

# CHIEF CLERK AGENDA

January 16, 2024

## **SPECIAL ORDER OF BUSINESS:**

Proclamation – Human Trafficking Awareness Month

Leslie Ridge  
District Atty's Office

## **NEW BUSINESS:**

Chief Clerk respectfully requests the Commissioners approve the follow board appointments: Andrew Nixon to the Authority Board; Nick Sherman to the Conservation District Board; Jason Ewart to the Farmland Preservation Board; Dr. John Six to the Hospital Authority Board; Andy Walz to the Industrial Development Authority Board; Tom Flickinger to the Planning Commission Board; Dr. Leslie Midla to the Library System Board; Electra Janis to the SPC Commission; and the reappointment of William Paxton to the Farmland Preservation Board.

Chief Clerk, on behalf of the Coroner, respectfully requests the Commissioners approve an agreement with Timothy Uhrich, Esquire to provide solicitor services for the Coroner's office. The agreement is in the amount of \$200/month, is retroactive to October 26, 2023, and shall be continuous until terminated by either party.

Chief Clerk, on behalf of Public Safety, respectfully requests the Commissioners adopt a resolution authorizing Nick Sherman, the Chairman of the Board, to electronically sign all grant documents related to PEMA administered grants which require an electronic signature.

Chief Clerk, on behalf of Information Technology, respectfully requests the Commissioners approve the cost of training, lodging, and all travel related fees, within the rules of the County's travel policy, for two employees (Carrie Fundy and Sara Masullo) to attend the Laserfiche Conference training in Las Vegas, NV, on April 22-25, 2024. The cost will be approximately \$2,500/person and will be paid through IT's Operating Budget.

# MEMORANDUM

January 16, 2024

**TO:** Commissioner Sherman  
Commissioner Janis  
Commissioner Maggi

**FROM:** Jason E. Theakston, Director  
Planning Office

**SUBJECT:** Agenda Meeting – January 16, 2024

**1. Parks and Recreation – Animal Control Services**

Planning recommends approval of a contract with Kymberly A. Seecret in the amount of \$400 per month during the term of January 1, 2024, through December 31, 2024, for animal control services in Mingo Park, Cross Creek Park, Ten Mile Park and the Panhandle Trail.

**2. Planning – Courthouse Tours**

Planning recommends approval of a contract with the PA Trolley Museum, Inc. to provide group tours of the Washington County Courthouse from January 1, 2024, to December 31, 2024, at a cost of \$4,000.

**3. Planning – Certification of County Funds for Farmland Preservation**

Planning recommends certification of the funds collected in 2023 from Clean and Green roll back taxes and reserved in a restricted account for Farmland Preservation easement purchases in the amount of \$100,967.66.

**4. Planning – Request for Proposals**

Planning respectfully requests authorization to advertise for proposals from qualified engineering/planning firms to complete the new application for the Washington County Fairgrounds NPDES Permit. This permit is required for any development projects at the Fairgrounds.

**5. Liquid Fuels – Chartiers #58 Change Order**

Planning recommends approval of a change order with Mackin Engineering in the amount of \$4,757.00 for additional hours for project closeout activities. The increased total amount of \$130,826.67 is 100% Federally Funded.



BOARD OF COMMISSIONERS  
**NICK SHERMAN**  
CHAIRMAN  
**ELECTRA S. JANIS**  
VICE CHAIR  
**LARRY MAGGI**  
PHONE: 724-228-6724

# County of Washington

## FINANCE DEPARTMENT

COMMONWEALTH OF PENNSYLVANIA  
95 WEST BEAU STREET – SUITE 430  
WASHINGTON, PENNSYLVANIA 15301



**Adam G. Petris**  
Assistant Finance Director

PHONE: 724-228-6894  
FAX: 724-228-6941

## FINANCE DEPARTMENT'S AGENDA

**January 16, 2024**

1. Finance, on behalf of the Redevelopment Authority of the County of Washington, respectfully requests the Commissioners approve a commercial agreement between the County of Washington and the Beech Group Inc for Hangar #11 located at 185 Airport Road, Suite 200, Washington PA 15301. This agreement will be for the general services which include but not limited to parking, tie-down service, protective storage and maintenance for aircrafts and other vehicles, and equipment for the daily operations of RS Aviation business. The cost for this agreement will be \$5,824 per annum (the total square footage is based on the leased office space of 10,400 square feet).
2. Finance respectfully requests the Commissioners approve and ratify a policy renewal for workers' compensation coverage with Encova. The policy premium will not exceed \$300,000 and will be effective January 1, 2024 through January 1, 2025. In addition to the premium, the policy renewal will require the renewal of the letter of credit from Washington Financial.
3. Finance, on behalf of Public Safety, respectfully requests the Commissioners approve and ratify a Building Resilient Infrastructure and Communities (BRIC) grant application to update the County's Hazard Mitigation Plan for Washington County as required under federal law.

# MEMORANDUM

**TO:** Commissioner Nick Sherman, Chairman  
Commissioner Electra S. Janis, Vice Chair  
Commissioner Maggi

**FROM:** Department of Human Services

**SUBJECT:** Agenda Meeting January 16, 2024

**1. Children and Youth Services – Provider Agreement**

Children and Youth Services is requesting the approval of a provider agreement with Children’s Hospital of Pittsburgh for comprehensive evaluations for children who are suspected victims of physical or sexual abuse or human trafficking for the period of July 1, 2023, through June 30, 2024. The contract authorization amount is \$100,000 and no additional county funds are required.

**2. Behavioral Health and Developmental Services – Provider Agreement Addendums**

Behavioral Health and Developmental Services is requesting approval of the following provider agreement addendums for a total increase of \$121,457 for the period July 1, 2022, through June 30, 2023. No additional county funds are required.

<u>PROVIDER</u>	<u>ORIGINAL AMOUNT</u>	<u>ADJUSTED AMOUNT</u>
Center for Community Resources, Inc. (ID)	\$ 19,500.00	\$ 20,429.00
Center for Community Resources, Inc. (MH)	\$ 940,000.00	\$1,045,084.00
Healing Bridges	\$ 18,000.00	\$ 21,677.00
Positive Steps Therapy, LLC	\$ 25,000.00	\$ 36,767.00

**3. Behavioral Health and Developmental Services – Agreement Addendum**

Behavioral Health and Developmental Services is requesting the approval of an agreement addendum with the BHC Advanced Services, Inc. to remove ARC Human Services as a subcontractor and add the Mental Health Association and AMI, Inc. as subcontractors for supportive housing services. All other terms of the original agreement remain unchanged, and no county funds are required.

**4. Behavioral Health and Developmental Services – Community Based Care Management Agreement**

Behavioral Health and Developmental Services is requesting approval to enter into an agreement with Southwest Behavioral Health Management, Inc. for the implementation of a Community Based Care Management program for the period of January 1, 2024, through December 31, 2024. The contract authorization amount is \$215,553 and no county funds are required.

**WASHINGTON COUNTY COMMISSIONERS:**

NICK SHERMAN, CHAIRMAN  
ELECTRA JANIS, VICE CHAIR  
LARRY MAGGI

(724) 228-6724



Randy Vankirk  
Director of Purchasing  
Phone: 724-228-6729

**COUNTY OF WASHINGTON**

PURCHASING DEPARTMENT  
COMMONWEALTH OF PENNSYLVANIA  
95 WEST BEAU STREET, SUITE 430  
WASHINGTON, PA 15301

**TO:** BOARD OF COUNTY COMMISSIONERS Rev#2  
**FROM:** RANDY VANKIRK, DIRECTOR OF PURCHASING  
**DATE:** JANUARY 12, 2024  
**SUBJECT:** AGENDA ITEMS FOR JANUARY 16, 2023 - MIN#1178

**I. BIDS/CONTRACT EXTENSIONS/PROPOSALS**

**A. Bid/RFP Awards**

**1. RFP Award - Contract #010224-TH-RRH Mon-Valley RFP - Regional Joint Transitional and Rapid Rehousing Program for the Mon-Valley**

Purchasing, on behalf of Jason Bercini, **Human Services**, respectfully requests the Board of Commissioners approve an **RFP Award for Joint Transitional and Rapid Rehousing Program for the Mon-Valley Region to Union Mission of Latrobe, Inc. of Latrobe PA** for the provision of housing support services for individuals and families experiencing homelessness.

If approved, and contingent upon contract negotiations with the provider, this award will be effective under the terms and conditions of the U.S. Department of Housing and Urban Development grant, valid for a period of one-year. The total grant funding eligible will be \$280,000.00 while the contract amount with **Union Mission of Latrobe, Inc.** will be \$271,600.00 according to their RFP proposal.

**B. Bid Contract Extensions**

**1. RFP Extension – APO Automated Drug Testing – Contract #013118-ADTS RFP**

**WASHINGTON COUNTY COMMISSIONERS:**

NICK SHERMAN, CHAIRMAN  
ELECTRA JANIS, VICE CHAIR  
LARRY MAGGI

(724) 228-6724



Randy Vankirk  
Director of Purchasing  
Phone: 724-228-6729

**COUNTY OF WASHINGTON**

PURCHASING DEPARTMENT  
COMMONWEALTH OF PENNSYLVANIA  
95 WEST BEAU STREET, SUITE 430  
WASHINGTON, PA 15301

**TO:** BOARD OF COUNTY COMMISSIONERS Rev#3

**FROM:** RANDY VANKIRK, DIRECTOR OF PURCHASING

**DATE:** JANUARY 12, 2024

**SUBJECT:** AGENDA ITEMS FOR JANUARY 16, 2023 - MIN#1178

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**I. BIDS/CONTRACT EXTENSIONS/PROPOSALS**

**A. Bid/RFP Awards**

**1. RFP Award - Contract #010224-TH-RRH Mon-Valley RFP - Regional Joint Transitional and Rapid Rehousing Program for the Mon-Valley**

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If approved, and contingent upon contract negotiations with the provider, this award will be effective under the terms and conditions of the U.S. Department of Housing and Urban Development grant, valid for a period of one-year. The total grant funding eligible will be \$280,000.00 while the contract amount with **Union Mission of Latrobe, Inc.** will be \$271,600.00 according to their RFP proposal.

**B. Bid Contract Extensions**

**1. RFP Extension – APO Automated Drug Testing – Contract #013118-ADTS RFP**

Purchasing, on behalf of Jon Ridge, **Adult Probation**, respectfully requests the Board of County Commissioners approve the RFP **contract extension for Automated Drug Testing** via the Thermo Mindray BA800 analyzer with instrument consumables, lab information systems and Reagent Plus service **with Microgenics Corporation/Thermo Fisher Scientific**, Fremont, CA.

If approved, this renewal will be effective for a term of **60-months, January 1, 2024, through December 31, 2028**. Annual purchase commitment is estimated to be \$134,764.02 with testing committed for the 60-month term being **estimated at 2,403,360 tests**.

**C. Authorization to Bid/Request Proposals**

**1. Auditing Services**

Purchasing, respectfully requests the Board of County Commissioners authorize the **advertising for proposals for Auditing Services**.

**2. Beam Shoring**

Purchasing, on behalf of Justin Welsh, Director of **Building & Grounds**, respectfully requests the Board of County Commissioners authorize the **advertising for bids for Temporary Beam Shoring**.

**3. Public Safety - Land/Mobil Radio Network**

Purchasing, on behalf of **Public Safety**, respectfully requests the Board of County Commissioners authorize the **advertising for proposals for a Land/Mobil Radio Network**.

**4. Courthouse Dome Leak Repair**

Purchasing, on behalf of Justin Welsh, Director of **Building & Grounds**, respectfully requests the Board of County Commissioners authorize the **advertising for bids for the Courthouse Dome Leak Repair**.

**II. DONATION**

**A. Donation Resolution - Vehicle for the Washington County Regional SWAT Team**

**1. Donation of Van**

The Purchasing Department, as per Section 1805 of the County Code governing the sale or disposition of personal property of the County, respectfully requests the Board of County Commissioners authorize the resolution for the **donation of 2008 Ford Economy Van** from the **Sheriff's Department** to the **Washington County Regional SWAT Team**, who has formerly requested the donation & have completed the "Application for Donation" application and have met all required criteria.

**II. AGREEMENTS & CONTRACTS/LEASES**

**A. Professional Service Agreements**

**1. Software Support & Maintenance**

Purchasing, on behalf of the Ryan Anderson, **IT**, respectfully requests the Board of County Commissioners **approve** the following **RBA payments for Annual Software Maintenance Renewals and Services**.

- **RBA Professional Data - Systems and new software upgrades-** \$23,016.00, Information Technology uses this software for Informix and RBA software. If approved, this agreement will be effective January 1, 2023, through December 31, 2024.

- **RBA Professional Data Systems – GUI Client Software Maintenance** \$4,677.75, Information Technology uses this software for Informix and RBA software. If approved, this agreement will be effective January 1, 2023, through December 31, 2024.

- **RBA Professional Data Systems- \$4,209.00, Tax Assessment Maintenance**, Information Technology uses this software for Informix and RBA software. If approved, this agreement will be effective January 1, 2023, through December 31, 2024.

**2. WCCF – WCCF – Inmate - Long-term treatment**

Purchasing, on behalf of **Warden Fewell**, respectfully requests the Board of County Commissioners **approve emergency rehabilitative treatment** for a WCCF Inmate with **PAM Long-term Rehabilitative Hospital of Pittsburgh** at a rate of \$2,200 per day.

**Note:** This inmate requires additional in-patient care at a rehabilitation facility.

**MIN #1178, Dated 01/17/2024.**