:

* Wind Down – Maryland Theatre Event – Oct. 17, 2014 – 6 p.m. to 9 p.m.
Along South Potomac Street.

Also, City Staff would recommend formal approval for application/permit which is attached for this event.

Motion:

This is placed on consent agenda for Sept. 30.

Action Dates:

This placed on consent agenda for Sept. 30 which would be date of passage.

ATTACHMENTS:

	File Name	Description
📎	Opening Containers application permit Wind Down Oct 2014 (5).doc	Open Containers Exemption Memo
📎	App. Permit 2014 - Oct. 17final.doc	Application/Permit - Wind Down Friday - Oct. 17
📎	wind_down_map.pdf	Application/Permit Wind Down Map



CITY OF HAGERSTOWN, MARYLAND

Department of Community & Economic Development

Business & Community Relations Division

Karen M. Giffin ~ Community Affairs Manager

301.766.4188

September 15, 2014

TO: Bruce Zimmerman, City Administrator

FROM: Karen M. Giffin, Community Affairs Manager

RE: **OPEN CONTAINERS LAW - EXEMPTION FOR SPECIAL EVENT**

According to the City of Hagerstown's Open Containers Law, the Mayor and City Council may permit the possession of alcoholic beverages in open containers on the streets, lanes, alleys, sidewalks, parking lots or public ways of the City during special events upon application or upon its own initiative.

Therefore, the City staff would like formal approval for the possession of alcoholic beverages in designated festival areas for the special event listed below:

- Wind Down – Maryland Theatre Event – Oct. 17, 2014 – 6 p.m. to 9 p.m.
Along South Potomac Street.

An application/permit is attached for this event.

Thank you for your assistance.

□ □ □ □

c: John Lestitian, Director of Community and Economic Development
Jessica Green, The Maryland Theatre
Mark Boyer, City Attorney

APPLICATION/PERMIT

The undersigned does hereby make application to the City of Hagerstown, Maryland, to utilize the property/facilities of the City more particularly described as follows:

A portion of the Maryland Theatre Courtyard and first block of South Potomac Street (see map attached)

on Friday, Oct. 17 in 2014 from 6 p.m. to 9 p.m. (streets would be closed at 5 p.m.) .

The term applicant is defined as any person, firm, corporation or legal entity of whatsoever nature or kind on whose behalf this application is being made and permit granted.

The applicant acknowledges that the premises shall be used solely for the purpose of:

The Maryland Theatre will be holding Wind Down - a music on first block of South Potomac Street (see attached map) on Friday, Oct. 17 in 2014 from 6 p.m. to 9 p.m. They will be selling alcoholic beverages to persons in this area who are of legal drinking age and non-alcoholic beverages and no other purposes.

The signatory to this application certifies that he/she has the authority to make this application and execute this agreement on behalf of:

Applicant Name: The Maryland Theatre Association, Inc.
Applicant Address: 21 South Potomac Street, Hagerstown, MD 21740

and to bind said person, firm or legal entity to the terms hereof. The signatory hereto represents and agrees that in the event that he/she does not have such authority, then and in said event, the signatory hereto is solely responsible and bound by all of the terms and conditions of this application, permit and agreement.

The undersigned signatory, on behalf of the applicant, agrees that he/she/it shall:

1. Abide by all rules applicable to the facility utilized and/or any promulgated by the City and contained in this application (See Attachment A).
2. Abide by all Statutes, Acts, Ordinances, and Regulations applicable to the use of the area.
3. The applicant does hereby agree that if necessary he/she/it shall be responsible for and obtain all necessary permits, licenses, or any other matters required in connection with the function and/or use of the premises and does hereby agree to hold the City, its servants, agents and employees harmless from any suits, demands, claims, expenses or fines that may arise directly or indirectly from such use of the premises.
4. The applicant agrees that he/she/it shall furnish and does furnish upon the execution of this application and agreement certificates of insurance with coverage adequate within the absolute discretion of the City. The applicant further agrees that the City shall be placed upon any liability policy or any other policies of whatsoever nature or kind applicable to the function as an additional insured. The applicant agrees to hold harmless and indemnify the City, its agents, servants, representatives, officials and employees from any and all claims, expenses, suits, demands, losses or costs of whatsoever nature or kind arising directly or indirectly from the use of the premises described. Abide by all

rules applicable to the facility utilized and/or any promulgated by the City and contained in this application (See Attachment A).

5. The applicant further agrees that the premises shall be vacated by the applicant in the same condition as when occupied and if any damage has been done by the applicant or attendees of any function, the applicant shall be responsible for and reimburse the City for repairs, cleaning, and any other expenses incurred as a result thereof.
6. It is understood by the applicant that this permit is subject to all of the terms, obligations, conditions and reservations set forth in this agreement and any attachments which are incorporated by reference. In the event there are any conflicts between this document and any attachments the terms set forth herein shall govern and prevail.

Date: _____

Name of Applicant: The Maryland Theatre
Association, Inc.

By: _____

Address: 21 South Potomac St., Hagerstown, MD 21740

Telephone: (301)790-3500

ACCEPTANCE

The foregoing application for permit is hereby accepted and granted by the City of Hagerstown, Maryland, by its duly authorized and designated representative. This permit is being granted upon all of the terms and conditions set forth above which are incorporated herein by reference. A violation of any of the conditions set forth above may result in an immediate revocation of said permit.

CITY OF HAGERSTOWN, MARYLAND

By: _____

ATTACHMENT A

It is understood by the applicant that this permit is subject to the terms and conditions below.

1. A portion of the Maryland Theatre Courtyard and first block of South Potomac Street (see map attached) during the festival is leased for \$1 to the Maryland Theatre from 6 p.m. to 9 p.m. on Oct. 17, 2014.
2. The Maryland Theatre is a nonprofit institution.
3. The Maryland Theatre will serve only beer and wine and will limit this activity to individuals who are legally able to drink alcohol and are in the fenced-in area and are designated as paid attendees.
4. The Maryland Theatre will sign this permit and Hold Harmless Agreement, as well as, endorse the City of Hagerstown as an additional insured on a two million dollar (\$2,000,000) insurance policy.
5. The representatives will limit the entrances to the event to paid ticket holders only.

CITY OF HAGERSTOWN
HOLD HARMLESS AGREEMENT

Lessee/User: The Maryland Theatre Association, Inc.

Event/Use: Music Event - Wind Down

Location: A portion of Maryland Theatre Courtyard and first block of South Potomac Street (see map)

Date(s) of Use: Friday, Oct. 17 from 6:p.m. to 9:00 p.m.(street closure at 5 p.m.)

The Lessee/User agrees that it shall indemnify the City of Hagerstown and hold harmless the City of Hagerstown against any and all fines, suits, claims, demands, expenses, actions, losses, alleged losses, or liabilities of whatsoever nature or kind incurred either directly or indirectly either in law or equity, paid, suffered or incurred as a result of the acts, activities, or omissions of the Lessee/User, its agents, servants, or employees, due to the operation and use of the premises. It is further agreed that the Lessee/User shall in addition to holding the City of Hagerstown harmless from any and all liabilities or damage or injury to both persons and property, occurring as a result of the use of said premises, shall defend The City of Hagerstown at Lessee's/User's expense against any and all claims, suits, demands, of whatsoever nature or kind.

Witness: _____ The Maryland Theatre Association, Inc.
Lessee/User

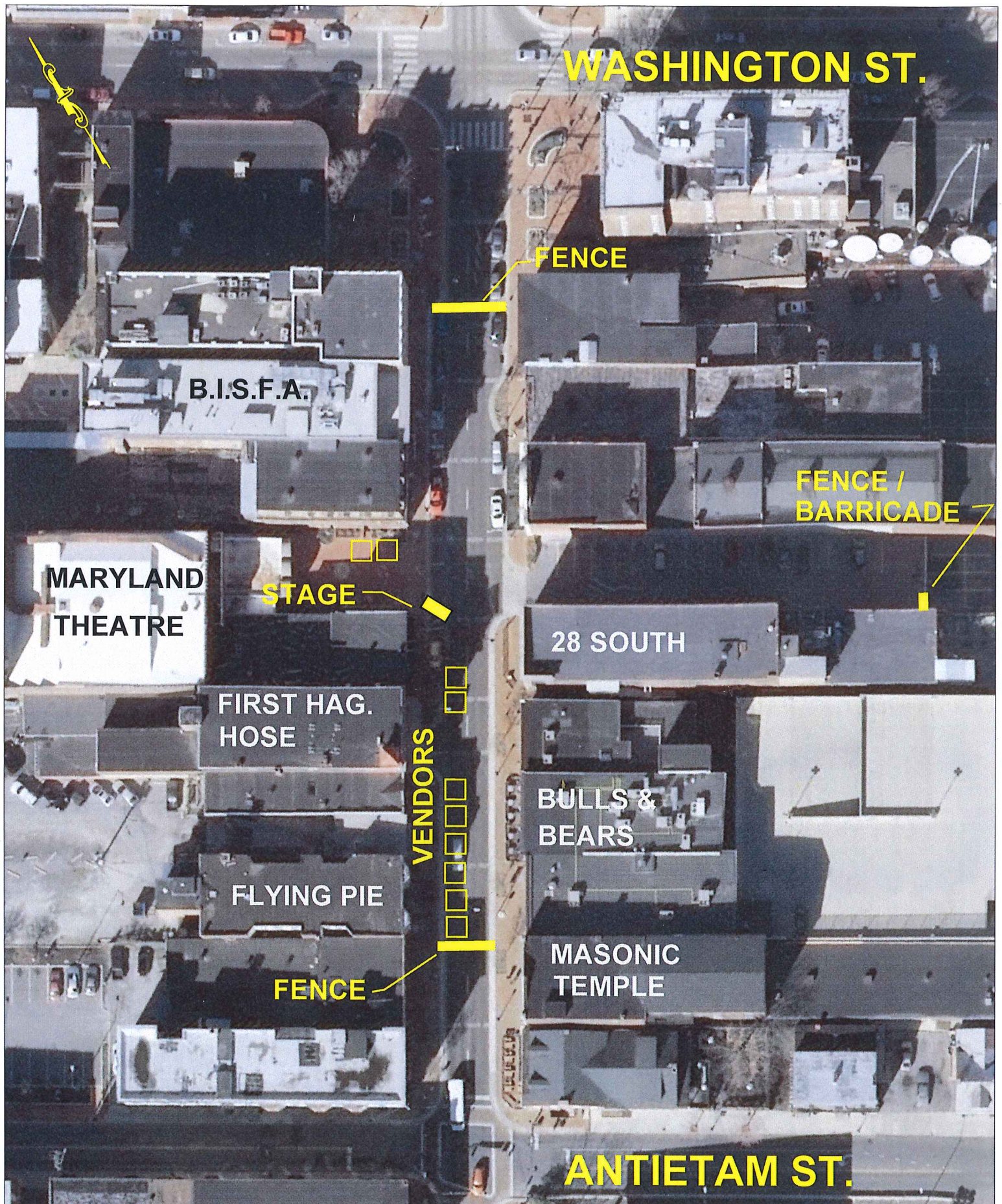
Witness: _____
By (Signature and Title)

Date: _____ 21 South Potomac St.
Street

Hagerstown, MD 21740
City, State, Zip

(301)790-3500
Telephone

Return to: Karen Giffin
Community Affairs Manager
City of Hagerstown
14 North Potomac St., Suite 200
Hagerstown, MD 21740
(301) 739-8577, Extension 116
301-797-6233 (fax)



**PROPOSED LAYOUT
FOR
WIND DOWN FRIDAY**

LAST REVISED: 9/16/14

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Barbara Ingram School for the Arts Foundation Holiday Lamp Posts

Mayor and City Council Action Required:

For the Mayor and City Council to approve Barbara Ingram School for the Arts Foundation Street Lamp Holiday Program.

Discussion:

Three years ago, the City began a street lamp program with the Barbara Ingram School for the Arts Foundation. The City of Hagerstown wraps 150 street lamps with lights and garland each holiday season in City Center. The Barbara Ingram School for the Arts Foundation would like to again work with the City on making the decorating of the poles into a community wide project which benefits the Barbara Ingram School for the Arts Foundation and increases foot traffic throughout the holiday season in City Center.

The Foundation would like to find sponsors for 100 of the street lamps. They would sell a sponsorship to each street lamp. In return for the sponsorship, a sign would be placed on top of the street lamps where the bows are usually placed. This sign would indicate who the sponsorship was purchased in memory of, in honor of or a name of a sponsor.

The Foundation would give \$1,000 of the proceeds back to the City for materials and labor. The foundation would also create the signs on the poles and a map of the lamp posts with sponsor's names on them. All items are approved through the Light Department and Public Works Department.

If the Mayor and City Council would approve this project, the Barbara Ingram School for the Arts Foundation would begin work on the program.

City staff and representatives of the Barbara Ingram School for the Arts Foundation will be in attendance at the Mayor and City Council Work Session on September 23, 2014. We would like to thank you in advance for your past support and consideration of Barbara Ingram School for the Arts Foundation projects.

Financial Impact:

This would be incorporated in our Christmas Decorating Line Account in Public Functions, and the Barbara Ingram School for the Arts Foundation would give \$1,000 of the proceeds back to the City for materials and labor

Recommendation:

City recommends that the Mayor and City Council to approve Barbara Ingram School for the Arts Foundation Street Lamp Holiday Program.

Motion:

This would be placed on the Consent Agenda for Sept. 30.

Action Dates:

This would be placed on the Consent Agenda and passage on Sept. 30.

ATTACHMENTS:

File Name		Description
D	Bisfa_lamp_post_request_to_the_city_2014.doc	OFFICIAL REQUEST FOR APPROVAL FROM BIFSA FOUNDATION
	lamppost_memo_2014.doc	MEMO ON STREET LAMP HOLIDAY PROGRAM



TO: Karen Giffin

FROM: Mimi Dickinson – Executive Director

DATE: September 15, 2014

RE: OFFICIAL REQUEST FOR APPROVAL
STREET LAMP HOLIDAY PROJECT

For the Fourth year, the Barbara Ingram School for the Arts Foundation would like to partner with the City in the decorating of the lamp post for the holiday season. The Barbara Ingram School for the Arts Foundation would benefit from this project by selling a \$100 -\$400 sponsorship for designated city center lamp post. The lamp post would be decorated by the city with greens, lights and a personalized banner from the sponsor, which will be provided by the Foundation. The Foundation will print a map of the downtown street lamps and distribute them to area establishments. This project has increased foot traffic in the City Center during the holiday season.

The Foundation would give \$1000 back to the city from this project for needed supplies and labor. Both the City Center and the Foundation would benefit from this Street Lamp project. Thank you in advance for your support and consideration.



CITY OF HAGERSTOWN, MARYLAND

Department of Community & Economic Development

Business & Community Relations Division

Karen M. Giffin ~ Community Affairs Manager

301.766.4188

September 16, 2014

TO: Bruce Zimmerman, City Administrator

FROM: Karen Giffin, Community Affairs Manager

RE: **REQUEST FROM THE BARBARA INGRAM SCHOOL FOR THE ARTS FOUNDATION –
STREET LAMP HOLIDAY PROGRAM**

Three years ago, the City began a street lamp program with the Barbara Ingram School for the Arts Foundation. The City of Hagerstown wraps 150 street lamps with lights and garland each holiday season in City Center. The Barbara Ingram School for the Arts Foundation would like to again work with the City on making the decorating of the poles into a community wide project which benefits the Barbara Ingram School for the Arts Foundation and increases foot traffic throughout the holiday season in City Center.

The Foundation would like to find sponsors for 100 of the street lamps. They would sell a sponsorship to each street lamp. In return for the sponsorship, a sign would be placed on top of the street lamps where the bows are usually placed. This sign would indicate who the sponsorship was purchased in memory of, in honor of or a name of a sponsor.

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If the Mayor and City Council would approve this project, the Barbara Ingram School for the Arts Foundation would begin work on the program.

City staff and representatives of the Barbara Ingram School for the Arts Foundation will be in attendance at the Mayor and City Council Work Session on September 23, 2014. We would like to thank you in advance for your past support and consideration of Barbara Ingram School for the Arts Foundation projects.

C: John Lestitian
Eric Deike
Nathan Fridinger

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of Contract for Replacement of Alley 5-10 and Alley 5-37 (North of Hillcrest)

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name	Description
📎 Alley Replacement Consent Form.pdf	Alley Repair Consent Form

**City of Hagerstown
Mayor and Council
Purchase / Contract Information
Meeting of 9/30/14**

Do Not Complete This Section
Approved Consent Agenda: _____
New Business: _____

Originating Department: Parks & Engineering By: Rodney Tissue
Account Number: 4509004 5594 CO324 Account / Project Name: Alley Reconstruction
Budget Amount: \$88,000.00 Account Balance: \$87,165.00 Year: 2014/15 CIP Control No. 324
Unbudgeted \$: None Source of Funds: State Highway User Revenue

Quantity	Description	Value
1	Replace deteriorated concrete alley mat and entrances for Alleys 5-10 and 5-37	\$81,869.00

TOTAL VALUE OF PROJECT: \$81,869.00

ABOVE TO BE USED FOR:

Remove and reconstruct concrete alley mat for Alley #5-10 between W. Hillcrest Rd and W. Irvin Ave.

Remove and reconstruct concrete alley mat for Alley #5-37 between Alley 5-36 and Alley 5-38.

(See map for locations)

Recommended Vendor:

Business Name: Concrete Central, LLC

Address: 17405 W. Washington Street

City, State: Hagerstown, MD 21740

Bid/Proposal/Quote No.: Contract No. 14-14-A-09

OTHER VENDORS:		
Firm	City/State	Total Amount with Alternates
Congressional Contracting	Potomac, Maryland	\$89,512.60
Odd Jobs Contractors	Keedysville, Maryland	\$153,963.50
Huntzberry Brothers, Inc	Smithsburg, Maryland	\$179,970.00

(1) Department Manager:

I recommend that this contract be approved with Concrete Central, LLC in the amount of \$81,869.00

 9/18/14

Signature / Date

(2) Purchasing Agent:

Recommend Approval

 9.19.14

(Erica M. Pankas) Signature / Date

(3) Finance Manager:

Recommend approval. Adequate funding exists and is included in approved budget.

 9/19/14
Michelle
Hepner

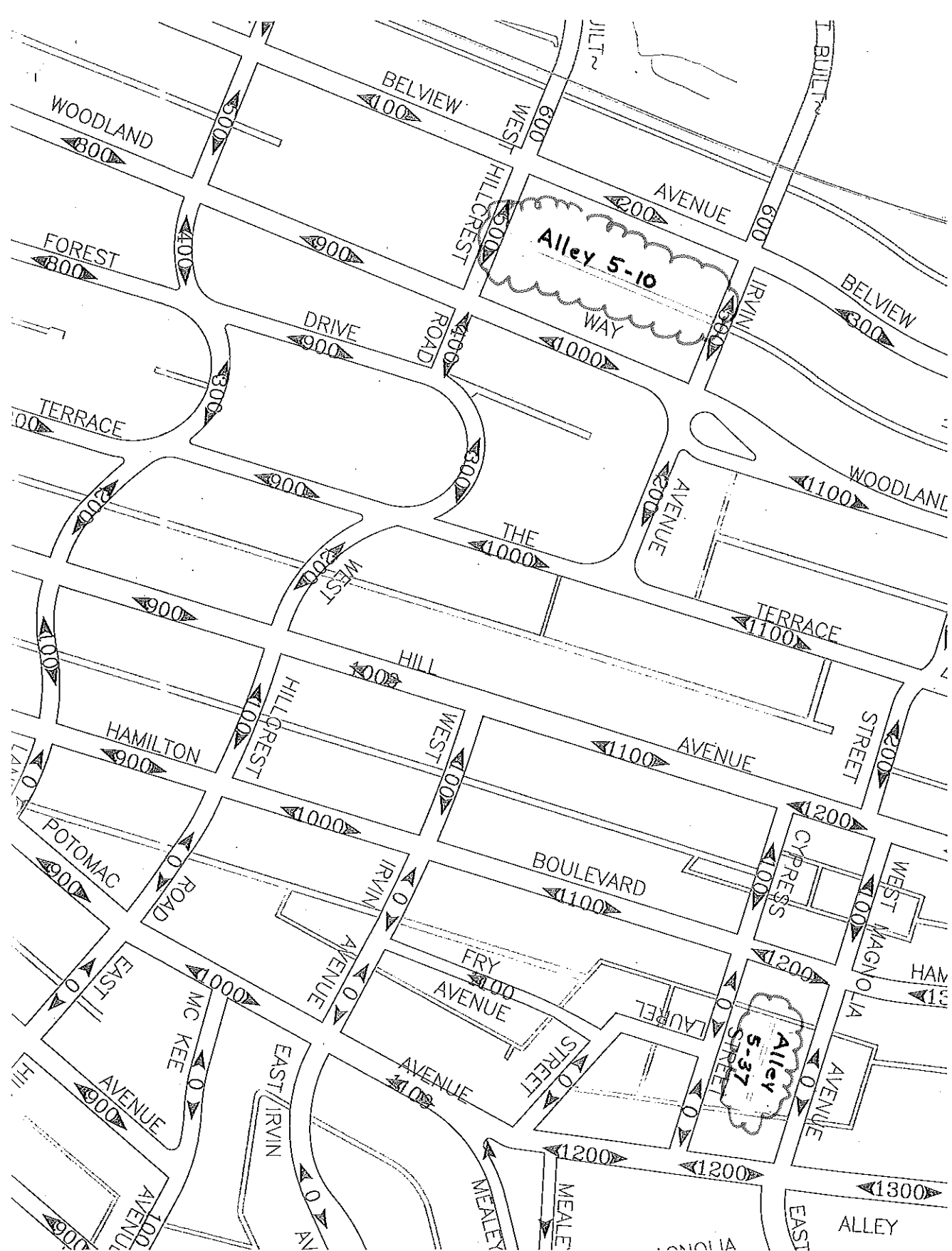
Signature / Date

(4) City Administrator's Recommendation:

Recommended Approval

 Bruce Zimmerman 9/19/14

Signature / Date



CONTRACT 14-14-A-09
Alley Reconstruction

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Tasers and Taser Cartridges - TASER (Scottsdale, AZ) \$22,958.20

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

	File Name	Description
📎	TASER.pdf	Tasers and Taser Cartridges
📎	Taser Purchase Consent Form.pdf	Tasers Consent Form



Prepared By	Dylan Hrdlicka	Created Date	8/20/2014
Company Name	TASER International	Fax	480-658-0716
Company Address	17800 N. 85th Street Scottsdale, AZ 85255-9603 US	Expiration Date	9/30/2014
		Quote Number	00028962
Phone	480-905-2086		
E-mail	dylan@taser.com		

Customer Information

Account Name	Hagerstown Police Dept. - MD	Email	jmurray@hagerstownpd.org
Contact Name	Johnny L. Murray	Phone	(301) 790-3700
AX Account Number	110659		

Shipping and Billing Information

Bill To Name	Hagerstown Police Dept. - MD	Ship To Name	Hagerstown Police Dept. - MD
Bill To	50 N. BURHANS BLVD. Hagerstown, MD 21740 US	Ship To	50 N. BURHANS BLVD. Hagerstown, MD 21740 US

Part Number	Product	Quantity	Sales Price	Total Price
34200	Cartridge - 15'	100.00	USD 21.55	USD 2,155.00
44203	CARTRIDGE - 25' HYBRID	100.00	USD 26.55	USD 2,655.00
22150	CARTRIDGE, PERFORMANCE, SMART, 15'	50.00	USD 28.75	USD 1,437.50
22151	CARTRIDGE, PERFORMANCE, SMART, 25'	100.00	USD 30.75	USD 3,075.00
22155	CARTRIDGE, PERFORMANCE, SMART, INERT SIM, 25'	2.00	USD 41.75	USD 83.50
22002	HANDLE, BLACK, CLASS III, X2	12.00	USD 999.95	USD 11,999.40
22504	HOLSTER, BLACKHAWK, LEFT, X2, 44HT01BK-L-B	2.00	USD 63.95	USD 127.90
22501	HOLSTER, BLACKHAWK, RIGHT, X2, 44HT01BK-R-B	10.00	USD 63.95	USD 639.50
22013	KIT, DATAPORT DOWNLOAD, USB, X2/X26P	1.00	USD 0.00	USD 0.00
22012	TPPM, BATTERY PACK, TACTICAL, PINKY EXTENDER, X2/X26P	12.00	USD 52.95	USD 635.40

Subtotal	USD 22,808.20
Total Price	USD 22,808.20
Shipping and Handling	USD 150.00
Grand Total	USD 22,958.20

Sole Source

By signing this Quote, you are entering into a contract and you certify that you have read and agree to the provisions set forth in this Quote and TASER's current Sales Terms and Conditions for Direct Sales to End User Purchasers or, in the alternative, TASER's current Sales Terms and Conditions for Direct Sales to End User Purchasers for Sales with Financing if your purchase

involves financing with TASER. If your purchase includes the TASER Assurance Plan (TAP), then you are also agreeing to TASER's current Sales Terms and Conditions for the AXON Flex™ and AXON Body™ Cameras TASER Assurance Plan (U.S. Only) and/or Sales Terms and Conditions for the X2/X26P and TASER CAM HD Recorder TASER Assurance Plan (U.S. Only), as applicable to your product purchase. All of the sales terms and conditions, as well as, the TAP terms and conditions are posted at <http://www.taser.com/sales-terms-and-conditions>. If your purchase includes AXON hardware and/or EVIDENCE.com services you are also agreeing to the terms in the EVIDENCE.com Master Service Agreement posted at <http://www.taser.com/serviceagreement0213>. The sale of the Professional Services is subject to the parties execution of TASER's Professional Services Agreement and a Statement of Work. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to TASER that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Quote Acceptance:

Signature:

Printed Name:

Title:

Email:

Date:

PO Not Required:

PO Number:

CITY OF HAGERSTOWN
MAYOR AND COUNCIL
PURCHASE/CONTRACT INFORMATION
MEETING OF _____

Do Not Complete This Section:

APPROVED FOR: _____
CONSENT AGENDA _____
NEW BUSINESS _____

Originating Department Police By Chief Mark R. Holtzman

Account No. 0110203 5542 Account/Project Name Tasers and Taser Cartridges

Budget Amount \$ 16,000 ~~\$22,958.20~~ Account Balance \$ _____ Year 2014 / 2015 C.I.P. Control No. _____

Unbudgeted * \$ 6,958 Source of Funds General Fund

*(See Department Manager's Comments)

QUANTITY	DESCRIPTION	VALUE
100	Cartridge - 15'	\$ 2,155.00
100	Cartridge - 25' Hybrid	2,655.00
50	Cartridge, Performance, Smart 15'	1,437.50
100	Cartridge, Performance, Smart 25'	3,075.00
2	Cartridge, Performance, Smart Inert SIM, 25'	83.50
12	Handle, Black, Class III, X2	11,999.40
2	Holster, Blackhawk, Left, X2, 44HT01BK-L-B	127.90
10	Holster, Blackhawk, Right, X2, 44HT01BK-R-B	639.50
12	TPPM, Battery Pack, Tactical, Pinky Extender, X2/X26P	635.40
1	Shipping	150.00

TOTAL VALUE \$ 22,958.20

ABOVE TO BE USED FOR:

Tasers, Cartridges, and Holsters for Patrol

RECOMMENDED VENDOR:

BUSINESS NAME: TASER

ADDRESS: 17800 N. 85th Street

CITY, STATE: Scottsdale, Arizona 85255-9603

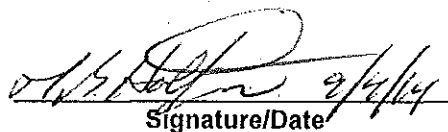
BID/PROPOSAL/QUOTE NO.: 00028962 (Circle one)

OTHER VENDORS:

Firm	City/State	Total Amount
<u>Sole Source</u>	_____	\$ _____
_____	_____	_____
_____	_____	_____
_____	_____	_____

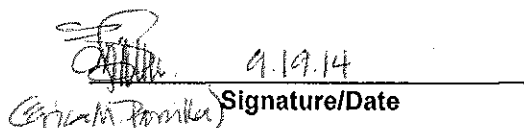
COMMENTS

(1) DEPARTMENT MANAGER:


Signature/Date 9/4/14

(2) PURCHASING AGENT:

Recommend Approval


Signature/Date 9.19.14
(Eric M. Romila)

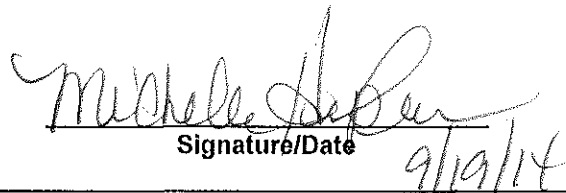
(3) FINANCE MANAGER:

Recommend approval. Adequate funding will be provided from the following:

Patrol - Portable tools \$6,958

Less Lethal Equip & Supplies \$16,000

\$22,958


Signature/Date 9/19/14

(4) CITY ADMINISTRATOR'S RECOMMENDATION:

Recommend Approval

Signature/Date 9/19/14

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Network Cameras - Skyline Technology Solutions (Glen Burnie, MD) \$29,129.10

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

	File Name	Description
📎	SKYLINE.pdf	SKYLINE Technology
📎	HPD_Cameras_Consent_Form.pdf	Network Cameras Consent Form



Skyline Technology Solutions
 508 McCormick Drive
 Suite C
 Glen Burnie, MD 21061
 Phone: (410) 553-2600
 Fax: (410) 787-2551

QUOTATION

Quote No.	Q0001352
Customer ID	HAG PD
Quote Date	9/5/2014
Buyer	
Project Name	Box Sales

BILL TO:	SHIP TO:
Police Administration Hagerstown Police Department 50 North Burhans Blvd. Hagerstown, MD 21740	Police Administration Hagerstown Police Department 50 North Burhans Blvd. Hagerstown, MD 21740

F.O.B. POINT		SHIP VIA		ORDERED BY	
QUOTE DATE		TERMS		SALES PERSON	
9/5/2014		Net 30 Days		Kenneth Register	
PART NUMBER		QUANTITY	UNITS	M.S.R.P.	UNIT PRICE
		DISC %	EXTENDED PRICE		

SNC-EP580	11.00	EA	3,395.00	2,648.1000	22.00	29,129.10
-----------	-------	----	----------	------------	-------	-----------

Network Full HD PTZ camera with full 1080HD, 1920x1080 resol

Notes:

Continued

AWARD RECOMMENDATION

Title: Video Surveillance System Augmentation Bid No. 09-106R
Term: 2/1/10 thru 1/31/11 with 4 one-year options to renew

This award recommendation is for the Successful Offeror to furnish and install system augmentation and maintain existing video surveillance systems for the Anne Arundel County Information Technology Department. There were two (2) Addendums, the first Addendum was to change the date of the pre-proposal meeting. The 2nd and 3rd Addendums were for further clarification from interested vendors. There were ten (10) vendors that responded to this bid. All vendors were deemed responsive.

Vision Technologies
Henry Bros. Electronics, Inc.
Schneider Electric
Ingersoll Rand Security Technologies
Signals Communications
Intertech Security
Netcom Technologies, Inc.
Intergration Logistics
Skyline Network Engineering, LLC *
Siemens Building Technologies, Inc.

EVALUATION - VENDOR RECOMMENDATION

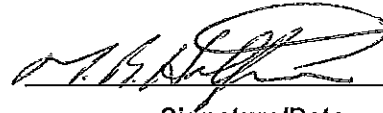
The evaluation committee consisted of the following:

William Ryan, Office of Information Technology
William Hyers, CCTV Admin.
Donald Scates, Sheriffs Office
Joan Cowger, Facilities Management
Erica Whorley, DPW

The evaluation committee determined that Skyline Network Engineering, LLC was awarded the most in points on their Technical proposals. Based on the Cost Proposals, Siemens Building Technologies, Inc. was given the highest in points. Based on a 60% technical weight and a 40% cost weight, the vendor with the highest ranking is Skyline Networking Engineering, LLC., with a total score of 98.28. Best and final offers were sent out to the top five vendors with a response from four out of the five vendors. Siemens Building Technologies, Inc. lowered their cost by \$100.00 and Skyline Network Engineering lower their cost by \$160.00. Ingersoll Rand Security Technologies responded with no change in their original offer and Intertech Security best and final offer was received after the deadline. Attached is a copy of the total scores for all vendors. My recommendation is to award to Skyline Network Engineering, LLC. Skyline Network Engineering, LLC is in good standing with SDAT.

COMMENTS

(1) DEPARTMENT MANAGER:

 9/9/14
Signature/Date

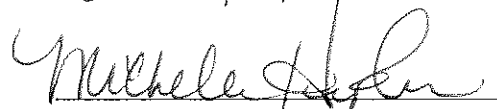
(2) PURCHASING AGENT:

Recommend Approval

 9/15/14
Signature/Date

(3) FINANCE MANAGER:

Recommend approval.
Funding to be deferral of FY15 vehicle replacement
purchase or FY14 GF^{fund} balance if have surplus.

 9/15/14
Signature/Date

(4) CITY ADMINISTRATOR'S RECOMMENDATION:

Recommend Approval

 9/16/14
Signature/Date

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

HPD 2nd Floor Building Renovation - Milton Stamper (Hagerstown, MD) \$32,415.00

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

	File Name	Description
	HPD Building Renovation Consent Form.pdf	Building Renovations

CITY OF HAGERSTOWN
MAYOR AND COUNCIL
PURCHASE/CONTRACT INFORMATION
MEETING OF _____

Do Not Complete This Section:

APPROVED FOR: _____
CONSENT AGENDA _____
NEW BUSINESS _____

Originating Department Police By Chief Mark R. Holtzman

Account No. 4510000 5306 C0308 Account/Project Name Building Renovation

Budget Amount \$ 53,000 ~~33,500.00~~ Account Balance \$ _____ Year 2014 / 2015 C.I.P. Control No. _____

Unbudgeted * \$ _____ Source of Funds _____ CIP _____
*(See Department Manager's Comments)

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>VALUE</u>
_____	<u>Building Renovation</u>	<u>\$ 32,415.00</u>
_____	_____	_____
_____	_____	_____
TOTAL VALUE		<u>\$ 32,415.00</u>

ABOVE TO BE USED FOR:

2nd Floor Building Renovations

RECOMMENDED VENDOR:

BUSINESS NAME: Milton Stamper

ADDRESS: 313 East Wilson Boulevard, Suite 1

CITY, STATE: Hagerstown, Maryland 21740

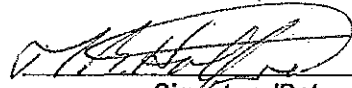
BID/PROPOSAL/QUOTE NO.: _____ (Circle one)

OTHER VENDORS:

<u>Firm</u>	<u>City/State</u>	<u>Total Amount</u>
<u>A.V. Rauth Sons</u>	_____	<u>\$33,790.40</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

COMMENTS

(1) DEPARTMENT MANAGER:


Signature/Date 9/16/14

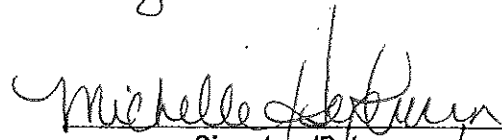
(2) PURCHASING AGENT:

Recommend Approval


(Celine M. Brinkley) 9.19.14
Signature/Date

(3) FINANCE MANAGER:

Recommend approval. Adequate funding is included in approved FY15 budget.


Signature/Date 9/19/14

(4) CITY ADMINISTRATOR'S RECOMMENDATION:

Recommend Approval


Signature/Date 9/19/14

REQUIRED MOTION

MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic:

Mobile Police Radios - Washington County Government, Division of Information Services, Dept. of Wireless Communications (Hagerstown, MD) \$15,866.64

Mayor and City Council Action Required:

Approval of purchase.

Discussion:

With M&C approval, the Police Department will be ordering 4 police vehicles this fiscal year in a separate purchase. Those vehicles will need police radios.

The Washington County Department of Wireless Communications manages all public safety radio communications in Washington County. This includes procuring the proper radio equipment built to specifications unique to the county radio system. Due to that requirement, radios are ordered directly from and built by the manufacturer, Motorola. The cost includes a discount applied by Motorola. Once procured, the radios will be installed by the vehicle up-fitter.

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

	File Name	Description
▯	Price Quote-Motorola Mobile Police Radios.pdf	Price Quote
▯	HPD Mobile Radios Consent Form.pdf	Mobile Radios Consent Form



Price Quote

Prepared By: Mike Ciampaglia Phone: (410) 712-6216
Fax: (410) 712-6489

Date: Sep. 08, 2014

Quote #: 20140423 XTL LAW

CUSTOMER #: 1000248668

PREPARED FOR : Pete Loewenheim	Bill To	Ship to WASHINGTON COUNTY WIRELESS COMMUNICATIONS
COMPANY : Washington County, MD	Address:	Address: 35 W WASHINTGON ST STE 104
PHONE :		HAGERSTOWN, MD 21740
FAX :		

Equipment Details and Pricing

QTY	Model	Description	List Price	Discount	Extended
Law XTL2500 Mobile Encrypted Radio -REMOTE					
1	M21SSM9PW1 N	XTL2500 UHF R2 450-520 MHZ, 10-40 W	\$1,497.00	\$1,152.69	\$1,152.69
1	G361	ENH: ASTRO PROJECT 25 TRUNKING SOFT	\$300.00	\$231.00	\$231.00
1	G51	ENH: SOFTWARE SMARTZONE/SINGLE TONE	\$975.00	\$750.75	\$750.75
1	G806	ENH: SOFTWARE ASTRO DIGITAL CAI	\$515.00	\$396.55	\$396.55
1	G114	ENH: ENHANCED DIGITAL ID DISPLAY	\$75.00	\$57.75	\$57.75
1	G159	ADD: ENCRYPTION UCM HW	\$150.00	\$115.50	\$115.50
1	G843	ADD: AES ENCRYPTION	\$625.00	\$481.25	\$481.25
1	G444	ADD: CONTROL HEAD SOFTWARE	\$0.00	\$0.00	\$0.00
1	G442	ADD: XTL2500 CONTROL HEAD	\$292.00	\$224.84	\$224.84
1	G67	ADD: REMOTE MOUNT	\$297.00	\$228.69	\$228.69
1	W947	ADD: RS232 & IV&D PACKET DATA INTER	\$200.00	\$154.00	\$154.00
1	G309	USB DATA INTFC CABLE-TRUNK	\$50.00	\$38.50	\$38.50
1	G428	ADD: ANTENNA 3.5DB 450-470MHZ	\$50.00	\$38.50	\$38.50
1	W22	ADD: PALM MICROPHONE	\$72.00	\$55.44	\$55.44
1	B18	ADD: AUXILARY SPKR SPECTRA 7.5 WATT	\$60.00	\$46.20	\$46.20
			\$5,158.00	\$3,971.66	\$3,971.66
Law XTL2500 Mobile Encrypted Radio - DASH					
1	M21SSM9PW1 N	XTL2500 UHF R2 450-520 MHZ, 10-40 W	\$1,497.00	\$1,152.69	\$1,152.69
1	G361	ENH: ASTRO PROJECT 25 TRUNKING SOFT	\$300.00	\$231.00	\$231.00
1	G51	ENH: SOFTWARE SMARTZONE/SINGLE TONE	\$975.00	\$750.75	\$750.75
1	G806	ENH: SOFTWARE ASTRO DIGITAL CAI	\$515.00	\$396.55	\$396.55
1	G114	ENH: ENHANCED DIGITAL ID DISPLAY	\$75.00	\$57.75	\$57.75
1	G159	ADD: ENCRYPTION UCM HW	\$150.00	\$115.50	\$115.50
1	G843	ADD: AES ENCRYPTION	\$625.00	\$481.25	\$481.25
1	G444	ADD: CONTROL HEAD SOFTWARE	\$0.00	\$0.00	\$0.00
1	G442	ADD: XTL2500 CONTROL HEAD	\$292.00	\$224.84	\$224.84
1	G66	ADD: DASH MOUNT	\$125.00	\$96.25	\$96.25
1	W947	ADD: RS232 & IV&D PACKET DATA INTER	\$200.00	\$154.00	\$154.00
1	G309	USB DATA INTFC CABLE-TRUNK	\$50.00	\$38.50	\$38.50
1	G428	ADD: ANTENNA 3.5DB 450-470MHZ	\$50.00	\$38.50	\$38.50
1	W22	ADD: PALM MICROPHONE	\$72.00	\$55.44	\$55.44
1	B18	ADD: AUXILARY SPKR SPECTRA 7.5 WATT	\$60.00	\$46.20	\$46.20
			\$4,986.00	\$3,839.22	\$3,839.22

QUOTE TERMS AND CONDITIONS:

1. Pricing, terms and conditions are based upon Baltimore City, Maryland # 07-14145/MJR

CITY OF HAGERSTOWN
MAYOR AND COUNCIL
PURCHASE/CONTRACT INFORMATION
MEETING OF 9/30/14

Do Not Complete This Section:

APPROVED FOR: _____
CONSENT AGENDA _____
NEW BUSINESS _____

Originating Department Police

By Mark R. Holtzman

Account No. 4510000-5842-C0129

Account/Project Name Marked Passenger Autos & Vans

Budget Amount \$ 250,000.000

Account Balance \$ 218,600.00

Year FY15 C.I.P. Control No. C0129

Unbudgeted * \$ 0.00

Source of Funds General Fund-CIP

*(See Department Manager's Comments)

QUANTITY

DESCRIPTION

VALUE

4

Motorola Law XTL2500 Mobile Encrypted Radio-REMOTE, with all accessories required for installation @ 3,971.66 each.

\$15,866.64

ABOVE TO BE USED FOR:

TOTAL VALUE

\$15,866.64

Mobile police emergency and public safety radio communications.

RECOMMENDED VENDOR:

BUSINESS NAME: Washington County Government, Division of Information Services, Dept. of Wireless Communications

ADDRESS: 35 W. Washington St. Suite 104

CITY, STATE: Hagerstown, MD 21740

BID/PROPOSAL/QUOTE NO.: 20140423 XTL LAW

(Circle one)

OTHER VENDORS:

Firm

City/State

Total Amount

None - Sole Source Vendor

\$

COMMENTS

(1) DEPARTMENT MANAGER:

With M&C approval, the Police Department will be ordering 4 police vehicles this fiscal year in a separate purchase. Those vehicles will need police radios.

The Washington County Department of Wireless Communications manages all public safety radio communications in Washington County. This includes procuring the proper radio equipment built to specifications unique to the county radio system. Due to that requirement, radios are ordered directly from and built by the manufacturer, Motorola. The cost includes a discount applied by Motorola. Once procured, the radios will be installed by the vehicle up-fitter.

Cop Rawky (Kitec) 9/11/2014
Signature/Date

(2) PURCHASING AGENT:

Recommend Approval

[Signature] (Carmen M. Bonilla) 9/19/14
Signature/Date

(3) FINANCE MANAGER:

Recommend approval. Adequate funding is included in approved FY15 budget. Funding is from GF fund balance reserves.

Michelle [Signature] 9/19/14
Signature/Date

(4) CITY ADMINISTRATOR'S RECOMMENDATION:

Recommend approval

Bruce Trimmer 9/19/14
Signature/Date

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Mobile Data Terminals for New Cruisers - HGCI Hartford, Inc. (Columbia, MD) \$18,920.00

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

	File Name	Description
📎	HCGI HARTFORD.pdf	Mobile Data Terminals for Cruisers
📎	HPD Mobile Data Terminals Consent Form.pdf	Consent Form



HCGI Hartford, Inc.

10440 Little Patuxent Parkway, 3rd Floor
Voice: 800-370-5849 Fax: 815-526-3148
Federal ID #: 45-3526648

Maryland State Hardware/ Software Contract DOIT 2012

Maryland Judicial MJUD Hardware Contract

Montgomery County IT Commodities Contract 1040743

Small Business Reserve # SB12-6726

We Get IT

To: Hagerstown Police Department

Wayne Duncan

301-791-2376

Maryland Sales Office

10440 Little Patuxent Parkway, 3rd Floor
Columbia, Maryland 21044

QUOTE: 911HPD2

DATE: 9/11/2014

Order Fulfillment Manager

Carol Huff / Jennifer Fisher

Mdteam@hcgi.com

QTY	MFG	PART #	DESCRIPTION	PRICE	TOTAL
4	GETAC	FWC118	Getac F110 Tablet	\$ 2,349.00	\$ 9,396.00
			Intel i7-4600U 2.1GHz Processor, 4MB Cache, 4GB DDR3 RAM,		
			128GB SSD, 800 NITs LumiBond Touchscreen Display,		
			Dual batteries, 5MP rear camera, web camera		
			802.11AC Wireless, Bluetooth, 4G LTE (Verizon/AT&T),		
			Tri Pass-thru (WWAN/WLAN/GPS), GPS,		
			461F Ready, -21C, IP65, WIN7 64-bit Pro, 3 Year B2B		
4	GETAC	F-8GB	Upgrade RAM to 8GB	\$ 202.00	\$ 808.00
4	GETAC	F-WIN8P64	Win8 Professional 64bit	\$ 64.00	\$ 256.00
4	GETAC	F-RFID	Getac F110 Tablet Contactless SmartCard/RFID	\$ 121.00	\$ 484.00
				Subtotal	\$ 10,944.00
			Docking/Mount Solution		
4	HAVIS	C-MD-109	ACTADP, HDM, SLIDE, TS, SP	\$ 220.00	\$ 880.00
4	HAVIS	C-ADP-110	Bracket the UMM mounts	\$ 14.00	\$ 56.00
4	HAVIS	C-UMM-101	HAVIS UNIVERSAL MONITOR MOUNT	\$ 49.00	\$ 196.00
4	HAVIS	C-ADP-101	Fixed adapter, Plate, Mounts universally	\$ 35.00	\$ 140.00
4	HAVIS	C-MM-218	Bracket marries the dock to the UMM	\$ 19.00	\$ 76.00
4	HAVIS	C-KBM-102	QUICK REL SLIDE UNIVERSAL KEYBOARD	\$ 49.00	\$ 196.00
4	HAVIS	PRO-KB-102	iKey keyboard with user-friendly integrated	\$ 349.00	\$ 1,396.00
			touchpad (SL-86-911-TP-USB)		
4	ANTENNAS	AP-CG-A-S22-BL	Cell/LTE/GPS antenna, black, SMA/SMA	\$ 155.00	\$ 620.00
	PLUS				
12	HCGI/PRIORITY	LABOR	Per Hour Installation	\$ 95.00	\$ 1,140.00
4	GETAC	GDC002	LIND 12-32V DC vehicle adapter	\$ 136.00	\$ 544.00
4	GETAC	GVDF03	Havis Tri Pass-through vehicle dock	\$ 683.00	\$ 2,732.00
			& port replication		
				Subtotal	\$ 7,976.00
				Subtotal	\$ 18,920.00
				Sales Tax	N/A
				Shipping & Handling	INCLUDED
				ESTIMATED TOTAL DUE	\$ 18,920.00

* MEEC SYSTEMS CONTRACTOR for ALL groups for brands

Acer, Asus, Epson, Fujitsu, HP, IBM, Lenovo NetApp, Xerox

Enter search term

Hardware 2012 Contract Links

[Hardware 2012 Contract Home Page](#)

[Functional Areas: Descriptions/Examples](#)

[PORFP Procedures](#)

[PORFP Template](#)

[Award Package Checklist](#)

[Select Master Contractor Contact List](#)

[ADPICS Procedures](#)

[Frequently Asked Questions \(FAQ\)](#)

[MBE Participation](#)

[Master Contractor Contact/Pricing Information](#)

[Mercury Affidavit](#)

[Contract Management Oversight](#)

[Master Contractor Login](#)

[Contract Award Information](#)

V-2864

Hardware 2012 Master Contract

Master Contractor Details

Company Information

Master Contractor Name:	HCGI Hartford, Inc.
Web Site:	http://www.hcgi.com

Small Business Reserve:	Yes
Minority Business Enterprise:	Yes
Veteran Owned Small Business Enterprise:	No
eMaryland Marketplace No:	101497
Labor Rates:	Click to view rates

Corporate Contact Information

Name:	Rena Heneghan
Title:	CEO
Address	10440 Little Patuxent Pkwy 3rd Floor
City/State/Zip:	Columbia MD 21044
Email:	mdteam@hcgi.com
Phone:	410-740-3020
Fax:	410 -740-8732

Solicitation Contact Information

Name:	Carol Huff
Title:	Sales
Address	10480 Little Patuxent Parkway 4th Floor
City/State/Zip:	Columbia MD 21044
Email:	mdteam@hcgi.com
Phone:	410-740-3020
Fax:	410-740-8732

Applicable Functional Areas

 [Export to Excel](#)

<u>Manufacturer</u>	<u>FA1</u>	<u>FA2</u>	<u>FA3</u>	<u>FA4</u>	<u>FA5</u>
AccelOps	X	X	X	X	X
Acer	X	X	X	X	X
Adaptec	X	X	X	X	X
Aleratec	X	X	X	X	X

APC	X	X	X	X	X
APG CASH DRAWER	X	X	X	X	X
Aruba	X	X	X	X	X
Asus	X	X	X	X	X
Avocent	X	X	X	X	X
Barracuda	X	X	X	X	X
Battery Technology	X	X	X	X	X
Bay Tech	X	X	X	X	X
Belkin	X	X	X	X	X
BenQ	X	X	X	X	X
Black Box	X	X	X	X	X
Blueant	X	X	X	X	X
Bluecoat Systems	X	X	X	X	X
Bretford	X	X	X	X	X
Brother International	X	X	X	X	X
BTI	X	X	X	X	X
1 2 3 4 5 6 7 8					

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[Accessibility](#)

45 Calvert Street, Annapolis, MD 21401

300-301 West Preston Street, Baltimore MD 21201

Toll Free: 877.634.6361

[\(#ctd00_PlaceHolderMain_SiteMapPath1_SkipLink\) Department of Information Technology \(/Pages/default.aspx\) > Procurement and Contracts \(/contracts/Pages/default.aspx\) > Hardware 2012 Contract Functional Areas](#)

Hardware 2012 Master Contract: Functional Areas

Functional Area I - Servers and Associated Peripherals

Includes brand or generic name equipment but not limited to:

- Servers
- Assorted related accessories
- Storage units
- Peripherals

This equipment also includes associated hardware and operating system software that may allow the operation of the product as a stand-alone unit, a networked unit in a local area network (LAN), a networked unit in a wide area network (WAN), wireless applications or any combination of the four.

Please note: Desk, laptop, ruggedized computers and monitors are excluded from the Hardware 2012 Master Contract. Contact itpo.doit@maryland.gov (mailto:itpo.doit@maryland.gov) for guidance when purchasing this equipment.

Functional Area II - Printers and Associated Peripherals

Includes brand or generic name equipment but not limited to:

- A single or multi-functional printer,
- Print drivers that may allow the operation as a stand-alone unit to a microcomputer,
- A networked unit in a local area network (LAN),
- A networked unit in a wide area network (WAN),
- Wireless applications or any combination of the above

This equipment also includes associated hardware and operating system software that is manufacturer installed or manufacturer required.

Please note: Printer Cartridges are excluded from the Hardware 2012 Master Contract. Please follow DGS guidelines for purchasing ink.

Functional Area III - Network Communications Equipment

Data-centric communications equipment that includes but is not limited to:

- Routers
- Gateways
- Switches
- Bridges
- Repeaters
- Multiplexors
- Remote access devices
- Firewalls
- Appliances
- DSU/CSUs
- Intrusion detection systems
- Content switching
- Load balancing, intelligent traffic management DNS devices
- Network performance devices
- Console management and switching devices

This equipment also includes associated hardware and operating system software that is manufacturer installed or manufacturer required.

Functional Area IV - Installation and Training Services

NOTE: If proposing Functional Area IV, Offerors must also propose the corresponding equipment in Functional Area I, II, and or III.

Installation and/or Training services may only be purchased when purchasing Hardware under functional Areas I, II, or III. Functional Area IV services may not be purchased alone. In addition, Functional Area IV services may not exceed 49% of the total value of the PORFP. Hardware purchases acquired through other State contracts requiring Installation services must be provided via a separate vehicle such as Maryland's Consulting and Technical Services (CATS) contract or a stand-alone procurement.

Installation Services will be defined at the PORFP level. Installation Services may include, but are not limited to:

- The installation of the Hardware with the configuration necessary to ensure that the Hardware operates properly in the Requesting Agency's environment.
- The installation of equipment that requires product specific technical expertise, especially for integration involving complex network systems or new technologies. These services typically include: network and traffic engineering, capacity planning, configuration and customization of the equipment.
- The preloading of agency software.

Training Services may only be purchased contemporaneously with the original purchase of the Hardware or with the purchase of Manufacturer's Extended Warranty and shall include, but is not limited to:

Hardware 2012 Contract Links

[Hardware 2012 Contract Home](#)

[Page](#)

[\(/contracts/Pages/HWMasterContractHomepage.aspx\)](#)

[Functional Areas:](#)

[Descriptions/Examples](#)

[\(/contracts/Pages/HWMasterContractFunctionalAreas.aspx\)](#)

[PORFP Procedures](#)

[\(/contracts/Pages/HWPORFPProcedures.aspx\)](#)

[PORFP Template](#)

[\(/contracts/Pages/HWPORFPTemplate.aspx\)](#)

[Hardware 2012 Award](#)

[Package Checklist](#)

[\(/contracts/Documents/hardware_contract/hardware_award_package_checklist.doc\)](#)

[Select Master Contractor Contact](#)

[List](#)

[\(http://www.doit.state.md.us/itmc/Default.aspx?smc=13\)](#)

[ADPICS Procedures](#)

[\(/contracts/Pages/HWADPICSProcedures.aspx\)](#)

[Frequently Asked Questions](#)

[\(FAQ\)](#)

[\(/contracts/Pages/HWMasterContractFAQs.aspx\)](#)

[MBE Participation](#)

[\(/contracts/Pages/HWMBEParticipation.aspx\)](#)

[Master Contractor](#)

[Contact/Pricing Information](#)

[\(http://www.doit.state.md.us/itmc/Mcontractors.aspx?smc=13\)](#)

[Mercury Affidavit](#)

[\(/contracts/Documents/hardware_contract/hwmercury_affidavit.pdf\)](#)

[Contract Management Oversight](#)

[\(/policies/Pages/CMoversightHW.aspx\)](#)

[Master Contractor Login](#)

[\(https://www.doit.state.md.us/itmc/login.aspx\)](#)

[Contract Award Information](#)

[\(/contracts/Pages/ContractLibraryHardware2012.aspx\)](#)

- Formal on-site or off-site training that is planned in advance and that has a defined curriculum;
- Computer-based training that includes software that provides interactive, self-paced training at your desktop, workstation, or laptop computer; and
- Web-based training that provides courses or classes that are accessible via an internal Intranet or the Internet.

Functional Area V - Manufacturer's Extended Warranty

Manufacturer's Extended Warranty Service may be purchased in conjunction with or separately from functional Areas I, II and III, at any time. Only Master Contractors authorized by the Manufacturer or Distributor of the Hardware may provide Manufacturer's Warranty Services. Manufacturer's Warranty Service shall include, but is not limited to:

- Electronic media and consulting services, upgrades and enhancements for technology advancements, improved functionality, and compatibility with new industry standards;
- Direct access to experienced consultants of the Hardware;
- Flexible service options including telephone or e-mail support;
- Timely problem resolution of reported discrepancies;
- Remote technical support;
- Online self-help functions;
- On site warranty

Any warranty period for equipment and services will not commence until acceptance of the equipment or services by the requesting agency. All defective items must be replaced at no additional cost to the State. If the products were provided without the Installation terms, the contractor is responsible for the installation of the replacement equipment as defined in the PORFP. If the products were provided without installation, the contractor, at its option and at no additional cost to the State, may provide on-site service or next-day drop ship replacements for the Agency to install.

COMMENTS

(1) DEPARTMENT MANAGER:

Capt Paul K. (Kitea) 9/11/2014
Signature/Date

(2) PURCHASING AGENT:

Recommend Approval

[Signature] (Eric M. Bonilla) 9.17.14
Signature/Date

(3) FINANCE MANAGER:

Recommend approval. Adequate funding is included in approved FY15 budget. Funding is from GF fund balance reserves.

Michelle Hefner
Signature/Date 9/19/14

(4) CITY ADMINISTRATOR'S RECOMMENDATION:

Recommend Approval
Bruce Linneman 9/9/14
Signature/Date

REQUIRED MOTION

MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic:

Wastewater: Grinder Pump - Fluid Solutions, Inc. (Westminster, MD) \$57,200.00

Mayor and City Council Action Required:

Requested approval of the WW Consent Agenda for Grinder Pumps in the amount of \$57,200.

Discussion:

This is part of our annual replacement program, the City has roughly 330 grinder pumps that are maintained by the Collection System Division in four locations (Brightwood East, Fairway East, Fairway Meadows & Woodlands North). Normal pump life is expected to be about 10 years. Grinder pumps are used in situations where sewer service lines leaving a home or business are lower than the public sewer main. The Grinder Pump is used to pump the wastewater into the public sewer main. (Sole Source purchase for compatible/proprietary equipment)

Financial Impact:

Account # 54-5485001-5881 currently has \$151,958 for FY 15

Recommendation:

Staff recommended approval

Motion:

Consent Agenda

Action Dates:

September 30 Regular Session

ATTACHMENTS:

File Name		Description
	WW Consent Agenda for Grinder Pumps 093014.xls	WW Consent Agenda for Grinder Pumps 093014
	WW Fluid Solutions Grinder Pump Quote 093014.pdf	WW Fluid Solutions Grinder Pump Quote 093014
	Grinder Pump Consent Form.pdf	Completed Consent Form for Grinder Pumps

Approval For: _____
Consent Agenda: **X** _____
New Business: _____

Quantity	Description	Value
20	Homa Model GRP19/1 submersible grinder pump. Retro-fit for e/one. With:	\$2,
	* Capacitors housed in converter box near top of accessway	
	* 5 year warranty included	
	* Exclusive smart start pump protection	
	* Freight included	
TOTAL :		

This is part of our annual replacement program, the City has roughly 330 grinder pumps that are maintained by the Collection System Division in four areas (Brightwood East, Fairway East, Fairway Meadows & Woodlands North). Normal pump life is expected to be about 10 years. Grinder pumps are used in situations where sewer service lines leaving a home or business are lower than the public sewer main. The Grinder Pump is used to pump the wastewater into the public sewer main. (Sole Source purchase for compatible/proprietary equipment)

[illegible]

Comments

Department Manager (required on all unbudgeted items):

This is part of our annual replacement program, the City has roughly 330 grinder pumps that are maintained by the Collection System Division in four (Brightwood East, Fairway East, Fairway Meadows & Woodlands North). Normal pump life is expected to be about 10 years. Grinder pumps are used in situations where sewer service lines leaving a home or business are lower than the public sewer main. The Grinder Pump is used to pump the wastewater into the public sewer main. (Sole Source purchase for compatible/proprietary equipment)



Wastewater Operations Manager

September 2,

_____ Date

Finance Department:

Signature

Date

Finance Manager:

Signature

Date

City Administrator's Recommendation:

Signature

Date

[illegible]

r locations nd in ter into the
2014

Fluid Solutions, Inc. / QUOTATION

1843 Old Taneytown Road, Westminster, Maryland 21787

(443)-250-7555

FAX (410) 795-7925

To: City Of Hagerstown

Date: July 15, 2014

Attn: Jeff Decker / George Fischer

Quote No.: 140715MQ1

Reference: HOMA drop in pumps

By: Mark P. Near

Terms: net 30 w/ approved credit

Page: 1

F.O.B. Ship point, FFA

Delivery: Will advise

Valid 30 days

Here is our quotation on the goods named, subject to the terms and conditions noted:

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by Fluid Solutions Inc. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on cost and conditions existing on date of quotation and are subject to change by Fluid Solutions Inc. before final acceptance. Typographical errors are subject to correction. Purchaser assumes liability for patent and copyright infringement when goods are made to purchaser's specifications. Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on Fluid Solutions Inc. Taxes are not included, Pricing does not reflect retainage. FSI reserves the right to adjust pricing if retainage is required. Should payment terms not be met, FSI reserves the right to collect interest and any other costs incurred to collect final payment amount, including, but not limited to, attorney, arbitration or court fees.

Homa Model GRP19/1 submersible grinder pump. Retro-fit for e/one.

With:

- Capacitors housed in converter box near top of accessway.
- 5 year warranty included
- Exclusive smart start pump protection
- Freight included

\$2,860.00 each with minimum order of 20 units

Approval For: _____
Consent Agenda: **X** _____
New Business: _____

Originating Department: <u>Wastewater Department</u>		By: <u>Joseph W Moss</u>	
Account Number: <u>54-5485001-5881</u>		Account/Project Name: <u>C0767 Grinder Pump Replacement Program</u>	
Account Number: _____		Account/Project Name: _____	
Budget Amount: FY15	\$ <u>162,000</u>	Account Balance: \$	<u>151,958</u> Year <u>FY15</u> CIP Control No.: <u>C0767</u>
FY15	_____	Account Balance: _____	Year _____ CIP Control No.: _____
Unbudgeted: _____	Source Of Funds: _____		

Quantity	Description	Value
20	Homa Model GRP19/1 submersible grinder pump. Retro-fit for e/one. With:	\$2,860.00 Each
	* Capacitors housed in converter box near top of accessway	
	* 5 year warranty included	
	* Exclusive smart start pump protection	
	* Freight included	
	TOTAL :	\$57,200.00

This is part of our annual replacement program, the City has roughly 330 grinder pumps that are maintained by the Collection System Division in four locations (Brightwood East, Fairway East, Fairway Meadows & Woodlands North). Normal pump life is expected to be about 10 years. Grinder pumps are used in situations where sewer service lines leaving a home or business are lower than the public sewer main. The Grinder Pump is used to pump the wastewater into the public sewer main. (Sole Source purchase for compatible/proprietary equipment)

Other Vendors: (Sole Source purchase for compatible/proprietary equipment)

[illegible]

Comments

Department Manager (required on all unbudgeted items):

This is part of our annual replacement program, the City has roughly 330 grinder pumps that are maintained by the Collection System Division in four locations (Brightwood East, Fairway East, Fairway Meadows & Woodlands North). Normal pump life is expected to be about 10 years. Grinder pumps are used in situations where sewer service lines leaving a home or business are lower than the public sewer main. The Grinder Pump is used to pump the wastewater into the public sewer main. (Sole Source purchase for compatible/proprietary equipment)



Wastewater Operations Manager

September 2, 2014

Date

Finance Department:

Recommend Approval



(Erica M. Brinkley)

Signature

9/5/14

Date

Finance Manager:

Recommend approval. This was included in FY15 approved bud as bond funded.



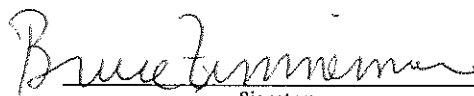
Signature

9/5/14

Date

City Administrator's Recommendation:

Recommend Approval



Signature

9/15/14

Date

REQUIRED MOTION

MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic:

Wastewater: 2014 Utility Vehicle to Replace #501 - Hertrich Fleet Services, Inc. (Denton, MD)
\$25,262.00

Mayor and City Council Action Required:

Requested approval of the replacement of the 1998 Jeep with a Chevrolet Traverse utilizing the State Contract in the amount of \$25,262.

Discussion:

Financial Impact:

Acct 54 54850015840 C004 has an account balance of \$307,000 and \$35,000 budgeted for this vehicle

Recommendation:

Staff requested approval

Motion:

Consent Agenda

Action Dates:

Regular Session

ATTACHMENTS:

File Name	Description
 Wastewater Consent Agenda Vehicle No 501 Replacement 092314.pdf	Wastewater Consent Agenda Vehicle No 501 Replacement 092314
 Wastewater Vehicle Consent Form.pdf	Completed Consent Form

Approval For:	
Consent Agenda:	X
New Business:	

Quantity	Description	Value
1	Purchase of new 2014 4WD mid-size utility vehicle to replace vehicle #501	\$ 25,262.00
	an existing 1998 jeep cherokee in the Wastewater Division of Utilities	
	TOTAL	\$ 25,262.00

Recommended Vendor:	
Business Name:	HERTRICH FLEET SERVICES INC
Address:	1123 INDUSTRIAL PKWY
City, State:	DENTON, MD 21629
Bid/Proposal/Quote No.:	BPO NO: 001B4400368

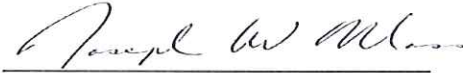
<u>Firm</u>	<u>City, State</u>	<u>Amount</u>
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[illegible]

Comments

Department Manager (required on all unbudgeted items):

Bid Solicitation administered by State of Maryland, Department of General Services in 2014 with contract expiration date of December 31, 2014.



Wastewater Operations Manager

September 1, 2014

Date

Finance Department:

Signature

Date

Finance Manager:

Signature

Date

City Administrator's Recommendation:

Signature

Date

***** STATE OF MARYLAND *****

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STATE OF MARYLAND

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TERMS (cont'd):

TYPE). OPTION PRICES WILL NOT BE INCLUDED IN THE EVALUATION.

ALL QUOTATIONS ARE TO BE NET, CASH DISCOUNTS FOR ANY PERIOD WILL NOT BE ALLOWED. PRICES QUOTED SHOULD REFLECT DELIVERY F.O.B.DESTINATION TO ANY POINT WITHIN MARYLAND FOR ALL VEHICLE TYPES.

ALL BIDDERS SHALL SUBMIT A LIST OF "STANDARD" OPTIONS WITH THEIR BIDS.

ALSO, FOR ANY OPTION NOT LISTED, ALL BIDDERS SHALL STATE DISCOUNT FROM MANUFACTURER'S LIST PRICE (% OFF). LIST DISCOUNT PERCENTAGE IN THE ALTERNATE DESCRIPTION SECTION OF YOUR BID.

NO TRADE-INS ARE INVOLVED. SUCCESSFUL BIDDER WILL, HOWEVER, BE RESPONSIBLE FOR LICENSE TAG TRANSFERS FROM THE STATE VEHICLE BEING REPLACED TO THE NEW VEHICLE AT THE POINT OF DELIVERY OR MARYLAND TEMPORARY TAGS WHICHEVER IS APPLICABLE.

QUANTITIES ARE ESTIMATES ONLY AND ARE NOT TO BE CONSTRUED AS ANY MINIMUM OR MAXIMUM GUARANTEE. BIDS WHICH LIMIT QUANTITIES IN ANY WAY WILL NOT BE CONSIDERED OR ACCEPTED

PROCESSING FEE

1.

CONTRACTOR SHALL PAY A PROCESSING FEE TO THE STATE IN THE AMOUNT OF ONE PERCENT (1%) OF THE TOTAL CONTRACT SALES. THE PROCESSING FEE IS CALCULATED BASED ON ALL SALES TRANSACTED UNDER THE CONTRACT, MINUS ANY RETURNS OR CREDITS. THE PROCESSING FEE SHALL NOT BE CHARGED DIRECTLY TO THE CUSTOMER, E.G., AS A SEPARATE LINE ITEM, FEE OR SURCHARGE, BUT SHALL BE INCLUDED IN THE CONTRACT'S UNIT PRICES.

2. THE PROCESSING FEE SHALL BE SUBMITTED TO THE DEPARTMENT OF GENERAL SERVICES, FISCAL SERVICES DIVISION, 301 W. PRESTON STREET, ROOM 1309, BALTIMORE, MD., 21201, WITHIN TEN (10) CALENDAR DAYS FOLLOWING THE END OF EACH CALENDAR MONTH ALONG WITH A MONTHLY USAGE REPORT DOCUMENTING ALL CONTRACT SALES. AN EXCEL VERSION OF THE MONTHLY USAGE REPORT SHALL ALSO BE EMAILED TO THE PROCUREMENT OFFICER.

3. FAILURE TO REMIT PROCESSING FEES IN A TIMELY MANNER OR REMITTANCE OF FEES INCONSISTENT WITH THE CONTRACT'S REQUIREMENTS MAY RESULT IN THE STATE EXERCISING ALL RECOURSE AVAILABLE UNDER THE CONTRACT INCLUDING, BUT NOT LIMITED TO, A THIRD PARTY AUDIT OF ALL CONTRACT ACTIVITY. SHOULD AN AUDIT BE REQUIRED BY THE STATE, THE CONTRACTOR SHALL REIMBURSE THE STATE FOR ALL COSTS ASSOCIATED WITH THE AUDIT UP TO \$10,000.00 OR ONE (1%) PERCENT OF THE CONTRACT'S ESTIMATED ANNUAL VALUE, WHICHEVER IS HIGHER.

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STATE OF MARYLAND**

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
0001	07048-090000	EA	21,478.0000

VEHICLE, TYPE 9 4WD COMPACT UTILITY

VEHICLE, TYPE 9, FOUR (4) WHEEL DRIVE COMPACT UTILITY VEHICLE
PER THE ATTACHED ST OF MD SPECIFICATIONS.

2014 DODGE JOURNEY SXT AWD JCEE49

0002	07048-100000	EA	29,164.0000
------	--------------	----	-------------

VEHICLE, TYPE 10.1, FULL SIZE UTILITY VEHICLE EXTENDED (E-85)
ETHANOL
PER THE ATTACHED ST OF MD SPECIFICATIONS. SPECIFY MAKE AND MODEL
2014 FORD EXPEDITION EL K1F

ADDITION FOR 4 WHEEL DRIVE W/SHIFT ON THE FLY \$2,896.00
ADDITION FOR TOW PACKAGE W/HEAVY DUTY COOLING: \$389.00

0003	07048-100000	EA	27,983.0000
------	--------------	----	-------------

VEHICLE, TYPE 10-C, FOUR (4) WHEEL DRIVE FULL SIZE UTILITY VEHICLE
PER THE ATTACHED ST OF MD SPECIFICATIONS.

FORD EXPEDITION RL 4WD U1G - BUCKET SEATS

0004	07048-10M000	EA	25,262.0000
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VEHICLE, TYPE 10M 4WD MID SIZE UTILITY

VEHICLE, TYPE 10-M, FOUR (4) WHEEL DRIVE MID-SIZE UTILITY VEHICLE
PER THE ATTACHED ST OF MD SPECIFICATIONS.

CHEVROLET TRAVERSE LS AWD CV14526
V8 IS NOT AVAILABLE

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***** STATE OF MARYLAND *****
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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
0005	07048-11C000	EA	20,151.0000

VEHICLE, TYPE 11C, ETHANOL FUELED 7 PASSENGER MINIVAN.

VEHICLE, TYPE 11-C, FLEX FUELED SEVEN (7) PASSENGER MINI WAGON/VAN
(E-85) ETHANOL, PER THE ATTACHED ST OF MD SPECIFICATIONS.

DODGE GRAND CARAVAN RTKH53

ADDITION FOR REAR AIR CONDITIONING/HEAT: \$475.00

0006	07048-13C000	EA	19,448.0000
------	--------------	----	-------------

VEHICLE, TYPE 13C, FULL SIZE 8 PASSENGER WAGON, ETHANOL

VEHICLE, TYPE 13-C, FLEX FUELED FULL SIZE EIGHT (8) PASSENGER WAGON
/VAN (E-85) ETHANOL, PER THE ATTACHED ST OF MD SPECIFICATIONS.

FORD ECONOLINE E-150 E1B

ADDITION FOR REAR AIR CONDITIONING/HEAT: \$820.00

ADDITION FOR SLIDING DOORS: NO CHARGE

0007	07048-16C000	EA	16,863.0000
------	--------------	----	-------------

VEHICLE , TYPE 16C, 1/2 TON CARGO VAN, ETHANOL

VEHICLE, TYPE 16-C, FLEX FUELED 1/2 TON CARGO VAN (E-85) ETHANOL
PER THE ATTACHED ST OF MD SPECIFICATIONS.

FORD ECONOLINE E-150 E1E

ADDITION FOR REAR AIR CONDITIONING/HEAT: \$820.00

ADDITION FOR REAR GLASS DOORS: 59.00

ADDITION FOR ALL WHEEL DRIVE (AWD): NOT AVAILABLE

0008	07048-170000	EA	17,938.0000
------	--------------	----	-------------

VEHICLE, TYPE 17-C, FULL SIZE 3/4 TON CARGO VAN (E-85) ETHANOL

*** CONTINUED, NEXT PAGE ***

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
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PER THE ATTACHED ST OF MD SPECIFICATIONS.

FORD ECONOLINE E-250 E2E

ADDITION FOR REAR AIR CONDITIONING/HEAT: \$820.00

ADDITION FOR DUAL REAR DOORS W/GLASS: \$59.00

ADDITION FOR TINTED GLASS IS STANDARD

0009	07048-180000	EA	20,553.0000
------	--------------	----	-------------

VEHICLE, TYPE 18-C, FULL SIZE 1-TON CARGO VAN (E-85) ETHANOL
PER THE ATTACHED ST OF MD SPECIFICATIONS.

FORD ECONOLINE E350 E3E

ENTER THE FOLLOWING OPTION PRICING INTO THE COMMENT SECTION OF THE
BID RESPONSE. (THESE OPTIONS WILL NOT FACTOR INTO THE EVALUATION OF
THE BID FOR AWARD PURPOSES.)

ADDITION FOR REAR AIR CONDITIONING/HEAT: \$820.00

ADDITION FOR DUAL REAR DOORS (AGENCY MAY SPECIFY W/GLASS): \$59.00

ADDITION FOR TINTED GLASS: IS STANDARD

END OF ITEM LIST

ONLY THE SPECIFIC MODEL VEHICLES LISTED WILL BE CONSIDERED. NO
SUBSTITUTES.

COLOR: TO BE ANY SOLID COLOR AS SHOWN IN MANUFACTURER'S COLOR
SELECTOR ON MODEL BID. WHETHER COLOR IS STANDARD OR OPTIONAL, THE
COLOR MUST BE PART OF BASE BID.

AT TIME OF DELIVERY FROM DEALER, EACH VEHICLE SHALL CONTAIN A MINIMUM
OF FIVE (5) GALLONS OF GASOLINE.

ALL BIDDERS MUST POSSESS A VALID STATE OF MARYLAND MOTOR VEHICLE
ADMINISTRATION (MVA) DEALER'S LICENSE. ALL BIDDERS MUST ALSO POSSESS
A VALID STATE OF MARYLAND MOTOR VEHICLE ADMINISTRATION SALESMAN'S
LICENSE. A COPY OF THE AFOREMENTIONED LICENSES MUST BE PROVIDED UPON
REQUEST.

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TERMS (cont'd):

VEHICLE MUST BE DELIVERED WITH A CERTIFICATE OF ORIGIN.

THERE IS TO BE NO DEALER IDENTIFICATION ATTACHED TO THE NEW VEHICLE.

VENDOR WILL BE REQUIRED UPON DELIVERY TO SUBMIT A CERTIFICATE SHOWING THAT THE VEHICLE WAS SERVICED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDED NEW MOTOR VEHICLE PREPARATION CHECK SHEET. THIS CERTIFICATION IS TO BE SIGNED BY THE PERSON WHO SERVICED THE VEHICLE, AS WELL AS THE OWNER AND/OR DESIGNATED REPRESENTATIVE OF MANAGEMENT.

ALL BIDDERS MUST SUBMIT WRITTEN EVIDENCE WITH BIDS SHOWING A MINIMUM WARRANTY ON POWER TRAIN OF 6 YEARS/60,000 MILES AND A MINIMUM VEHICLE WARRANTY OF 1 YEAR/12,000 MILES. THERE SHALL BE ZERO (-0-) DEDUCTIBLE ON THE WARRANTY.

STANDARD AND/OR EXTENDED WARRANTY PAPERS MUST BE GIVEN AT TIME OF VEHICLE DELIVERY.

ANY REDUCTION OF PRICES DURING THE PERIOD OF THIS CONTRACT SHALL BE PASSED ON TO THE STATE OF MARYLAND.

ALL PRODUCTS USED IN PACKING TO CUSHION AND PROTECT DURING THE SHIPMENT OF COMMODITIES ARE TO BE MADE OF RECYCLED, RECYCLABLE, AND/OR BIODEGRADABLE MATERIALS.

VENDOR MUST INCLUDE THE 9-DIGIT ZIP CODE OF COMPANY ADDRESS ON ALL INVOICES. FAILURE TO DO SO MAY RESULT IN DELAY OF PAYMENT.

WARRANTY AND SERVICE IS TO BE HONORED AT MANUFACTURER'S DEALERSHIPS, REGARDLESS OF WHICH DEALER IS THE SUCCESSFUL BIDDER. SHOULD THERE BE ANY DIFFERENCE IN FLEET WARRANTY AND RETAIL WARRANTY, IT MUST BE SO INDICATED WITH YOUR BID.

USAGE REPORTS: SUCCESSFUL VENDOR(S) MUST PROVIDE USAGE FIGURES FOR ALL VEHICLES PURCHASED AGAINST THIS CONTRACT. INFORMATION MUST INCLUDE ALL POLITICAL SUBDIVISIONS AND NON-PROFIT ORGANIZATIONS. STATISTICS MUST BE CATEGORIZED BY ORDERING ENTITY AND TYPE OF VEHICLE. USAGE REPORTS MUST BE PROVIDED ON A QUARTERLY BASIS. VENDORS WHO ARE DETERMINED TO BE IN DEFAULT OF THIS MANDATORY REPORT REQUIREMENT WILL NOT BE ALLOWED TO BID ON ANY FUTURE REQUIREMENTS. REPORT SHALL BE SENT IN EXCEL FORMAT AND EMAILED TO THE DGS PROCUREMENT OFFICER.

THE MARYLAND DEPARTMENT OF GENERAL SERVICES' "TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER \$25,000" INCORPORATED HEREIN BY REFERENCE.

*** CONTINUED, NEXT PAGE ***

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TERMS (cont'd):

PURSUANT TO ARTICLE 41, SECTION 18-201 OF THE ANNOTATED CODE OF MARYLAND, EXCEPT AS PROVIDED IN (B) THE FOLLOWING ENTITIES MAY PURCHASE MATERIALS, SUPPLIES, AND EQUIPMENT UNDER THIS CONTRACT:

- (1) A COUNTY OR BALTIMORE CITY;
- (2) A MUNICIPAL CORPORATION;
- (3) A GOVERNMENTAL AGENCY IN THE STATE;
- (4) A PUBLIC OR QUASI-PUBLIC AGENCY THAT:
 - (I) RECEIVES STATE MONEY; AND
 - (II) IS EXEMPT FROM TAXATION UNDER SECTION 501(C) (3) OF THE INTERNAL REVENUE CODE;
- (5) A PRIVATE ELEMENTARY OR SECONDARY SCHOOL THAT:
 - (I) EITHER HAS BEEN ISSUED A CERTIFICATE OR APPROVAL FROM THE STATE BOARD OF EDUCATION OR IS ACCREDITED BY THE ASSOCIATION OF INDEPENDENT SCHOOLS; AND
 - (II) IS EXEMPT FROM TAXATION UNDER SECTION 501 (C) (3) OF THE INTERNAL REVENUE CODE:
OR
- (6) A NONPUBLIC INSTITUTION OF HIGHER EDUCATION UNDER SECTION 17-106 OF THE EDUCATION ACTICLE.

A PRIVATE ELEMENTARY OR SECONDARY SCHOOL OR A NONPUBLIC INSTITUTION OF HIGHER EDUCATION MAY NOT PURCHASE RELIGIOUS MATERIALS UNDER THIS CONTRACT

THE RIGHT TO PURCHASE UNDER THIS SECTION SHALL BE IN ADDITION TO, BUT NOT IN SUBSSITUATION FOR, THE APPLICABLE PURCHASING POWER GRANTED TO ANY OF THE LISTED ENTITIES PURSUANT TO ANY STATUTORY OR CHARTER PROVISION.

ALL PURCHASES UNDER THIS CONTRACT BY ANY SUCH ENTITY WHICH IS NOT A UNIT OR AGENCY OF THE STATE OF MARYLAND FOR WHICH THE STATE OF MARYLAND MAY BE HELD LIABLE IN CONTRACT (1) SHALL NOT CONSTITUTE A PURCHASE OR CONTRACT BETWEEN THE CONTRACTOR AND THAT ENTITY ONLY, (2) SHALL NOT CONSTITUTE A PURCHASE OR CONTRACT OF THE STATE OF MARYLAND, (3) SHALL NOT BE BINDING OR ENFORCEABLE AGAINST THE STATE OF MARYLAND OR ANY OF ITS UNITS OR AGENCIES, AND (4) MAY BE SUBJECT TO OTHER TERMS AND CONDITIONS AGREED TO BY THE CONTRACTOR, AND THE PURCHASER. CONTRACTOR BEARS THE RISK OF DETERMING WHETHER OR NOT ANY ENTITY FROM WHICH THE CONTRACTOR RECEIVES AN ORDER UNDER THE CONTRACT IS A UNIT OR AGENCY OF THE STATE OF MARYLAND SUCH THAT THE CONTRACT MAY BE ENFORCED AGAINST THE STATE OF MARYLAND.

***** LAST PAGE *****

AUTHORIZED BY: 
BUYER AUTHORIZED DESIGNEE

DATE: 1/28/14
(REvised)



CITY OF HAGERSTOWN
VEHICLE/EQUIPMENT REPLACEMENT SCHEDULE
DISPOSAL INFORMATION/JUSTIFICATION
FISCAL YEAR 2014/15

Department: Wastewater Division: Administration

Vehicle Call #: 501 Model Yr: 1998 Serial #: 1J4FJ2853WL183341

Make: JEEP Model: CHEROKEE

Vehicle Description: SPORT UTILITY VEHICLE

Mileage/Hours: 46,857 Repair Costs to Date: \$5,862

of Service Orders: 29 Condition: POOR

Reason(s) for Replacement:

☒	Deteriorating Condition
☐	Undersized for Type of Work
☐	Hours and/or Age
☐	Other (explain in detail) <u>EXCESSIVE COST TO PASS EMISSIONS TESTING</u>

Is purchase an addition to the fleet? NO

Reason for addition: _____

Disposition:

☐	Addition
☐	Transfer within City
☐	Disposal
☐	Junked

Salvage Value: _____

Notes:

Prepared By: *[Signature]* Date: 8-12-14

City of Hagerstown
Repair Order History

Page: 1 of 6

8/12/2014 10:29:11 AM

Eastern Standard Time

Search and Select:

Units	Unit - Unit Number	501 (SUV) CMG
-------	--------------------	---------------

Report Parameters:

R/O Work	All
Date (Out) Start	1/1/2007
Date (Out) End	8/12/2014

Central Maintenance Charges
Vehicle Number 005546

Period(s) ?*

08/12/2014
page 1

Date	Track #	line Identifier	Quantity	Amount
Vehicle 005546 1998 JEEP CHEROKEE 4WD 4DR SE Call 501				
12/20/1999	CM55469951	0003 PCG0120 BLADE WIPER 18-51, 31-18 TRI 33-183,PRL-18-2	2.00000	13.67
		----- period 2000-07 ----->		13.67
02/25/2000	CM55460008	0003 PCG0005 ANTI-FREEZE WINDSHIELD SOLVENT	4.00000	2.65
02/25/2000	CM55460008	0004 PCG6687 OIL CITGO SUPERGARD 5W-30 KENDALL 5W-30	6.00000	5.93
02/25/2000	CM55460008	0005 PCG6817 FILTER 1085 OIL	1.00000	2.81
02/25/2000	CM55460008	0006 PCG0005 ANTI-FREEZE WINDSHIELD SOLVENT	1.00000	.66
		----- period 2000-08 ----->		12.05
02/25/2000	CM55460012	0003 L02817 Donald E. Fox Mechanic Assistant	1.00000	35.47
		----- period 2000-09 ----->		35.47
		----- year 2000 ----->		61.19
07/10/2000	CM55460028	0003 PCG6687 OIL CITGO SUPERGARD 5W-30 KENDALL 5W-30	6.00000	5.92
07/10/2000	CM55460028	0004 PCG6817 FILTER 1085 OIL	1.00000	2.99
07/10/2000	CM55460028	0005 PCG0005 ANTI-FREEZE WINDSHIELD SOLVENT	1.00000	.70
07/10/2000	CM55460028	0006 PCG0004 ANTI-FREEZE	1.50000	4.65
		----- period 2001-01 ----->		14.26
07/10/2000	CM55460028	0007 L02817 Donald E. Fox, Sr. Mechanic Assistant	1.00000	36.39
01/16/2001	CM55460103	0004 PCG6687 OIL CITGO SUPERGARD 5W-30 KENDALL 5W-30	6.00000	5.92
01/16/2001	CM55460103	0005 PCG6817 FILTER 1085 OIL	1.00000	2.96
01/16/2001	CM55460103	0006 PCG0005 ANTI-FREEZE WINDSHIELD SOLVENT	2.00000	1.40

Central Maintenance Charges

Vehicle Number 005546

Period(s) ?*

08/12/2014

page 2

Date	Track #	line Identifier	Quantity	Amount
----- period 2001-07 ----->				46.67
02/07/2001	CM55460106	0003 EXPENSE	2.00000	130.52
		T & R TIRE INV#13413		
		MED P225/75R15 SPN KINGA		
02/07/2001	CM55460106	0004 EXPENSE	2.00000	.80
		T & R TIRE INV#13413		
		MD RECYCLE FEE 600150-147		
02/07/2001	CM55460106	0005 EXPENSE	2.00000	6.00
		T & R TIRE INV#13413		
		SCRAP PASS FEE 600150-147		
02/07/2001	CM55460106	0006 EXPENSE	2.00000	16.00
		T & R TIRE INV#13413		
		LB-BALANCE LT-TRUCK 600150-147		
----- period 2001-08 ----->				153.32
01/16/2001	CM55460103	0007 L03283	.80000	27.43
		George E. Kearns, Jr.		
		Vehicle Maintenance Mechanic		
----- period 2001-09 ----->				27.43
----- year 2001 ----->				241.68
09/18/2001	CM55460138	0003 L02817	2.00000	72.79
		Donald E. Fox, Sr.		
		Mechanic Assistant		
09/18/2001	CM55460138	0004 PCG6687	6.00000	8.71
		OIL CHEVRON SUPREME 5W-30		
09/18/2001	CM55460138	0005 PCG6817	1.00000	3.03
		FILTER 1085 OIL		
09/18/2001	CM55460138	0006 PCG6878	1.00000	4.26
		FILTER 6077 AIR		
09/18/2001	CM55460138	0007 E	1.00000	22.58
		EAST END AUTO PO 600316-72		
		K060950 BELT		
09/20/2001	CM55460138	0008 E	1.00000	45.00
		SCOTTS SUTO PO 600333-11		
		REPAIR BELT TENSIONER		
----- period 2002-03 ----->				156.37
----- year 2002 ----->				156.37
07/17/2002	CM55460229	0003 L02817	1.00000	36.39
		Donald E. Fox, Sr.		
		Mechanic Assistant		
07/17/2002	CM55460229	0004 PCG6687	6.00000	7.11
		OIL CHEVRON SUPREME 5W-30		

Central Maintenance Charges

Vehicle Number 005546

Period(s) ?*

08/12/2014

page 3

Date	Track #	line Identifier	Quantity	Amount
07/17/2002	CM55460229	0005 PCG6817 FILTER 1085 OIL	1.00000	3.21
07/17/2002	CM55460229	0006 PCG6878 FILTER 6077 AIR	1.00000	4.43
10/23/2002	CM55460243	0003 PCG0005 WINDSHIELD SOLVENT YEAR ROUND	1.00000	1.44
		----- period 2003-01 ----->		51.14
06/23/2003	CM55460326	0003 L03581 Elmer W. Poffenberger Vehicle/Equipment Preventative	1.00000	38.44
06/23/2003	CM55460326	0004 L03482 Allen D. Taylor Vehicle Maintenance Mechanic	3.00000	112.56
		----- period 2003-12 ----->		151.00
		----- year 2003 ----->		203.58
08/13/2003	CM55460333	0003 PCG5876 ADHESIVE LOCTITE 11067-2 MIRROR	1.00000	3.47
02/18/2004	CM55460408	0003 E T& R TIRES 600636-135 FLAT REPAIR	1.00000	15.00
		----- period 2004-02 ----->		3.47
		----- period 2004-08 ----->		15.00
		----- year 2004 ----->		18.47
08/25/2004	CM55460435	0003 L03637 Paul M Yeager Vehicle & Equip. Maint. Mech	1.50000	45.35
08/25/2004	CM55460435	0004 PCG6817 FILTER CPH253 OIL	1.00000	2.01
08/25/2004	CM55460435	0005 PCG6687 OIL CHEVRON SUPREME 5W-30	6.00000	7.56
02/07/2005	CM55460507	0003 E BATTERY ONE C8-24 D346 DELCO BATTERY	1.00000	56.60
02/07/2005	CM55460507	0004 E EAST END AUTO C8-25 CWP 13-51 WIPER BLADES	1.00000	6.80
		----- period 2005-03 ----->		9.57

Central Maintenance Charges

Vehicle Number 005546

Period(s) ?*

08/12/2014

page 4

Date	Track #	line Identifier	Quantity	Amount
02/07/2005	CM55460507	0005 PCG6832 BLADE WIPER 357-180, 29-18	2.00000	14.18
02/07/2005	CM55460507	0006 PCG0005 WINDSHIELD SOLVENT YEAR ROUND	1.00000	1.49
02/07/2005	CM55460507	0007 L03482 Allen D. Taylor Vehicle Maintenance Mechanic	1.50000	53.29
				----- period 2005-08 ----->
04/22/2005	CM55460517	0003 E T & R TIRES C10-96 SERVICE CALL	1.00000	132.36 40.00
04/22/2005	CM55460517	0004 E T & R TIRES C10-96 FLAT REPAIR & MINI COMBI	1.00000	21.00
				----- period 2005-11 ----->
				----- year 2005 ----->
				248.28
07/05/2005	CM55460528	0003 L03482 Allen D. Taylor Vehicle Maintenance Mechanic	6.00000	213.17
07/05/2005	CM55460528	0004 E EAST END AUTO C1-9 FRI BCD477 BLUE CERAMIC PAD	1.00000	41.05
07/05/2005	CM55460528	0005 E EAST END AUTO C1-9 BDR 5115 BRAKE ROTORS	2.00000	60.59
07/05/2005	CM55460528	0006 E EAST END AUTO C1-9 FRI BS538 REMFG BRAKE SHOE	1.00000	27.60
07/05/2005	CM55460528	0007 E EAST END AUTO C1-9 BRK EW55199 WHEEL CYL	2.00000	52.41
07/05/2005	CM55460528	0008 E S & S TIRES C1-11 225/75R15S TIRES	4.00000	250.40
07/05/2005	CM55460528	0009 E S & S TIRES C1-11 TAX & DISPOSAL	1.00000	17.20
07/05/2005	CM55460528	0010 PCG5641 CLEANER BRAKE	1.00000	4.53
07/05/2005	CM55460528	0011 PCG0279 BRAKE FLUID	1.00000	1.36
				----- period 2006-01 ----->
08/03/2005	CM55460532	0003 L03482 Allen D. Taylor Vehicle Maintenance Mechanic	2.00000	668.31 71.06

Central Maintenance Charges
Vehicle Number 005546

Period(s) ?*

08/12/2014
page 5

Date	Track #	line Identifier	Quantity	Amount
08/05/2005	CM55460532	0004 L03482 Allen D. Taylor Vehicle Maintenance Mechanic	1.00000	35.53
08/04/2005	CM55460532	0005 E EAST END AUTO C2-10 EC DS-877 SWITCH	1.00000	60.23
----- period 2006-02 ----->				166.82
----- year 2006 ----->				835.13
07/17/2006	CM55460630	0003 L03637 Paul M Yeager Veh & Equip. Maint. Mech II	1.50000	56.13
07/17/2006	CM55460630	0004 PCG6687 OIL CHEVRON SUPREME 5W-30	5.00000	8.37
07/17/2006	CM55460630	0005 PCG0619 FILTER CPH253 OIL	1.00000	2.19
----- period 2007-01 ----->				66.69
11/20/2006	CM55460648	0003 E HAGERSTOWN AUTO C5-84 25-060950 V-BELT	1.00000	27.66
11/20/2006	CM55460648	0004 L03790 Scott G Kiser Veh. & Equip. Maint. Mech III	2.00000	137.67
----- period 2007-05 ----->				165.33
02/02/2007	CM55460706	0003 PCG2790 ICE SCRAPER W/BRUSH 760-1464	1.00000	2.82
----- period 2007-08 ----->				2.82
04/30/2007	CM55460719	0003 L03870 Daniel P Craigie Veh & Equip. Maint. Mech I	.50000	29.71
04/30/2007	CM55460719	0004 L03870 Daniel P Craigie Veh & Equip. Maint. Mech I	2.00000	118.86
05/01/2007	CM55460719	0005 L03870 Daniel P Craigie Veh & Equip. Maint. Mech I	2.00000	118.86
05/02/2007	CM55460719	0006 E HOFFMAN AUTO C11-2 55235571AB DR CHECK	1.00000	33.36
05/02/2007	CM55460719	0007 L03870 Daniel P Craigie Veh & Equip. Maint. Mech I	3.00000	178.29
05/10/2007	CM55460720	0003 PCG0005 WINDSHIELD SOLVENT YEAR ROUND	1.00000	1.86
----- period 2007-11 ----->				480.94

Central Maintenance Charges
Vehicle Number 005546

Period(s) ?*

08/12/2014
page 6

Date	Track #	line Identifier	Quantity	Amount
----- year 2007 ----->				715.78
07/09/2007	CM55460729	0003 L03637 Paul M Yeager Veh & Equip. Maint. Mech II	1.00000	82.51
07/09/2007	CM55460729	0004 PCG0619 FILTER CPH253 OIL	1.00000	2.07
07/09/2007	CM55460729	0005 PCG7001 5W30 MOTOR OIL (BULK)	5.00000	6.56
----- period 2008-01 ----->				91.14
09/17/2007	CM55460739	0003 L03870 Daniel P Craigie Veh & Equip. Maint. Mech I	.50000	22.91
----- period 2008-03 ----->				22.91
11/29/2007	CM55460749	0003 PCG5633 BULB 906	1.00000	1.67
----- period 2008-06 ----->				1.67
----- year 2008 ----->				115.72
07/16/2008	CM55460830	0003 E BATTERY ONE C1-68 AF7877 AIR FILTER	1.00000	5.70
07/16/2008	CM55460830	0004 L03637 Paul M Yeager Veh & Equip. Maint. Mech II	1.00000	59.80
07/16/2008	CM55460830	0005 PCG0619 FILTER CPH253 OIL	1.00000	2.20
07/16/2008	CM55460830	0006 PCG7001 5W30 MOTOR OIL (BULK)	5.00000	7.07
07/16/2008	CM55460830	0007 PCG7004 WINDOW SOLVENT (BULK)	1.00000	1.93
----- period 2009-01 ----->				76.70
----- year 2009 ----->				76.70
005546 call(501)				2,672.90

City of Hagerstown

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Repair Order History

8/12/2014 10:29:11 AM

Eastern Standard Time

501 (SUV) CMG

RO Number	RO Stage	Date	Meter Reading	Mechanic/Vendor
Vendor (Invoice)	Date Work	Repair Reason	VMRS Code	Parts Amount
Description				Labor Amount
		Routine Work	030-000-000	\$0.00
				\$29.72
				\$29.72
1. Checked vehicle for dash not working. Customer dropping off 5/1/07 for further diagnosis.				
Totals For SYS01952				\$0.00
				\$29.72
				\$29.72
Totals				\$959.86
				\$2,228.74
				\$3,188.60
Grand Totals				\$959.86
				\$2,228.74
				\$3,188.60

City of Hagerstown

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Repair Order History

8/12/2014 10:29:11 AM

Eastern Standard Time

501 (SUV) CMG

RO Number	RO Stage	Date	Meter Reading	Mechanic/Vendor			
Vendor (Invoice)	Date	Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount
			Routine Work	PMS-000-000	\$16.98	\$55.43	\$72.41
PERFORM B-PM.							
Totals For 05024					\$16.98	\$55.43	\$72.41

02845		9/17/2007		Daniel Craigie			
Vendor (Invoice)	Date	Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount
			Routine Work	043-000-000	\$0.00	\$22.92	\$22.92
Vehicle came in for possible exhaust leak. Nothing found at this time. Right rear tire had nail in it. Made driver aware.							
Totals For 02845					\$0.00	\$22.92	\$22.92

SYS02365		7/9/2007		31,567 Miles		Paul Yeager	
Vendor (Invoice)	Date	Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount
			Routine Work	PMS-000-000	\$0.00	\$45.83	\$45.83
PERFORM B-PM.							
Totals For SYS02365					\$0.00	\$45.83	\$45.83

SYS01959		5/2/2007		Daniel Craigie			
Vendor (Invoice)	Date	Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount
			Routine Work	030-000-000	\$0.00	\$178.29	\$178.29
1. Test drive vehicle no problems found. 2. Checked wiring for driver side speaker not working. Possible head unit. 3. Replaced driver side door check.							
Totals For SYS01959					\$0.00	\$178.29	\$178.29

SYS01954			5/1/2007				
Vendor (Invoice)	Date	Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount
			Routine Work	030-000-000	\$0.00	\$237.72	\$237.72
1. Found TSB on dash cluster wiring. Ordered new harness connector for guage cluster. 2. Replaced guage cluster and ordered driver side door check.							
Totals For SYS01954					\$0.00	\$237.72	\$237.72

SYS01952		4/30/2007		Daniel Craigie
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City of Hagerstown

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Repair Order History

8/12/2014 10:29:11 AM

Eastern Standard Time

501 (SUV) CMG

RO Number	RO Stage	Date	Meter Reading	Mechanic/Vendor
Vendor (Invoice)	Date Work	Repair Reason	VMRS Code	Parts Amount
	Description			Labor Amount
		Routine Work	PMS-000-000	\$10.59
				\$59.80
				\$70.39
		PERFORM B-PM.		
Totals For 11615				\$10.59
				\$59.80
				\$70.39

09313		6/15/2010	37,655 Miles	Paul Yeager
Vendor (Invoice)	Date Work	Repair Reason	VMRS Code	Parts Amount
	Description			Labor Amount
		Routine Work	PMS-000-000	\$12.58
				\$89.70
				\$102.28
		PERFORM B-PM. REPAIR EXHAUST.		
Totals For 09313				\$12.58
				\$89.70
				\$102.28

08312		12/30/2009	36,979 Miles	Allen Taylor
Vendor (Invoice)	Date Work	Repair Reason	VMRS Code	Parts Amount
	Description			Labor Amount
		Routine Work	034-000-000	\$8.79
				\$30.18
				\$38.97
		Replace headlight.		
Totals For 08312				\$8.79
				\$30.18
				\$38.97

07208		6/23/2009		Paul Yeager
Vendor (Invoice)	Date Work	Repair Reason	VMRS Code	Parts Amount
	Description			Labor Amount
		Routine Work	PMS-000-000	\$99.95
				\$138.58
				\$238.53
		PERFORM B-PM. REPLACE BROKEN HOOD RELEASE CABLE, REAR W/W BLADE AND GAS CAP.		
Totals For 07208				\$99.95
				\$138.58
				\$238.53

07034		5/29/2009		Scott Kiser
Vendor (Invoice)	Date Work	Repair Reason	VMRS Code	Parts Amount
	Description			Labor Amount
		Routine Work	001-000-000	\$4.76
				\$74.79
				\$79.55
		Recharge a/c system		
Totals For 07034				\$4.76
				\$74.79
				\$79.55

05024		7/16/2008	34,169 Miles	Paul Yeager
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City of Hagerstown

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Repair Order History

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Eastern Standard Time

501 (SUV) CMG

RO Number	RO Stage	Date	Meter Reading	Mechanic/Vendor
Vendor (Invoice)	Date Work Description	Repair Reason	VMRS Code	Parts Amount Labor Amount Total Amount
		Routine Work	030-000-000	\$190.60 \$228.08 \$418.68
Replaced battery and alternator. Cleaned throttle body and checked for engine codes. Test drive				
Totals For 13997				\$190.60 \$228.08 \$418.68

13472		6/11/2012		Scott Kiser
Vendor (Invoice)	Date Work Description	Repair Reason	VMRS Code	Parts Amount Labor Amount Total Amount
		Routine Work	070-000-000	\$47.04 \$168.50 \$215.54
Install hood cable. Take to have front end alignment. ALIGNMENT				
Totals For 13472				\$47.04 \$168.50 \$215.54

13469		6/8/2012	41,004 Miles	Paul Yeager
Vendor (Invoice)	Date Work Description	Repair Reason	VMRS Code	Parts Amount Labor Amount Total Amount
		Routine Work	PMS-000-000	\$269.74 \$119.60 \$389.34
PERFORM B-PM. PULL ALL WHEELS, CHECK ADJUST AND LUBE BRAKES. PULL AND REPLACE FRONT TIRES.				
Totals For 13469				\$269.74 \$119.60 \$389.34

12339		11/8/2011		Daniel Craigie
Vendor (Invoice)	Date Work Description	Repair Reason	VMRS Code	Parts Amount Labor Amount Total Amount
		Routine Work	042-000-000	\$163.52 \$114.04 \$277.56
Replaced water pump and refilled coolant.				
Totals For 12339				\$163.52 \$114.04 \$277.56

12323		11/1/2011		Paul Yeager
Vendor (Invoice)	Date Work Description	Repair Reason	VMRS Code	Parts Amount Labor Amount Total Amount
		Routine Work	042-000-000	\$4.43 \$59.80 \$64.23
ROAD CALL TO WPC. LEAKING COOLANT. FILL AND BRING TO SHOP.				
Totals For 12323				\$4.43 \$59.80 \$64.23

11515		6/22/2011	38,888 Miles	Paul Yeager
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City of Hagerstown

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Repair Order History

8/12/2014 10:29:11 AM

Eastern Standard Time

501 (SUV) CMG

RO Number	RO Stage	Date	Meter Reading	Mechanic/Vendor			
18117		8/8/2014		Daniel Craigie			
Vendor (Invoice)	Date	Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount
			Routine Work	MSC-000-000	\$0.00	\$114.04	\$114.04
Checked entire vehicle over and found multiple problems.							
Totals For 18117					\$0.00	\$114.04	\$114.04

17634		5/21/2014	48,813 Miles	Paul Yeager			
Vendor (Invoice)	Date	Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount
			Routine Work	PMS-000-000	\$35.30	\$59.80	\$95.10
PERFORM B-PM.							
Totals For 17634					\$35.30	\$59.80	\$95.10

15986			8/7/2013		Daniel Craigie			
Vendor (Invoice)	Date	Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount	
			Routine Work	040-000-000	\$24.20	\$228.08	\$252.28	
Checked for noise. replaced serp belt and checked pulleys. Checked map sensor wiring. nothoing found but Intermittent engine code problem.								
Totals For 15986					\$24.20	\$228.08	\$252.28	

15803	7/10/2013		Daniel Craigie			
Vendor (Invoice)	Date Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount
		Routine Work	040-000-000	\$60.16	\$114.04	\$174.20
Replaced map sensor and checked wiring.						
Totals For 15803				\$60.16	\$114.04	\$174.20

15640			6/12/2013	43,501 Miles	Paul Yeager		
Vendor (Invoice)	Date	Work Description	Repair Reason	VMRS Code	Parts Amount	Labor Amount	Total Amount
			Routine Work	PMS-000-000	\$11.22	\$59.80	\$71.02
PERFORM B-PM.							
Totals For 15640					\$11.22	\$59.80	\$71.02

13997		9/6/2012		Daniel Craigie
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Central Maintenance Charges
Vehicle Number 005546

Period(s) ?*

08/12/2014
page 7

Vehicle Total for Periods ?*

=====
2,672.90
=====

3188.60
2672.90

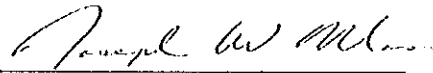
\$ 5861.50

Total

Comments

Department Manager (required on all unbudgeted items):

Bid Solicitation administered by State of Maryland, Department of General Services in 2014 with contract expiration date of December 31, 2014.



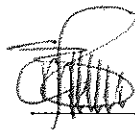
Wastewater Operations Manager

September 1, 2014

Date

Finance Department:

Recommend Approval



(Erica M. Bonilla)

Signature

9.5.14

Date

Finance Manager:

Recommend approval. This was included in FY15 approved bud. There is sufficient funds in WWT avail for this purchase.



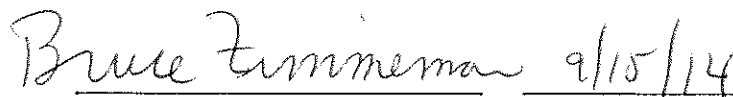
Signature

9/5/14

Date

City Administrator's Recommendation:

Recommend Approval



Signature

9/15/14

Date

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of an Ordinance: Amending Chapter 173 - Peace and Good Order

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of an Ordinance: Amending Chapter 25-1 - Drug Free School Zone

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of an Ordinance: Chapter 70, Cable Television and Open Video Systems

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of an Ordinance:Antietam Cable Franchise Agreement

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of an Ordinance: Catalyst Project #8 - Amending Chapter 232, Vacant Commercial (Non-Residential) Structures, to Provide the Necessary Support to City Neighborhoods

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of an Ordinance: Catalyst Project #8 - Amending Chapter 233 Vacant Residential Structures, to Provide the Necessary Support to City Neighborhoods

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Introduction of an Ordinance: Amending the City Code, Chapter 79, Curfew for Juveniles

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of a Resolution: Approval and Support of US Bicycle Route 11

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

I hereby move that the Mayor and Council Adopt a resolution expressing its approval and support for the development of US Bicycle Route 11 through the City of Hagerstown and requests Maryland Department of Transportation to submit an application to the American Association of State Highway and Transportation Officials (AASHTO) for the aforesaid designation.

Action Dates:

Effective Date: 9/30/2014

ATTACHMENTS:

File Name		Description
	USBR_11_MCC_Packet.pdf	US Bicycle Route 11 Packet



CITY OF HAGERSTOWN, MARYLAND

Department of Community and Economic Development
Planning and Code Administration Division

MEMORANDUM

TO: Bruce Zimmerman, City Administrator

FROM: Alex W. Rohrbaugh, AICP, Planner *AWR*
Rodney Tissue, P.E., City Engineer *RT*

DATE: September 18, 2014

SUBJECT: US Bicycle Route 11 Designation through Hagerstown - Resolution

Action Requested

Staff is seeking the Mayor & Council's endorsement of designating US Bicycle Route 11 through the City of Hagerstown by the Maryland Department of Transportation (MDOT) and American Association of State Highway and Transportation Officials (AASHTO). MDOT is submitting an application to AASHTO for Maryland's portion of US Bicycle Route 11, which needs City endorsement, on October 3rd. Staff was given very short notice on the Application submittal date.

Background

Started in 1978 by AASHTO, the U.S. Bicycle Route system is a developing national network of bicycle routes the link rural, suburban, and urban areas by using existing road and bicycle path/trail networks – it operates like an interstate highway system for bicycling with numbered routes. So far, 6,790 miles of US Bicycle Routes have been designated across 15 states.

US Bicycle Route 11

MDOT is preparing an application for designation of US Bicycle Route 11 (not to be confused with US Route 11) through Washington County – starting from Harper's Ferry, WV then north through Boonsboro, Funkstown, Hagerstown, and Maugansville to the PA state line. Virginia, West Virginia, and Pennsylvania are also working to develop their portions of 11. Working with City Staff, MDOT has developed an alignment through Hagerstown (see attached map). The proposed alignment will use existing SHA-designated bike routes (40 and ALT 40) as well as some City streets. If approved, MDOT will be seeking State funding for route signage through Hagerstown, and the City staff would be responsible for installing the signage.

Potential Benefits from Route Designation

Bicycling tourism is increasing in North America – approximately \$47 billion annually – and the interstate U.S. Bicycle Route system undoubtedly plays a role. By having the US Bicycle Route 11 designation, we see this as an opportunity to increase tourism and spending in Hagerstown, particularly because the route will come through the City Center and the Arts & Entertainment District.

Attachments: Resolution of Endorsement, Maps of Alignment

C: John Lestitian, DCED Director; Kathleen Maher, Planning Director; Eric Deike, Public Works Director;
Rob Slocum, Washington Co.; Hagerstown Bicycle Advisory Committee

REQUIRED MOTION

MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

DATE: September 30, 2014

TOPIC: Designation of US Bicycle Route 11 through Hagerstown

Charter Amendment	_____
Code Amendment	_____
Ordinance	_____
Resolution	<u> X </u>
Other	_____

MOTION: I hereby move that the Mayor and Council Adopt a resolution expressing its approval and support for the development of US Bicycle Route 11 through the City of Hagerstown and requests Maryland Department of Transportation to submit an application to the American Association of State Highway and Transportation Officials (AASHTO) for the aforesaid designation.

DATE OF ADOPTION: 09/30/2014

EFFECTIVE DATE: 09/30/2014

RESOLUTION NO.

A RESOLUTION ENDORSING THE DESIGNATION OF US BICYCLE ROUTE 11
THROUGH THE CITY OF HAGERSTOWN, MD

WHEREAS, bicycle tourism is a growing industry in North America, contributing \$47 billion a year to the economies of communities that provide facilities for such tourists; and,

WHEREAS, the American Association of State Highway and Transportation Officials (AASHTO) has designated an east-west corridor paralleling the Potomac River in Maryland between Washington, DC and western Pennsylvania to be developed as United States Bicycle Route 50 (USBR 50); and,

WHEREAS, the Maryland Department of Transportation and other stakeholders have proposed a specific route to be designated as US Bicycle Route 11, a map of which is herein incorporated into this resolution. **See Exhibit A**, and,

WHEREAS, the proposed route for US Bicycle Route 11 comes through Hagerstown and can, therefore, provide benefits to our residents and businesses, and,

WHEREAS, we have investigated the proposed route and found it to be a suitable route, and desire that the route be designated so it can be mapped and signed, thereby promoting bicycle tourism in our area.

NOW, THEREFORE BE IT RESOLVED by the Mayor & City Council of Hagerstown, Maryland that it hereby expresses its approval and support for the development of US Bicycle Route 11 and requests Maryland Department of Transportation to submit an application to the American Association of State Highway and Transportation Officials (AASHTO) for the aforesaid designation.

WITNESS:

MAYOR AND CITY COUNCIL OF THE
CITY OF HAGERSTOWN, MARYLAND

Donna K. Spickler, City Clerk

By: _____
David S. Gysberts, Mayor

DATE OF PASSAGE: 09/30/2014

EXHIBIT A

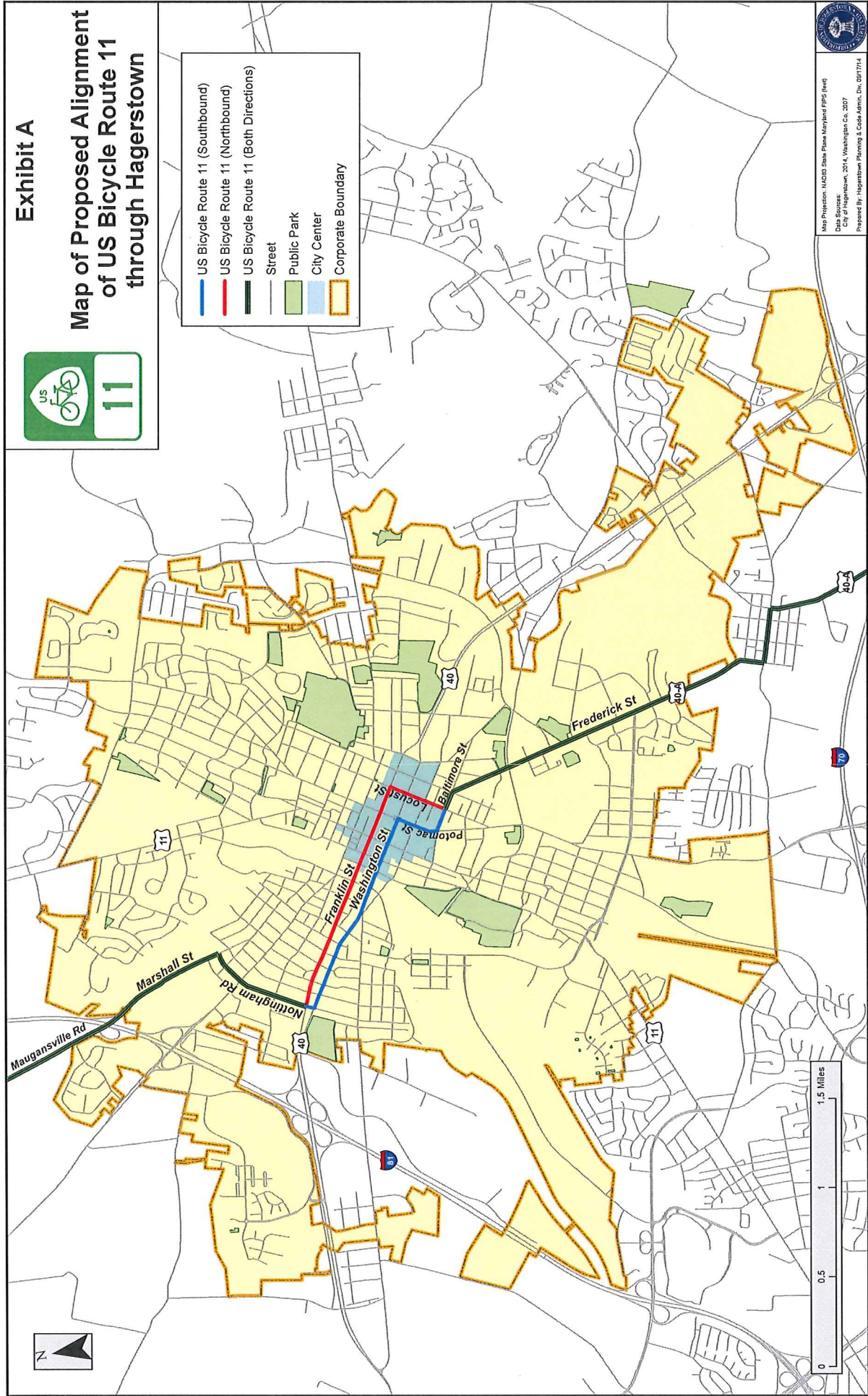
MAP OF PROPOSED ALIGNMENT OF U.S. BICYCLE ROUTE 11 THROUGH HAGERSTOWN

Exhibit A

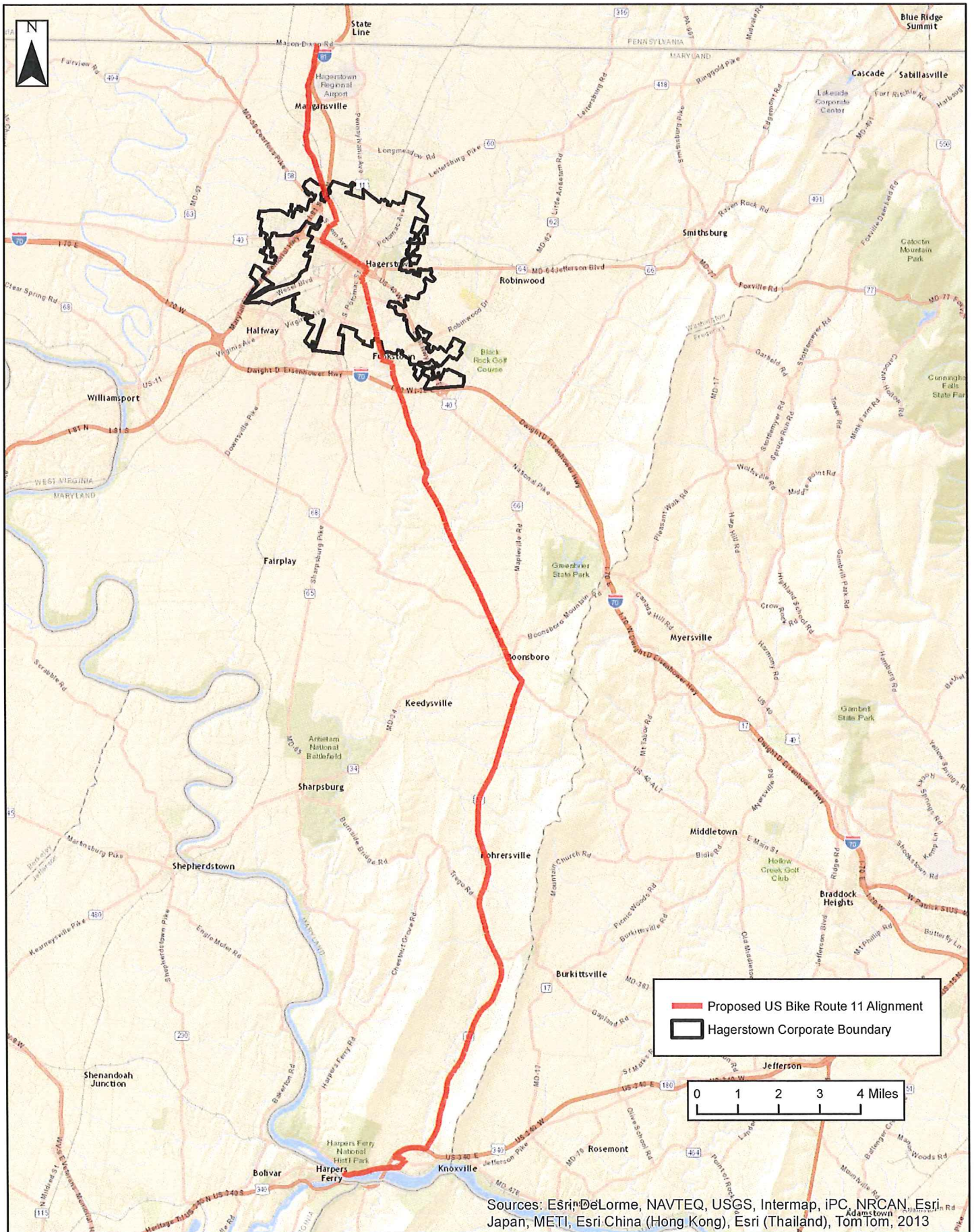
Map of Proposed Alignment of US Bicycle Route 11 through Hagerstown



- US Bicycle Route 11 (Southbound)
- US Bicycle Route 11 (Northbound)
- US Bicycle Route 11 (Both Directions)
- Street
- Public Park
- City Center
- Corporate Boundary



Proposed Alignment of US Bike Route 11 through Washington County



REQUIRED MOTION

MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic:

Approval of a Resolution: Authorizing a Three-Year Contract with Fireworks Extravaganza - 2015, 2016 and 2017

Mayor and City Council Action Required:

September 15, 2014

Pursuant to Section 10.17 of the City Purchasing Policy, the Mayor and City Council may waive the requirement for competitive bidding for supplies, materials, equipment and contractual services when it is determined to be in the best interest of the City by a majority of the City Council. The Department of Community and Economic Development coordinates the contract for firework services for the annual Fourth of July event. An additional requirement of Section 10.17 is for the user department to submit a "Justification and Recommendation" for waiving the competitive bidding process.

Justification and Recommendation

In February 2012, Mayor and City Council approved a three-year fireworks contract with Fireworks Extravaganza for the City's Fireworks at Fairgrounds Park Event. The fireworks display had been competitively bid, and two companies had put in a bid for the display. Fireworks Extravaganza was significantly lower. Fireworks Extravaganza three-year bid was \$24,350 lower than the other bid from Bay Fireworks. The contract was for July 4, 2012, 2013 and 2014.

On July 15, 2014 Fireworks Event Chair Ted Bodnar and staff discussed a strategy for the upcoming 2015, 2016 and 2017 fireworks display with the Mayor and City Council. Staff was directed to work with Fireworks Extravaganza for a price for a three-year contract. The reasons cited for the waiver of the competitive bidding included: the good relations with the company and the artistic quality of the show. The contract from the fireworks company is attached. The cost is the \$20,000 per year for three years. This represents an increase in the contract price of 12.5% from the last 3 year contract.

A three-year contract from Fireworks Extravaganza is attached for Mayor and City Council approval.

Discussion:

September 15, 2014

Pursuant to Section 10.17 of the City Purchasing Policy, the Mayor and City Council may waive the requirement for competitive bidding for supplies, materials, equipment and contractual services when it is determined to be in the best interest of the City by a majority of the City Council. The Department of Community and Economic Development coordinates the contract for firework services for the annual Fourth of July event. An additional requirement of Section 10.17 is for the user department to submit a "Justification and Recommendation" for waiving the competitive bidding process.

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A three-year contract from Fireworks Extravaganza is attached for Mayor and City Council approval.

Financial Impact:

The cost is the \$20,000 per year for three years - 2015, 2016 and 2017.

Recommendation:

September 15, 2014

Pursuant to Section 10.17 of the City Purchasing Policy, the Mayor and City Council may waive the requirement for competitive bidding for supplies, materials, equipment and contractual services when it is determined to be in the best interest of the City by a majority of the City Council. The Department of Community and Economic Development coordinates the contract for firework services for the annual Fourth of July event. An additional requirement of Section 10.17 is for the user department to submit a "Justification and Recommendation" for waiving the competitive bidding process.

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A three-year contract from Fireworks Extravaganza is attached for Mayor and City Council approval.

Motion:

Motion will be included in next week's packet which will approve the three-year contract from Fireworks Extravaganza and the resolution attached.

Action Dates:

Approval and Passage on Sept. 30.

ATTACHMENTS:

File Name	Description
 fireworks_2015.2016.2017_2014.pdf	Fireworks Contract 2015, 2016 and 2017



CITY OF HAGERSTOWN, MARYLAND

Department of Community & Economic Development
Business & Community Relations Division
Karen M. Giffin ~ Community Affairs Manager
301.766.4188

September 15, 2014

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A three-year contract from Fireworks Extravaganza is attached for Mayor and City Council approval.

Respectfully Submitted:

A handwritten signature in blue ink, reading "Karen M. Giffin", is written over a horizontal line.

Karen Giffin, Community Affairs Manager

A handwritten signature in blue ink, reading "John N. Lestitian", is written over a horizontal line.

John N. Lestitian, Director DCED

CITY OF HAGERSTOWN, MARYLAND

**A RESOLUTION AUTHORIZING THE APPROVAL
AND EXECUTION OF A THREE-YEAR CONTRACT
WITH FIREWORKS EXTRAVAGANZA FOR
INDEPENDENCE DAY FIREWORKS DISPLAYS
IN 2015, 2016 AND 2017**

RECITALS

WHEREAS, the City of Hagerstown, Maryland annually provides an Independence Day fireworks display in connection with its 4th of July Celebration (the "Event") held at Fairgrounds Park; and

WHEREAS, Fireworks Extravaganza has performed the fireworks displays at the Event for the preceding three years pursuant to a contract with the City; and

WHEREAS, the previous fireworks displays by Fireworks Extravaganza have been professionally delivered and well received by Event goers; and

WHEREAS, the Mayor and Council desires to continue the relationship with Fireworks Extravaganza to bring professional fireworks displays to the citizens of Hagerstown on Independence Day; and

WHEREAS, the Mayor and Council have received and reviewed the Justification and Recommendation to waive the competitive bidding requirements for the attached, three year contract with Fireworks Extravaganza, which was submitted by City staff; and

WHEREAS, the Mayor and Council find it to be in the best interest of the citizens of the City of Hagerstown to do so;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Hagerstown, Maryland as its duly constituted legislative body as follows:

1. That the aforementioned recitals be and are incorporated herein by reference.
2. That the Mayor and Council hereby determine that it is in the best interest of the City to waive the competitive bidding requirement for this contractual service.
3. That the Mayor be and is hereby authorized to execute and deliver the Contract between the City of Hagerstown and Fireworks Extravaganza for Independence Day fireworks displays for 2015, 2016 and 2017, a copy of which is attached hereto and incorporated herein by reference.
4. That the Mayor be and is hereby authorized to execute and deliver any other documentation necessary to effectuate the purpose of this Resolution.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its approval.

WITNESS AND ATTEST
AS TO CORPORATE SEAL

MAYOR AND COUNCIL OF THE CITY
OF HAGERSTOWN, MARYLAND

Donna K. Spickler, City Clerk

By: _____
David S. Gysberts, Mayor

Date of Introduction: September 30, 2014
Date of Passage: September 30, 2014
Effective Date: September 30, 2014

PREPARED BY:
NAIRN & BOYER, CITY ATTORNEY

Fireworks Extravaganza

Federal ATF Licensed Fireworks Importer License #8-NJ-00310

US DOT Hazardous Materials Carrier DOT#2064141

MD Explosive Dealer License #W-016

NY State Dealer/Manufacturer License #D-5741

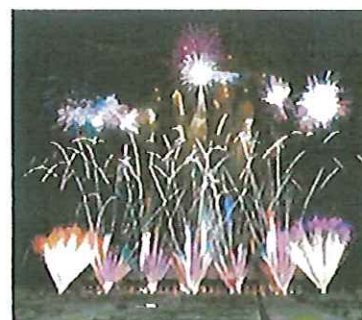
NJ Permit to Use Explosives License #003309

NYC Fireworks Contractor — Certificate of Fitness #82096355

Worldwide Experience in Pyrotechnics - Since 1995

1-800-765-BANG (2264) • 206-202-1544 FAX

174 ROUTE 17 NORTH, ROCHELLE PARK NJ 07662



Hanover Germany 2009 International
Competition first place.

www.fwextravaganza.com

CONTRACT

This contract and agreement entered into this _____ day of _____, 2014,
by **FIREWORKS EXTRAVAGANZA** a New York Corporation located at 174 Route 17 North,
Rochelle Park NJ 07662.

And

The City of Hagerstown whose address is City Hall, 1 East Franklin Street,
Hagerstown, MD 21740 hereinafter referred to as the **Sponsor**.

NOW, THEREFORE, the parties agree as follows:

1. That **FIREWORKS EXTRAVAGANZA** intends to sell and/or display fireworks only to appropriately authorized individuals.
2. The **Sponsor** agrees to pay over a three year period **TWENTY THOUSAND DOLLARS (\$20,000.00)** each year for three displays which will be exhibited by **FIREWORKS EXTRAVAGANZA** at a mutually agreed upon location. The amount and dates of the displays herein agreed upon are

Display Date	Rain Date	Display Amount
July 4, 2015	July 5, 2015	\$20,000.00
July 4, 2016	July 5, 2016	\$20,000.00
July 4, 2017	July 5, 2017	\$20,000.00

Year 2017 MAY BE SUBJECT TO A MAXIMUM PRICE INCREASE OF five percent (5%).
The **Sponsor** shall have the right to increase the cost of any of these displays through negotiated amendments to this contract..

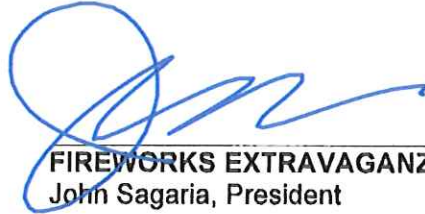
3. Upon acceptance of this agreement, **Sponsor** agrees to pay a deposit equivalent to Fifty Percent (50%) of the value of the 2015 display with the following years 50% deposit due by or before **January 1st** of each year of the contract. The balance of each display is due within ten (10) days after each display is performed. Late payments will be subject to a finance charge.

4. **Sponsor** agrees to maintain a secure site which meets NFPA 1123, 2010 distance requirements (70' per inch of shell diameter), as defined by Fireworks Extravaganza and **Sponsor's** local Fire Authority and to provide proper police/crowd security personnel to insure adequate patrol of this site as marked and secured by the **Sponsor** until **FIREWORKS EXTRAVAGANZA** advises that the security is no longer necessary. **Sponsor** also agrees to furnish proper parking supervision.

5. **FIREWORKS EXTRAVAGANZA** reserves the right to terminate the display being exhibited in the event persons, vehicles or animals enter the secured safety zone and security is unable or unwilling to remove them and enforce the safety regulations.
6. **SPONSOR** will have the display site approved and permit application signed by the local Fire Authority having jurisdiction. In addition, **Sponsor** will have available at the display site Fire and/or other local Emergency Response Personnel as required by county and/or state authority.
- 7a. In the event of inclement weather, the display will be rescheduled the next day, July 5th. There will be a postponement fee of Fifteen percent (15%) of the total annual display price if the display has left the warehouse. If **Sponsor** notifies **FIREWORKS EXTRAVAGANZA** of postponement prior to display leaving warehouse the postponement fee will be Five percent (5%) of the total annual display price but no less than TWO HUNDRED AND FIFTY DOLLARS (\$250.00). In the event of a cancellation of the display, there will be a cancellation fee of Twenty-five percent (25%) of the total annual display price. The amount of the deposit paid by the sponsor, less the cancellation fee will be immediately reimbursed to the sponsor upon cancellation.
- 7b. In the event of excessive safety risks and factors, extraordinary circumstances or inclement weather which may cause the start of the display to be altered from the agreed upon time, every effort will be made by **FIREWORKS EXTRAVAGANZA** to perform the display at the **Sponsor's** request. Once the display has been setup and the fireworks loaded, only **FIREWORKS EXTRAVAGANZA** and/or the Authority Having Jurisdiction shall have the right to advance or delay the start of the display, or cancel it if it is deemed necessary. Demands for cancellation by the Sponsor once the display is ready for firing will result in 100% of the contract amount invoiced.
8. **FIREWORKS EXTRAVAGANZA**, upon acceptance of this contract in writing by both parties, agrees to fulfill the contract in a safe, professional, and workmanlike manner and further to provide liability insurance coverage in the amount of **FIVE MILLION DOLLARS (\$5,000,000.00)** naming sponsor as additional insured.
9. **FIREWORKS EXTRAVAGANZA** reserves the right to substitute shells or other pyrotechnic devices with like items of equal or greater value in the event substitution is required. Fireworks Extravaganza will perform the program as identified in Attachment A attached and incorporated herein.
10. **FIREWORKS EXTRAVAGANZA** shall be responsible for all labor to dig mortar holes, set up display pieces and finale racks and to dismantle, clean up and collect debris, including unfired pyrotechnic devices if any, caused by the display the evening of the display. **Sponsor** will be responsible for a thorough search for post display debris, including unfired pyrotechnic devices, if any, and policing of area at first light following exhibition.
11. **FIREWORKS EXTRAVAGANZA** will remove and properly dispose of all unfired pyrotechnic devices found by the sponsor after the display. In addition, Fireworks Extravaganza will advise sponsor on the proper handling and storing of any such devices until Fireworks Extravaganza removes and disposes of the devices.
12. Attachment A showcases the fireworks show and shell count and it is attached and incorporated herein.

IN WITNESS WHEREOF, we set our hands and seals to this agreement in duplicate the day and year first above written.

City of Hagerstown
David Gysberts, Mayor

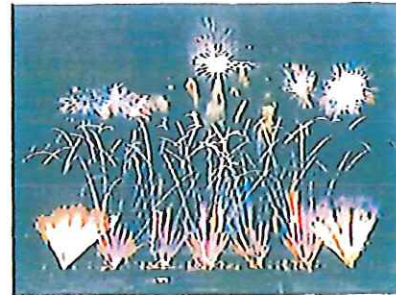


FIREWORKS EXTRAVAGANZA
John Sagaria, President

Attachment A

Fireworks Extravaganza

Federal ATF Licensed Fireworks Importer License #8-HJ-00310
US DOT Hazardous Materials Carrier DOT#2064141
MD Explosive Dealer License #V-016
NY State Dealer/Manufacturer License #0-5741
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www.fwextravaganza.com

November 2, 2011

City of Hagerstown
Mrs. Kristine Cline
Office of the City Clerk, City Hall
1 East Franklin Street
2nd Floor
Hagerstown, MD 21740

Dear Ms. Cline:

Per per your RFP, *Fireworks Extravaganza*. is pleased to submit the following bid for your consideration for your 2012, 2013, 2014 Independence Day Celebration:

Date of the Fireworks Display: July 4th, 2012, 2013, 2014
at 9:30 p.m. each year

Rain Date: July 5th, 2012, 2013, 2014

Our Bid Price is: \$17,500.00 each year

All of our custom designed *Fireworks Extravaganza* include the following:

- Reliable, experienced pyrotechnicians to set up the display, safely ignite the show and perform a thorough clean-up after the show. The Maryland State Fire Marshal, Ohio or the State of West Virginia licenses all of our lead pyrotechnicians.
- Up to five million dollar (\$5,000,000.00), per occurrence, insurance coverage, which offers you the most secure and extensive coverage available in the industry.

- Five million dollar (\$5,000,000.00) Hazmat liability coverage, required by the US Government.
- All transportation and delivery costs
- The widest available range of top quality aerial shells from around the world including extra-fancy pattern shells (Hearts, Stars, Shamrocks, single, double, and triple Rings, Butterflies, Cherry Blossoms, Hourglasses, and multi-break shells for added spectacular beauty. As requested, additional pattern shells will be provided for this years show. Also we have added more larger diameter shells and less smaller ones to coincide with your budget.
- A skillfully executed production that will vary in intensity and effects to deliver the maximum crowd appeal - the display will last approximately 30 minutes. There will be no "dark skies" - we keep the palette of the night sky constantly filled with exciting colors and sound, and the "oohs" and "aahs" never stop.
- Included in this package is the cost of the Maryland State Display Permit.

PRINCIPIA, OR OPENING BARRAGE

The Princippia will begin with two or three loud salutes to make any adjustments necessary for wind conditions and to get the crowd's attention. The Princippia will then begin with our exclusive gleaming gold and silver comets shells shooting upward across and approximate 100 to 150 foot front accompanied by loud aerial salutes. Then a multi-colored aerial barrage of star shells and salutes will complete the Princippia, which concludes with a huge six-inch shell. This opening presentation will be last approximately two minutes.

PRINCIPIA

"Gold and Silver Comet Salute"	1,100 Comets
Salutes	1,300 Salutes

These are not Roman Candles, or "backyard" fireworks - the 2 ½" gleaming comets are exclusively made for *Fireworks Extravaganza*, and the salutes are very loud boxed 1" and 2 ½" finale salutes.

Aerial star shell barrage of two	
2 ½" and three inch shells:	500 shells
Four inch shells:	12 shells
Five inch shells:	10 shells
Six inch shells:	<u>8 shells</u>

Total Princippia shells:	2,930 shells
--------------------------	--------------

MAIN AERIAL SHELL PRODUCTION PORTION

This part of your production will last approximately 18 - 20 minutes and will be fired at a pace to keep the full attention of the audience. We will insure you have a shell in the air about every 3 to 5 seconds and often more when we are firing flights of shells and using multi-break fancy shells. All of the shells used will be top quality imported or American made shells and many of them will be extra fancy multi-break shells. We also fire "combos" which are combinations of different size shells fired simultaneously to present a layered, or tier, effect as they burst.

Three inch aerial shells 450 shells
Special effect multiple shot devices

These will include red, green, silver, gold, blue, purple and white peonies and chrysanthemums, strobes, spiders, crackling, coconuts, willows, extra fancy color-changing shells, American extra fancy multi-break specialty shells, thunder/artillery shells, whistle shells, extra fancy ruby, emerald, purple, Sunflower, white, aquamarine, silver and fancy oriental and American special effect star shells.

Four inch aerial shells 230 shells
Special effect multiple shot devices

These will include spiders, red, green, silver, purple, yellow, and blue peonies and chrysanthemums, rings, stars, hearts, butterflies, saturn shells, hourglass shells. (These are all exclusive pattern shells made for our company), transformation shells, crackerballs, snowballs, willows, dahlias, Kamuro shells, diadem and brocade shells, American extra fancy multi-break (up to 10-break shells), Jumping Jack shells, extra fancy color-changing peonies in assorted colors, extra fancy color-changing chrysanthemums in assorted colors, red, green, silver, blue, gold, purple, white and variegated fancy American and imported color shells and fancy strobe crossette shells. Many of these shells are custom made for our company by three of America's finest custom shell builders.

Five inch aerial shells 190 shells

These will include fancy assorted peonies and chrysanthemum shells in six colors and variegated, transformation shells, willow shells, Kamuro shells, gold and silver palm tree shells, brocade crown shells, double and triple rings, star, heart, and butterfly shaped shells,

hourglass and shamrock shells, cascade shells, extra fancy American multi-break shells with up to 9 breaks, coconut shells, strobe shells, exploding serpent shells, emerald, ruby and purple to silver and gold crackling American extra fancy shells, extra fancy color-changing American and oriental peonies and chrysanthemums, dahlias, American exploding serpent shells, and extra-fancy oriental special effect shells.

Six inch aerial shells: 100 shells

These will include brocade crowns, diadem chrysanthemum, Kamuro, Saturn, hourglass, rings and crossed rings, extra fancy color-changing chrysanthemums and peonies, green and gold palm trees, silver dragons, multi-color blooming with crackling and reports, silver crowns, purple brocade diadem Kamuros, transformation shells, sunflowers, palm trees, aquamarine to crackling tips, peonies with palm trees pistils, red bees comets w/reports, crackling splits willows, and extra-fancy American special effect shells.

Total Main Production Shells 970 shells

INTRODUCTION TO THE GRAND FINALE

"COLOR THUNDER WALL" -- This is a *Fireworks Extravaganza*., exclusive effect and we will include it in your display. It is comprised of unique one through two and one half inch angled aerial mini-shells that whistle, twirl, zigzag, and explode in dazzling colors. These are exclusively designed and manufactured to our specifications in the USA and the Far East. No other company will have this show-stopping effect. The audience actually thinks this is the Grand Finale, and as the last shells burst, we will pause for a few seconds and begin the actual Grand Finale.

"COLOR THUNDER" SHELLS 11,000 shells

THE GRAND FINALE

The Grand Finale will consist of a massive barrage of aerial star shells, comets, and salutes from two inches to six inches that will take the crowd's breath away. The barrage will conclude with a solid wall of loud titanium salutes (loud booms), followed by a gigantic six inch extra fancy "Diadem" shell that will glow and twinkle as they slowly descend toward the earth in a giant curtain.

THE GRAND FINALE

Two, 2 ½ and Three inch shells	1,030 shells
Four inch shells	30 shells
Five inch shells	20 shells
Six inch shells	16 shells

Total Grand Finale shells	12,096 shells
---------------------------	---------------

(Includes Introduction to Finale)

TOTAL PROGRAM SHELLS	15,996 SHELLS
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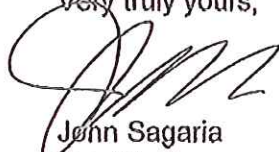
We offer what we believe is the most "bang for the buck" available in American display fireworks. This is due to our smaller, regional size, yet we are the fastest growing fireworks company in the country. We consider our *Fireworks Extravaganza* second to none and are extremely proud of our excellent safety record.

As you may be aware, *Fireworks Extravaganza* supplies custom fireworks displays to many communities in Maryland, Pennsylvania, New York and near-by States, the Baltimore Symphony Orchestra, the University of Maryland, Montgomery Country Club, Bel Air, Hayre de Grace, the Cities of Laurel, College Park, Gaithersburg, Indian Head, Lebanon Pennsylvania and over 300 other communities in the region.

We look forward to becoming your fireworks company for 2012 and beyond and we will continue to provide the best service and fireworks available. If you have any questions regarding our proposal, please feel free to call our toll-free number.

Please remember that total shell count, quality of material and the nature of performance make up the total package in providing a magnificent fireworks display. Shell count (volume) is only a small piece of the finished product.

Very truly yours,



John Sagaria
President

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of a Resolution: Sustainable Maryland Certified (SMC) Program

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

License Agreement for Eastbound Downtown Gateway Sign

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

📎 [Downtown Gateway Signs.pdf](#)

Description

License Agreement with
St. Mary's Catholic
Church for Sign
Location



CITY OF HAGERSTOWN, MARYLAND

Department of Parks and Engineering

September 23, 2014

TO: Bruce Zimmerman, City Administrator
FROM: Rodney Tissue, City Engineer *RT*
RE: License Agreement for Eastbound Downtown Gateway Sign

Attached you will find a License Agreement, prepared by the City Attorney for the downtown gateway sign on West Washington Street. This License Agreement allows the City to install a gateway sign in the southwest corner of the property that is a parking lot owned by St. Mary's Catholic Church. The church has already approved the attached agreement. Staff will install the sign and lighting. There is no rent or fee of any kind proposed to be paid to the Catholic Church. This is a license agreement (in lieu of an easement). In reality, if the sign would ever have to be moved, it is a matter of unbolting the foot plate from the foundation and relocating; however, we find the likelihood of that happening is very low.

Staff is recommending that the Mayor & Council approve the attached License Agreement. If approved, we anticipate that the Public Works Department will have the sign installed around November 2014.

Staff will be available to discuss at the worksession.

Attachments: * License Agreement (w/site plan & sign mockup)

RAT:jj

c: Eric Deike
Jonathan Kerns

LICENSE AGREEMENT

This License Agreement entered into this 11 day of SEPTEMBER, 2014 by and between the City of Hagerstown, a Maryland municipal corporation, hereinafter called "City" and St. Mary's Catholic Church, a Maryland religious corporation, hereinafter called "Church".

WHEREAS, the City desires to locate a Welcome sign to the City on certain property owned by the Church, and

WHEREAS, the Church is willing to grant a License to the City for the sign to be located on its property, and

WHEREAS, the parties have agreed to the hereinafter set forth terms and conditions for the License.

WITNESSETH: That for and in consideration of the mutual promises herein contained, the parties agree as follow:

1. That the foregoing recitals are incorporated herein as a part of the License.
2. The Church hereby grants a License to the City to locate a sign with the words "Welcome to Hagerstown" and the City's seal on the southwest corner of the Church's parking lot more particularly described in a deed to the Church dated May 26, 1977 and recorded among the Land Records of Washington County, Maryland at Liber 651, folio 473 and as depicted on the attached picture of the same.
3. The City shall be responsible for placing the sign on the Church's property and pay all costs associated with the procurement and installation of the sign. The sign once placed upon the Church's property will remain the property of the City and shall be at the risk of the City. The Church shall not be liable for damage, theft, misappropriation, or loss to the City's sign of any kind at any time whatsoever. The City shall be responsible for insuring its property from loss or damage. The City shall be responsible for obtaining all permits and approvals for the installation of the sign. The City shall be responsible for maintenance of the sign and shall keep the same in good repair at all times. The City will provide landscaping and lighting for the sign at the City's expense.
4. The Church makes not warranty or representations that the property is suitable for the use described in this Agreement and the City accepts the same "as is" and the Church is under no obligation to prepare the property for the use by the City.
5. This Agreement will be cancelled or terminated without cause by either party upon giving 180 calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and/or instructions or requirements. The City agrees to return the property to the Church in the same condition as it existed at the time of the installation of the sign.

6. This License shall be governed and construed under the laws of the State of Maryland and may be amended only by a written instrument signed by both parties. This Agreement shall be binding upon the parties, their respective successors, transferees and assigns.

7. This License Agreement shall be effective upon signature of the parties hereto.

IN WITNESS WHEREOF the parties have evidenced their consent hereto by their signature below.

WITNESS:

CITY OF HAGERSTOWN

By: _____
David S. Gysberts, Mayor

ST. MARY'S CATHOLIC CHURCH

Paula Bowers

By: Alice C Martin
ALICE C MARTIN
BUSINESS MANAGER

Proposed Downtown Sign
"Welcome to Hagerstown"

252'

St. Mary's Parking Lot
Deed 651/473

252'

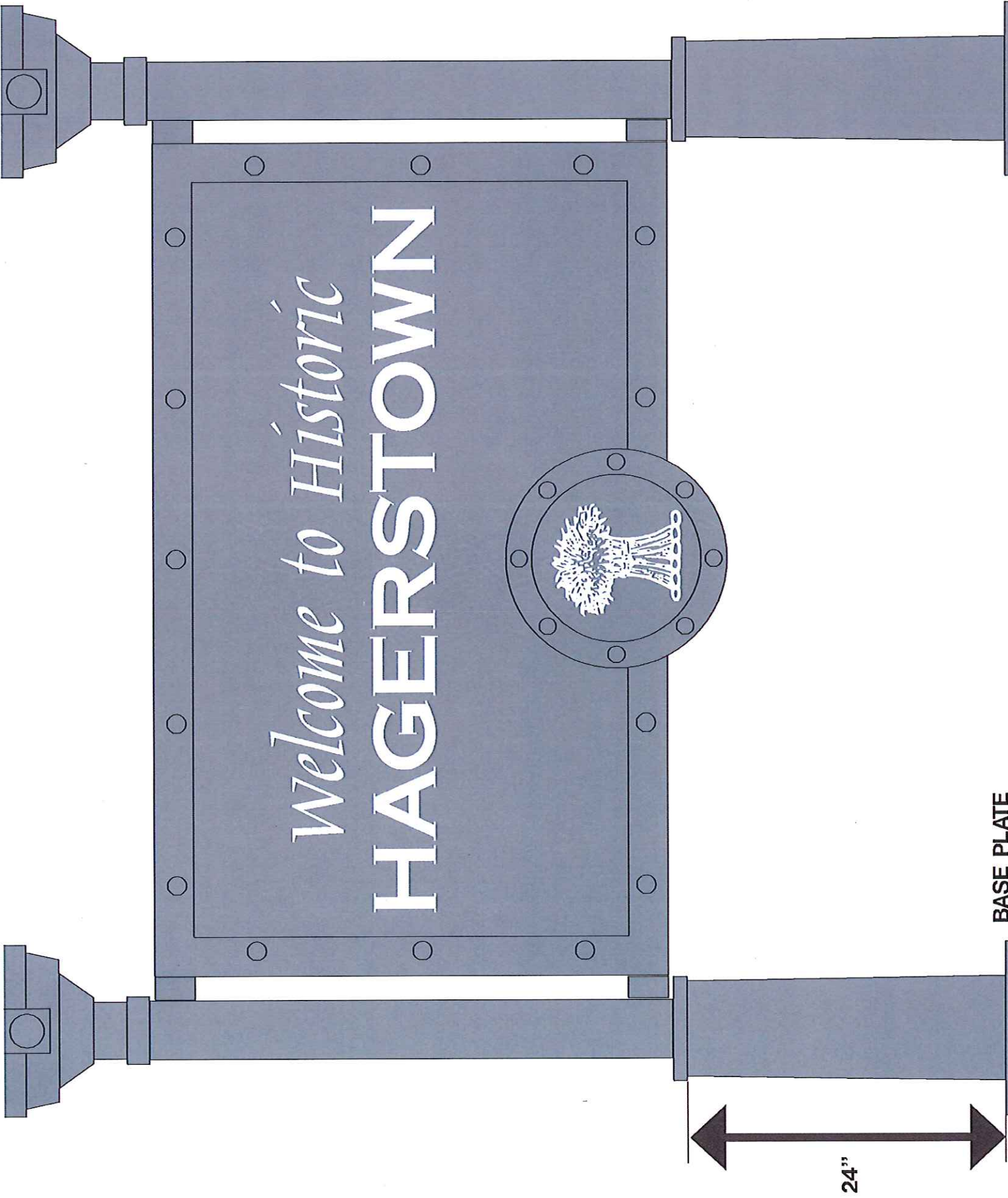
Walnut Street

135'

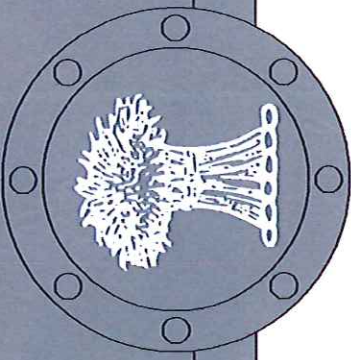
135'

W. Washington Street





Welcome to Historic
HAGERSTOWN



24"

BASE PLATE

REQUIRED MOTION

MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of Memorandum of Understanding for Arts Gallery

Mayor and City Council Action Required:

Barbara Ingram School for the Arts Foundation worked with the City of Hagerstown and Cassandra Latimer of Citi to make application to The Citi Foundation a private non-profit entity for grant funds to be utilized for the renovation of the property and to provide a stipend for gallery management and internships at 36-40 North Potomac Street. BISFA Foundation has been awarded \$50,000.00 in grant funds from The Citi Foundation. They would like to transfer the \$50,000.00 grant award and any additional amount awarded pursuant to the grant to the City. The attached Memorandum of Understanding outlines this relationship. Staff is requesting the Mayor and City Council approve the MOU.

Discussion:

Barbara Ingram School for the Arts Foundation worked with the City of Hagerstown and Cassandra Latimer of Citi to make application to The Citi Foundation a private non-profit entity for grant funds to be utilized for the renovation of the property and to provide a stipend for gallery management and internships at 36-40 North Potomac Street. BISFA Foundation has been awarded \$50,000.00 in grant funds from The Citi Foundation. They would like to transfer the \$50,000.00 grant award and any additional amount awarded pursuant to the grant to the City. The attached Memorandum of Understanding outlines this relationship. Staff is requesting the Mayor and City Council approve the MOU.

Financial Impact:

The administrative services fee is already in the current fiscal year budget in the Economic Redevelopment Funds.

Recommendation:

If Mayor and City Council approve, the motion will be for the Mayor and City Council to approve the attached Memorandum of Understanding with the BIFSA Foundation.

Motion:

The recommendation is for the Mayor and City Council to approve the attached Memorandum of Understanding with the BIFSA Foundation.

Action Dates:

This is on new business for the Sept. 30 meeting.

ATTACHMENTS:

	File Name	Description
☐	MOU Barbara Ingram School for the Arts 36-40 N Potomac St (MKB) 8-7-2014 (2).docx	MOU - BIFSA FOUNDATION
☐	mou memo.doc	MOU MEMO

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made this _____ day of _____, 2014, by and between the City of Hagerstown, a Maryland Municipal Corporation (hereinafter “City”) and the Barbara Ingram School for the Arts Foundation, Inc., a Maryland Corporation (hereinafter “BISFA”).

RECITALS

WHEREAS, the City owns certain real estate located in the City of Hagerstown, Washington County, Maryland and located at 36-40 North Potomac Street (the “Property”); and

WHEREAS, the City and BISFA have collaborated on an Artist’s Lofts and Gallery Project (hereinafter the “Project”) in the Property; and

WHEREAS, in connection with the Project, BISFA has made application to The Citi Foundation a private non-profit entity for grant funds to be utilized for the renovation of the property and to provide a stipend for gallery management and internships; and

WHEREAS, BISFA has been awarded \$50,000.00 in grant funds from The Citi Foundation; and

WHEREAS, the parties hereto desire to memorialize their respective rights and obligations in connection with the utilization of the grant funds;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. **Incorporation of Recitals.** That the foregoing recitals be and are incorporated by reference as if restated herein verbatim.

2. **BISFA Responsibilities.** BISFA shall:

A. Serve as the lead agency and contact point with The Citi Foundation with regard to the grant and any modification thereto;

B. File all necessary reports with The Citi Foundation in a timely manner; and

C. Transfer the \$50,000.00 grant award and any additional amount awarded pursuant to the grant to the City.

3. **City Obligations.** The City shall:

A. Maintain all grant funds transferred from BISFA in a dedicated account;

B. Maintain timely and accurate records of all disbursements made of grant funds. The City shall also promptly provide BISFA with all necessary information to assist BISFA in satisfying all reporting requirements of the grant program, and shall permit BISFA reasonable access to all records related to the project;

C. Coordinate and manage all procurement, construction and related activities with regard to the Project, ensuring completion of the Project by May 30, 2015 in compliance with all grant requirements;

D. Pay BISFA a \$1,000.00 administrative fee from its Economic Redevelopment Funds for administrative services in connection with the grant reporting requirements; and

E. Fund the remainder of the project from its Economic Redevelopment Fund up to an amount of \$40,000.00.

4. **Independence of Parties.** The parties hereto shall at all times remain separate and distinct and shall not be considered partners, joint venturers or otherwise affiliated.

5. **Hold Harmless/Indemnification.** Each party hereto agrees to hold the other party harmless and to indemnify and defend the other party for any loss, damage or claim incurred in connection with the grant and the Project, as a result of the act or omission of the indemnifying party.

6. **Jurisdiction.** This Memorandum of Understanding shall be construed pursuant to Maryland law. Any dispute arising hereunder shall be **EXCLUSIVELY** litigated in the state courts located in Washington County, Maryland.

The parties hereto have executed and delivered this document as of the date first above written with full authority to do so.

WITNESS AND ATTEST
AS TO CORPORATE SEAL

Donna K. Spickler, City Clerk

MAYOR AND COUNCIL OF THE CITY
OF HAGERSTOWN, MARYLAND

By:_____
David S. Gysberts, Mayor

WITNESS AND ATTEST

, Corporate Secretary

BARBARA INGRAM SCHOOL FOR THE
ARTS FOUNDATION, INC.

By:_____
, President



CITY OF HAGERSTOWN, MARYLAND

Department of Community & Economic Development

Business & Community Relations Division

Karen M. Giffin ~ Community Affairs Manager

301.766.4188

September 15, 2014

TO: Bruce Zimmerman, City Administrator

FROM: Karen M. Giffin, Community Affairs Manager

RE: **Memorandum of Understanding – BIFSA Foundation**

Barbara Ingram School for the Arts Foundation worked with the City of Hagerstown and Cassandra Latimer of Citi to make application to The Citi Foundation a private non-profit entity for grant funds to be utilized for the renovation of the property and to provide a stipend for gallery management and internships at 36-40 North Potomac Street. BISFA Foundation has been awarded \$50,000.00 in grant funds from The Citi Foundation. They would like to transfer the \$50,000.00 grant award and any additional amount awarded pursuant to the grant to the City. The attached Memorandum of Understanding outlines this relationship. Staff is requesting the Mayor and City Council approve the MOU.

□ □ □ □

c: John Lestitian, Director of Community and Economic Development
Mimi Dickinson, BIFSA Foundation
Cassandra Latimer, Citi, Public Affairs and Communications
Mark Boyer, City Attorney

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Proposal for After School Program at the Robert W. Johnson Community Center

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

📎 [After_School_Program.pdf](#)

Description

Proposal for After
School Program at the
Robert W. Johnson
Community Center



CITY OF HAGERSTOWN MARYLAND

DEPARTMENT OF POLICE
50 N. Burhans Blvd.

Non-Emergency 301-790-3700
Emergency 301-739-6000
Fax 301-733-5513

September 8, 2014

To: Bruce Zimmerman
City Administration

From: Mark Holtzman 
Chief of Police

Ref: Proposal for After School Program at the Robert W. Johnson Community Center

The attached proposal from Karen Cook, Executive Director, Robert W. Johnson Community Center, Inc., is submitted for approval utilizing budgeted funds for after school programming. This program was originally funded under the C-Safe grant but, in recent years, has been funded through the City's general fund.

The Robert W. Johnson Community Center provides a variety of constructive after school programs to area youth. Ms. Cook is available to discuss the program further with the Mayor and Council. This program runs for the 2014 – 2015 school year at a cost of \$18,200.00.





ROBERT W. JOHNSON COMMUNITY CENTER INC.

RWJCC

109 W. North Avenue, Hagerstown, MD 21740

301-790-0203

Email : rwjcc@myactv.net Website: www.rwjcc.org

Follow us at: www.facebook.com/rwjccinc

After School Program Invoice # 0924201401

	RATE	DATES - 8/27/14 through 9/24/14	CHARGED AMOUNTS
Piano teacher	\$25/hr /week	5 days	\$125.00
Activities	45.45/week	5 weeks	\$227.25
Program Director	116.36/week	5 weeks	\$581.80
Executive Director	138.45/week	5 weeks	\$692.25
Utilities	54.50/week	5 weeks	\$272.50
Snacks	40.91/week	5 weeks	\$204.55
TOTAL			\$2,103.35

Please make checks payable to:

Robert W. Johnson Community Center, Inc.
109 W. North Avenue
Hagerstown, MD 21740



ROBERT W. JOHNSON COMMUNITY CENTER INC.

RWJCC

109 W. North Avenue, Hagerstown, MD 21740

301-790-0203

Email : rwjcc@myactv.net Website: www.rwjcc.org

Follow us at: www.facebook.com/rwjccinc

September 5, 2014

City of Hagerstown - Department of Police

The Robert W. Johnson Community Center, Inc. (RWJCC) is pleased to continue its ability to offer an After School program for youth and many other activities and events for families in the community. Our mission of making youth and families our priority is still intact and new programs and opportunities are being presented to continue in that effort. The funding received from the Hagerstown Police Department has helped to ensure that we can offer innovative programs, while promoting youth development, strong family values and community engagement.

For the past year, RWJCC has been aligning its program development around the premise that – Together We Can Restore the Village. These efforts have proven successful with engaging more community members and organizations to become involved in the lives of the youth that frequent our Center. The 2014-2015 After School programming year will offer extended hours, until 7 pm daily, as we strive to keep youth engaged and protected from misfortune associated with idle time.

The following programs/activities to be considered for funding include:

- Homework Club
- Tutoring
- Piano Lessons
- Dance Lessons
- Physical exercise
- Creative Writing
- Arts & Crafts
- Mentorship
- Life Skills – home economics, job seeking
- College prep
- Workshops / presentations from guest speakers
- Field trips

Attached is a proposed budget funding request and invoice. Should you have any questions, please contact, Karen Cook, Executive Director at 240-437-7112 (cell) or 301-790-0203 (office).

Sincerely,

Karen D. Cook

Karen D. Cook



ROBERT W. JOHNSON COMMUNITY CENTER INC.

RWJCC

109 W. North Avenue, Hagerstown, MD 21740

301-790-0203

Email : rwjcc@myactv.net Website: www.rwjcc.org

Follow us at: www.facebook.com/rwjccinc

Executive Director

September 5, 2014

After School Program budget

2014-2015 School Year

Piano Teacher – 1 hr. x 1 day/week @ \$25/hr. x 32 weeks	\$800.00
Recreational Activities, supplies, equipment	\$2000.00
Program staff – 1 @4hrs x 5 days @ \$8.00/hr. x 32 weeks	\$5120.00
Executive Director – 1 @4hrs x 5 days @ \$9.50/hr. x 32 weeks	\$6080.00
Utilities (Electric & Gas)	\$2400.00
Snacks	\$1800.00
Total Cost	\$18,200.00

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of MELP Release and Settlement Agreement

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

REQUIRED MOTION

MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic:

Catalyst Project #8: Authorizing two new full-time positions to support our neighborhoods through the Vacant Structures Program.

Mayor and City Council Action Required:

Authorization to hire two new full-time positions to support our neighborhoods through the Vacant Structures Program.

Discussion:

Financial Impact:

Recommendation:

Authorize hiring of two new full-time positions to support our neighborhoods through the Vacant Structures Program. These positions will be funded by an increase in the annual vacant structures fee.

Motion:

I hereby move for the Mayor and City Council to approve the addition of two (2) full-time Code Administration positions: one (1) inspector/coordinator for the program; one (1) administrative position. These positions are necessary to support our neighborhoods through the vacant structures program. These positions will be funded by an increase in the annual vacant structure fees. This action is consistent with the City's Vision and Commitment to Housing and Neighborhoods and the Community's City Center Plan.

Action Dates:

Discussion: August 19, 2014

Discussion: August 26, 2014

ATTACHMENTS:

File Name

Description



[Catalyst #8 - Authorizing two new full-time positions for Vacant Structures Program.pdf](#)

Catalyst #8 -Authorizing three new full-time positions for Vacant Structures Program

REQUIRED MOTION

MAYOR & CITY COUNCIL HAGERSTOWN, MARYLAND

DATE: September 30, 2014

TOPIC: Catalyst Project #8: Authorizing two (2) new full-time positions to support our neighborhoods through the Vacant Structures Program

Charter Amendment	_____
Code Amendment	_____
Ordinance	_____
Resolution	_____
Other	<u> X </u>

MOTION: I hereby move for the Mayor and City Council to approve the addition of two (2) full-time Code Administration positions: one (1) inspector/coordinator for the program; one (1) administrative position. These positions are necessary to support our neighborhoods through the vacant structures program. These positions will be funded by an increase in the annual vacant structure fees. This action is consistent with the City's Vision and Commitment to Housing and Neighborhoods and the Community's City Center Plan.

DATE OF PASSAGE:	09/30/2014
EFFECTIVE DATE:	09/30/2014

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of Contract for Street Trees- Aspen Landscape Contractors, Inc, (Silver Spring, MD) - Amount not to Exceed \$167,000

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

Description



[Street Trees Consent Form.pdf](#)

Street Trees Consent
Form

**City of Hagerstown
Mayor and Council
Purchase / Contract Information
Meeting of 9/30/14**

Do Not Complete This Section
Approved Consent Agenda: _____
New Business: _____

Originating Department: Parks & Engineering By: Rodney Tissue
 Account Number: 40,000 4509004 5879 CO594 Account / Project Name: City - Street Trees 2014/15
 Budget Amount: \$167,000 Account Balance: 40,000 \$167,000 Year: 2014/15 CIP Control No. 594
 Unbudgeted \$: None Source of Funds: CBT Grant and Forest Conservation Act Funds

Quantity	Description	Value
1	Plant approximately 400 trees along public streets and public parks	\$100,425.00

TOTAL VALUE OF PROJECT: \$100,425.00
(SEE BACK)

ABOVE TO BE USED FOR:

Planting street trees on public streets in sidewalk areas and also in public parks.

We would like to plant a large number of trees in City Park and Fairgrounds Park to replace the many Ash trees that have been infected by the Emerald Ash Borer and will need to be removed over several years.

Recommended Vendor:

Business Name: Aspen Landscape Contractors, Inc
 Address: 15710 New Hampshire Avenue
 City, State: Silver Spring, Maryland 20905
 Bid/Proposal/Quote No.: Contract No. 14-14-TP-17

OTHER VENDORS:		
Firm	City/State	Total Amount with Alternates
Botanica Enterprises	Boonsboro, Maryland	\$139,700.00
Chesapeake Turf	Salisbury, Maryland	\$345,300.00

(1) Department Manager:

Funding is from two sources:

Chesapeake Bay Trust Greening Grant #12453.....\$ 95,000.00 (which has to be spent this year)

Forest Conservation Act Fund.....\$ 72,000.00

Total.....\$167,000.00

We estimated the number of trees we could plant with the available funding, but the bids came in lower than expected so we would like to plant more trees, up the \$167,000.00 amount of funding to replace some of the Ash trees infected by the Emerald Ash Borer.

I recommend that this contract be approved with Aspen Landscape Contractors in the amount not to exceed \$167,000.00

 9/18/14

Signature / Date

(2) Purchasing Agent:

Recommend Approval

 9.19.14

(Eric M. Pomeroy) Signature / Date

(3) Finance Manager:

Recommend approval. Original bid did not include CBT grant recently awarded. In addition, we received a check in Forest Conservation Fund of \$32,000 subsequent to bid approval. Adequate funding exists.

Michelle Hepler 9/19/14

Signature / Date

(4) City Administrator's Recommendation:

Recommend Approval

Bruce Zimmerman 9/19/14

Signature / Date

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of Purchase: Four 2015 Ford Interceptors Police Vehicles - Beckford (Hanover, MD)
#131,406.00

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name	Description
 Quotes for (4) 2015 Cruisers - Brekford.pdf	(4) 2015 Ford Interceptors



P: 443-557-0200 f: 443-557-0201
www.brekford.com
7020 Dorsey Building # C
Hanover, MD 21076

SALES ESTIMATE

DATE	QUOTE #
9/11/2014	141380Q

FEDERAL ID: 20-4086662

NAME / ADDRESS

Hagerstown Police Dept.
Police Administration
50 North Burhans Blvd
Hagerstown MD 21740

SHIP / DELIVER

Hagerstown Police Dept.
Attn: Brian Barnhart
tel: 301-790-3700
50 N. Burhans Blvd.
Hagerstown, MD 21740

Acct-REP	TERMS	QUOTE #	QUOTE VERSION	QUOTE VALID THROUGH
S E	Net 30	141380Q		9/30/2014

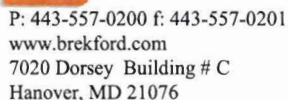
ITEM	DESCRIPTION	QTY	UNIT COST	TOTAL
GEN ITEM	2015 FORD INTERCEPTOR POLICE UTILITY (UNMARKED) - BLACK WITH SPOTLIGHT **VEHICLE** Black SUV - with spot light, Front Head Lamp PI Housings only - 86P, Full Face Wheel Covers, Vinyl seats	1	25,382.00	25,382.00
#EPL8000WS	**VISOR LIGHT** #EPL8000WS Pinnacle Interior Windshield Lightbar w/ Take Down Lights, (Red/Blue) Specify Vehicle: 2015 Interceptor Utility	1	825.00	825.00
Front / Visor	Vehicle Upfitting- Front / Visor light labor charge: (2 Hours x \$95/hour)	1	190.00	190.00
6 Pack LED	** CORNER STROBES ** Universal UnderCover™ LED Insert w/ In-line Flasher, 10 ft wire length & 3 interchangeable lenses, Solid Color - (2) Red, (2) Blue, (2) Clear - SCREW IN MSRP - \$810	1	468.00	468.00
LED's	Vehicle Upfitting- Front and Rear LED installation x LED's labor charge: (4 Hours x \$95/hour)	1	380.00	380.00
400 Series Siren	**SIREN AND SPEAKER** ETSA481RSP nERGY™ 400 Series Remote Siren, 10-16v - 100w single MSRP - \$858	1	480.00	480.00
D series speaker	ETSS100D SoundOff Speaker 100 watt speaker MSRP - \$254	1	142.00	142.00
Siren (R) / Speaker	Vehicle Upfitting- Siren Controller / Amplifier installation labor charge: (4 Hours x \$95/hour) Installation of Siren / Speaker	1	380.00	380.00
GEN ITEM	**RADIO** Motorola Radio **Provided by Customer**	1	0.00	0.00
Vehicle Upfitting	Vehicle Upfitting- Mounting Installation labor charge: (3 Hours x \$95/hour)	1	285.00	285.00
Install kit (Up-fit)	**INSTALL KIT** Vehicle Mounting Installation Kit: Wiring Harness, Mounting brackets, 120 AMP Bussman Breaker, (2) Bussman J-Case Fuse holders, Tyco 75 amp Relay, (2) 6 panel Blue-Sea Fuse holders and associated material and equipment for install	1	496.00	496.00
#CG-X	Vehicle Charge Guard Model # CG-X System Spec: 12V timer switch that automatically turns on and off 2 way radios, Cellular RF devices, Mobile Data Computers. Programmable from 15 minutes to 15 hours. (MSRP: \$99.00)	1	76.00	76.00
Vehicle Upfitting	Vehicle Upfitting- Mounting Installation labor charge: (1 Hours x \$95/hour)	1	95.00	95.00
	CONSOLE			

Brekford Policy: 3 Year Limited Priority Warranty on Mobile Data Computers-hardware/labor (excluding: batteries). This warranty does not cover physically damaged merchandise. Refund is only available on special circumstances and subjected to 25% restocking fee. No refund will be considered after 15 days from the date of purchase. For tech support and RMA service call (443-557-0200).

SIGNATURE (quote approval)

TOTAL

Total for 41 = \$131,406.00



DATE	QUOTE #
9/11/2014	141380Q

FEDERAL ID: 20-4086662

Hagerstown Police Dept.
Police Administration
50 North Burhans Blvd
Hagerstown MD 21740

Hagerstown Police Dept.
Attn: Brian Barnhart
tel: 301-790-3700
50 N. Burhans Blvd.
Hagerstown, MD 21740

ITEM	DESCRIPTION	QTY	UNIT COST	TOTAL
Consoles◊	Ford Utility Police Interceptor (2012-2014) - Console Box with Internal Cup holder and Armrest Item #:7160-0411 MSRP - \$540	1	388.00	388.00
Accessories◊	Ford Utility Police Interceptor (2012-2013) USB/Audio/12 Volt Relocation Panel Item #:7160-0431 MSRP - \$78	1	52.00	52.00
Console, Dock & Mount	Install of Console (2 Hours x \$95/hour)	1	190.00	190.00
PRO-GARD◊	**PARTITION** P4704UINT13A - Center Sliding Polycarbonate Window - SUV Prisoner Transport Partition (Side Curtain Airbag Compatible) MSRP - \$608	1	511.00	511.00
PRO-GARD◊	RP47UINT13 Recessed Panel MSRP - \$99	1	83.00	83.00
PRO-GARD◊	SP47BS13 Pair, 20", 14 Gauge Steel Extension Panels (for use with RP47UINT13 Recessed Panel) MSRP - \$78	1	66.00	66.00
PRO-GARD◊	B4702UINT13 ¼" Polycarbonate, Cargo Barrier with Filler Panels (for use w/ side curtain airbags in Police Package only) MSRP - \$430	1	362.00	362.00
Vehicle Upfitting	Vehicle Upfitting- Mounting Installation labor charge: (3 Hours x \$95/hour)	1	285.00	285.00
Ship&Handle Charge	Shipping and Handling Date shipped: / Carrier: / Tracking#:		0.00	0.00
CONTRACTS	MARYLAND State Contracts: >DBM-0106-RADEQ (Two Way Radio Equipment) ID # 050B8800003 >eMarylandMarketplace -Maryland State Catalog		0.00	0.00

Brekford Policy: 3 Year Limited Priority Warranty on Mobile Data Computers-hardware/labor (excluding: batteries). This warranty does not cover physically damaged merchandise. Refund is only available on special circumstances and subjected to 25% restocking fee. No refund will be considered after 15 days from the date of purchase. For tech support and RMA service call (443-557-0200).

SIGNATURE (quote approval)

TOTAL

\$31,136.00



P: 443-557-0200 f: 443-557-0201
www.brekford.com
7020 Dorsey Building # C
Hanover, MD 21076

SALES ESTIMATE

DATE	QUOTE #
9/11/2014	141381Q

FEDERAL ID: 20-4086662

NAME / ADDRESS

Hagerstown Police Dept.
Police Administration
50 North Burhans Blvd
Hagerstown MD 21740

SHIP / DELIVER

Hagerstown Police Dept.
Attn: Brian Barnhart
tel: 301-790-3700
50 N. Burhans Blvd.
Hagerstown, MD 21740

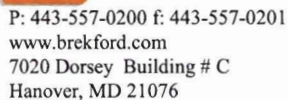
Acct-REP	TERMS	QUOTE #	QUOTE VERSION	QUOTE VALID THROUGH
S E	Net 30	141381Q		9/30/2014

ITEM	DESCRIPTION	QTY	UNIT COST	TOTAL
	2015 FORD INTERCEPTOR POLICE UTILITY (UNMARKED) - BLACK NO SPOTLIGHT			
GEN ITEM	**VEHICLE** Black SUV - Spot Light Delete - D51R, Front Head Lamp PI Housings only - 86P, Full Face Wheel Covers	1	25,222.00	25,222.00
#EPL8000WS	**VISOR LIGHT** #EPL8000WS Pinnacle Interior Windshield Lightbar w/ Take Down Lights, (Red/Blue) Specify Vehicle: 2015 Interceptor Utility	1	825.00	825.00
Front / Visor	Vehicle Upfitting- Front / Visor light labor charge: (2 Hours x \$95/hour)	1	190.00	190.00
6 Pack LED	** CORNER STROBES ** Universal UnderCover™ LED Insert w/ In-line Flasher, 10 ft wire length & 3 interchangeable lenses, Solid Color - (2) Red, (2) Blue, (2) Clear - SCREW IN MSRP - \$810	1	468.00	468.00
LED's	Vehicle Upfitting- Front and Rear LED installation x LED's labor charge: (4 Hours x \$95/hour)	1	380.00	380.00
400 Series Siren	**SIREN AND SPEAKER** ETSA481RSP nERGY™ 400 Series Remote Siren, 10-16v - 100w single MSRP - \$858	1	480.00	480.00
D series speaker	ETSS100D SoundOff Speaker 100 watt speaker MSRP - \$254	1	142.00	142.00
Siren (R) / Speaker	Vehicle Upfitting- Siren Controller / Amplifier installation labor charge: (4 Hours x \$95/hour) Installation of Siren / Speaker	1	380.00	380.00
GEN ITEM	**RADIO** Motorola Radio **Provided by Customer**	1	0.00	0.00
Vehicle Upfitting	Vehicle Upfitting- Mounting Installation labor charge: (3 Hours x \$95/hour)	1	285.00	285.00
Install kit (Up-fit)	**INSTALL KIT** Vehicle Mounting Installation Kit: Wiring Harness, Mounting brackets, 120 AMP Bussman Breaker, (2) Bussman J-Case Fuse holders, Tyco 75 amp Relay, (2) 6 panel Blue-Sea Fuse holders and associated material and equipment for install	1	496.00	496.00
#CG-X	Vehicle Charge Guard Model # CG-X System Spec: 12V timer switch that automatically turns on and off 2 way radios, Cellular RF devices, Mobile Data Computers. Programmable from 15 minutes to 15 hours. (MSRP: \$99.00)	1	76.00	76.00
Vehicle Upfitting	Vehicle Upfitting- Mounting Installation labor charge: (1 Hours x \$95/hour)	1	95.00	95.00
	CONSOLE			

Brekford Policy: 3 Year Limited Priority Warranty on Mobile Data Computers-hardware/labor (excluding: batteries). This warranty does not cover physically damaged merchandise. Refund is only available on special circumstances and subjected to 25% restocking fee. No refund will be considered after 15 days from the date of purchase. For tech support and RMA service call (443-557-0200).

SIGNATURE (quote approval)

TOTAL



DATE	QUOTE #
9/11/2014	141381Q

FEDERAL ID: 20-4086662

Hagerstown Police Dept
Police Administration
50 North Burhans Blvd
Hagerstown MD 21740

Hagerstown Police Dept.
Attn: Brian Barnhart
tel: 301-790-3700
50 N. Burhans Blvd.
Hagerstown, MD 21740

ITEM	DESCRIPTION	QTY	UNIT COST	TOTAL
Consoles◊	Ford Utility Police Interceptor (2012-2014) - Console Box with Internal Cup holder and Armrest Item #:7160-0411 MSRP - \$540	1	388.00	388.00
Accessories◊	Ford Utility Police Interceptor (2012-2013) USB/Audio/12 Volt Relocation Panel Item #:7160-0431 MSRP - \$78	1	52.00	52.00
Console, Dock & Mount	Install of Console (2 Hours x \$95/hour)	1	190.00	190.00
Ship&Handle Charge	Shipping and Handling Date shipped: / Carrier: / Tracking#:		0.00	0.00
CONTRACTS	MARYLAND State Contracts: >DBM-0106-RADEQ (Two Way Radio Equipment) ID # 050B8800003 >eMarylandMarketplace -Maryland State Catalog		0.00	0.00

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SIGNATURE (quote approval)

TOTAL

\$29,669.00



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www.brekford.com
7020 Dorsey Building # C
Hanover, MD 21076

SALES ESTIMATE

DATE	QUOTE #
9/11/2014	141379Q

FEDERAL ID: 20-4086662

NAME / ADDRESS

Hagerstown Police Dept.
Police Administration
50 North Burhans Blvd
Hagerstown MD 21740

SHIP / DELIVER

Hagerstown Police Dept.
Attn: Brian Barnhart
tel: 301-790-3700
50 N. Burhans Blvd.
Hagerstown, MD 21740

Acct-REP	TERMS	QUOTE #	QUOTE VERSION	QUOTE VALID THROUGH
S E	Net 30	141159Q		9/30/2014

ITEM	DESCRIPTION	QTY	UNIT COST	TOTAL
	2015 FORD INTERCEPTOR POLICE UTILITY (MARKED)			
GEN ITEM	**VEHICLE** Black & White SUV - Front Head Lamp PI Housings only - 86P- with spot light Vinyl Package #1 - 91A (White roof, both front and both rear doors)	2	25,382.00	50,764.00
#EPL9000	**LIGHT BAR** #EPL9000 48" Pinnacle Exterior bar Red / Blue w/ LED Take Downs & Alleys Specify Vehicle: 2015 Ford Interceptor Utility	2	1,540.00	3,080.00
Lightbar	Vehicle Upfitting- Light bar installation labor charge: (3 Hours x \$95/hour)	2	285.00	570.00
6 Pack LED	** CORNER STROBES ** Universal UnderCover™ LED Insert w/ In-line Flasher, 10 ft wire length & 3 interchangeable lenses, Solid Color - (2) Red, (2) Blue, (2) Clear - SCREW IN	2	468.00	936.00
LED's	MSRP - \$810 Vehicle Upfitting- Front and Rear LED installation x LED's labor charge: (4 Hours x \$95/hour)	2	380.00	760.00
400 Series Siren	**SIREN AND SPEAKER** ETSA481RSP nERGY™ 400 Series Remote Siren, 10-16v - 100w single	2	480.00	960.00
D series speaker	MSRP - \$858 ETSS100D SoundOff Speaker 100 watt speaker	2	142.00	284.00
Siren (R) / Speaker	MSRP - \$254 Vehicle Upfitting- Siren Controller / Amplifier installation labor charge: (4 Hours x \$95/hour) Installation of Siren / Speaker	2	380.00	760.00
GEN ITEM	**RADIO** Motorola Radio **Provided by Customer**	2	0.00	0.00
Vehicle Upfitting	Vehicle Upfitting- Mounting Installation labor charge: (3 Hours x \$95/hour)	2	285.00	570.00
GEN ITEM	**DECALS** Decals + Striping for Hagerstown	2	600.00	1,200.00
Install kit (Up-fit)	**INSTALL KIT** Vehicle Mounting Installation Kit: Wiring Harness, Mounting brackets, 120 AMP Bussman Breaker, (2) Bussman J-Case Fuse holders, Tyco 75 amp Relay, (2) 6 panel Blue-Sea Fuse holders and associated material and equipment for install	2	398.00	796.00
#CG-X	Vehicle Charge Guard Model # CG-X System Spec: 12V timer switch that automatically turns on and off 2 way radios, Cellular RF devices, Mobile Data Computers. Programmable from 15 minutes to 15 hours. (MSRP: \$99.00)	2	76.00	152.00
Vehicle Upfitting	Vehicle Upfitting- Mounting Installation labor charge: (1 Hours x \$95/hour)	2	95.00	190.00
	CONSOLE			

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Computers-hardware/labor (excluding: batteries). This warranty does not cover
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circumstances and subjected to 25% restocking fee. No refund will be
considered after 15 days from the date of purchase. For tech support and RMA
service call (443-557-0200).

SIGNATURE (quote approval)

TOTAL



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www.brekford.com
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Hanover, MD 21076

SALES ESTIMATE

DATE	QUOTE #
9/11/2014	141379Q

FEDERAL ID: 20-4086662

NAME / ADDRESS

Hagerstown Police Dept.
Police Administration
50 North Burhans Blvd
Hagerstown MD 21740

SHIP / DELIVER

Hagerstown Police Dept.
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Acct-REP	TERMS	QUOTE #	QUOTE VERSION	QUOTE VALID THROUGH
S E	Net 30	141159Q		9/30/2014

ITEM	DESCRIPTION	QTY	UNIT COST	TOTAL
#AS9.C130.101	Vehicle Mount Terminals: Mini Foward dash mount Console >Two cig sockets for additional 12V power. Mnf # Mini-Dover-55 Need customized faceplates for radios (MSRP: \$395.00)	2	385.00	770.00
#MCS-CUPHOLD2	>Cup Holder: Heavy duty steel cup holders (2) Mnf # MCS-CUPHOLD2 (MSRP: \$59.00)	2	38.00	76.00
Console, Dock & Mount	Install of Console (2 Hours x \$95/hour)	2	190.00	380.00
PRO-GARD<	**PRISONER CAGE WITH NO POLYCARB. DIVIDER** P4700UINT13A Passenger 1/2 Sliding Polycarbonate Window MSRP - \$608	2	511.00	1,022.00
PRO-GARD<	RP47UINT13 Recessed Panel (Space Saver) MSRP - \$99	2	83.00	166.00
PRO-GARD<	SP47BS13 Pair, 20", 14 Gauge Steel Extension Panels (for use with RP47UINT13 Recessed Panel) MSRP - \$78	2	66.00	132.00
PRO-GARD<	S4702UINT13 Charcoal Grey ABS, Standard Transpt Seat (straight back) w/ 1/4" Poly. Window Cargo Barrier & Seat Mount. Kit MSRP - \$1196	2	1,005.00	2,010.00
PRO-GARD<	WB47UINT13 Pair, Steel Window Barrier (for use with DP47UINT13 Rear Door Panels only) MSRP - \$220	2	185.00	370.00
PRO-GARD<	DP47UINT13 Pair, Black ABS, Rear Door Panels MSRP - \$128	2	107.00	214.00
Vehicle Upfitting	Vehicle Upfitting- Mounting Installation labor charge: (5 Hours x \$95/hour)	2	475.00	950.00
PRO-GARD<	**WEAPON MOUNT** G5000 Series, Universal Mount Single Weapon, Horizontal Mount >must specify weapon type, style, and accessories (MRSP: \$302.00)	2	316.00	632.00
Vehicle Upfitting	Vehicle Upfitting- Mounting Installation labor charge: (2 Hours x \$95/hour)	2	190.00	380.00
#7160-0006	**ETIX ARMREST SET UP** Vehicle Printer Armrest Mount : Pretax Pocketed printer Arm Rest Printer mount with roll feed - w/ 5' mounting equipment Mnf # list price \$335) 278	2	278.00	556.00
#PJ623	POCKETJET 6 PLUS ENGINE,Mnf# PJ623 300-dpi, integrated USB/IrDA (PocketJet Engine Only, No Battery, No Doc. Set, No Accessories, etc.)	2	339.00	678.00
#LB3692	Mnf# LB3692 Car Adapter-Wired-14' Length	2	19.00	38.00
#LB3603	Mnf# LB3603 USB Cable (10 foot)	2	12.00	24.00
#4702-151-LTRK-USB-STR	L-tron Scanner: ETIX Scans Drivers Licenses to Shorten Traffic Stops Mnf # MD ETIX - 4702 Kit	2	448.00	896.00
E-TICKETING <	Cusotm E-tix solution for armrest / cage mount. (1.5 hr. labor x \$95hr.)	2	142.50	285.00
Ship&Handle Charge	Shipping and Handling Date shipped: / Carrier: / Tracking#:		0.00	0.00

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SIGNATURE (quote approval)

TOTAL



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SALES ESTIMATE

DATE	QUOTE #
9/11/2014	141379Q

FEDERAL ID: 20-4086662

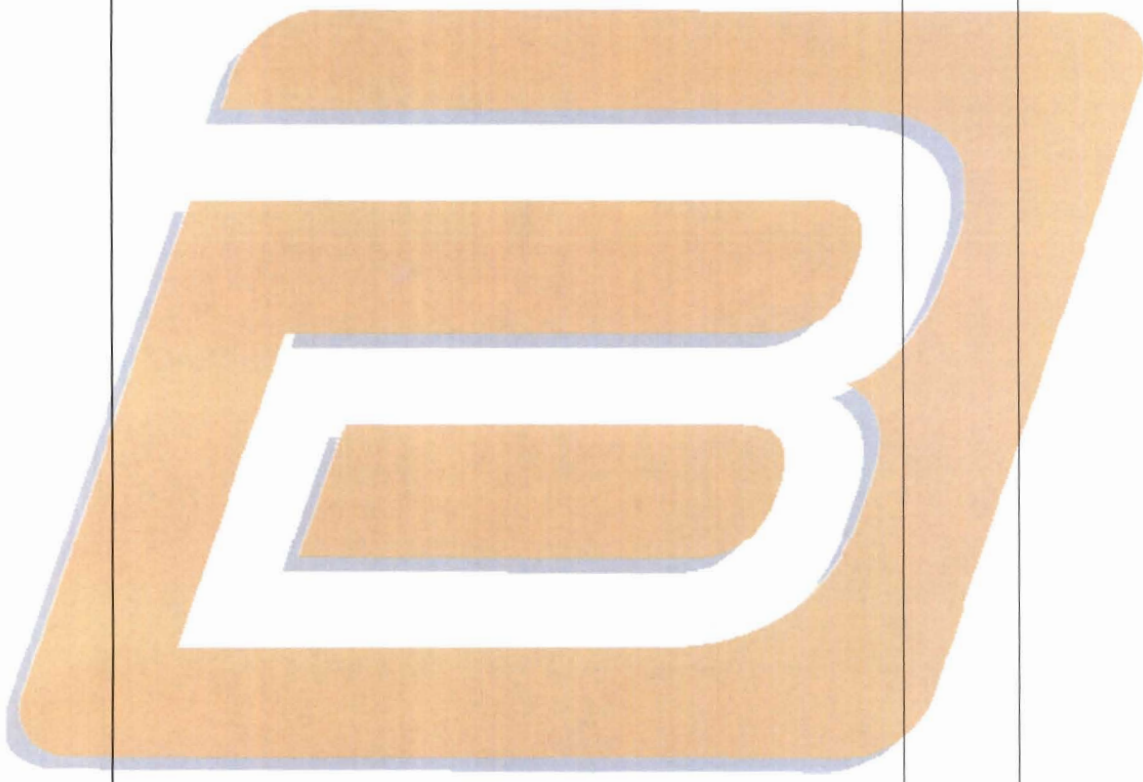
NAME / ADDRESS

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Acct-REP	TERMS	QUOTE #	QUOTE VERSION	QUOTE VALID THROUGH
S E	Net 30	141159Q		9/30/2014

ITEM	DESCRIPTION	QTY	UNIT COST	TOTAL
CONTRACTS	MARYLAND State Contracts: >DBM-0106-RADEQ (Two Way Radio Equipment) ID # 050B8800003 >eMarylandMarketplace -Maryland State Catalog		0.00	0.00
				

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SIGNATURE (quote approval)

TOTAL

\$70,601.00

REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND

Topic:

Approval of Implementation of a 401(a) Plan to the City's Deferred Compensation Program

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

▯ [Deferred_Comp_Program.pdf](#)

Description

Approval of
Implementation of a 401
(a) Plan to the City's
Deferred Compensation
Program

REQUIRED MOTION

MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Date: September 30, 2014

TOPIC: Approval of Implementation of a 401(a) Plan to the City's Deferred Compensation Program

Charter Amendment	_____
Code Amendment	_____
Ordinance	_____
Resolution	_____
Other	<u> X </u>

MOTION: I hereby move for Mayor and Council authorization for staff to implement a 401(a) Plan as part of the City's Deferred Compensation Program available to City employees. Creation of the 401(a) Plan will allow employees who are not eligible to participate in the Maryland State Retirement System due to their retiree status to have the option to contribute to a deferred compensation program. The City's 401(a) Plan will offer investment options consistent with Hagerstown's 457(b) Plan and will not have a vesting time requirement. The City of Hagerstown will contribute up to a maximum of 3% of an employee's annual salary as a match to contributions from employees who select to participate in the 401(a) Plan.

DATE OF INTRODUCTION: N/A
DATE OF PASSAGE: 09/30/2014
EFFECTIVE DATE: 09/30/2014



CITY OF HAGERSTOWN, MARYLAND

Human Resources
Finance Department

To: Mayor and City Council
Bruce Zimmerman, City Administrator

From: Karen Paulson, Director of Human Resources *KP*
Michelle Hepburn, Director of Finance *M. Hepburn*

Date: September 5, 2014

Subject: Deferred Compensation Plans Update – 457(b) and 401(a)

Last August, Mayor and Council approved staff to move forward with drafting and implementing a new benefit for certain full-time employees that are not eligible to participate in the Maryland State Retirement System plan due to their retiree status. Staff will provide an update to the Mayor and Council on the status of implementing a new 401(a) pension option and on existing 457(b) pension options.

The Deferred Compensation Committee has worked with our deferred compensation vendor, Great West throughout the past year on creating and adding a 401(a) plan to our Deferred Compensation package. The highlights of the recommended 401(a) plan are:

- Employees that are not eligible to participate in MD State Retirement System due to their retiree status will have option to contribute to a deferred compensation pension plan.
- The 401(a) plan would not have a "vesting" time limit or period.
- The City of Hagerstown will contribute and/or match an employee's contribution up to a maximum 3% of annual base salary.
- The 401(a) plan will offer the investment options as the 457(b) plan.

In order to add this new feature and benefit, the Committee has worked extensively with Great West to incorporate an investment policy that meets industry standards and ensures that the City and Committee meet its fiduciary responsibility. At the same time as adding this new 401(a) plan, the City will have the opportunity to provide modern enhancements to the current 457(b) plan as stated below:

- There remains no cost to the City to offer employees the existing and optional 457(b) plan
- Employees that currently participate and contribute to the 457(b) will have significantly reduced administrative fees
- The City will be able to offer more modern features and options in our 457(b) like target funds and streamlined discounted investment options.

The Committee and staff are excited to provide additional benefits to employees while at the same time provide enhancements to our existing plan. Great West will provide additional support and assistance to employees. We anticipate that all the enhancements will be available to eligible employees by the end of 2014.

We would also offer a special thank you to the members of the Deferred Compensation Committee.

- Karen Paulson
- Michelle Hepburn
- Susan Delauter
- Jeffrey Kercheval
- Alex Rohrbaugh
- Jason Miller
- Boyd Cook
- Margie Moats