

**PLEASE BE ADVISED THAT THIS PUBLIC MEETING OF THE WASHINGTON COUNTY COMMISSIONERS IS VIDEO AND AUDIO LIVE STREAMED ON THE COMMISSIONERS' FACEBOOK PAGE.**

**AS AGREED UPON UNANIMOUSLY BY THE BOARD OF COMMISSIONERS' PUBLIC COMMENT POLICY, IN THE EVENT THAT A LARGE NUMBER OF RESIDENTS ATTEND IN CONCERT TO COMMENT ON A PARTICULAR MATTER, THE CHAIR OF THE MEETING SHALL DETERMINE IF THE RESIDENTS HAVE A COMMON SPOKESPERSON TO COMMENT ON THEIR BEHALF. THE DESIGNATED SPOKESPERSON WILL BE AFFORDED FIVE (5) MINUTES TO SPEAK ON BEHALF OF THE GROUP.**

**AGENDA**

**THURSDAY, DECEMBER 16, 2021**

**1. Opening of Meeting**

a. Prayer

The Rev. Tom Bellhy  
New Hope Church

b. Pledge of Allegiance

Angie Mattes  
Forty and Eight

**2. Approval of Meeting Minutes**

Minute No. 1141, December 1, 2021

**Special Order of Business**

None

**(RECESS FOR PHOTOS)**

**3. Public Comments**

**4. The Board of Commissioners' Response**

**5. Old Business**

**Bid Awards**

- a. Broadband Consulting Services
- b. Governmental Software
- c. Cloud Phone System

**Bid Contract Extensions**

- a. Flags and Markers
- b. HVAC Maintenance
- c. Drug Test Kits

**Bid Contract Purchases**

- a. Wiring Services
- b. Fire Alarm Inspection
- c. Payment
- d. Payment

**6. New Business**

- a. Settlement and Authorization - Solicitor
- b. Board Appointments – Chief Clerk

- c. Easement – Planning
- d. Contract Extension - Planning
- e. Budget Adoption – Finance
- f. Supplemental Appropriation – Finance
- g. Contract Renewal – Finance
- h. Agreement – Finance
- i. Deed – Finance
- j. Policy – Finance
- k. Policy Renewal – Finance
- l. Policy Renewal - Finance
- m. Contract Renewal – Human Resources
- n. Agreements – Children and Youth Services
- o. Agreement – Children and Youth Services
- p. Agreement – Behavioral Health and Development Services
- q. Agreements – Human Services
- r. Addendum – Human Services
- s. Addendum – Aging Services
- t. Authorization to Bid – Purchasing
- u. Authorization to Bid – Purchasing
- v. Authorization to Bid – Purchasing
- w. Agreement – Purchasing
- x. Agreement – Purchasing
- y. Agreement – Purchasing
- z. Agreement – Purchasing
- aa. Agreement – Purchasing
- bb. Agreement Renewal – Purchasing
- cc. Agreement – Purchasing
- dd. Agreement Renewal – Purchasing
- ee. State Contract – Purchasing
- ff. State Contract – Purchasing
- gg. State Contract – Purchasing
- hh. State Contract – Purchasing
- ii. State Contract – Purchasing
- jj. Resolution – Redevelopment Authority

**7. Announcements**

An Executive Session was held at 10 a.m. on Wednesday, December 15, 2021, following the Agenda meeting to discuss personnel and litigation. The regularly scheduled Salary Board meeting will be immediately following today's meeting. All county offices will be closed Friday, December 24, 2021, in observance of Christmas Day and Friday, December 31, 2021, in observance of New Year's Day. The Organizational Salary Board meeting of the Washington County Commissioners will be held at 11:30 a.m., Monday, January 3, 2022.

**8. Solicitor**

No Refunds

**9. Adjournment**

**OLD BUSINESS**  
**December 16, 2021**

**A. BID AWARD**

Purchasing respectfully requests the Commissioners award the proposal for broadband consulting services to Tilson Technology Management, Portland, ME, for a consultant for a countywide broadband assessment in accordance with American Rescue Plan funds. The total cost is \$89,625 and will be funded from the American Rescue Plan Act Fund.

**B. BID AWARD**

Purchasing respectfully requests the Commissioners award the proposal to Tyler Technologies, Inc., Yarmouth, Maine, for software and implementation services for a financial services system, including integrated modules for Human Resources at the following rates. The total cost will be funded from the American Rescue Plan Act Funds.

<b>Summary</b>	<b>One Time Fees</b>	<b>Recurring Fees</b>
Total Tyler Software	\$ 0	\$ 0
Total Annual	\$ 0	\$ 272,410
Total Tyler Services	\$ 456,040	\$ 0
Total Third-Party Hardware, Software, Services	\$ 4,013	\$ 0
<b>Summary Total</b>	<b>\$ 460,053</b>	<b>\$ 272,410</b>

Estimated Travel Expenses \$ 30,140

**C. BID AWARD**

Purchasing respectfully requests the Commissioners award the proposal for a cloud phone hosted system to Full Service Network LP, Pittsburgh, PA, at a total cost of 8,497 per month. Costs will be paid from their operating budget.

**D. BID CONTRACT EXTENSION**

Purchasing, on behalf of Veterans Affairs, respectfully requests the Commissioners approve the extension of our bid award contract for flags and markers to the following vendors. This extension shall continue through December 31, 2022, under the same terms and conditions.

- Metro Flag Co., Wharton NJ
- All Quality Memorial Markers, Smoketown PA

**E. BID CONTRACT EXTENSION**

Purchasing respectfully requests the Commissioners approve the extension of our bid award contract with Scalise Industries Corporation, Lawrence, PA for the provision of HVAC/boiler maintenance effective January 1, 2022 through December 31, 2022. The total cost is \$15,558 for the Correctional Facility and \$6,873 for the Airport. All work will be done on an as needed basis at the rate of \$110.50/hour and \$173.65/hour emergency rate. Material is vendor's cost plus a 16-20% markup.

**F. BID CONTRACT EXTENSION**

Purchasing, respectfully requests the Commissioners approve the extension of the bid contract for drug test kits to Redwood Toxicology Laboratory, Inc., Santa Rosa, CA. This extension will be effective through December 31, 2022 at a total yearly cost of approximately \$15,000.

G. **BID CONTRACT PURCHASES**

Purchasing, on behalf of Information Technology, respectfully requests the Commissioners approve the following purchase for wiring services, from Information Technologies Services, Carnegie PA, our contract of record. The total cost will be funded from their operating budget.

- Emergency door release \$1,685.50
- Crossroads Building - Two (2) emergency door releases, cables, labor for installation, calibration, programming & training.

H. **BID CONTRACT PURCHASES**

Purchasing, on behalf of Aging Services, respectfully requests the Commissioners approve a service agreement with Johnson Controls, Pittsburgh PA, our contract of record, for a fire alarm inspection at the Canonsburg Senior Center. The total cost is \$1,043.25 and will be paid from their operating budget.

I. **BID CONTRACT PURCHASES**

Purchasing, on behalf of Information Technology, respectfully requests the Commissioners approve payment to eDocs Technologies, Pittsburgh PA, our contract of record in the amount of \$10,811.25 for Onbase support (updates, training & scanning).

J. **BID CONTRACT PURCHASES**

Purchasing, respectfully requests the Commissioners approve a professional services payment to Remington and Vernick Engineers (RVE), Pittsburgh, PA for schematic design services for the Crossroads Building (6<sup>th</sup> floor) at their contractual hourly rates in the amount of \$1,420.

**NEW BUSINESS**  
**December 16, 2021**

- A. **SETTLEMENT AND AUTHORIZATION – SOLICITOR**  
Solicitor respectfully requests the Commissioners approve Washington County to participate in the state-wide settlement of the Purdue Pharma litigation consolidated under Docket No. 2017-008095 in the Court of Common Pleas of Delaware County and in furtherance thereof to appoint Chair Diana Irey Vaughan as the authorized official of Washington County to execute any and all documentation required in such settlement including but not limited to the PA Subdivision Intrastate Allocation Participation Form, the Subdivision Janssen Settlement Participation Form, and the Subdivision Distributors Participation Form.
- B. **BOARD APPOINTMENTS – CHIEF CLERK**  
Chief Clerk respectfully requests the Commissioners approve the reappointments of Larry Pollock to the First Responders/Public Safety Board and Emily Stavovy to the Behavioral Health and Developmental Services Board and the appointments of Dr. Andrew Goudy, Derek Culbertson, Frances Clark, Lisa Haanum, and Tiffany Hobson to the Human Services Advisory Board.
- C. **EASEMENT – PLANNING**  
Planning respectfully requests the Commissioners approve a drainage easement with the Pennsylvania Turnpike Commission to allow construction of a stormwater drainage facility under the Panhandle Trail in McDonald Borough. The Turnpike will pay the County \$4,100 and restore all property to its original condition or better. Temporary access for the trail will be maintained at all times.
- D. **CONTRACT EXTENSION – PLANNING**  
Planning respectfully requests the Commissioners approve a contract extension with Kymberly A. Seecret for animal control services in county parks at an annual cost of \$400 per month effective January 1, 2022 through December 31, 2022.
- E. **BUDGET ADOPTION – FINANCE**  
Finance respectfully requests the Commissioners approve a tax levy and appropriation resolution fixing the tax rate for 2022 at 2.43 mills for county purposes and appropriating specific sum estimates to be required for the specific purposes of county government for the year 2022.
- F. **SUPPLEMENTAL APPROPRIATION – FINANCE**  
Finance respectfully requests the Commissioners approve the annual supplemental appropriation.
- G. **CONTRACT RENEWAL – FINANCE**  
Finance respectfully requests the Commissioners approve the 2022 renewal fee and administrative fee for TASC for the county's flexible spending account plan. The renewal fee is \$640 and the administrative fee is \$4.32 per employee, per month.
- H. **AGREEMENT – FINANCE**  
Finance, on behalf of the Treasurer, respectfully requests the Commissioners approve a proposal and agreement with RBA Professional Data Systems, Inc. for additional work needed for the office's internal lock box system. The proposal and agreement are in the amount of \$7,250.
- I. **DEED – FINANCE**  
Finance, on behalf of the Redevelopment Authority of the County of Washington as agent for Washington County Airport, respectfully requests the Commissioners approve a corrective deed with John Murr and Linda Murr for property that was previously acquired by the county for future aviation purposes. The corrective deed is necessary to comply with the original purchase offer which allowed the property owner to reserve the mineral rights.

J. **POLICY – FINANCE**

Finance respectfully requests the Commissioners approve a policy for the workers' compensation coverage with Encova. The policy premium is in the amount of \$209,933 and will be effective January 1, 2022 through January 1, 2023. In addition to the premium, the new policy will require the set-up of a loss fund escrow in the amount of \$51,000 and obtain a letter of credit in the amount of \$196,771 from a qualified bank.

K. **POLICY RENEWAL – FINANCE**

Finance respectfully requests the Commissioners approve a policy renewal for accident coverage with Philadelphia Indemnity Insurance company for program attendees for community service/ FITS, alternative sentencing, volunteers, and season juveniles. The policy premium is in the amount of \$4,339 and will be effective January 13, 2022 through January 13, 2023.

L. **POLICY RENEWAL – FINANCE**

Finance respectfully requests the Commissioners approve a policy renewal for aviation general liability coverage with Aviation Insurance Resources. The policy premium is in the amount of \$5,520 and will be effective January 1, 2022 through January 1, 2023.

M. **CONTRACT RENEWAL – HUMAN RESOURCES**

Human Resources respectfully requests the Commissioners approve the renewal of a professional services contract with The Cameron Wellness Center of the Washington Health System for the purpose of providing employee wellness services. This contract will be effective January 1, 2022 through December 31, 2022 and the rates will remain the same.

N. **AGREEMENTS – CHILDREN & YOUTH SERVICES**

Children and Youth Services respectfully requests the Commissioners approve provider agreements in the amount of \$1,535,000 for the period of July 1, 2021 through June 30, 2022, with the list of previously approved providers. No county funds are required.

O. **AGREEMENT – CHILDREN & YOUTH SERVICES**

Children and Youth Services is requesting approval of a provider agreement with Forget Me Knot Youth Services for placement services for the period of July 1, 2021 through June 30, 2022. The contract authorization amount is \$100,000 and no additional county funds are required.

P. **AGREEMENT – BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES**

Behavioral Health and Developmental Services respectfully requests the Commissioners approve an agreement with Southwest Behavioral Health Management Inc. for the provision of administrative oversight and behavioral health services provided by Washington County BHDS for the period of January 1, 2022 through December 31, 2022. The contract authorization amount is \$1,015,568.83 (payable in eleven installments of \$84,630.73 and one installment of \$84,630.80). No county funds are required.

Q. **AGREEMENTS – HUMAN SERVICES**

Human Services respectfully requests the Commissioners enter into agreements, with the list of previously approved providers, in the amount of \$288,500 for emergency shelter services for the period of July 1, 2021 through December 31, 2022. The funds are provided by the U.S. Department of Housing and Urban Development (HUD). No county funds are required.

R. **ADDENDUM – HUMAN SERVICES**

Human Services respectfully requests the Commissioners approve an agreement addendum with Blueprints for the Emergency Shelter Grant. This addendum will extend the period of the agreement through March 31, 2022 and the contract authorization amount will remain the same. No county funds are required.

- S. **ADDENDUM – AGING SERVICES**  
Aging Services respectfully requests the Commissioners approve an agreement addendum with Southwestern Pennsylvania Area Agency on Aging for the period of July 1, 2021 through June 30, 2022. The contract authorization amount will increase by \$39,270.84 and no county funds are required.
- T. **AUTHORIZATION TO BID – PURCHASING**  
Purchasing, on behalf of the Elections/Voter Registration, respectfully requests the Commissioners authorize the advertising for bids for elections supplies.
- U. **AUTHORIZATION TO BID – PURCHASING**  
Purchasing, on behalf of Building and Grounds, respectfully requests the Commissioners authorize the advertising for bids for the provision of preventive maintenance and/or repair of commercial hot water heaters and boilers.
- V. **AUTHORIZATION TO BID – PURCHASING**  
Purchasing respectfully requests the Commissioners authorize the advertising for request for proposals (RFPs) for broadband expansion in underserved communities.
- W. **AGREEMENT – PURCHASING**  
Purchasing, on behalf of Adult Probation, respectfully requests the Commissioners approve a 12-month agreement with Lobbyguard for a kiosk-based scheduling system. The total cost is \$6,060 with annual recurring costs of \$3,060 for software and support and will be paid via Act 35 funds.
- X. **AGREEMENT – PURCHASING**  
Purchasing, on behalf of Public Safety, respectfully requests the Commissioners approve an agreement with MRA, Inc. in the amount of \$77,487.93 for maintenance and support of the radio console software purchased on the GSA contract from Avtec. This agreement will be effective January 1, 2022 through December 31, 2022 and will be paid from Public Safety's state collected surcharge.
- Y. **AGREEMENT – PURCHASING**  
Purchasing, on behalf of Public Safety, respectfully requests the Commissioners approve a maintenance agreement with MRA, Inc. in the amount of \$26,550 for software and hardware for the logging recorder purchased on the GSA contract from Eventide. This agreement will be effective January 1, 2022 through December 31, 2022 and will be paid from Public Safety's state collected surcharge.
- Z. **AGREEMENT – PURCHASING**  
Purchasing, on behalf of Public Safety, respectfully requests the Commissioners enter into an agreement with Suburban Propane LP for the Cross Creek Tower site, including the installation of one 500-gallon propane tank, and a fuel surcharge fee at a one-time charge of \$1,914.98. The rental fee is \$180/year, plus a \$179.95 installation fee. This agreement will be effective December 16, 2021 for three years and will automatically renew on a month-to-month basis, unless terminated by providing a 30-day written notice. Costs will be paid from Public Safety's operating budget.
- AA. **AGREEMENT – PURCHASING**  
Purchasing, on behalf of Public Safety, respectfully requests the Commissioners approve an agreement with Motorola Solutions in the amount of 6,406.60 to migrate the call-handling equipment to the next generation 9-1-1 call delivery. Costs will be funded by the Statewide Interconnectivity grant program.
- BB. **AGREEMENT RENEWAL – PURCHASING**  
Purchasing, on behalf of Information Technology, respectfully requests the Commissioners authorize the renewal and payment of the annual software support and maintenance agreement for Court Automation with Tiburon, Inc. in the amount of \$59,402.38 for the FACTS Case Management System. This agreement is effective January 1, 2022 through December 31, 2022 and will be paid from their operating budget.

**CC. AGREEMENT – PURCHASING**

Purchasing, on behalf of Information Technology, respectfully requests the Commissioners approve a software maintenance agreement with Vertiv Services, Inc. for the Emerson/Liebert UPS systems located in the Courthouse, Courthouse Square, and Public Safety. This agreement will be effective January 1, 2022 through December 31, 2022 at a cost of \$33,785.01. All costs will be paid from IT and Public Safety's operating budget.

**DD. AGREEMENT RENEWAL – PURCHASING**

Purchasing, on behalf of Public Safety, respectfully requests the Commissioners approve a renewal service agreement with SynergIT for HP blades, servers, and the SAN system located in the 9-1-1 service center. This agreement will be effective January 1, 2022 through December 31, 2022, with the option to extend for an additional year. The cost is not to exceed \$75,000 per year.

**EE. STATE CONTRACT – PURCHASING**

Purchasing, on behalf of the Courts, respectfully requests the Commissioners approve an agreement with Propio Language Services for telephonic-interpreting services through December 31, 2023.

**FF. STATE CONTRACT – PURCHASING**

Purchasing, on behalf of Information Technology, respectfully requests the Commissioners approve an agreement with Scantek Infomanagement Solutions for Laserfiche document management for the migration from Onbase to Laserfiche. The total cost is \$88,000, which includes both the county, court systems, and project management.

**GG. STATE CONTRACT – PURCHASING**

Purchasing, on behalf of the Sheriff's Department, respectfully requests the Commissioners approve the purchase of one (1) smartphone from Verizon Wireless for Captain Interval. The monthly service fee is \$44.99, the phone is free with activation, and the cost will be charged to their operating budget.

**HH. STATE CONTRACT – PURCHASING**

Purchasing, on behalf of the Courts, respectfully requests the Commissioners approve the purchase of one (1) smartphone from Verizon Wireless for the Electronic Home Monitoring (EHM) Department. The monthly service fee is \$44.99, the phone is free with activation, and the cost will be charged to their operating budget.

**II. STATE CONTRACT – PURCHASING**

Purchasing, on behalf of Human Services, respectfully requests the Commissioners approve the purchase of four (4) smartphones (3 for Veterans and 1 for Human Service Deputy Director, Jason Bercini) from Verizon Wireless. The monthly service fee is \$44.99/phone, the phones are free with activation, and the cost will be charged to their operating budget.

**JJ. RESOLUTION – REDEVELOPMENT AUTHORITY**

The Redevelopment Authority of the County of Washington (RACW) respectfully requests the Commissioners adopt a resolution approving the execution of the Home Investment Partnerships American Rescue Plan Grant Agreement.