

**BALTIMORE COUNTY COUNCIL  
NOTES TO THE AGENDA  
LEGISLATIVE SESSION 2023**

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*Issued: January 5, 2023  
Reissued: January 10, 2023  
Work Session: January 10, 2023  
Legislative Day No. 2: January 17, 2023*

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



OFFICE OF THE COUNTY AUDITOR

**BALTIMORE COUNTY COUNCIL**

**January 17, 2023**

**NOTES TO THE AGENDA**

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\* Note included in reissued package

\*\* Pending

\*\*\*Revised memo included in reissued package

**AGENDA  
BALTIMORE COUNTY COUNCIL  
LEGISLATIVE SESSION 2023, LEGISLATIVE DAY NO. 2  
JANUARY 17, 2023 6:00 P.M.**

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

**Page**

**CALL OF BILLS FOR FINAL READING AND VOTE**

- 1            **LAURA RILEY, DIRECTOR, DEPARTMENT OF AGING**  
Bill 86-22 – Mr. Jones(By Req.) – CEB – Senior Care
- 4            **MAJOR DANIEL KALISZAK, POLICE DEPARTMENT**  
Bill 87-22 – Mr. Jones(By Req.) – CEB – Forensic DNA Backlog Reduction
- 7            **MAJOR JOHN MCGANN, POLICE DEPARTMENT**  
Bill 88-22 – Mr. Jones(By Req.) – CEB – Police Wellness Initiatives
- 10          **COUNCIL**  
Bill 89-22 – Mr. Marks – Zoning Regulations – Composting Facilities in Industrial Areas Only

**APPROVAL OF FISCAL MATTERS/CONTRACTS**

- 11          **MAJOR JOHN MCGANN, POLICE DEPARTMENT**  
1. Contract – Mintz Production Group, LLC – Rental of audio/visual equipment and set up – HNT Seminar – PD
- 14          **D’ANDREA WALKER, ACTING DIRECTOR, DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION**  
2. Contract – Lorenz, Inc. – Large scale mowing services – Landfill sites – DPWT
- 18          **DEBRA SHINDLE, CHIEF, PROPERTY MANAGEMENT**  
3. Contract – Lorenz Lawn and Landscape, Inc. d/b/a Lorenz, Inc. – Maintenance – Athletic fields, parks,  
other misc. properties-PM
- 22          4. Contract – Lorenz, Inc. – Ball diamond grooming services – PM
- 26          **FAITH THOMAS, REAL ESTATE COMPLIANCE**  
\* 5. Contract of Sale – C. Douglas Rittenhouse – Acquisition of parcels – Hammonds Ferry Road – REC  
6. Contract of Sale – Jorge L. Gonzalez – Acquisition - 6742 Windsor Mill Road, 21207 – Sidewalk project – REC

**MISCELLANEOUS BUSINESS**

- 31          **COUNCIL**  
29          1. Correspondence - (a) (7) - Non-Competitive Awards (December 20, 2022)  
2. Res. 1-23 – Mr. Marks – BCPS – Review of Proposed Land Dedication  
3. Reappointment – Mr. Jones(By Req.) – Baltimore County Design Review Panel – Julie Soss  
~~WITHDRAWN 4. Reappointment – Mr. Jones(By Req.) – Baltimore County Design Review Panel – Hyon Rah~~  
5. Appointment – Mr. Jones(By Req.) – Director – Department of Health & Human Services, Department of  
Social Services, Health Officer- Dr. Gregory Wm. Branch, M.D.  
6. Appointment – Mr. Jones(By Req.) – Chief – Fire Department – Joanne Rund  
7. Appointment – Mr. Jones(By Req.) – Director – Department of Permits, Approvals and Inspections –  
Pete Gutwald  
8. Appointment – Mr. Jones(By Req.) – Director – Department of Planning – Steve Lafferty  
9. Appointment – Mr. Jones(By Req.) – Director – Office of Human Resources – Rhoda Benjamin  
10. Appointment – Mr. Jones(By Req.) – Director – Department of Environmental Protection & Sustainability –  
David Lykens  
11. Appointment – Mr. Jones(By Req.) – Director – Department of Housing and Community Development –  
Terry Hickey  
12. Appointment – Mr. Jones(By Req.) – County Attorney – James Benjamin

\* Pending

**Bill 86-22 (Supplemental Appropriation)**

**Council District(s) All**

**Mr. Jones (By Req.)**

**Department of Aging**

**Senior Care Program**

The Administration is requesting a supplemental appropriation of State funds totaling \$7,323 to the Senior Care Gifts and Grants Fund program to increase the amount appropriated to the actual amount of the grant award. The Department advised that the funds will be used to provide gap-filling services (e.g., home health care, medication assistance) to 3 low-income seniors on the program’s waitlist to avoid premature institutionalization. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Supplemental Appropriation</b>	<b>Current Appropriation</b>	<b>Total Appropriation</b>
<b>County</b>	--	--	--
<b>State <sup>(1)</sup></b>	\$ 7,323	\$ 1,433,300	\$ 1,440,623
<b>Federal</b>	--	--	--
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 7,323</u>	<u>\$ 1,433,300</u>	<u>\$ 1,440,623</u>

<sup>(1)</sup> Maryland Department of Aging funds. No County matching funds are required.

**Analysis**

The purpose of the Senior Care program is to provide gap-filling services for low-income seniors to allow them to remain in their homes and to avoid nursing home placement. Services include home health care, medication assistance, medical supplies, and emergency response systems. To be eligible for this program, clients must be at least 65 years old; be at risk of admission to a nursing home; have gross monthly income not exceeding program limits (e.g., \$3,324 for a single

household, \$4,346 for a two-person household); and have assets not exceeding \$11,000 for an individual or \$14,000 for two people. The Department advised that the proposed \$7,323 supplemental appropriation will be used to activate 3 clients from the program's current waitlist of approximately 100 clients. The Department further advised that it expects to serve 415 seniors during FY 2023.

The FY 2023 Adopted Operating Budget included a \$1,433,300 appropriation to the Senior Care Gifts and Grants Fund program based on the estimated amount of the grant award at the time the Department submitted its budget request to the Office of Budget and Finance. Accordingly, this bill appropriates the additional \$7,323 to the program, increasing the total appropriation to equal the actual \$1,440,623 grant award.

The grant period is July 1, 2022 through June 30, 2023. No County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 86-22 will take effect January 30, 2023.

**Executive Summary**

***Supplemental Appropriation***

***Senior Care***

The Baltimore County Department of Aging is requesting approval of a supplemental appropriation of \$7,323 for the ***Senior Care*** program.

The Senior Care program is funded by the Maryland Department of Aging to provide gap-filling services for low-income older adults to avoid premature institutionalization. Services include home health care, medication assistance, medical supplies and emergency response systems.

The current FY2023 appropriation is \$1,433,300. This supplemental appropriation will make the total FY2023 appropriation \$1,440,623.

Prepared by: Department of Aging

Bill 87-22 (Supplemental Appropriation)

Council District(s) All

Mr. Jones (By Req.)

Police Department

## Forensic DNA Backlog Reduction

The Administration is requesting a supplemental appropriation of federal funds totaling \$36,351 to the Forensic DNA Backlog Reduction Gifts and Grants Fund program to increase the amount appropriated to the actual amount of the grant award. The Department advised that the funds, together with the current appropriation, will be used for laboratory equipment, supplies, subscriptions, continuing education and associated travel, and contracts to reduce the backlog of DNA cases. See Exhibit A.

## Fiscal Summary

<u>Funding Source</u>	<u>Supplemental Appropriation</u>	<u>Current Appropriation</u>	<u>Total Appropriation</u>
County	--	--	--
State	--	--	--
Federal <sup>(1)</sup>	\$ 36,351	\$ 250,000	\$ 286,351
Other	--	--	--
<b>Total</b>	<b>\$ 36,351</b>	<b>\$ 250,000</b>	<b>\$ 286,351</b>

<sup>(1)</sup> U.S. Department of Justice, Office of Justice Programs funds. No County matching funds are required.

## Analysis

The Department advised that the proposed supplemental appropriation, together with the current appropriation, will be used for laboratory equipment, supplies, contracts (e.g., outsourcing of backlogged cases), subscriptions, and continuing education and associated travel to reduce the backlog of DNA cases.

The FY 2023 Adopted Operating Budget included a \$250,000 appropriation to the Forensic DNA Backlog Reduction Gifts and Grants Fund program based on the estimated amount of the grant award at the time the Department submitted its budget request to the Office of Budget and Finance. Accordingly, this bill appropriates the additional \$36,351 to the program, increasing the total appropriation to equal the actual \$286,351 grant award.

The grant period is October 1, 2022 through September 30, 2024. No County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 87-22 will take effect January 30, 2023.



## **Executive Summary**

A supplemental appropriation in the amount of \$36,351.00 has been made to the Baltimore County Police Department Forensic DNA Backlog Reduction Grant. An amount of \$250,000.00 was originally approved in the FY23 budget for the Police Forensic DNA Backlog Reduction Grant. This additional \$36,351.00 will bring the total grant award amount to \$286,351.00. This request is for Council's approval to accept and appropriate the \$36,351.00 in additional funding as awarded by the U.S. Department of Justice/Office of Justice Programs.

The Forensic DNA Backlog Reduction Program funding allows the DNA laboratory of the Baltimore County Police Department to purchase laboratory equipment, supplies, contracts (e.g., outsourcing of backlogged cases), subscriptions, and continuing education and associated travel to reduce the backlog of DNA cases.

Prepared by: Police Department

**Bill 88-22 (Supplemental Appropriation)**

**Council District(s) All**

**Mr. Jones (By Req.)**

**Police Department**

**Police Wellness Initiatives**

The Administration is requesting a supplemental appropriation of federal funds totaling \$60,138 to the Police Wellness Initiatives Gifts and Grants Fund program to increase the amount appropriated to the actual amount of the grant award. The Department advised that the funds will be used to purchase incident training and resources to enhance the Department’s existing Peer Support and Wellness Team initiatives (e.g., peer mentoring, stress reduction). See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Supplemental Appropriation</b>	<b>Current Appropriation</b>	<b>Total Appropriation</b>
<b>County</b>	--	--	--
<b>State</b>	--	--	--
<b>Federal <sup>(1)</sup></b>	\$ 60,138	\$ 100,000	\$ 160,138
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 60,138</u>	<u>\$ 100,000</u>	<u>\$ 160,138</u>

<sup>(1)</sup> U.S. Department of Justice, Office of Community Oriented Policing Services funds. No County matching funds are required.

**Analysis**

The Department advised that the purpose of the Police Wellness Initiatives program is to enhance the Department’s existing Peer Support and Wellness Team initiatives, which offer training and services related to officer emotional and mental health, peer mentoring, suicide prevention, stress reduction, and support services for officers and their families. The Department further advised that the proposed supplemental appropriation will be used to purchase empirically-based critical

incident stress management training for sworn supervisory personnel, incident stress management instructor training, suicide prevention instructor training, and advanced threat assessment training, as well as resource and course materials.

The FY 2023 Adopted Operating Budget included a \$100,000 appropriation to the Police Wellness Initiatives Gifts and Grants Fund program based on the estimated amount of the grant award at the time the Department submitted its budget request to the Office of Budget and Finance. Accordingly, this bill appropriates the additional \$60,138 to the program, increasing the total appropriation to equal the actual \$160,138 grant award.

The grant period is September 1, 2022 through August 31, 2024. No County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 88-22 will take effect January 30, 2023.

## Executive Summary

An award in the amount of \$160,138.00 has been made to the Baltimore County Police Department Police Wellness Initiatives Program. The goal of Baltimore County, Maryland's Law Enforcement Mental Health and Wellness Act (LEMHWA) project is to enhance the Police Department's existing Peer Support and wellness Team initiatives that offer training and services related to officer emotional and mental health, peer mentoring, suicide prevention, stress reduction, and support services for officers and their families. This request is for Council's approval of an increase of the current appropriation in the amount of \$60,138.00. An amount of \$100,000.00 was originally approved in the FY23 budget for the Police Wellness Initiatives Program. This additional \$60,138.00 will bring the total grant award amount to \$160,138.00.

Prepared by: Police Department

Bill 89-22

Council District(s) All

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**Mr. Marks**

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**Zoning Regulations – Composting Facilities in Industrial Areas Only**

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Bill 89-22 establishes regulations regarding composting facilities. Specifically, the bill defines a composting facility, permits composting facilities in specific zones, and sets forth performance standards and requirements for composting facilities.

A composting facility is a facility where the controlled process of aerobic biological decomposition of organic waste material takes place in accordance with COMAR Title 26, Subtitle 4, Chapter 11. A composting facility is not an on-farm composting facility, a sludge disposal facility, a rubble landfill, a sanitary landfill, a junkyard, or an open dump.

The bill permits a composting facility by right in the Manufacturing Light (M.L.) or Manufacturing Heavy (M.H.) Zones that have both the MD 43 and Industrial, Major (I.M.) District overlays. However, the use is subject to requirements set forth in the bill.

Specifically, the bill requires a composting facility to be located no closer than:

1. 50 feet to the property line of a property not owned or controlled by the operator of the composting facility;
2. 300 feet to a dwelling not owned or operated by the operator of the composting facility;
3. 100 feet to a domestic well; and
4. 100 feet to a stream, lake, or other body of water except an impoundment for use in the composting process.

Landscaping or screening must be provided in a manner that exceeds the standards set forth in the Baltimore County Landscape Manual for the same or similar uses and shall include a row of fast-growing trees. Also, a composting facility must comply with all applicable regulations and permit requirements of Baltimore County and the State of Maryland.

With the affirmative vote of five members of the County Council, Bill 89-22 shall take effect January 30, 2023.

**FM-1 (Contract)**

**Council District(s) All**

**Police Department**

**Rental of Audio/Visual Equipment and Set Up – HNT Seminar**

The Administration is requesting approval of a contract with Mintz Production Group, LLC to provide audio/visual equipment and services for the annual Police Hostage Negotiation seminar. The 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 120 days. The contract does not specify a maximum compensation for the initial 1-year term. Estimated compensation for the initial 1-year term totals \$27,985. Compensation may not exceed \$175,000 for the entire 5-year and 4-month term, including the renewal and extension periods. The Department advised that the Baltimore County Police Foundation will fund all costs associated with the seminar. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Initial Term</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b>	--	--	(1) Police Foundation Grant.
<b>State</b>	--	--	(2) Estimated compensation for the initial 1-year term.
<b>Federal</b>	--	--	(3) Maximum compensation for the entire 5-year and 4-month term, including the renewal and extension periods.
<b>Other <sup>(1)</sup></b>	\$ 27,985	\$ 175,000	
<b>Total</b>	\$ 27,985 <sup>(2)</sup>	\$ 175,000 <sup>(3)</sup>	

**Analysis**

The contractor will provide the equipment (e.g., audio, video, lighting) and labor (e.g., audio and video engineers, audio/visual and lighting technicians) for the audio/visual presentation for the annual Police Hostage Negotiation seminar. The Department advised that the Baltimore County Police Foundation and the Baltimore Field Office of the Federal Bureau of Investigation have sponsored the annual Police Hostage Negotiation seminar for 41 years and have held the seminar

at the Delta Hotels Hunt Valley for 28 years. On December 5, 2022, the Council approved an approximate 4-year and 7-month contract with Delta Hotels Hunt Valley to provide meeting space, food and beverages, and lodging for the annual seminar. The Department advised that the Baltimore County Police Foundation will fund all costs associated with the seminar.

The 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 120 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 1-year term. Estimated compensation for the initial 1-year term totals \$27,985. Compensation may not exceed \$175,000 for the entire 5-year and 4-month term, including the renewal and extension periods. The Department advised that the compensation amount includes 25% for contingencies.

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

The County awarded the contract through a competitive procurement process based on low bid from two bids received. According to the bid documents, there was not an M/WBE participation requirement.

On March 10, 2017, the Council approved a similar 5-year and 3-month contract (which commenced January 1, 2017) not to exceed \$79,233 with the proposed contractor. The contract expired December 31, 2022. The Department advised that the County expended \$60,537 under the contract; the annual seminar has been lengthened from 2 to 3 days under the recently approved contract.

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**

### Audio/Visual Presentation

#### The Project

The scope of services under the agreement is for Mintz Production Services LLC to provide rental of audio and visual equipment and equipment set up for the HNT Seminar. The agreement was awarded through competitive bid, to the low bidder. The term is for one (1) year with four (4) additional one-year renewal options.

The total compensation may not exceed \$175,000.00 for the entire term of the agreement, including all renewals.

Prepared by: Police Department



**FM-2 (Contract)**

**Council District(s) 3 & 4**

**Department of Public Works and Transportation**

**Large Scale Mowing Services – Landfill Sites**

The Administration is requesting approval of a contract with Lorenz, Inc. to provide mowing services at the County’s three closed landfills (Hernwood, Parkton, and Texas). The 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. The contract does not specify a maximum compensation for the initial 1-year term or for the entire 5-year and 6-month term, including the renewal and extension periods. Compensation may not exceed the amount appropriated for these services for the entire contract term. Estimated compensation totals \$243,000 for the entire approximate 5-year and 6-month term, including the renewal and extension periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Total Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 243,000	<sup>(1)</sup> General Fund Operating Budget. <sup>(2)</sup> Estimated compensation for the entire 5-year and 6-month term, including the renewal and extension periods. The contract does not specify a maximum compensation for the initial 1-year term or for the entire contract term.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	\$ 243,000 <sup>(2)</sup>	

**Analysis**

The contractor will provide all labor, materials, equipment, and supervision for mowing services at the County’s three closed landfills (Hernwood, Parkton, and Texas). The contractor will provide up to six mows at each location during the mowing season (March 1 through November 30).

The cost of mowing services per landfill site is as follows:

Landfill	Cost per Mowing
Hernwood	\$3,600
Parkton (excluding bench mowing)	\$2,500
Parkton (bench mowing)	\$1,300
Texas	\$700

The Department advised that its employees will continue to mow the Eastern Sanitary Landfill; however, the proposed contract adds the Parkton Landfill “benches.”

The 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. The contract does not specify a maximum compensation for the initial 1-year term or for the entire 5-year and 6-month term, including the renewal and extension periods. Compensation may not exceed the amount appropriated for these services for the entire contract term. The Department advised that estimated compensation totals \$243,000 for the entire approximate 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, as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The County awarded the contract through a competitive procurement process based on low bid from seven bids received. According to the bid documents, there was not an M/WBE participation requirement.

On April 16, 2018, the Council approved a similar 5-year and 3-month contract not to exceed \$198,642, which commenced March 1, 2018, with John Michael Schwatka; the contract expires February 28, 2023. The Department advised that as of January 6, 2023, \$175,273 has been expended under this contract.

FM-3 on this agenda is a contract with Lorenz, Inc. to provide athletic field maintenance and mowing services at sites located throughout the County, and FM-4 on this agenda is a contract with Lorenz, Inc. to provide ball diamond maintenance throughout the County. Lorenz, Inc. currently has four other contracts with the County.

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** – Lorenz Inc.

**Scope of Contract** – The Contractor shall provide all materials, equipment, labor, and supervision for mowing at:

Parkton Sanitary Landfill (PSL) – Closed Landfill  
800 Stablers Church Road  
Parkton, MD 21120

Hernwood Sanitary Landfill (HSL) – Closed Landfill  
10900 Furman Lane  
Granite, MD 21163

Texas Sanitary Landfill (TSL) – Closed Landfill  
201 W. Warren Road  
Cockeysville, MD 21030

**Contract Value** – \$ 243,000.00

**Term** – One (1) year from Council approval, four (4) successive one (1) year renewal options

**Vendor Selection Method** – Best Qualified, Best Value, Competitive Bid, Experience, Low Bid

**MBE%** - None

**Other Pertinent Information** – N/A

Prepared by: Department of Public Works and Transportation

**FM-3 (Contract)**

**Council District(s) All**

**Property Management**

**Maintenance – Athletic Fields, Parks, Other Misc. Properties**

The Administration is requesting approval of a contract with Lorenz Lawn and Landscape, Inc., dba Lorenz, Inc. to provide athletic field maintenance and mowing services at various sites (athletic fields, parks, and other County-owned property) throughout the County. The 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 120 days. The contract does not specify a maximum compensation for the initial 1-year term. Compensation may not exceed \$10,024,000 for the entire 5-year and 4-month term, including the renewal and extension periods.

**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 10,024,000	<sup>(1)</sup> General Fund Operating Budget. <sup>(2)</sup> Maximum compensation for the entire 5-year and 4-month term, including the renewal and extension periods. The contract does not specify a maximum compensation for the initial 1-year term.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	\$ 10,024,000 <sup>(2)</sup>	

**Analysis**

The contractor will provide all labor, materials, equipment, supervision, and related items for mowing services and maintenance of athletic fields, parks, and other County-owned properties (e.g., library branches, Police precincts) throughout the County. Sites will be mowed every 7 to 10 days (198 sites) at unit prices ranging from \$49 (Carroll Manor Park – 4.9 acres) to \$1,367 (Oregon Ridge Park – 130.2 acres) or 4 times per year (14 sites) at unit prices ranging from \$70

(Washington Avenue Park Site – 0.7 acre) to \$2,000 (Cromwell Valley Park – 135.9 acres), depending on programming needs and specific maintenance requests. Property Management advised that sites mowed 4 times per year are large, open grassy meadows, which are cut quarterly to prevent reforesting and to control invasive species. The contract requires that trash, paper, glass, and debris be picked up and bagged prior to mowing. The contract provides that the County may add or delete sites as necessary.

The 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 120 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 1-year term. Compensation may not exceed \$10,024,000 for the entire 5-year and 4-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 the agreement by providing 30 days prior written notice.

The County awarded the contract through a competitive procurement process based on low bid from two responsive bids received; the Office of Budget and Finance, Purchasing Division advised that four bids were deemed non-responsive. According to the bid documents, there was a 30% M/WBE participation requirement.

On March 5, 2018 and on March 19, 2018, the Council approved one and two similar 5-year and 1-month contracts, respectively, with Lorenz, Inc. to serve as the primary contractor, and with Ruppert Landscape, Inc. and Classic Lawn and Landscape, Inc. to serve as secondary contractors, with combined compensation not to exceed \$16,406,233. All three contracts commenced February 1, 2018 and expired November 30, 2022. The Purchasing Division advised that as of January 3, 2023, expenditures/encumbrances under the primary contract with Lorenz, Inc. totaled \$10,065,304, and that no expenditures were incurred under the secondary contracts (which only were to be used if the primary contractor was unable to perform the assigned work). Property Management also advised that the proposed contract is only for athletic field mowing, whereas the previous contracts also included ball diamond grooming services, which the County

has separately bid. FM-4 on this agenda is a contract with Lorenz, Inc. to provide ball diamond grooming services throughout the County. FM-2 on this agenda also is a contract with Lorenz, Inc. to provide mowing services at the County's three closed landfills. Lorenz, Inc. currently has 4 other contracts with the County.

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**

Property Management is requesting the approval of a contract for Lorenz, Inc. to provide maintenance for athletic field, parks, and miscellaneous properties throughout the County.

In no event shall the total compensation paid to the Contractor exceed the sum of Ten Million, Twenty-Four Thousand Dollars and Zero Cents (\$10,024,000.00) during the entire term of this Agreement, including renewals thereof. This Agreement shall be effective when it has been executed by the County and shall continue for one year (the "Initial Term"). The County reserves the right to automatically renew this Agreement for four (4) additional one (1) year renewal options on the same terms and conditions. The County shall have the option of extending this Agreement at the end of the Initial Term or any renewal term for an additional 120 days on the same terms and conditions.

This Agreement has a MBE/WBE goal of 30%.

Prior to the commencement of subsequent renewal terms, the County may entertain a request for an escalation in accordance with the current 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.

Prepared by: Property Management



**FM-4 (Contract)**

**Council District(s) All**

**Property Management**

**Ball Diamond Grooming Services**

The Administration is requesting approval of a contract with Lorenz, Inc. to provide ball diamond (baseball and softball) grooming and maintenance throughout the County. The 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. The contract does not specify a maximum compensation for the initial 1-year term or for the entire 5-year and 6-month term, including the renewal and extension periods. Compensation may not exceed the amount appropriated for these services for the entire contract term. Estimated compensation totals \$5,557,624 for the entire 5-year and 6-month term, including the renewal and extension periods.

**Fiscal Summary**

<b>Funding Source</b>	<b>Total Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 5,557,624	<sup>(1)</sup> General Fund Operating Budget.
<b>State</b>	--	<sup>(2)</sup> Estimated compensation for the entire 5-year and 6-month term, including the renewal and extension periods.
<b>Federal</b>	--	Compensation may not exceed the amount appropriated for these services for the entire contract term.
<b>Other</b>	--	
<b>Total</b>	<u>\$ 5,557,624</u> <sup>(2)</sup>	

**Analysis**

The contractor will provide all labor, materials (except the County will provide ball diamond mix), equipment, supervision, and related items for ball diamond grooming and maintenance throughout the County. Property Management advised that the ball diamonds' spring start-up process will begin as soon as ground conditions are favorable. Ball diamonds will be groomed (including edging and trimming) either weekly (283 sites) or monthly (100 sites currently not programmed

for baseball/softball) at the unit price of \$84.97 per site. The contract requires the contractor to pick up and remove trash, broken limbs, weeds, and debris from the sites. The contract provides that the County may add or delete sites as necessary.

The 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. The contract does not specify a maximum compensation for the initial 1-year term or for the entire 5-year and 6-month term, including the renewal and extension periods. Compensation may not exceed the amount appropriated for these services for the entire contract term. Estimated compensation totals \$5,557,624 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 price in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The County awarded the contract through a competitive procurement process based on low bid from three bids received. According to the bid documents, there was a 25% M/WBE participation requirement.

On March 5, 2018 and on March 19, 2018, the Council approved one and two similar 5-year and 1-month contracts, respectively, with Lorenz, Inc. to serve as the primary contractor, and with Ruppert Landscape, Inc. and Classic Lawn and Landscape, Inc. to serve as secondary contractors, with combined compensation not to exceed \$16,406,233. All three contracts commenced February 1, 2018 and expired November 30, 2022. The Office of Budget and Finance, Purchasing Division advised that as of January 3, 2023, expenditures/encumbrances under the primary contract with Lorenz, Inc. totaled \$10,065,304, and that no expenditures were incurred under the secondary contracts (which only were to be used if the primary contractor was unable to perform the assigned work). Property Management also advised that the proposed contract is only for ball diamond grooming service and maintenance, whereas the previous contracts also included athletic field maintenance and mowing services, which the County has

separately bid. FM-3 on this agenda is a contract with Lorenz, Inc. to provide athletic field maintenance and mowing services at sites located throughout the County. FM-2 on this agenda also is a contract with Lorenz, Inc. to provide mowing services at the County's three closed landfills. Lorenz, Inc. currently has 4 other contracts with the County.

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**

Property Management is requesting the approval of a contract for Lorenz, Inc. to provide baseball and softball diamond grooming services and miscellaneous ball diamond maintenance for various locations throughout the County.

In no event shall the total compensation paid to the Contractor exceed the sum of the County Council approved appropriated amount during the entire term of this Agreement including renewals thereof. The Agreement shall be effective when it has been properly signed by all parties and when executed by the County and shall continue through one year (the "Initial Term"). The County reserves the right to renew this Agreement for four (4) additionally one (1) year renewal options on the same terms and conditions. The County shall have the option of extending this Agreement at the end of the Initial Term or any renewal term for an additional 180 days on the same terms and conditions.

This Agreement has a MBE/WBE goal of 25%.

Prior to the commencement of subsequent renewal terms, the County may entertain a request for an escalation in accordance with the current 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.

Prepared by: Property Management

FM-5 (Contract)

Council District(s) 1

**Office of Law – Real Estate Compliance Division**

**Acquisition of Parcels – Hammonds Ferry Road**

The Administration is requesting approval of a contract to acquire property spanning approximately 0.145 acre for \$9,500 to relocate existing utility facilities to accommodate the County’s construction of a bridge over the adjacent CSX railway. C. Douglas Rittenhouse (personal representative of the estate of Charles K. Rittenhouse) currently owns the property, which is located at Hammonds Ferry Road (east of Washington Boulevard and north of Lansdowne Road) in Halethorpe. The property is zoned DR 5.5 (Density Residential – 5.5 lots per acre). See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Purchase Price</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 9,500	<sup>(1)</sup> Capital Projects Fund.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 9,500</u>	

**Analysis**

The County’s staff appraiser completed an appraisal of the property in July 2022, recommending a value of \$7,000. After review and analysis, the County’s review appraiser concurred with the appraisal, recommending the respective amount as just compensation for the acquisition. DPWT advised that the County accepted the property owner’s \$9,500 counter offer.

The 0.145-acre property to be acquired consists of unimproved land identified as Lots 5 & 6 on the Plat of Hilltop. The appraisal states that the effective lot size is 0.10-acre (approximately 0.045-acre lies under the roadbed of Hammonds Ferry Road).

DPWT advised that the property will be used to accommodate BGE and Verizon utility easements to enable the County's construction of the Hammonds Ferry Bridge over the adjacent CSX railway. The Division advised that this acquisition is the only one necessary for this project.

County Charter, Section 715, requires Council approval of real property acquisitions where the purchase price exceeds \$5,000.

Executive Summary

PROGRAM TITLE:	Hammonds Ferry Road
PROJECT NO.:	210-207-0280-0022
FISCAL MATTER:	Contract of Sale
PROPERTY OWNERS:	C. Douglas Rittenhouse
LOCATION:	Hammonds Ferry Road Lots 5 & 6
CONSIDERATION:	\$9,500.00
PURPOSE OF PROJECT:	This contract is for the purchase of Lots 5 & 6
LIMITS OF PROJECT:	Hammonds Ferry Road Lots 5 & 6

Prepared by: Office of Law – Real Estate Compliance Division

MB-2 (Res. 1-23)

Council District(s) 5

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**Mr. Marks**

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**BCPS – Review of Proposed Land Dedication**

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Resolution 1-23 requests that Baltimore County Public Schools (“BCPS”) begin the review of the suitability of land proposed to be dedicated to the County as outlined in Resolution 39-22 as quickly as practicable for use as a vocational school.

On October 3, 2022, the County Council enacted Resolution 39-22 which approved the continued review of the Planned Unit Development (“PUD”) application from BC Middle River LLC for the redevelopment of a 400.6± acre site out of a larger tract of land commonly known as the “LaFarge Quarry.” Resolution 39-22 states that the PUD applicant is to provide a capital improvement benefit in the form of a 221± acre dedication of land in fee to Baltimore County, of which a 40 acre portion is to be utilized for the construction of a vocational school.

The PUD Resolution states that should a vocational school not be funded within five years of the conveyance of the land to the County, the Council may choose an alternate use for the 40 acres. The Council recognizes that the County will need the cooperation of the Baltimore County Board of Education on this effort. The recent study completed by BCPS on high school needs failed to include a survey of this location.

This resolution shall take effect from the date of its passage by the County Council and a copy of the resolution shall be sent to the BCPS superintendent and the Board of Education of Baltimore County.



BALTIMORE COUNTY COUNCIL  
NOTES TO THE AGENDA  
APPENDIX A

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

**TO:** Administrative Officer **DATE:** 12/20/22  
**FROM:** Edward P. Blades, Director <sup>EA</sup><sub>ed</sub> **COUNCIL MEETING**  
 Office of Budget & Finance **DATE:** 1/17/23  
**SUBJECT:** Public Recordation of Announcement  
 of Non-Competitive Awards Charter Sec. 902(f)

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

Award Document

SCON 10001276 Techops Specialty Vehicles, LLC – HNT Vehicle Maintenance

This Supplier Contract is a five-year contract covering annual maintenance of the Police Department's Hostage Negotiation Team Vehicle (HNT).

As detailed in the 902(f) justification memo signed by Chief Hyatt, the technical communications equipment contained inside the HNT Vehicle are integrated and fabricated system of Incident Command Solutions, LLC (ICS), who built the HNT vehicle. Incident Command Solutions, LLC was acquired by TechOps Specialty Vehicles in January 2017. TechOps Specialty Vehicles (Formerly ICS), is the original builder and provider of the original warranties. They provide the yearly "Break/Fix" coverage that extend the original "Component Warranty". They have continued to provide annual extension of the "Pro support Plan" originally provided w/ the vehicle.

Annual expenditures are \$7,056.00, or \$35,280.00 over the entire five-year term. Funds will be encumbered on Purchase Orders for each fiscal year.

Award Total 5 yr: \$35,280.00  
 Award Date: 12/8/22

PO 10003630 Chesapeake Fire & Rescue Equipment, Inc. – Holmatro Door Blaster with Wireless Control

This Purchase Order is for a Holmatro Door Blaster, Remote Control and accessories for use by the Baltimore County Police Department Tactical Unit.

This is a hydraulic breaching device that allows for one-man breaching operations, rather than a 2 person manual operation using a 90 lb. battering ram. The hydraulic device is preferred for safety of the officers – it removes them from potential line of fire injuries. Using it in place of the manual ram also reduces the chance for high rates of shoulder, spine, knee, and foot injury for officers.

Award Total: \$29,236.00  
 Award Date: 12/8/22

PO 10004253

Abbott Lab and US Subsidiaries – COVID-19 Antigen Home Test Kits

As requested by the Office of Property Management, this Purchase Order provides for the purchase of 75,000 total (37,500 kits with two tests per kit) COVID-19 at home, antigen self-test kits through Abbott Lab and US Subsidiaries. As detailed in the 902(f) justification, numerous vendors were contacted and the BinaxNOW tests manufactured by Abbott have the longest shelf-life (October 2023, expiration date) which is printed on the box. This will help County employees and its residents with having an adequate supply of at home self-tests through the fall, winter of 2022 and spring, summer of 2023. Without this procurement, the County workforce and its residents would be unable to have access to the best public health technologies to help combat the COVID-19 public health crisis. The inability to self-test could create a situation of increased vacancies or clusters of outbreaks in the office place. Out of the vendors surveyed, prices are comparable with the increased in expiration date, which is paramount. This Purchase Order replaces PO 10002224 with Worldwide Distributors which has been cancelled because of their failure to deliver the tests.

Award Total: \$603,000.00  
Award Date: 12/8/22

PO 10002895

Systems Alliance, Inc. – Software, maintenance/Support – Site Executive

This Purchase Order is for the provision of SiteExecutive Maintenance for the period of October 10, 2022 through June 30, 2023. As detailed in the 902(f) justification memo signed by Rob O'Connor, Chief Information Officer, Systems Alliance, Inc. provides SiteExecutive, the Content Management System (CMS) currently used by the County to maintain and update all official County web sites.

The SiteExecutive product is sun setting in July, 2023. The County issued an RFP for a replacement for SiteExecutive (P-336) in June 2022.

Systems Alliance, Inc. will provide software support for SiteExecutvie while the County implements the new Content Management System.

Award Total: \$35,682.56  
Award Date: 12/12/22

PO 10004410

PAPCO, Inc. – Emergency Purchase of Heating Oil

This Purchase Order provides for the emergency purchase of heating oil through PAPCO, Inc. As detailed in the justification memo signed by Debra Shindle, the County's existing Contractor for heating oil (Apex Petroleum Corporation) has encountered disruptions with Baltimore County's heating oil deliveries, as the result of a current supply chain shortage nationwide. Apex Petroleum Corporation has indicated that the disruptions should be resolved by the first week of December 2022, however, in the interim, the County must maintain sufficient amounts of heating oil in various County owned facilities. On occasions where Apex Petroleum Corporation was unable to deliver heating oil, the Property Management Division contacted PAPCO, Inc. (the County's previous heating oil contractor), who was able to deliver the necessary heating oil to maintain operations at each respective County facility.

Award Total: \$40,000.00  
Award Date: 12/12/22

SCON 10001180-1 Freemire & Associates, Inc. – Parts for The Repair of E-One Grinder Pumps

This Supplier Contract provides the Bureau of Solid Waste to order Environmental One Corporation (E/One) sewer system products from Freemire & Associates, who is the only distributor for these parts in the State of Maryland. The majority of the grinders the County uses are from E/One and are essential to the County in order to prevent waste from backing up into Constituents houses and yards. The Bureau of Solid Waste is requesting a five (5) year term for these products as stated in the justification provided.

Estimated Total 5 yr: \$3,515,000.00  
Award Date: 12/19/22

PO 10000689-1 Institute for Community Alliances – Homeless Management Information System (HMIS) Services

This Purchase Order is for Homeless Management Information Systems Services (HMIS) from Institute for Community Alliances. This is for temporary employees to maintain the HMIS System. As stated in the Emergency Justification signed by Terry Hickey, Director, of the Department of Housing & Community Development (DHCD), the Institute for Community Alliances is an organization that provides emergency HMIS administrator support to numerous states, counties, cities and non-profits across the country. Their primary role is to step in when critical staff leave. The Agency initially submitted an emergency justification with a not-to-exceed amount of \$24,999.00 for the period of July 2022 through October 2022, however, due to recruitment difficulties in this very specialized area and upcoming federal reporting activities and requirements, the Agency is requesting approval for an additional \$16,500.00 through February 2023.

Award Total: \$41,499.00  
Award Date: 12/20/22

cc: J. Benjamin Jr.,  
T. Bostwick  
L. Smelkinson

Signature:   
Email: eblades@baltimorecountymd.gov