

**BALTIMORE COUNTY COUNCIL AGENDA
LEGISLATIVE SESSION 2025, LEGISLATIVE DAY NO. 16
OCTOBER 6, 2025 6:00 P.M.**

WORK SESSION – SEPTEMBER 30, 2025, 4 P.M.

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

**A. MOMENT OF SILENT MEDITATION
PLEDGE OF ALLEGIANCE TO THE FLAG**

B. APPROVAL OF JOURNAL – Meeting of September 15, 2025

C. ENROLLMENT OF BILLS – Bills 51-25, 54-25 & 55-25

D. INTRODUCTION OF BILLS

E. CALL OF BILLS FOR FINAL READING AND VOTE

Bill 52-25 – Councilmembers Patoka & Marks – Historical and Architectural Preservation – Issuance of Demolition Permit
Bill 53-25 – Mr. Marks – Maryland Model Floodplain Ordinance – Bill 6-24
Bill 56-25 – Mr. Ertel(By Req.) – CEB – Maryland Opioid Restitution Funding FY2026
Bill 57-25 – Mr. Ertel(By Req.) – CEB – Cold Case Testing – Private Grant
Bill 58-25 – Mr. Ertel(By Req.) – CEB – AIDS Case Management
Bill 59-25 – Mr. Patoka – Zoning Regulations – Exceptions to Residential Transition Areas
Bill 60-25 – Mr. Jones – Zoning Regulations – Uses Permitted in the Residential-Office (R-O) Zones
Bill 61-25 – Councilmembers Jones & Young – Revitalization Property Tax Credit
Bill 62-25 – Mr. Kach – Zoning Regulations – Hookah and Vapor Lounges – On-Site Security Personnel
Bill 63-25 – Mr. Kach – Zoning Regulations – C.C.C. Overlay Districts – Restrictions on First Story Apartments
Bill 64-25 – Mr. Marks – Metropolitan District – Wastewater User Charges
Bill 65-25 – Mr. Marks – Historical and Architectural Preservation – Appeals
Bill 66-25 – Mr. Marks – Landmarks Preservation Commission – Meetings and Hearings

F. BILLS FOR FIRST CONSIDERATION

Bill 67-25 – Mr. Young – Zoning Regulations – Uses Permitted in the Office Building Residential (OR-1) Zone

G. APPROVAL OF FISCAL MATTERS/CONTRACTS

1. Contract – PO 10028400-2 – International Chemstar Incorporated – Water sampling and testing services
2. Contract – Gaudenzia, Inc. – Residential treatment services
3. Contract – Daktronics, Inc. – Digital display solutions
4. Contracts – (3) – Installation and maintenance – CCTV Access Systems
5. Contracts – Guardrails, Etc. – On-call guardrail installation and replacement services

WITHDRAWN 6. ~~Contract – GMC Contractors, Inc. – Parking lot striping~~

7. Contract Amendments – (13) – Snow removal and deicing services
8. Contract – Alexander Cater d/b/a Catering Landscapes – Snow removal and deicing services

H. MISCELLANEOUS BUSINESS

1. Correspondence - (a) (3) - Non-Competitive Awards (September 9, 2025)

**BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
LEGISLATIVE SESSION 2025**

*Issued: September 25, 2025
Work Session: September 30, 2025
Legislative Day No. 16 : October 6, 2025*

The accompanying notes provide analysis of unaudited information obtained from the Administration and other sources; most notes for Administration-submitted agenda items are prepared primarily by the Office of the County Auditor, while most notes for Council-initiated agenda items are prepared primarily by the Office of the Legislative Counsel to the County Council.



OFFICE OF THE COUNTY AUDITOR

BALTIMORE COUNTY COUNCIL

October 6, 2025

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**AGENDA
BALTIMORE COUNTY COUNCIL
LEGISLATIVE SESSION 2025, LEGISLATIVE DAY NO. 16
October 6, 2025 6:00 P.M.**

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CALL OF BILLS FOR FINAL READING AND VOTE

COUNCIL

- 1 Bill 52-25 – Councilmembers Patoka & Marks – Historical and Architectural Preservation – Issuance of Demolition Permit
3 Bill 53-25 – Mr. Marks – Maryland Model Floodplain Ordinance – Bill 6-24

AMANDA WENSEL, EMS CAPTAIN, FIRE DEPARTMENT

- 4 Bill 56-25 – Mr. Ertel(By Req.) – CEB – Maryland Opioid Restitution Funding FY2026

CAPTAIN WILBERT BUCKINGHAM, POLICE DEPARTMENT

- 7 Bill 57-25 – Mr. Ertel(By Req.) – CEB – Cold Case Testing – Private Grant

LAWRENCE RICHARDSON, DEPUTY DIRECTOR, DEPARTMENT OF HEALTH & HUMAN SERVICES

- 10 Bill 58-25 – Mr. Ertel(By Req.) – CEB – AIDS Case Management

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- 13 Bill 59-25 – Mr. Patoka – Zoning Regulations – Exceptions to Residential Transition Areas
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BILLS FOR FIRST CONSIDERATION

COUNCIL

- 26 Bill 67-25 – Mr. Young – Zoning Regulations – Uses Permitted in the Office Building Residential (OR-1) Zone

APPROVAL OF FISCAL MATTERS/CONTRACTS

DEBRA SHINDLE, CHIEF, PROPERTY MANAGEMENT

- 27 1. Contract – PO 10028400-2 – International Chemstar Incorporated – Water sampling and testing services

LAWRENCE RICHARDSON, DEPUTY DIRECTOR, DEPARTMENT OF HEALTH & HUMAN SERVICES

- * 2. Contract – Gaudenzia, Inc. – Residential treatment services

CHRIS MARTIN, DIRECTOR, OFFICE OF INFORMATION TECHNOLOGY

- 30 3. Contract – Daktronics, Inc. – Digital display solutions
34 4. Contracts – (3) – Installation and maintenance – CCTV Access Systems

* Addendum

APPROVAL OF FISCAL MATTERS/CONTRACTS (cont.)

LAUREN BUCKLER, DIRECTOR, DEPARTMENT PUBLIC WORKS & TRANSPORTATION

- 38 5. Contract – Guardrails, Etc. – On-call guardrail installation and replacement services
~~WITHDRAWN~~ ~~6. Contract – GMC Contractors, Inc. – Parking lot striping~~
42 7. Contract Amendments – (13) – Snow removal and deicing services
49 8. Contract – Alexander Cater d/b/a Catering Landscapes – Snow removal and deicing services

MISCELLANEOUS BUSINESS

COUNCIL

- 55 1. Correspondence - (a) (3) - Non-Competitive Awards (September 9, 2025)

Councilmembers Patoka & Marks

Historical and Architectural Preservation – Issuance of Demolition Permit

Bill 52-25 amends the circumstances under which a demolition permit may be issued for certain buildings or structures that may be subject to historical or architectural preservation in order to expand the circumstances under which the County is prohibited from issuing a demolition permit.

Currently, in order to erect, construct, repair, alter, remodel, remove, or demolish any structure in the County, the County's Building Engineer must issue a permit. Specifically, the application for such a permit requires, among other provisions, the plans and specifications showing the nature and character of the work to be done and the plans and specifications of the building or structure to be demolished.

However, if a property or structure is currently on, or has been nominated for inclusion on the Preliminary County Landmarks List, a demolition permit cannot be issued for the structure until it completes the process for inclusion on the Final Landmarks List. This process includes a public hearing before the Landmarks Preservation Commission, recommendation for inclusion by the Commission, review by the County Executive, and forwarding to the County Council for a public hearing to consider whether to include a property or structure on the Final Landmarks List.

Bill 52-25 enacts several procedural changes to this process. First, the bill expands the types of properties for which a demolition permit must be held until a nomination for preliminary or final landmark status has been undertaken and completed to any property or structure on: the Maryland Historic Trust Inventory (pre-2007 and post-2007); the National Register of Historic Places; and the Preliminary County Landmarks List.

The bill also requires the County to notify via email the Preservation Alliance of Baltimore County and the County Council when an application for demolition has been received for any building constructed before 1960. Within 30 days of receiving this notification, a Councilmember may direct the Council Secretary to submit to the County Administrative Officer a written objection to the issuance of the demolition permit. The Councilmember may also direct the Council Secretary

to schedule a public hearing before the County Council within 60 days of the objection to determine whether the property should be included on the Final County Landmarks List. Last, the County must withhold approval of an application for demolition of any structure with an active application for addition to the Final County Landmarks List until the notice requirements have been met and the process for inclusion has been completed.

With the affirmative vote of five members of the County Council, Bill 52-25 will take effect 14 days after its enactment. At the request of the bill's lead sponsor, the Council voted to extend the vote until the legislative session on October 6, 2025.

Mr. Marks

Maryland Model Floodplain Ordinance – Bill 6-24

Bill 53-25 amends Bill 6-24 in order to repeal and re-enact an uncodified provision setting forth the applicability of certain provisions of Bill 6-24.

Bill 6-24 updated the County Code sections related to floodplains to be in conformance with the Maryland Model Floodplain Ordinance. The Maryland Department of the Environment (MDE) recommends that Maryland jurisdictions implement the “model ordinance” produced by MDE. MDE prepared the model ordinance in response to the requirement that local jurisdictions adopt regulations that are fully compliant with the National Flood Insurance Program (NFIP). Bill 6-24 brought Baltimore County into alignment with the model ordinance, while maintaining the higher standard of floodplain protection that has been a hallmark of program implementation in this County for both tidal waters and nontidal waters of the State.

Bill 53-25 repeals and re-enacts Section 3 of Bill 6-24, which stated that Bill 6-24 took effect 45 days after its enactment. Bill 53-25 amends this uncodified section to state “the limitation on the square footage of an accessory structure in §32-8-507(a) of this Act shall not apply to a permit or a petition for variance for such a structure filed prior to the effective date of this Act, nor shall it apply to any subsequent permit or petition for variance for the same structure filed subsequent to the effective date of this act but prior to November 1, 2025.”

With the affirmative vote of five members of the County Council, Bill 53-25 will take effect 14 days after its enactment.

At the request of the bill’s sponsor, the Council voted to extend the vote until the legislative session on October 6, 2025.

On September 11, 2025, the bill’s sponsor proposed an amendment that would narrow the application of the limitation exclusion to an accessory structure that is 1,200 square feet or less (in other words, allowing a permit or petition for variance for an applicable accessory structure only if the structure is 1,200 square feet or less).

Bill 56-25 (Supplemental Appropriation)

Council District(s) All

Mr. Ertel (By Req.)

Fire Department

Maryland Opioid Restitution Funding FY 2026

The Administration is requesting a supplemental appropriation of State funds totaling \$38,315 to the MD [Maryland] Opioid Restitution FY 2026 Grant Gifts and Grants Fund program to increase the amount appropriated to the actual amount of the grant award. The Department advised that it will utilize the funds, together with previously appropriated funds, over a two-year period, primarily toward the salaries and benefits of an EMS Captain and two Paramedics, allowing for expansion of the County's Quick Response Team (QRT)'s substance use disorder (SUD) services from 16 to 40 hours a week. See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County	--	--	--
State ⁽¹⁾	\$ 38,315	\$ 255,432	\$ 293,747
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 38,315</u>	<u>\$ 255,432</u>	<u>\$ 293,747</u>

⁽¹⁾ Maryland's Office of Overdose Response funds. No County matching funds are required.

Analysis

The QRT partners the Department's Paramedics with Certified Peer Recovery Specialists (CPRS) from the County's Department of Health to provide individuals with SUD and their families access to community resources. The QRT also provides real-time response to overdose patients, reducing the number of 9-1-1 calls and EMS transports. The Department advised that it will use

the proposed \$38,315 supplemental appropriation, together with funds appropriated on March 3, 2025, primarily toward the salaries and benefits (\$292,622) of one EMS Captain, one Paramedic Firefighter, and one Paramedic, enabling the QRT to expand its hours of service from 16 to 40 per week. (The Department further advised that the grant funds support 50% of the cost of these positions; a Health Department grant supports the other 50%.) The Department previously noted that it will use \$1,125 of the grant funds to purchase a subscription to an American Sign Language (ASL) virtual translation service for the QRT.

The Department estimates that it will serve 600 residents through this program during the grant period.

The grant period is January 1, 2025 through December 31, 2026. The Department advised that no County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 56-25 will take effect October 19, 2025.

Executive Summary

Baltimore County Fire Department

FY2026 Current Expense Budget
MD Opioid Restitution Funding
SUPP-FIR-2025-1353
200-CC160000- GR-2145- \$38,314.80 (additional funds)

Baltimore County Fire Department (BCoFD) is requesting an amendment for the 2026 Current Expense Budget by appropriating to the Gifts and Grants Special Revenue Fund. These monies derive from state funds made available to Baltimore County through MD Opioid Restitution Funding. The State of Maryland has made known the funds available are to be used in funding the Quick Response Team (QRT).

The program affords Baltimore County Fire Department's QRT, to combat the opioid epidemic by expanding overdose resources to the community. The goal is to provide support for overdose victims and their families through a coordinated response, with support from the Baltimore County Department of Health; and conduct home visits accompanied by a Certified Peer Recovery Specialist (CPRS). The Quick Response Team will refer individuals to treatment and provide access to community resources for both individuals with SUD and their families. Individuals who are not ready to seek treatment will receive scheduled follow-up to ensure engagement. The Quick Response Team initiative provides real time response to overdose victims, reducing the number of 9-1-1 calls and EMS transports while increasing a coordinated community response. The Baltimore County Fire Department is pleased to engage in a collaboration with the Baltimore County Department of Health to provide these resources to the community. This project will fund expansion to two full-time Mobile Integrated Health (MIH) Paramedics. Additionally, this project will support continued oversight by an EMS Captain to ensure our goals and strategies remained aligned and attainable.

The grant period is January 1, 2025 through December 31, 2026. The appropriation is a 100% funding opportunity with no county match. The QRT is supported by shared funding between DHHS- OD2A funding and MOOR funding. The new total amount of the award is \$293,746.80 with the requested acceptance of the additional \$38,314.80; or \$146,873.40 for 2 years.

Prepared by: Fire Department

Bill 57-25 (Supplemental Appropriation)

Council District All

Mr. Ertel (By Req.)

Police Department

Cold Case Testing – Private Grant

The Administration is requesting a supplemental appropriation of private funds totaling \$30,000 to the Cold Case Testing – Private Grant Gifts and Grants Fund Program. The Department advised that, with the advancement of DNA analysis, the grant will help in solving the identities of the victims as well as suspects of homicide cold cases. See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County	--	--	--
State	--	--	--
Federal	--	--	--
Other ⁽¹⁾	\$ 30,000	--	\$ 30,000
Total	<u>\$ 30,000</u>	<u>\$ --</u>	<u>\$ 30,000</u>

⁽¹⁾ Private donation. No County matching funds are required.

Analysis

On August 4, 2025, the Council approved Resolution 36-25, authorizing the County to accept a private donation of \$30,000 from Ms. Anne Louise Allen to be used to fund the outsourcing of homicide cold case DNA testing and analysis. The Department advised that, with the advancement of DNA analysis, the donation will help in determining the identities of the victims as well as suspects of these cold cases. The Department further advised that the quantities of cases and/or samples that could benefit from cold case testing are dependent on the required testing and the length of the processing needed for each sample.

The proposed supplemental appropriation appropriates the donated funds to the grant program within the FY 2026 budget. There is no grant period. The Department advised that no County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 57-25 will take effect October 19, 2025.

Executive Summary

Ms. Anne Louise Allen has graciously offered to donate thirty thousand dollars (\$30,000.00) to the Baltimore County Police Department. Ms. Allen's father was a homicide victim from 1981. She called two years ago and requested that her father's case be reopened and tests conducted for DNA of a suspect. The Police Department sent DNA evidence to Combined DNA Index System (CODIS) and got a hit on a suspect who is currently in jail in Delaware. She was so grateful that she would like to help others to have resolutions for their own lost loved ones. Ms. Allen has donated \$30,000.00 to be used specifically for Homicide, Missing and Unidentified persons Cold Case DNA Outsourcing in the hopes that other families can also find closure. This CARF is the second of two Action Requests; the first was used to accept the donation. This will be used to appropriate the money into a grant code.

Prepared by: Police Department

Bill 58-25 (Supplemental Appropriation)**Council District(s) All****Mr. Ertel (By Req.)****Department of Health and Human Services****AIDS Case Management**

The Administration is requesting a supplemental appropriation of State funds totaling \$449,999 to the AIDS Case Management Gifts and Grants Fund program. The Department advised that it will use the funds primarily toward the salaries and benefits of seven positions to provide non-medical case management services to eligible HIV-positive Baltimore County residents, as well as to provide subsidies (e.g., food vouchers and rental assistance) to address social determinants of health. See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County	--	--	--
State ⁽¹⁾	\$ 449,999	--	\$ 449,999
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 449,999</u>	<u>--</u>	<u>\$ 449,999</u>

⁽¹⁾ Maryland Department of Health funds. No County matching funds are required.

Analysis

The program provides HIV-positive County residents, who meet Ryan White program eligibility criteria, with a continuum of services, including non-medical case management and emergency financial support services (i.e., subsidies to address social determinants of health). Services include co-pay assistance, eviction and utility turn-off prevention, medical transportation, and food vouchers.

The Department advised that it will use the proposed \$449,999 supplemental appropriation primarily toward the salaries and benefits (\$378,150) of seven existing part-time positions (three Human Services Associates, one Management Analyst III, one Data Entry Operator, one Human Services Assistant, and one Nursing Assistant) to provide non-medical case management services. The Department further advised that it will utilize \$55,854 for financial support services, and the remaining funds (\$15,995) for other program costs (e.g., indirect costs, supplies, utilities).

The Department estimates that it will serve 150 residents during the grant period.

The grant period is July 1, 2025 through June 30, 2026. The Department advised that no County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 58-25 will take effect October 19, 2025.

Executive Summary

AIDS Case Management

The Baltimore County Department of Health is seeking a supplemental appropriation in the amount of \$449,999.

PURPOSE

This funding will be used to provide services to Baltimore County residents who are HIV positive and enrolled in the HIV Case Management program within Baltimore County Department of Health. Clients will receive services to organize a response to gaps in services and care that have been identified by Maryland Department of Health (MDH). These Non-Medical Case Management positions will use the MDH Model for Improvement guidelines to facilitate activities that identify and reduce/eliminate gaps in HIV prevention services and health care.

BACKGROUND

Since 1994, the HIV Case Management Program within the Baltimore County Department of Health (BCDH) has served Ryan White-eligible County residents with a continuum of services that include non-medical case management and emergency financial support services. These services include medical visit co-pays, eviction prevention, utility turn-off prevention, medical transportation, and food vouchers. Throughout this time, partnerships with community organizations and other State and local government agencies have remained an integral part of the BCDH's approach to serving and responding to the evolving needs of those living with HIV and/or AIDS. As a local health department, BCDH maintains strategic partnerships and collaborations with other providers to maximize access to, and services for, those at highest risk and most in need of its public health services. According to the most recent data from the Center for Epidemiology and Evaluation of the Prevention and Health Promotion Administration, 3,793 Baltimore County residents are living with HIV.

AIDS Case Management State Special funds are administered by Maryland Department of Health and granted to Baltimore County Department of Health to provide HIV Case Management services to eligible Baltimore County residents.

FISCAL

Funding \$449,999

Maryland Department of Health to Baltimore County Department of Health and Human Services.

Prepared by: Department of Health and Human Services

Mr. Patoka

Zoning Regulations – Exceptions to Residential Transition Areas

Bill 59-25 adds an exception to the application of Residential Transition Areas to include additions to certain existing religious schools.

The Zoning Regulations define the residential transition area (RTA) as a 100-foot area, including any public road or public right-of-way, extending from a Density Residential (D.R.) zoned tract boundary into the site to be developed. The purpose of an RTA is to assure that similar housing types are built adjacent to one another or that adequate buffers and screening are provided between dissimilar housing types.

Currently, there are several exceptions to the RTA, including the new construction or reconstruction of or additions to a church or other building for religious worship. Specifically, the RTA does not apply to an existing church or other building for religious worship, including parking areas and driveways, provided all other applicable zoning regulations including setback, parking, and screening requirements, are maintained. Bill 59-25 states that this exception shall also apply to an addition to an orthodox Jewish school located within or adjacent to the Pikesville Design Review Area and between Sudbrook and Church Lanes.

With the affirmative vote of five members of the County Council, Bill 59-25 will take effect 14 days after its enactment.

Mr. Jones

Zoning Regulations – Uses Permitted in the Residential-Office (R-O) Zones

Bill 60-25 permits personal day spas in certain areas of the Residential-Office (R-O) Zone. The bill also expands the locations within the R-O Zone where personal service establishments may be located.

Currently, personal service establishments, including barber shops and beauty shops, with accessory retail services are permitted by right in the R-O Zone within the Pikesville Design Review Area along Church Lane. The bill expands those by-right uses to include personal day spas. Additionally, the bill expands the area where all such by-right uses are permitted to the Liberty Road (East) Commercial Revitalization District within Interstate 695 and Rolling Road.

With the affirmative vote of five members of the County Council, Bill 60-25 will take effect 14 days after its enactment.

Councilmembers Jones & Young

Revitalization Property Tax Credit

Bill 61-25 expands a revitalization tax credit for properties within a State-designated transit-oriented development located in a certain area and within the Woodlawn Commercial Revitalization District.

The State of Maryland recognizes that “transit-oriented developments” (defined as dense, mixed-use developments within ½ mile of transit stations) are an important tool “to help increase ridership, support economic development, and maximize the efficient use of transportation infrastructure.” Qualifying transit-oriented developments are designated as such by agreement of the Maryland Department of Transportation and the local jurisdiction.

Baltimore County has stated its intention to support transit-oriented developments within the jurisdiction, with Master Plan 2030 assigning great weight to transportation access and, particularly, proximity to transit stations. Master Plan 2030 identified a clear goal of incentivizing transit-oriented developments, describing them as providing a “unique opportunity to increase transit ridership and connectivity” within the County and the region.

At this time, the Metro Centre at Owings Mills is the only State-designated transit-oriented development in Baltimore County. This mixed-use development features commercial/retail, office, and residential components and also includes, as a centerpiece, a public library and branch of the Community College of Baltimore County, which represent a multi-million dollar investment by Baltimore County.

The tax credit proposed in Bill 61-25 will incentivize the intensification, particularly in the form of additional residential units, of the State-designated transit-oriented development and, in turn, promote usage of the Baltimore Metro Subway Link and utilization of the public library and the Community College campus.

Another area in need of investment lies within the Woodlawn Commercial Revitalization District (CRD). The Woodlawn CRD includes an area of Business Major-Commercial, Town Center Core

(B.M.-C.T.) zoning, which was designated by Master Plan 2030 as a Regional Commercial Node due to the presence of the aging and outdated Security Square Mall. The County Council recognized that Regional Commercial Nodes present “valuable opportunities to intensify redevelopment efforts, transform land-use paradigms and improve quality of life.”

Over the last several years, Baltimore County has demonstrated a commitment to revitalizing the Security Square Mall area through the acquisition of 39± of the 88± acres and the completion of a design charrette. While “Reimagine Security Square” presented scenarios for an eventual dense, mixed-use development – one with retention of the mall, and one with the eventual demolition of the mall – these scenarios will require the cooperation of the other property owners and significant private investment. In an effort to kickstart these revitalization efforts, the County Council seeks to provide assistance to property owners and businesses within the study area in the form of a tax credit to incentivize the redevelopment and full build-out of the Security Square Mall area.

Bill 61-25

Within the scope of the Baltimore County revitalization property tax credit, Bill 61-25 expands the definition of “commercially zoned properties” to include properties that are located within a State-designated transit-oriented development and the C.T. District of Owings Mills.

Currently, the revitalization property tax credit cannot be combined with any other tax credit or payment in lieu of taxes applicable to the qualified improvements or tax increment financing, except that it can be combined with the property tax credit granted under County Code § 11-2-203.1 when the revitalization property tax credit has expired. Bill 61-25 expands the combining restriction so that it also extends to tax increment financing, while establishing an additional exception whereby the revitalization property tax credit may be combined with another tax credit, payment in lieu of taxes, or tax increment financing if the administrator certifies that the qualified improvements are not necessary to secure payment of any debt funded by the applicable tax increment revenues on the basis of the most recent reassessment of such improvements.

Last, Bill 61-25 expands the time for when a revitalization property tax credit can continue. Currently, the tax credit can continue for 5 years or 10 years if the qualified improvements exceed \$10 million. The bill would allow the tax credit to continue for 30 years for qualified improvements to a residential building located on a qualifying property within the Security Square Mall regional commercial node, as designated by the Baltimore County Master Plan 2030, and zoned B.M.-C.T., under two circumstances.

- 10% of the total number of units are affordable units. Affordability shall be calculated based on 60% of the area median income (Baltimore-Columbia-Towson) as determined annually by U.S. Department of Housing and Urban Development, and rent for those units shall not exceed 30% of annual income. In order to qualify for this tax credit, rent for the affordable units shall remain at 60% of the area median income (Baltimore-Columbia-Towson) for the duration of the tax credit; and
- Any other residential building or a building for senior housing, assisted living, life care, continuing care, or elderly housing, that is at least 60 feet in height. This tax credit may be not granted unless the building has been constructed and has received a use and occupancy permit.

Additionally, the bill would allow the tax credit to continue for 20 years for other qualified improvements exceeding \$10,000,000 to properties within the node.

The bill's direct fiscal impact stems from foregone County real property tax revenues – both from the geographic expansion of the tax credit opportunity area, and from the extension of the maximum duration of the tax credit, from 5 or 10 years (depending on the value of the property improvements) to 20 or 30 years for certain properties (depending on meeting the aforementioned designated criteria). For every \$10,000,000 of newly eligible property value, foregone General Fund tax revenue totals \$110,000 annually. Additionally, if the expanded exception clause were to exempt a property from the restriction on combining tax credits, an increased level of property tax forgiveness could result. Indirect fiscal impacts include both potential costs (associated with public facility pressures created by the incentivized development) and potential revenues (associated with construction work and other taxable economic activity related to the incentivized development).

With the affirmative vote of five members of the County Council, Bill 61-25 will take effect 14 days after its enactment.

Mr. Kach

Zoning Regulations – Hookah and Vapor Lounges – On-Site Security Personnel

Bill 62-25 establishes a new requirement for hookah and vapor lounges related to security. Currently, hookah and vapor lounges are required to, among other things, maintain a video surveillance system that monitors all off-street parking areas and public entrances. The system must continuously record each day the hookah lounge or vapor lounge is open, from its opening until at least two hours after 12:00 midnight or two hours after its closure to the public, whichever is earlier, and all video recordings must be retained for at least 90 days as business records kept in the normal course of business.

Bill 62-25 requires that the hookah or vapor lounge also provide an appropriate number of security personnel during all hours of operation in order to maintain the health, safety, and welfare of persons on the premises.

With the affirmative vote of five members of the County Council, Bill 62-25 will take effect 14 days after its enactment.

Mr. Kach

**Zoning Regulations – C.C.C. Overlay Districts –
Restrictions on First Story Apartments**

Bill 63-25 eliminates the prohibition on residential uses for the first story of a building in the Commercial, Community Core (C.C.C.) overlay district if commercial uses are located in other buildings on the property or within a certain number of feet of the property.

C.C.C. Overlay District - History

In 1970, the County Council created the C.C.C. overlay district to allow for the addition of high-density apartment residential uses in the Business Zones, such as Business Local (B.L.), Business Major (B.M.), and Business Roadside (B.R.). The special regulations adopted in conjunction with the creation of this overlay district restricted residential use and occupancy of the “first story of a building” which mirror the restrictions in the Commercial, Town-Center Core (C.T.) overlay district.

Although there is little in the way of legislative history, the logical reason for this restriction is to create a mix of uses and to provide goods and services in close proximity to those residents, similar to that provided in buildings in city centers where residential occupancy at ground level may not be desirable.

However, the use of the C.C.C. and the C.T. overlay districts on properties in the County has generally not resulted in the development of mixed-use buildings. Buildings that have been constructed with residential only above the first story have had difficulty in attracting and retaining commercial tenants, particularly where there is other retail in close proximity.

Over the years, the Council has adopted several bills that waive the restriction on first-floor residential for certain types of projects (e.g., Bills 79-12, 1-14, 35-19, 115-20, 9-22, and 76-22). Most recently, in recognition of this outcome, the Council adopted a new overlay district – the Mixed-Use (M.U.) district – with stronger incentives and greater flexibility.

However, the M.U. District does not address minor changes where a development in the C.C.C. or C.T. overlay district merely needs flexibility regarding the first-floor restriction, rather than a

wholesale redevelopment. Instead of continuing to chip away at this restriction, Bill 63-25 proposes to eliminate the first-floor residential restriction from the C.C.C. overlay district when there is existing or proposed retail within a certain distance.

Bill 63-25

Unlike most other overlay districts, which may be found in Section 259 of the County Zoning Regulations, the use regulations for the C.C.C. overlay district are stated in sections immediately following the business zone they intend to modify as an “A” section. For example, the regulations for the B.L. Zone are stated in Section 232, and the corresponding C.C.C. overlay district regulations are stated in Section 232A.

Accordingly, Bill 63-25 amends the following sections:

- Section 232A.1 for the uses permitted in C.C.C. overlay district as applied to the B.L. Zone;
- Section 235A.1 for the uses permitted in the C.C.C. overlay district as applied to the B.M. Zone; and
- Section 238A.1 for the uses permitted in the C.C.C. overlay district as applied to the B.R. Zone.

Bill 63-25 amends each section to state that, notwithstanding anything in this provision to the contrary, apartments shall be permitted in any story of a building if commercial uses are located in other buildings on the property or within 1,000 feet of the property.

With the affirmative vote of five members of the County Council, Bill 63-25 will take effect 14 days after its enactment.

Mr. Marks

Metropolitan District – Wastewater User Charges

Bill 64-25 extends the time to request a review of annual Metropolitan District wastewater user charges.

Currently, any person liable for the payment of the wastewater user charges assessed by the Metropolitan District who disputes such charges may, within 240 days after mailing of the bill for such charges, request the Director of Public Works and Transportation review the charges imposed. Such requests for review shall be in such form, contain such information, and be supported by such documents as the Director may require.

Bill 64-25 extends the window to request an appeal from 240 days to 365 days.

With the affirmative vote of five members of the County Council, Bill 64-25 will take effect 14 days after its enactment and shall apply retroactively as of July 1, 2025.

Mr. Marks

Historical and Architectural Preservation - Appeals

Bill 65-25 permits certain decisions of the Landmarks Preservation Commission (the “Commission”) to be appealed to the County Board of Appeals (the “Board”) and sets certain requirements for such an appeal. Bill 65-25 was previously introduced as Bill 46-25. In order to receive additional public input, this Bill’s sponsor withdrew Bill 46-25 and re-introduced the bill as Bill 65-25 with changes described herein.

Under current law, a decision, order, recommendation, or other finding made by the Commission may not be appealed to the Board. The bill establishes an exception to this prohibition wherein any person aggrieved by a decision of the Commission under § 32-7-302(f) of the County Code that a property does not meet the eligibility criteria for placement on the preliminary county landmarks list, may appeal the decision to the Board.

The appeal must be made within 30 days after the Commission’s decision. The appeal to the Board shall be on the record. Upon an appeal, the Board may remand the case to the Commission, affirm the Commission’s decision, or reverse or modify the Commission’s decision.

The Board may reverse or modify the Commission’s decision if a finding, conclusion, or decision of the Commission:

- exceeds the Commission’s statutory authority or jurisdiction;
- results from an unlawful procedure;
- is affected by any other error of law;
- is unsupported by competent, material, and substantial evidence in light of the entire record as submitted; or
- is arbitrary or capricious.

The unavailability of a Commission hearing’s recording is not grounds for reversal of the Commission’s decision. The Board’s decisions are final, may not be appealed, and are exclusive.

With the affirmative vote of five members of the County Council, Bill 65-25 will take effect 14 days after its enactment.

Mr. Marks

Landmarks Preservation Commission – Meetings and Hearings

Bill 66-25 requires that all meetings and hearings of the Landmarks Preservation Commission (the “Commission”) be held in person except under certain circumstances. The bill also codifies several requirements related to public testimony before the Commission. Last, the bill establishes that a member of the public may not be prohibited from testifying at a Commission hearing solely because they have previously submitted written testimony regarding the subject of the hearing or the matter on which they wish to testify.

In general, the Commission shall meet at the call of the Chair as frequently as is required to perform its duties. Also, the Commission may adopt a set of rules consistent with the requirements in the County Code to govern its own meetings and hearings.

All meetings and hearings of the Commission must be held in person. However, at the Chair’s discretion, any meeting or hearing of the Commission may be conducted virtually, if a state of emergency, a weather event, a power outage, or other occurrence would present a danger to members of the public attending in person or would prevent the normal operations of the meeting or hearing. If the Chair requires a meeting or hearing to be virtual, public notice shall be given with as much advance notice as is possible for the given circumstance.

A Commission member that cannot attend a meeting or hearing in person may participate and vote virtually. A Commission member that wishes to participate virtually should give as much advance notice as possible to the Chair and Commission staff.

A member of the public that wishes to testify at a Commission hearing must register in advance in the method established by the Chair and Commission staff. Also, a member of the public may not be prohibited from testifying at a Commission hearing solely because they have previously submitted written testimony regarding the subject of the hearing or the matter on which they wish to testify.

Bill 66-25 was previously introduced as Bill 47-25. In order to receive additional public input, this Bill's sponsor withdrew Bill 47-25 and re-introduced the bill as Bill 66-25 with no changes.

With the affirmative vote of five members of the County Council, Bill 66-25 will take effect 14 days after its enactment.

Bill 67-25

Council District(s) All

Mr. Young

**Zoning Regulations – Uses Permitted in the Office Building Residential
(OR-1) Zone**

Bill 67-25 permits the storage of construction equipment under certain circumstances in the Office Building Residential (OR-1) Zone. Specifically, the bill permits, by-right, the storage of construction equipment if such storage is related to a State highway construction project. Bill 67-25 also contains an automatic sunset provision stating that the bill shall expire without further action from the County Council after November 1, 2027.

With the affirmative vote of five members of the County Council, Bill 67-25 will take effect 14 days after its enactment.

FM-1 (Contract)

Council District(s) All

Property Management

Water Sampling and Testing Services

The Administration is requesting approval of a contract with International Chemstar, Incorporated to provide water sampling and testing services at various County-owned and/or operated facilities; the contractor will also provide remediation services as needed. Property Management advised that the contract will commence upon Council approval and continue until the required services are completed. The contract provides that compensation may not exceed \$41,113. See Exhibit A.

Fiscal Summary

Funding Source	Maximum Compensation	Notes
County ⁽¹⁾	\$ 41,113	⁽¹⁾ Capital Projects Fund.
State	--	⁽²⁾ For the entire term.
Federal	--	
Other	--	
Total	<u>\$ 41,113</u> ⁽²⁾	

Analysis

The contractor will provide water sampling and testing services on 115 samples from 21 County-owned and/or operated facilities. The contractor will also provide remediation (filter installation) services as needed.

The sampling and testing rate is \$275 per sample, and additional labor will be billed at \$275 per hour per employee during normal business hours and \$292.50 per hour per employee outside of normal business hours. Property Management advised that the contract includes a 30% contingency (\$9,488) in the event that water samples test positive for bacteria, metals, or

organisms and remediation services are necessary; these services will be billed at the aforementioned hourly rates. There is a 20% markup on materials.

Property Management advised that the contract will commence upon Council approval and continue until the required services are completed. Property Management could not provide an estimated timeframe for providing these services. The contract provides that compensation may not exceed \$41,113. The County may terminate the agreement by providing prior written notice.

The County initiated a sole-source procurement process with the proposed contractor in light of the contractor's experience with testing and mitigating water issues at County-owned and/or operated facilities. Specifically, Property Management stated that International Chemstar, Incorporated has the expertise not only to test the water, but to implement solutions, and that they are unique in their cutting-edge technical capacity.

On September 2, 2025, a correspondence item was presented to the Council for a similar contract not to exceed \$31,316 with International Chemstar, Incorporated, for water testing and filtration at the North Point Government Center. The contract was awarded through an emergency justification.

The County's financial system indicates that as of September 18, 2025, the County has one other contract with International Chemstar, Incorporated (for MIOX water treatment system maintenance).

County Charter, Section 902(f), states that "when... [competitive] bidding is not appropriate, a contract shall be awarded only by competitive negotiations, unless such negotiations are not feasible. When neither competitive bidding nor competitive negotiations are feasible, contracts may be awarded by noncompetitive negotiations."

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

EXECUTIVE SUMMARY

The Administration is requesting approval of a Purchase Order with International Chemstar Incorporated in the amount of \$41,112.50 for potable water sampling and testing services at various County locations. The vendor will extract 115 samples from 21 County locations to test for bacteria and metals and will provide remediation services, if required.

Prepared by: Property Management

FM-3 (Contract)

Council District(s) All

Office of Information Technology

Digital Display Solutions

The Administration is requesting approval of a contract with Daktronics, Inc. to provide digital display solutions at County-owned and/or operated locations as needed. The contract commences upon Council approval, continues through February 28, 2026, and will renew automatically for two additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days. The contract provides that compensation may not exceed the amount appropriated for these services for the entire contract term. The Office advised that estimated compensation totals \$570,000 for the entire approximate 2-year and 9-month term, including the renewal and extension periods.

Fiscal Summary

Funding Source	Total Compensation	Notes
County ⁽¹⁾	\$ 570,000	⁽¹⁾ Capital Projects Fund. ⁽²⁾ Estimate for the entire approximate 2-year and 9-month term.
State	--	
Federal	--	
Other	--	
Total	<u>\$ 570,000</u> ⁽²⁾	

Analysis

The contractor will provide all labor, materials, tools, equipment, supervision, and incidentals to acquire, deliver, install, and maintain digital display solutions at County-owned and/or operated locations as needed. The Office advised that the signs will assist the County with effectively communicating important information to the public, including dynamic content updates such as weather alerts, community outreach messages, and facility address and safety information. The Office further advised that digital displays are essential for maintaining real-time public awareness

and engagement, especially in emergency situations or for critical updates. The contractor may provide digital displays including, but not limited to, scoreboards, message displays, video displays, digital billboards, digital street furniture (i.e., digital displays affixed to street fixtures such as bus shelters), intelligent transportation systems (ITS) dynamic message signs, sound systems, digit and price displays, space availability displays, indoor LCD signage, and LED video walls.

Unit prices for commodities available for purchase from the contractor range from \$0 (e.g., mounting kits) to \$704,687 (outdoor live video display). (Additional commodities not specified in the contract's price schedule will be available for purchase at a 10% discount.) Daily labor rates range from \$1,000 to \$5,250, depending on staff/skill level (i.e., engineer, supervisor, coordinator, technician, trainer, support), and other service rates range from \$99 to \$131,250, depending on the type of service (i.e., design, installation, training). The hourly rate for custom animation and onsite technical services (which covers labor and travel) is \$175; display cladding is billed at \$125 per sq. ft.; the daily rate for indoor lift rental is \$1,000; the mobilization fee is \$1,350; the cost for drawings (e.g., electrical, structural) ranges from \$500 to \$1,200, and parts and labor extended service are calculated as a percentage of the project cost. If low voltage permits are required for AV installation, the contractor will be responsible for all costs associated with obtaining the permits and for inspection processes with government inspectors.

The contract commences upon Council approval, continues through February 28, 2026, and will renew automatically for two additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days. The contract provides that compensation may not exceed the amount appropriated for these services for the entire contract term. The Office advised that estimated compensation totals \$570,000 for the entire approximate 2-year and 9-month term, including the renewal and extension periods. The Office further advised that the estimated compensation amount is based on three known projects, each valued at approximately \$57,000, at the Woodlawn Police Precinct, White Marsh Library, and Rosedale Library, plus approximately seven additional projects during the contract term.

The County awarded the contract as a cooperative procurement of an existing competitively-bid 4-year Central Susquehanna Intermediate Unit d/b/a Keystone Purchasing Network agreement that was effective March 1, 2024. The Office advised that there is not an M/WBE participation requirement. The County may terminate the agreement by providing 30 days prior written notice.

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

EXECUTIVE SUMMARY

Summary – The County has a need to replace outdated signs and add new signs to projects as needed. The County has an immediate need to replace a basic, outdated sign that was recently removed from Woodlawn Police Precinct. This request is to assist with the County's ability to effectively communicate important information to the public. If the County does not replace existing outdated signage, it would negatively affect both agency productivity and public service delivery, particularly in emergency or time-sensitive situations. There are no existing service contracts for this type of solution, making this a new and timely investment in improving communication infrastructure.

Purpose –The new Digital Media Sign from Daktronics offers a significant upgrade by allowing dynamic content updates such as: Weather Alerts, Community Outreach messages and Facility address and safety information. This enhanced communication tool is essential for maintaining real-time public awareness and engagement, especially in emergency situations or for critical updates. This solution ensures compatibility with our operational needs and offers scalability for future enhancements. It provides a modern, flexible platform that aligns with the County's goals for public communication and community outreach.

Fiscal Impact – The County is utilizing the Keystone Purchasing Network contract. Baltimore County, Maryland is a member and is able to utilize the competitively awarded agreement.

Daktronics pricing from the Keystone Contract was reviewed in comparison with historical procurement costs and offerings made to similar public sector agencies and was found to be within the competitive range. Daktronics pricing aligns with market standards for digital signage systems with equivalent capabilities and warranties.

Daktronics' award was based on a comparison of total cost, including installation and support services.

Prepared By: Office of Information Technology

FM-4 (3 Contracts)

Council District(s) All

Office of Information Technology

Installation and Maintenance – CCTV Access Systems

The Administration is requesting approval of three contracts, with MidPoint Technology Group, LLC, Caton Communications Group, Inc., and Easter's Lock & Access Systems, Inc., to provide for the design, installation, and maintenance of physical security and video surveillance systems within County facilities. Each contract commences upon Council approval, continues for 1 year, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 180 days. Each contract provides that compensation may not exceed the amount appropriated for these services for the entire contract term. The Office advised that estimated compensation for all contractors combined totals \$5,700,000 for the entire 5-year and 6-month term, including the renewal and extension periods. See Exhibit A.

Fiscal Summary

Funding Source	Combined Total Compensation
County ⁽¹⁾	\$ 5,700,000
State	--
Federal	--
Other	--
Total	<u>\$ 5,700,000</u> ⁽²⁾

Notes

⁽¹⁾ General Fund Operating Budget and/or Capital Projects Fund.

⁽²⁾ Estimate for the entire 5-year and 6-month term.

Analysis

The contractors will provide all material, labor, and incidentals necessary to design, install, and maintain physical security and video surveillance systems located within County facilities. The Office advised that the contractors will be responsible for systems within approximately 150 locations; there are 106 facilities with CCTV (closed-circuit television) and 100 facilities with card access readers installed. These systems are supported with more than 140 control panels that

accommodate over 1,215 card access readers and incorporate 2,016 physical cameras, 2,892 streams, and 70 NVR (network video recorder) servers. The Office advised that net new devices may be added. The contracts provide that the contractors are not guaranteed any minimum amount of work. The Office advised that it will request pricing and availability from the contractors for each project.

Hourly labor rates range from \$82.50 to \$141.00 for MidPoint Technology Group, LLC, \$47.00 to \$120.00 for Caton Communications Group, Inc. and \$79.00 to \$99.00 for Easter's Lock & Access Systems, Inc., depending on the worker's skill level and time status (regular or overtime). The contracts provide discount pricing off the manufacturer's suggested retail price (ranging from 3% to 30%), depending on the manufacturer and the contractor. The Office advised that the estimated compensation amount includes a 20% contingency for net new items.

Each contract commences upon Council approval, continues for 1 year, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 180 days on the same terms and conditions, unless the County provides notice of non-renewal. Each contract provides that compensation may not exceed the amount appropriated for these services for the entire contract term. The Office advised that estimated compensation for all contractors combined totals \$5,700,000 for the entire 5-year and 6-month term, including the renewal and extension periods.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate each agreement by providing 30 days prior written notice.

The Office advised that the County awarded the contracts via a competitive procurement process from six proposals received. The contracts do not include an M/WBE participation requirement.

On September 8, 2020, the Council approved similar 5-year and 4-month contracts (which commenced July 1, 2020) with Caton Communications Group, Inc. and Easter's Lock & Access Systems, Inc. d/b/a Homeland Security Group, Inc. The contracts expire October 28, 2025. According to the County's financial system, as of September 15, 2025, \$524,029 and \$3,230,884

has been expended/encumbered under the two contracts, respectively. The Office advised that the proposed contracts will supersede the existing contracts.

The County's financial system indicates that as of September 15, 2025, the County has one other contract with Caton Communications Group, Inc., one other contract with Easter's Lock & Access Systems, Inc., and no other contracts with MidPoint Technology Group, LLC.

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

EXECUTIVE SUMMARY

Summary –The Office of Information Technology is requesting approval of 3 contracts awarded via a competitively bid solicitation (RFP) for CCTV, Access Systems, Installation and Maintenance. These contracts will replace the existing agreements that are nearing expiration.

Purpose – The Contractors shall provide all time, material, labor, and incidentals necessary to design, install, and maintain physical security and video surveillance systems located within approximately 150 locations. There are 106 County facilities with CCTV and 100 facilities with Lenel card access. This is supported with more than 140 control panels that accommodate 1,215 card access readers, and incorporate 2,016 physical cameras, 2,892 streams, and 70 NVR servers.

Fiscal Impact – The initial term of each Agreement is one (1) year, with the option to renew for four (4) additional one-year periods. The new Agreements will replace two (2) existing Contracts that will expire on October 28, 2025. Funds will be encumbered by Purchase Order as needed, and shall not exceed the sum of the County Council approved appropriation during the entire term, including renewals thereof. All work performed through these Agreements will be requested and overseen by the Office of Information Technology.

Prepared by: Office of Information Technology

FM-5 (Contract)

Council District(s) All

Department of Public Works & Transportation

On-Call Guardrail Installation and Replacement Services

The Administration is requesting approval of a contract with Guardrails, Etc., Inc. to maintain, replace, and repair existing guardrail and to furnish and install new guardrail throughout the County as needed. The contract commences November 2, 2025, continues for 1 year, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days. The contract provides that compensation may not exceed the amount appropriated for these services for the entire contract term. The Department advised that estimated compensation totals \$4,000,000 for the entire 5-year and 4-month term, including the renewal and extension periods. See Exhibit A.

Fiscal Summary

Funding Source	Total Compensation	Notes
County ⁽¹⁾	\$ 4,000,000	⁽¹⁾ Capital Projects Fund.
State	--	⁽²⁾ Estimate for the entire 5-year and 4-month term.
Federal	--	
Other	--	
Total	\$ 4,000,000 ⁽²⁾	

Analysis

The contractor will provide all labor, tools, equipment, and supervision to maintain, replace, and repair existing guardrail and to install new guardrail as needed throughout the County. Services include furnishing and installing metal traffic barriers, posts, reflective delineators, and anchorage; and removing, resetting, and/or disposing of posts and traffic barriers. The contractor must provide these services with minimal interruption to pedestrian and vehicular traffic in and around the work site and use appropriate lights, barricades, and signage to indicate the work locations

and protect the public. The contractor must report to the site within 3 hours of notification for emergency repairs and within 24 hours for non-emergency repairs.

Unit rates for furnishing and installing items range from \$10 to \$5,000, depending on the item (e.g., terminals, posts, offset blocks, reflective delineators, anchorages end treatments), type (e.g., 6 ft. length post, 8 ft. length post, double beam, single beam), and finish/material (i.e., brown poly coated, Corten steel, or regular steel). Rates per linear square foot range from \$7 to \$38 depending on the item (i.e., traffic barriers, rub rail, W beam and posts, and Type G flare), finish/material (i.e., brown poly coated, Corten steel, or regular steel), and service (i.e., furnish/install, repair, remove, or replace.) The contractor will also charge a furnish/install rate of \$70 per ton of CR6 crushed stone for surface adjustment.

The contract commences November 2, 2025, continues for 1 year, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract provides that compensation may not exceed the amount appropriated for these services for the entire contract term. The Department advised that estimated compensation totals \$4,000,000 for the entire 5-year and 4-month term, including the renewal and extension periods. The County may terminate the agreement by providing 30 days prior written notice.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower.

The County awarded the contract through a competitive procurement process; the Department advised that Guardrails, Etc., Inc. submitted the only bid. This solicitation was a Baltimore Regional Cooperative Purchasing Committee (BRCPC) cooperative effort with other participating entities in the Baltimore region, with the Office of Budget and Finance, Purchasing Division serving as the lead agency; each entity may enter into a cooperative agreement with the contractor for guardrail services. The contract establishes a 23% M/WBE participation requirement.

On November 2, 2020, the Council approved a similar 5-year and 4-month contract not to exceed \$1,800,000 with Guardrails, Etc., Inc. According to the County's financial system, as of September 12, 2025, expenditures/encumbrances under the contract totaled \$1,787,290. (The

Department advised that it is expecting similar expenditures under the proposed contract, but it is estimating higher compensation to account for variable demand.) The contract similarly was awarded through a BRCPC cooperative effort, and it established a 20% M/WBE participation requirement.

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

Executive Summary

Contract Executive Summary - Basic Information

On-Call Guardrail Installation and Replacement

Vendor Name – Guardrails Etc., Inc.

Scope of Contract – Projects may include:

Guardrail services - Maintenance, replacement and repair of existing guardrails and furnishing and installation of new guardrails.

Purpose – Guardrail services are required in order to maintain safe driving and road conditions throughout the county. The services are majority used in repair of damaged or aged guard rails.

Contract Value \$ - Estimated at \$4,000,000, or \$800,000 per year.

Term – One (1) year initial term, with up to Four (4) successive One (1) year renewal options.

Vendor Selection **method** – Competitive bid

Prepared by: Department of Public Works & Transportation/Office of Budget and Finance, Purchasing Division

FM-7 (Amendments to 13 Contracts)**Council District(s) All**

Department of Public Works and Transportation

Snow Removal and Deicing Services

The Administration is requesting approval of amendments to 13 contracts for on-call snow removal and de-icing services to incorporate a new payment structure, including minimum payment guarantees and updated incentive payment amounts. The Office of Budget and Finance, Purchasing Division advised that the proposed new minimum guarantee could potentially cost up to \$358,500 annually for all 35 of the County's snow removal contractors (including a proposed new contract on this agenda (FM-8)); however, based on reasonable expectations that most contractors will provide services in excess of guaranteed minimum amounts each year, the actual cost of the new payment structure is estimated to be significantly less, limited to the difference in the incentive payment amount, which for FY 2026 is estimated to total \$148,370. The FY 2026 budget for the Storm Emergencies Program totals \$6.0 million, including \$2.8 million for contractual snow removal services. The contracts commenced on various dates in 2016, 2017, 2018, 2019, and 2021. See Exhibit A.

Fiscal Summary

Funding Source	Combined Current Total Compensation	Combined Amended Total Compensation
County ⁽¹⁾	*	*
State	--	--
Federal	--	--
Other	--	--
Total	* (2)	* (3)

⁽¹⁾ General Fund Operating Budget.

⁽²⁾ The contract amounts are not reasonably estimable.

⁽³⁾ Compensation may not exceed the amount appropriated for these services for the entire term. The contract amounts are not reasonably estimable at this time. The Office of Budget and Finance, Purchasing Division advised that the fiscal impact of the minimum payment guarantees could total up to \$358,500 annually for all 35 snow removal contractors under contract with the County (including the proposed contract with Alexander Cater dba Catering Landscapes on this agenda (FM-8); however, it anticipates almost all contractors exceeding their guarantees each year. The Purchasing Division further advised that the fiscal impact of the updated incentive payments totals approximately \$148,370 in FY 2026 for all 35 snow removal contractors under contract with the County.

Analysis

In accordance with the Department's snow removal plan, responsibility for most Priority 1 routes (i.e., roads with traffic volumes of at least 10,000 vehicles per day) is assigned to contractors, allowing the County to focus its efforts on subdivision streets more quickly. The Office of Budget and Finance, Purchasing Division previously advised that the County currently has 34 snow removal contractors that provide approximately 178 trucks, and 45 pieces of equipment, excluding the one proposed new contract on this agenda (FM-8).

The Purchasing Division advised that it is in the process of amending the County's snow removal contracts to reflect a new payment structure; the Purchasing Division advised that in total, it will present amendments to approximately 31 contracts for Council approval. (The Council approved amendments to three contracts on September 2, 2025. The Council also approved two contracts on November 18, 2024 with the updated payment structure included.) This agenda includes proposed amendments to 13 contracts, as follows:

Contractor	Council Approval	Contract Commencement	Contract Term	Expenditures/Encumbrances as of September 12, 2025
Northwest Recycling, LLC	February 3, 2020	December 1, 2019	9 years and 5 months	\$267,350
Cuttin' It Close Services, LLC	November 21, 2016	November 1, 2016	9 years and 6 months	\$529,168
Harford Custom Coachworks, LLC	August 2, 2021	November 1, 2021	9 years and 6 months	\$434,910
DK Home Improvement, LLC	August 2, 2021	November 1, 2021	9 years and 6 months	\$532,590
Blackjack Trucking, LLC	September 4, 2018	November 1, 2018	9 years and 6 months	\$361,823
Gray and Son, Inc.	October 15, 2018	November 1, 2018	9 years and 6 months	\$471,448
Machado Construction Company, Inc.	January 3, 2017	October 20, 2016	9 years and 6 months	\$409,448
Tiemann Construction, Inc.	November 6, 2017	November 1, 2017	9 years and 6 months	\$126,225
Christopher Warfield DBA Klutter Control	September 19, 2016	November 1, 2016	9 years and 6 months	\$67,813
Olney Masonry Corporation	November 6, 2017	November 1, 2017	9 years and 6 months	\$1,916,915
C.L. Felts and Company, Inc.	December 18, 2017	November 1, 2017	9 years and 6 months	\$314,580
Paul's Truck and Equipment Repair	October 7, 2019	November 1, 2019	9 years and 6 months	\$914,975
Shaffer, Inc.	September 7, 2021	November 1, 2021	9 years and 6 months	\$88,558

The proposed amendments provide for new minimum payment guarantees for snow and ice removal operations in the amount of \$3,000 for each Class V or greater vehicle or dump truck (GVW 16,001 pounds or greater) with plow and spreader and \$1,500 for each four-wheel drive pickup truck with plow and spreader (GVW 16,000 pounds or less) for the current contract term and for all subsequent renewal terms; the Purchasing Division advised that the State's contracts also include minimum annual guarantees. The proposed amendments provide that the contractors will be ineligible for the minimum payment guarantees if they receive a "Notice of Unsatisfactory Performance" during the contract term. The proposed amendments also include an additional incentive payment to the contractors after the snow season ends in the amount of \$750 per Class V or larger vehicle (e.g., single-axle, tandem axle, or tri-axle dump truck) with plow and spreader and \$500 per four-wheel drive truck if the contractors were available and present for all snow events with the contracted equipment, did not receive a "Notice of Unsatisfactory Performance," and submitted all invoices by the end of the snow season; previously, the incentive payment was a flat \$500 per truck. The Purchasing Division advised that change to the structure of the incentive payments is due to the fact that larger vehicles cost more to operate and maintain. All other terms and conditions remain the same.

The contractors will provide the following:

<u>Contractor</u>	<u>Equipment</u>	<u>Hourly Rate per Vehicle</u>
Blackjack Trucking, LLC	3 tri-axle dump trucks with plows and spreaders and 2 one-ton pick-up trucks with plows and spreaders	\$195/\$135
Machado Construction Company, Inc.	4 single-axle dump trucks with plows and spreaders	\$175
Paul's Truck and Equipment Repair	17 one-ton pick-up trucks with plows and spreaders, 2 tandem axle dump trucks with plows and spreaders, and 2 single-axle dump trucks with plows and spreaders	\$135/\$185/\$175
Northwest Recycling, LLC	1 single-axle dump truck with plow and spreader, 2 Class V vehicles with plows and spreaders, 2 Large Wheel Loaders, and 1 Medium Wheel Loader	\$175/TBD/\$205 or \$215, depending on bucket size/\$190

Shaffer, Inc.	2 tri-axle dump trucks with plows and spreaders	\$195
Gray and Son, Inc.	4 tandem axle dump trucks with plows and spreaders	\$185
C.L. Felts and Company, Inc.	3 one-ton pick-up trucks with plows and spreaders and 1 one cubic yard skid loader (emergencies only)	\$135/\$120
Olney Masonry Corporation	6 single-axle dump trucks with plows and spreaders, 6 ¾-ton pick-up trucks with plows and spreaders, 17 two cubic yard loaders/bobcats (emergencies only), and 1 three cubic yard loader (emergencies only)	\$175/\$115/\$190/\$205
Harford Custom Coachworks, LLC	12 one-ton pick-up trucks with plows and spreaders and 1 two cubic yard front end loader (emergencies only)	\$135/\$190
Tiemann Construction, Inc.	3 one-ton pick-up trucks with plows and spreaders and 1 skid steer (for emergencies only)	\$135/\$120-\$230, depending on bucket size
Cuttin' It Close Services, LLC	5 one-ton pick-up trucks with plows and spreaders and 2 skid steers	\$135/\$120-\$230, depending on bucket size
DK Home Improvement, LLC	6 one-ton pick-up trucks with plows and spreaders and 1 two cubic yard front end loader (emergencies only)	\$135/\$120
Christopher Warfield dba Klutter Control	1 one-ton pick-up truck with plow and spreader and 1 Kubota tractor with two cubic yard bucket (for emergencies only)	\$135/\$190

The contracts provide that compensation may not exceed the amount appropriated for the entire contract term; the contract amounts are not reasonably estimable. The Purchasing Division advised that the potential fiscal impact of the minimum payment guarantees totals up to \$394,500

annually for all 35 snow removal contractors under contract with the County (including the one proposed new contract on this agenda (FM-8)); however, it anticipates almost all contractors exceeding their guarantees each year. (The Purchasing Division also advised that all contractors worked enough hours to exceed the annual guarantees during the 2024-2025 snow season.) The Purchasing Division further advised that the potential fiscal impact of the updated incentive payments totals approximately \$148,370 in FY 2026 for all 35 snow removal contractors. The FY 2026 budget for the Storm Emergencies Program totals \$6.0 million, including \$2.8 million for contractual snow removal services. The County may terminate each agreement by providing 30 days prior written notice

The County awarded the original contracts on a noncompetitive basis; the Department requested and received a waiver of a sealed bid process from the Administrative Officer due to the competition with surrounding jurisdictions. The contracts do not include any M/WBE participation requirements.

The County's financial system indicates that as of September 12, 2025, the County currently has 13 other contracts with the proposed contractors: 5 contracts with Northwest Recycling, LLC, 4 contracts with Gray and Son, Inc., and 4 contracts with Olney Masonry Corp.

We noted that, according to the State Department of Assessments and Taxation (SDAT) records as of September 24, 2025, DK Home Improvement, LLC is not in good standing. A contractor is deemed to be in good standing if all reports, filings, and penalties due to SDAT are up-to-date and paid and the entity has a valid, active resident agent. The Purchasing Division advised that the contractor is in the process of resolving the issue that caused the loss of its good standing status with SDAT.

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

Executive Summary

Vendor Name – Various, Snow and Ice Removal Services

Purpose – Snow removal and deicing services throughout the County. These contracts are being amended to match the minimum annual guaranteed payments provided by Maryland SHA, in the interest of improving contractor retention. The guaranteed minimum payments are as follows:

\$3,000 minimum for each Class V or greater vehicle

\$1,500 minimum for each vehicle less than Class V

\$750 annual retainer for each Class V or greater vehicle

\$500 annual retainer for each vehicle less than Class V

The guarantee will not be paid in addition to, but in lieu of, hire requirements not totaling more than the minimum for a respective vehicle class.

Scope of Contract – The Contractor shall provide snow removal and salt application services which the County may require during the Term. The County reserves the right to order such services as may be required during the Term, and it also reserves the right not to order any services, if it is found that such services are not required by the County during the Term. Snow removal shall consist of pushing all snow off the road surfaces of designated routes, to the sides of the roadways. Salt application shall involve the even distribution of rock salt across the same road surfaces being plowed by means of a salt spreader. The rate of application should be pre-calibrated as recommended by the Baltimore County Bureau of Highways during equipment installation by the Contractor.

Contract Value \$ - Estimated at \$10,000 per vehicle per year through 4/30/2028. The contract does not specify a contract capacity. The capacity is tied to the total appropriation for snow removal services. The County reserves the right to order such services as may be required during the Term, and it also reserves the right not to order any services, if it is found that such services are not required by the County during the Term.

Term – Number of remaining renewal terms varies by contractor. A snow season is defined as beginning November 1st and ending April 30th of the next calendar year.

Vendor Selection method – Waiver of Sealed Bid Process for all contracts issued prior to the 2022-2023 Season.

MBE/WBE – 0%

Prepared by: Department of Public Works and Transportation

FM-8 (Contract)

Council District(s) All

Department of Public Works and Transportation

Snow Removal and Deicing Services

The Administration is requesting retroactive approval of a contract with Alexander Cater dba Catering Landscapes to provide on-call snow removal and de-icing services. The contract commenced November 1, 2024, continued through June 30, 2025, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through April 30, 2026 and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days. (November 1 through April 30 constitutes a snow season.) The contract provides that compensation may not exceed the amount appropriated for these services for the entire contract term. The contract amount is not reasonably estimable at this time. The FY 2026 budget for the Storm Emergencies Program totals \$6.0 million, including \$2.8 million for contractual snow removal services. See Exhibit A.

Fiscal Summary

Funding Source	Initial Term	Total Compensation
County ⁽¹⁾	\$ 25,000	*
State	--	--
Federal	--	--
Other	--	--
Total	\$ 25,000 ⁽²⁾	* ⁽³⁾

⁽¹⁾ General Fund Operating Budget.

⁽²⁾ Maximum compensation for the initial 8-month term. According to the County’s financial system, expenditures total \$23,545 during this period; however, the Purchasing Division advised that the contractor performed services totaling \$29,230 (including \$1,000 in incentive payments) during the 2024-2025 snow season. The hourly rate is \$135 per vehicle.

⁽³⁾ Compensation may not exceed the amount appropriated for these services for the entire term. The contract amount is not reasonably estimable at this time.

Analysis

In accordance with the Department’s snow removal plan, responsibility for most Priority 1 routes (i.e., roads with traffic volumes of at least 10,000 vehicles per day) is assigned to contractors, allowing the County to focus its efforts on subdivision streets more quickly. The Office of Budget and Finance, Purchasing Division previously advised that the County currently has 35 snow removal contractors that provide approximately 192 trucks and 45 pieces of equipment.

The contractor will provide the following:

<u>Equipment</u>	<u>Hourly Rate per Vehicle</u>
2 one-ton pick-up or small-axle dump trucks, each with plow and spreader (Class I-IV)	\$135

The contractor will be paid based on the actual hours the equipment is in service, including up to 2 hours for travel time (1 hour each to and from the County highway shop). The contractor will be paid at a rate of 4 hours per vehicle for the required annual inspection. Additionally, the minimum work shift is 4 hours. The County will provide all rock salt for spreading on the road surfaces.

The contract commenced November 1, 2024, continued through June 30, 2025, may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through April 30, 2026 and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract provides that compensation may not exceed the amount appropriated for the entire contract term. The contract amount is not reasonably estimable at this time due to the unpredictable nature and timing of snowfalls. The County may terminate the agreement by providing 30 days prior written notice.

The FY 2026 budget for the Storm Emergencies Program totals \$6.0 million, including \$2.8 million for contractual snow removal services. The Purchasing Division advised that FY 2025 snow removal expenditures totaled \$5,970,821, including \$3,128,000 for contractual services.

The contract provides that pricing is based on similar contracts established by the State of Maryland; hourly rates may be changed at the beginning of each snow season based on the State rates in effect at that time. The contract provides for new minimum payment guarantees for snow and ice removal operations in the amount of \$3,000 for each Class V vehicle and \$1,500 for each

Class I-IV vehicle; the Purchasing Division advised that the State's contracts also include minimum annual guarantees. The contract includes an additional incentive payment to the contractor after the snow season ends in the amount of \$750 per class V or larger vehicle (e.g., single-axle, tandem axle, or tri-axle dump truck) and \$500 per Class I-IV vehicle (e.g., one-ton pick-up or small-axle truck) if the contractor was available and present for all snow events; previously, the incentive payment was a flat \$500 per truck. (The Purchasing Division advised that it is in the process of amending the County's other snow removal contracts to reflect the new payment structure.) The Purchasing Division advised that the new payment structure aligns with the State's contracts and is due to the fact that larger vehicles cost more to operate and maintain. The Department advised that there is not an M/WBE participation requirement.

According to the County's financial system, as of September 16, 2025, expenditures under the contract total \$23,545; however, the Purchasing Division advised that the contractor performed services totaling \$29,230 (including \$1,000 in incentive payments) during the 2024-2025 snow season.

The Purchasing Division advised that the County awarded the contract through a competitive procurement process. The County received five bids in response to its solicitation. On November 18, 2024, the Council approved two contracts pursuant to the bid. The Purchasing Division advised that of the remaining three bids, one bid was deemed non-responsive, and one bid was submitted by a contractor already under contract with the County. The Purchasing Division further advised that the fifth bid, which was submitted by the proposed contractor, was initially incomplete and deemed non-responsive. The Purchasing Division advised that because a) the contractor's performance was satisfactory under its previous County contract that expired April 30, 2024, b) the Department continued to utilize the contractor in the interim (i.e., the 2024-2025 snow season), and c) it is in the County's interest to solicit and retain qualified snow removal contractors, in accordance with Purchasing regulations, it provided the proposed contractor with the opportunity to cure its bid package.

FM-7 on this agenda is amendments to 13 contracts for snow removal and deicing services to incorporate the new payment structures (i.e., minimum payment guarantees and updated incentive amounts).

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

utilized the contractor during the 2024-2025 snow season, incurring expenses for services valued at \$29,230 without obtaining Council approval; this situation constitutes a violation of the aforementioned section of the County Charter.

Executive Summary

Snow and Ice Removal Services

Purpose – Snow removal and deicing services throughout the County at the direction of the Bureau of Highways.

Scope of Contract – The Contractor shall provide snow removal and salt application services which the County may require during the Term. The County reserves the right to order such services as may be required during the Term, and it also reserves the right not to order any services, if it is found that such services are not required by the County during the Term. Snow removal shall consist of pushing all snow off the road surfaces of designated routes, to the sides of the roadways. Salt application shall involve the even distribution of rock salt across the same road surfaces being plowed by means of a salt spreader. The rate of application should be pre-calibrated as recommended by the Baltimore County Bureau of Highways during equipment installation by the Contractor.

Contract Value \$ - Estimated at \$10,000 per vehicle per year through 4/30/2030. The contract does not specify a contract capacity. The capacity is tied to the total appropriation for snow removal services. The County reserves the right to order such services as may be required during the Term, and it also reserves the right not to order any services, if it is found that such services are not required by the County during the Term. Pricing is based upon Maryland SHA current rates, in the interest of improving contractor retention.

Term – This Agreement shall be retroactively effective from November 1, 2024 through June 30 2025, unless the County Council approves this Agreement. In the event the County Council approves this Agreement, the term of this agreement shall continue through April 30, 2026 (the “Initial Term”), at which time the County may exercise its option to renew for as many as four (4) additional one-year renewals through 4/30/2030. A snow season is defined as beginning November 1st and ending April 30th of the next calendar year.

Vendor Selection method – B-10000268, opened 8/8/2024.

MBE/WBE – 0%

Prepared by: Department of Public Works and Transportation/Office of Budget and Finance,
Purchasing Division

BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
APPENDIX A

**BALTIMORE COUNTY, MARYLAND
INTER-OFFICE CORRESPONDENCE**

TO: County Administrative Officer, **DATE:** 9/9/25
FROM: Kevin D. Reed, Director, **COUNCIL MEETING**
Office of Budget & Finance **DATE:** 10/6/25
SUBJECT: Public Recordation of Announcement
of Non-Competitive Commodity Awards Charter Sec. 902(f)

Whenever a commodity Supplier Contract / Purchase Order over \$25,000 is awarded by a process other than a formal competitive bid, a copy of the Supplier Contract / Purchase Order must be provided to the Administrative Office for placement on the County Council agenda for announcement at the next session following the award of the Supplier Contract / Purchase Order. The announcement shall be recorded in the minutes of the County Council meeting, and shall be available for inspection by the public. In compliance with this procedure, supporting documentation of the awards are included and will be forwarded to the County Council.

Award Document

SCON 10002561 MWCOG

This Supplier Contract is a three (3) year agreement for access to the database provided under the NCR MD RAPID Program.

As detailed in the Sole Source Justification signed by Chief McCullough, this is a law enforcement database sponsored by the federal government. The data is not available from other sources and has strict compliance and privacy rules to maintain data security.

The database provides users access to nationwide data from more than 20,000 pawn and second-hand property dealers, enhancing investigative capabilities of the Police Department.

Estimated 3 yr. Amount: \$480,000.00
Award Date: 9/4/25

SCON 10003362 Gage Environmental Products And Services, LLC

This Supplier Contract is for the purchase of PipePatch Kits through Gage Environmental Products and Services, LLC. As detailed in the Sole Source Justification signed by Lauren Buckler, Gage Environmental Products and Services, LLC is the named distributor of the Source One Environmental PipePatch equipment, materials and literature in the DC, Maryland, Delaware and Virginia area.

These PipePatch kits are installed through a cleanout or readily accessible point and repairs the damage, regardless of pipe age or material. This allows for a more cost effective, permanent repair (50-year service life), with no excavation and little disruption to constituent water and sewer service.

Estimated 5 yr. Amount: \$975,000.00
Award Date: 9/4/25

PO 10028283

Maxecure Systems, Inc.

This Purchase Order is for the removal, disposal of old metal bunks and installation of non-metal bunks at the Baltimore County Detention Center.

As detailed in the Emergency Justification signed by Director Walt Pesterfield, replacing metal bunkbeds with bunkbeds made from composite, non-metallic material at the Detention Center will enhance safety. Existing metal bed frames have been compromised with aging posing safety risks. Replacement of these bunkbeds will reduce the occurrence of incidents at the Detention Center.

Maxecure Systems, Inc will remove and dispose of deteriorated metal bunkbeds frames and install with bunkbeds made of a non-metallic composite material.

Award Total: \$1,887,814.00

Award Date: 8/25/25

cc: J. Benjamin Jr.,
T. Bostwick,
Elizabeth J. Irwin, Acting County Auditor