

AGENDA

**CITY OF WESTMINSTER
Mayor and Common Council Meeting
Monday, August 10, 2020 at 7 pm
<https://www.facebook.com/westminstermd/>**

1. CALL TO ORDER

2. APPROVAL OF MINUTES

A) Mayor and Common Council Meeting – July 27, 2020

3. REPORT FROM THE MAYOR

4. COVID-19 PANDEMIC UPDATE

5. REPORTS FROM STANDING COMMITTEES

A) Arts Council

B) Economic and Community Development Committee

C) Finance Committee

D) Personnel Committee

E) Public Safety Committee

F) Public Works Committee

G) Recreation and Parks Committee

6. COUNCIL COMMENTS AND DISCUSSION

7. BIDS

A) Approval – Purchase of Replacement Hook Truck for Street Department – Mr. Glass

B) Approval – Managed Detection and Response Contract – Mr. Davidson

8. ORDINANCES & RESOLUTIONS

- A) Introduction of Emergency Ordinance No. 926 – An Ordinance Amending Chapter 164, “Zoning”, of The Code of The City Of Westminster, Article Xiii, “PD-4 Planned Development – 4 Zone”, Section 164-82, “Open Space”, And Article Xxiv, “Subdivision Regulations”, Section 164-197.1, “Residential Cluster Subdivision”, To Replace References To The “Parks Board” With References To The “Director Of Recreation And Parks” – Mr. Depo
- B) Adoption of Resolution No. 20-05 – A Resolution Of The Mayor And Common Council Of Westminster, Amending The Common Council’s Rules Of Order And Procedure To Provide For The Establishment Of A Standing Committee On Technology And To Clarify The Responsibilities Of The Standing Committee On Parks And Recreation

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- A) Approval – Warner Construction Contract Change Order No. 9 – Ms. Matthews

11. DEPARTMENTAL REPORTS

12. CITIZEN COMMENTS

13. ADJOURNMENT

MINUTES

CITY OF WESTMINSTER
Mayor and Common Council Meeting
Monday, July 27, 2020 at 7 pm
<https://www.facebook.com/westminstermd/>

CALL TO ORDER

Elected Officials Present: Councilmember Dayhoff, Mayor Dominick, Councilmember Gilbert, President Pecoraro, and Councilmember Yingling.

Staff Present: Director of Human Resources Childs, Director of Technology Services Davidson, Director of Community Planning and Development Depo, Director of Public Works Glass, Director of Recreation and Parks Gruber, Police Chief Ledwell, City Attorney Levan, City Administrator Matthews, Director of Housing Services Valenzisi, and City Clerk Visocsky.

Guest: Graham Dodge, MAGIC Executive Director; and, Roger Sullivan, Corporate Counsel for Mission BBQ.

APPROVAL OF MINUTES

President Pecoraro requested a motion to approve the minutes of the Mayor and Common Council Meeting for July 13, 2020.

Councilmember Dayhoff moved, seconded by Councilmember Yingling, to approve the minutes of July 13, 2020.

VOTE

AYES: President Pecoraro, Councilmember Dayhoff, Councilmember Gilbert, and Councilmember Yingling.

NAYS: None.

PRESENTATION

Quarterly Progress Report – Mid-Atlantic Gigabit Innovation Collaboratory

Graham Dodge, Mid-Atlantic Innovation Collaboratory (MAGIC) Executive Director, provided his quarterly update on MAGIC's progress in meeting the program measures contained in the grant agreement between the City and MAGIC. A copy of Mr. Dodge's presentation is attached to these minutes and incorporated herein by reference.

Councilmember Yingling thanked Mr. Dodge and congratulated MAGIC on being awarded a grant from the Hill family. He then asked about the status of the Trumpower Foundation grant application. Mr. Dodge replied that this was the first time that MAGIC had applied for this particular grant; MAGIC's application was in the final approval phase. Councilmember Yingling also inquired about the status of the Kahlert Foundation grant application. Mr. Dodge replied that any grant funding was delayed until September because portfolio grantees needed assistance during the COVID-19 pandemic.

Councilmember Yingling expressed his appreciation to Mr. Dodge and MAGIC for working with the City to refine the grant program measures for FY 2021. Mr. Graham noted that the presentation he just made was for the last quarter of FY 2020; his next update would address the new program measures for FY 2021.

President Pecoraro thanked Mr. Dodge and MAGIC for helping to grow the Westminster community economy.

CONSENT CALENDAR

President Pecoraro requested a motion to approve the Consent Calendar that contained the following:

- Approval – June 2020 Departmental Operating Reports;
- Approval – Mission BBQ Public Works Agreement No. 1138, Stormwater Management Deed of Easement, Maintenance Agreement, and Release of Sewer Easement;
- Approval – 611 David Avenue Public Works Agreement No. A-1137, including the associated Water and Sewer Facility Easement Agreement; and,
- Approval – Contract with Hanover Land Services for Engineering Review Services.

Councilmember Yingling moved, seconded by Councilmember Dayhoff, to approve the Consent Calendar.

VOTE

AYES: President Pecoraro, Councilmember Dayhoff, Councilmember Gilbert, and Councilmember Yingling.

NAYS: None.

REPORT FROM THE MAYOR

Mayor Dominick encouraged community members to complete the 2020 Census, as the Census impacts both political districting and federal funding. He stated that the City's current response rate was 68%, and expressed his hope that it would improve by mid- to late fall.

President Pecoraro noted that Census takers would soon be going door-to-door, visiting those households that had not yet completed their Census form. He encouraged City residents to comply with their request to increase Westminster's response rate. President Pecoraro stated that the community would be enhanced and stronger by everyone's participation, adding that the Census was required by the United States Constitution.

COVID-19 PANDEMIC UPDATE

Discussion of Oyster Stroll

Ms. Matthews stated that a decision was needed by August 1 regarding the status of the 2020 Oyster Stroll. She noted that many of the same issues cited by the Mayor and Common Council regarding the cancellation of Fallfest were applicable to the 2020 Oyster Stroll; however, Ms. Gruber and Ms. Matthews wanted the benefit of the elected body's input before a final decision was made regarding the event.

Councilmember Dayhoff agreed that the same considerations raised in the decision to cancel other events due to the COVID-19 pandemic were applicable. In his opinion, hosting the Oyster Stroll was not a good idea during the pandemic as the safety of the community was paramount.

Mayor Dominick stated that the establishment of deadlines for cancelling events due to the COVID-19 pandemic were created in order to prevent staff from spending unnecessary time on event preparation. Given the number of events already canceled for 2020, he suggested that the Common Council consider canceling the remaining special events for calendar year 2020. This would allow staff to focus their time and energy on other tasks.

Councilmember Gilbert agreed with Councilmember Dayhoff and Mayor Dominick. While the City's special events were canceled, she noted that the City could possibly host other events where social

distance could be maintained, such as offering a drive-in movie. Councilmember Gilbert noted that such events would require the approval of the Carroll County Health Department.

President Pecoraro informed the Mayor and Common Council that he had previously discussed this matter with Councilmember Chiavacci, who was unable to attend the meeting. Councilmember Chiavacci supported the cancellation of the remainder of the 2020 events, and focusing the City's planning efforts on calendar year 2021. Making the decision to cancel the events at this time would ensure that staff and vendors have sufficient time to plan accordingly.

President Pecoraro then asked Ms. Gruber for her recommendation on the proposed cancellation of the remaining 2020 events, as well as moving forward in planning events where attendees could safely maintain social distancing. Ms. Gruber replied that she and her staff had begun brainstorming events that would be safe and comply with the Governor's Executive Orders. In addition to a drive-in movie, she suggested hosting concerts that attendees could enjoy from their vehicles. Ms. Gruber offered to provide a plan to the Mayor and Common Council for their review. President Pecoraro asked that Ms. Gruber do so.

Councilmember Gilbert moved, seconded by Councilmember Dayhoff, to cancel the City's remaining special events in 2020, and move forward with planning community events that could be held safely during the COVID-19 pandemic.

VOTE

AYES: President Pecoraro, Councilmember Dayhoff, Councilmember Gilbert, and Councilmember Yingling.

NAYS: None.

REPORTS FROM STANDING COMMITTEES

There were no reports from the following Standing Committees: Economic and Community Development, Personnel, Public Safety, and Recreation and Parks.

Councilmember Dayhoff, on behalf of the Arts Council, reported that the Carroll Arts Center re-opened. He reported that its building renovations and installation of the new HVAC system were going well. Councilmember Dayhoff noted that, as part of the Tevis Gallery Show, Steve Bowersox had provided a display of photos from Westminster High School graduates who served in World War II. He concluded his report by encouraging community members to check the Carroll Arts Center website for upcoming events.

President Pecoraro, on behalf of the Finance Committee, reported that the recruitment for a second Deputy Chief of Police was underway. He also reported that interviews for the Director of Finance position would be held in the near future; once a final candidate was selected, an opportunity would be provided for the entire elected body to meet and talk to the individual prior to consideration of the appointment.

Councilmember Yingling, on behalf of the Public Works Committee, reported that negotiations were continuing with the owner of Medford Quarry on a new agreement that would increase the City's water capacity. He then asked Ms. Matthews to provide an update on the water re-use project. Ms. Matthews reported that she and Mr. Glass were continuing to work with Katz & Associates (Katz) on finalizing a communications plan for the City's water re-use initiative. She shared that she and Mr. Glass had a conference call with Katz on July 22, 2020, during which they reviewed the draft outreach activities calendar prepared by Katz. The calendar sets forth a systematic approach and timeline to raise awareness about water re-use in the community. Based on the City's feedback, Katz would be making some adjustments to the outreach activities calendar timeline. Ms. Matthews informed the Mayor and Common Council that City staff and Katz also discussed possible options for a quantitative piece of the communications plan, including a possible survey; Katz will be sharing information with staff on how

their other clients have handled this. Mr. Glass added that the concept of a water re-use initiative was new and communicating with the public was key; he expressed confidence in Katz's suggested communication plan.

Councilmember Yingling shared that the *Carroll County Times* recently published an article regarding Westminster's water re-use initiative and the grant awarded to the City for the associated pilot project. He then expressed his appreciation to Mr. Glass and his staff for their work on obtaining the grant funding from the United States Bureau of Reclamation.

COUNCIL COMMENTS AND DISCUSSION

Councilmember Dayhoff thanked Mayor Dominick for sharing information regarding the 2020 Census. He emphasized the importance of everyone being counted due to the associated federal funding implications.

Councilmember Gilbert added that the Census impacted funding for such important programs as Head Start and Medicaid. The information obtained from the Census was also used in business location decisions. She encouraged the community to respond to the Census.

BIDS

Purchase of Replacement Police Vehicles

Chief Ledwell stated that, in accordance with the Police Department's fleet purchase schedule, the purchase of five vehicles was approved in the FY 2021 capital budget. The total allocated in the FY 2021 budget for these vehicles, included up fitting, was \$166,678.

Chief Ledwell informed the Mayor and Common Council that Criswell Fleet Sales had a 2020 Chevrolet Malibu LS sedan in stock that was available under the Montgomery County Pricing Bid Contract at a cost of \$24,197.78 per vehicle. Criswell would provide the City with an additional discount of \$3,519 for this "in stock" vehicle, resulting in a final purchase price of \$20,678.78.

Chief Ledwell further stated that Hertrich Fleet Services Inc. had a Maryland State Bid Award Contract for 2021 Ford Police Interceptor Utility AWD vehicles. The total cost per vehicle is \$34,323. The request was to purchase three of these vehicles, for a total cost of \$102,969. This price included an array of wiring and equipment required to "up-fit" the emergency equipment, which is already installed on these cruisers.

Chief Ledwell noted that, while not the subject of this agenda item, the Police Department also planned to replace a vehicle utilized for covert assignments. The current vehicle has over 144,000 miles and was incurring increased maintenance and repair costs. It would be replaced with a used vehicle of a similar style, at an estimated cost of \$20,000.

Chief Ledwell recommended that the Common Council approve the purchase of three 2021 Ford Police Interceptor All-Wheel-Drive Utility vehicles from Hertrich Fleet Service Inc. for \$102,969, and one 2020 Chevrolet Malibu from Criswell Fleet Sales for \$20,678.78. The total cost for all four vehicles is \$123,647.78.

Councilmember Gilbert moved, seconded by Councilmember Dayhoff, to approve the purchase of four police vehicles as presented.

VOTE

AYES: President Pecoraro, Councilmember Dayhoff, Councilmember Gilbert, and Councilmember Yingling.

NAYS: None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Warner Construction Contract Change Order No. 8

Ms. Matthews informed the Mayor and Common Council that certain issues arose during construction of the 45 West Main Renovation Project that staff recommends be addressed through the execution of Change Order No. 8 to the contract between the City and Warner Construction. She stated that Change Order No. 8 consists of several items, as summarized below:

Reconfiguration of Relief Air Devices (RFP-5)	\$18,482.48
Credit for Plumbing Line Changes (RFP-12)	(\$466.54)
Drip Pan in Server Room 214 (RFI-31)	\$1,551.52
Additional Hydronic Isolation Valves (RFI-47)	\$28,225.32
Elevator Emergency Battery (RFP-18)	\$2,2258.03
Total Change Order No. 8 Cost	\$50,050.81

Ms. Matthews noted that the work associated with the Additional Hydronic Isolation Valves was not required by code, but was recommended by both Gant Brunnett Architects, the project architect, and Director of Public Works Glass. The installation of the valves would minimize the impact of interruption to occupancy of the building when one of the HVAC zone units were being serviced, and be more cost effective in the long-run.

Ms. Matthews stated that the Mayor and members of the Common Council’s Finance Committee discussed this matter on July 16, 2020. The Committee recommended approval of Change Order No. 8 as presented.

Ms. Matthews noted that information on the contract value and contract time for completion was included in the staff report in the agenda packet.

Ms. Matthews recommended that the City authorize Warner Construction to perform the work discussed above through approval of Change Order No. 8 in the amount of \$50,050.81.

President Pecoraro stated that the Finance Committee had thoroughly discussed Change Order No. 8 and agreed the work was necessary.

Councilmember Yingling moved, seconded by Councilmember Gilbert, to approve Change Order No. 8 in the amount of \$50,050.81.

VOTE

AYES: President Pecoraro, Councilmember Dayhoff, Councilmember Gilbert, and Councilmember Yingling.

NAYS: None.

Discussion of RFP 4 for 45 West Main Renovation Project

Ms. Matthews informed the Mayor and Common Council that, during the design phase of the 45 West Main Renovation Project, it was decided to omit cooling from the rear entrance stairwell, as it was not required by code to cool that area. Introducing cooling also warranted specialized installation; the cooling unit would need to be isolated from the remainder of the building, warranting its own supply and return system fitted with controlled smoke-dampers and sensors. RFP 4 provides for an additional roof top condenser, equipment, and associated ductwork to supply cooling to the stairwell, if desired by the City.

Ms. Matthews stated that the mechanical engineer, who is part of the project design team under Gant Brunnett Architects, raised the cooling issue while reviewing the shop drawings from Warner Construction. Gant Brunnett Architects is requesting direction from the City as to whether to pursue RFP 4. The firm did not recommend moving forward with the cooling installation for the stairwell, noting that the new solar-control glazing will aid greatly in protecting the space from heat gain during the summer; additionally, air exchange would occur regularly during ingress/egress through the building.

Ms. Matthews stated that the Mayor and the members of the Finance Committee discussed this matter on July 16, 2020. The Committee deferred making a recommendation, pending receipt of further information in response to questions raised during the Committee meeting. Ms. Matthews noted that the answers to the questions posed by the Committee were included in the staff report for the agenda item. She added that staff was directed to place this matter on the July 27, 2020 meeting agenda of the Mayor and Common Council so that the entire elected body could consider this matter.

Ms. Matthews stated that Director of Public Works Glass strongly recommended that the Mayor and Common Council consider acceptance of RFP 4. Mr. Glass had shared that the City offices at 56 West Main Street did not initially have air conditioning in the foyer, and the City subsequently found conditions unacceptable. The building owner then moved forward with the installation of air conditioning.

Ms. Matthews noted that, if the City wished to proceed with RFP 4, Gant Brunnett Architects would conduct an in-depth review of the RFP 4 pricing submitted by Warner Construction. At this juncture, the cost of the work addressed in RFP 4 was estimated to be in the range of \$35,000 - \$45,000.

Ms. Matthews recommended that the Mayor and Common Council discuss the work encompassed by RFP 4, and provide direction to staff as to whether City should pursue this change, or if the proposal should be abandoned due to its projected cost.

Mr. Glass added that a future installation of a cooling system in the rear stairwell would be more costly than doing the work as part of the current renovation project. He informed the Mayor and Common Council that he visited the 45 West Main project site earlier in the day, which reminded him that the stairwell area was air conditioned when the building was occupied by BB&T Bank.

Councilmember Yingling stated that he was not an expert in such matters. After reviewing the additional information provided by Gant Brunnett Architects in the agenda packet, and considering Mr. Glass' comments, he was uncertain how the City should proceed.

Councilmember Gilbert echoed Councilmember Yingling's comments, and posed a series of questions to City staff. In response, Mr. Glass noted that the rear stairwell would be used almost exclusively by City staff. As a result, there would likely be minimal air exchange. He also expressed concern about the impact of high humidity in the stairwell. Mr. Glass reiterated his prior comment that it was more cost effective to do the work now, adding that he thought it would be worth the investment.

Mayor Dominick stated that, at the conclusion of the Finance Committee meeting on July 16, 2020, the Committee did not have a strong opinion in regard to RFP 4. He added that not doing the work would not cause significant problems. Mayor Dominick stated that he would support whatever decision the Common Council chose to make.

President Pecoraro shared that he had spoken to Councilmember Chivacci about this matter, who preferred that the City not proceed with the RFP 4 in order to keep project costs down. President Pecoraro added that, in light of other project change orders, he preferred not to proceed with the RFP 4 work.

Councilmember Dayhoff stated that doing the work now would save the City money in the long-run, and suggested the City move forward with RFP 4.

Councilmember Dayhoff moved, seconded by Councilmember Yingling, for Gant Brunnett Architects to move forward in conducting an in-depth review of RFP 4 pricing submitted by Warner Construction.

VOTE

AYES: President Pecoraro, Councilmember Dayhoff, and Councilmember Yingling.

NAYS: Councilmember Gilbert.

DEPARTMENTAL REPORTS

Westminster Volunteer Fire Department

Councilmember Dayhoff, on behalf of Westminster Volunteer Fire Department (WVFD) President Daniel Plunkert, reported that WVFD responded to 498 calls that during the month of June 2020: 67 fire calls and 431 EMS calls. Of these calls, 54% were overlapping calls.

Councilmember Dayhoff noted repeated calls were being made to the same addresses. He noted a 2019 Maryland Municipal League summer conference session that he and Councilmember Gilbert attended; at the session, they learned about an oversight and intervention program that may be beneficial in addressing such situations. Councilmember Dayhoff suggested that he and Councilmember Gilbert further research the program and possibly speak to Robert McCoy, Carroll County's new Director of Fire and EMS, who assumed this role on July 9, 2020.

Councilmember Dayhoff concluded his report by noting that WVFD held its Big Money Raffle event on July 30, 2020. The event was held virtually due to the COVID-19 pandemic.

City Administrator

Ms. Matthews informed the Mayor and Common Council that the bond issuance through the Maryland Community Development Administration (CDA) for the Municipal Pool Improvement Project was progressing. She shared that, on July 23, 2020, the CDA held its Due Diligence Call with investment bankers and published the investment circular titled "Preliminary Official Statement." The CDA was now officially in the marketing period for the bond sale. Ms. Matthews shared that seven local governments were participating in the upcoming 2020 Series A pooled issuance; aggregate loan requests total almost \$28 million and would fund nine distinct projects (some new money, some refinancing existing debt). The CDA is slated to price the 2020 A bond issue on or about August 4, 2020, and close the transaction on August 20, 2020. According to the CDA, the market tone remains positive.

Ms. Matthews noted that Ms. Childs would be finishing her full-time employment as the City's Director of Human Resources on August 3, 2020. Ms. Childs had graciously agreed to assist the City on a part-time basis past this date, in order to wrap up certain projects. While the City would formally recognize Ms. Childs and her many contributions to the organization at a future meeting, Ms. Matthews wanted to take this opportunity to thank Ms. Childs for her almost 29 years of service to the City of Westminster as she began the transition to her well-deserved retirement.

Human Resources Department

Ms. Childs thanked Ms. Matthews for her kind words regarding her retirement. She reported that the Human Resources Department was busy with several new hires at the City.

Community Planning and Development Department

Mr. Depo reported that a tax credit application was scheduled for review by the Historic District Committee meeting on August 5, 2020. He shared that the Board of Zoning Appeals would not meet during the month of August because there were no cases to review. Mr. Depo also reported that the Planning and Zoning Commission would meet in August to review the Commerce Center development plan and the Royal Farms site plan.

Mr. Depo informed the Mayor and Common Council that Comprehensive Planner Andrea Gerhard continued to represent the City on the East Middle School Design Committee. He stated that he would keep the Mayor and Common Council informed as the project moves forward.

Recreation and Parks Department

Ms. Gruber provided an update on the re-opening of the Family Fitness Center. From the re-opening date of June 22, 2020 to June 30, 2020, the facility had 302 members scan in and approximately 300 members attend group fitness classes. She noted that one of the fitness studios was closed due to construction activities in the building. Ms. Gruber stated that the department continued to monitor the Governor’s Executive Orders to ensure the City was compliant.

Ms. Gruber then reported that the department had conducted three drive-through craft activities; over 300 families came through to pick up activity items. These events received positive feedback.

Housing Services Department

Ms. Valenzisi wished Ms. Childs well on her retirement.

Westminster Police Department

Chief Ledwell, on behalf of the Police Department, shared his appreciation to Ms. Childs for her assistance. He added that he had always found Ms. Childs to be professional and helpful.

Chief Ledwell noted the rescheduling of the National Night Out event to October 6, 2020. He shared that there was discussion of potentially holding this event virtually due to the uncertainty surrounding the COVID-19 pandemic. As a result, the Police Department was planning for both an in-person gathering and a virtual event.

Chief Ledwell then reported that the four police recruits would not graduate until August 11, 2020 due to a COVID-19 case at the police academy. He informed the Mayor and Common Council that Terrance McGowan, a lateral police officer, hire, would join the department on July 28, 2020.

At the conclusion of the Department Reports, President Pecoraro thanked Ms. Childs for her many years of service to the City. He shared his pleasure in working with her throughout his years on the Common Council. President Pecoraro stated that Ms. Childs was a person of great integrity, and she would be missed.

CITIZEN COMMENTS

None.

ADJOURNMENT

President Pecoraro adjourned the meeting at 8:34 pm.

Respectfully Submitted,

Shannon Visocky, City Clerk

Full audio version is available on www.westminstermd.gov



To: Mayor and Common Council

From: Jeffery D. Glass, Director of Public Works

Date: July 30, 2020

Re: Approval – Purchase of Replacement Hook Truck for Street Department

Background

The City’s adopted FY 2021 budget allocates funding in the amount of \$250,000 for the replacement of a 10-ton multipurpose hook truck for the Street Department.

The vehicle is available via an existing contract between the State of Maryland (MD BPO #001B0600320) and Johnson Truck Center, located at 3801 Ironwood Place in Landover, Maryland. The City’s procurement code allows the City to piggyback on this competitively awarded contract.

The vehicle being purchased is a Freightliner 108SD complete with salt body and snowplow. Further information is provided in the attached quote and specification sheets. The cost of the vehicle is \$213,125, inclusive of selected options.

Recommendation

Staff recommends that the Mayor and Common Council authorize the purchase of the replacement Freightliner hook truck from Johnson Truck Center, located at 3801 Ironwood Place in Landover, Maryland, in the total amount of \$213,125.

Attachment

- Quote and Specification Sheet for Freightliner 108SD

cc: Barbara B. Matthews, City Administrator

Prepared for:
 ZAC AMOSS
 WESTMINSTER STATE HWY
 631 OLD MANCHESTER RD
 NULL
 WESTMINSTER, MD 21157
 Phone: 410-848-9565

Prepared by:
 Mark Gibson
 JOHNSON TRUCK CENTER,
 LLC
 3801 IRONWOOD PLACE
 LANDOVER, MD 20785
 Phone: 301-832-9100

Q U O T A T I O N

108SD CONVENTIONAL CHASSIS

SET BACK AXLE - TRUCK	20,000# FLAT LEAF FRONT SUSPENSION
CUM L9 350 HP @ 2000 RPM, 2200 GOV RPM, 1000 LB/FT @ 1400 RPM	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	4750MM (187 INCH) WHEELBASE
RS-26-185 26,000# T-SERIES SINGLE REAR AXLE	11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI
30,000# FLAT LEAF SPRING REAR SUSPENSION WITH HELPER AND RADIUS ROD	1900MM (75 INCH) REAR FRAME OVERHANG
MFS-20-133A 20,000# FL1 71.0 INCH KPI/3.74 INCH DROP SINGLE FRONT AXLE	BODY COMPANY INSTALLED ADDITIONAL FRONT FRAME REINFORCEMENT FOR SNOW PLOW

		PER UNIT		TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$	87,560 \$	87,560
EXTENDED WARRANTY		\$	5,365 \$	5,365
DEALER INSTALLED OPTIONS		\$	120,200 \$	120,200
CUSTOMER PRICE BEFORE TAX		\$	213,125 \$	213,125

TAXES AND FEES

TAXES AND FEES	\$	0	\$	0
OTHER CHARGES	\$	0	\$	0

TRADE-IN

TRADE-IN ALLOWANCE	\$	(0)	\$	(0)
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BALANCE DUE	(LOCAL CURRENCY)	\$	213,125 \$	213,125
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COMMENTS: Projected delivery on ___ / ___ / ___ provided the order is received before ___ / ___ / ___.

APPROVAL: Please indicate your acceptance of this quotation by signing below: Customer:

X _____ Date: ___ / ___ / ___.

Daimler Truck Financial

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or contact us at Information@dtfoffers.com.

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to fit your business needs. For more information about our products and services, visit our website at www.daimler-truckfinancial.com.



Prepared for:
ZAC AMOSS
WESTMINSTER STATE HWY
631 OLD MANCHESTER RD
NULL
WESTMINSTER, MD 21157
Phone: 410-848-9565

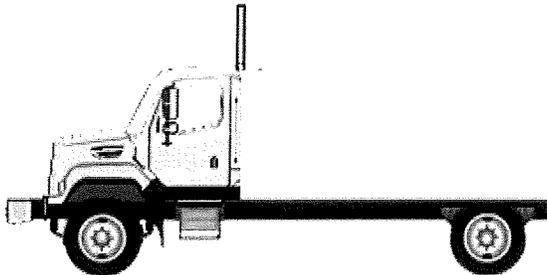
Prepared by:
Mark Gibson
JOHNSON TRUCK CENTER,
LLC
3801 IRONWOOD PLACE
LANDOVER, MD 20785
Phone: 301-832-9100

A proposal for
WESTMINSTER STATE HWY

Prepared by
JOHNSON TRUCK CENTER, LLC
Mark Gibson

Jul 16, 2020

Freightliner 108SD



Components shown may not reflect all spec'd options and are not to scale



Prepared for:
 ZAC AMOSS
 WESTMINSTER STATE HWY
 631 OLD MANCHESTER RD
 NULL
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S P E C I F I C A T I O N P R O P O S A L

Description	Weight Front	Weight Rear	Retail Price
Price Level			
SD PRL-20D (EFF:04/30/19)			N/C
Data Version			
SPECPRO21 DATA RELEASE VER 024			N/C
Vehicle Configuration			
108SD CONVENTIONAL CHASSIS	6,829	3,748	\$122,790.00
2021 MODEL YEAR SPECIFIED			STD
SET BACK AXLE - TRUCK			STD
STRAIGHT TRUCK PROVISION			STD
LH PRIMARY STEERING LOCATION			STD
General Service			
TRUCK CONFIGURATION			STD
DOMICILED, USA 50 STATES (INCLUDING CALIFORNIA AND CARB OPT-IN STATES)			N/C
CONSTRUCTION SERVICE			STD
GOVERNMENT BUSINESS SEGMENT			N/C
DIRT/SAND/ROCK COMMODITY			N/C
TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS			STD
MAXIMUM 8% EXPECTED GRADE			STD
SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE			STD
FREIGHTLINER SD VOCATIONAL WARRANTY			STD
EXPECTED FRONT AXLE(S) LOAD : 16000.0 lbs			
EXPECTED REAR DRIVE AXLE(S) LOAD : 26000.0 lbs			
EXPECTED GROSS VEHICLE WEIGHT CAPACITY : 42000.0 lbs			
Truck Service			
FRONT PLOW/END DUMP BODY			N/C

Application Version 11.2.313
 Data Version PRL-20D.024
 STATE HWY REG CAB
 WESTMINSTER LOCATION



07/16/2020 3:45 PM

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Prepared for:
 ZAC AMOSS
 WESTMINSTER STATE HWY
 631 OLD MANCHESTER RD
 NULL
 WESTMINSTER, MD 21157
 Phone: 410-848-9565

Prepared by:
 Mark Gibson
 JOHNSON TRUCK CENTER,
 LLC
 3801 IRONWOOD PLACE
 LANDOVER, MD 20785
 Phone: 301-832-9100

Description	Weight Front	Weight Rear	Retail Price
GODWIN MANUFACTURING COMPANY			N/C
Engine			
CUM L9 350 HP @ 2000 RPM, 2200 GOV RPM, 1000 LB/FT @ 1400 RPM			\$3,551.00
Electronic Parameters			
78 MPH ROAD SPEED LIMIT			N/C
CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT			N/C
PTO MODE ENGINE RPM LIMIT - 2100 RPM			N/C
PTO MODE BRAKE OVERRIDE - SERVICE BRAKE APPLIED			N/C
PTO RPM WITH CRUISE SET SWITCH - 700 RPM			N/C
PTO RPM WITH CRUISE RESUME SWITCH - 800 RPM			N/C
PTO MODE CANCEL VEHICLE SPEED - 25 MPH			N/C
PTO GOVERNOR RAMP RATE - 250 RPM PER SECOND			N/C
FUEL DOSING OF AFTERTREATMENT ENABLED IN PTO MODE-CLEANS HYDROCARBONS AT HIGH TEMPERATURES ONLY			N/C
PTO MINIMUM RPM - 700			N/C
REGEN INHIBIT SPEED THRESHOLD - 0 MPH			N/C
Engine Equipment			
2016-2019 ONBOARD DIAGNOSTICS/2010 EPA/CARB/FINAL GHG17 CONFIGURATION			STD
2008 CARB EMISSION CERTIFICATION - CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD CORNER OF DRIVER DOOR)			\$109.00
STANDARD OIL PAN			STD
ENGINE MOUNTED OIL CHECK AND FILL			STD
SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER			STD
DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE			STD
(2) DTNA GENUINE, FLOODED STARTING, MIN 2000CCA, 370RC, THREADED STUD BATTERIES			STD
BATTERY BOX FRAME MOUNTED			STD
STANDARD BATTERY JUMPERS			STD
SINGLE BATTERY BOX FRAME MOUNTED LH SIDE UNDER CAB			\$18.00



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Description	Weight Front	Weight Rear	Retail Price
WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN			STD
NON-POLISHED BATTERY BOX COVER			STD
CAB AUXILIARY POWER CABLE	5		\$60.00
POSITIVE LOAD DISCONNECT WITH CAB MOUNTED CONTROL SWITCH WITH LOCKING PROVISION MOUNTED OUTBOARD DRIVER SEAT	8		\$195.00
POSITIVE AND NEGATIVE POSTS FOR JUMPSTART LOCATED ON FRAME NEXT TO STARTER	2		\$97.00
CUMMINS TURBOCHARGED 18.7 CFM AIR COMPRESSOR WITH INTERNAL SAFETY VALVE			STD
ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM			STD
CUMMINS ENGINE INTEGRAL BRAKE WITH VARIABLE GEOMETRY TURBO ON/OFF	20		STD
RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE	30	25	\$823.00
ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND DASH MOUNTED REGENERATION REQUEST SWITCH			STD
10 FOOT 06 INCH (126 INCH+0/-5.9 INCH) EXHAUST SYSTEM HEIGHT			(\$3.00)
RH CURVED VERTICAL TAILPIPE B-PILLAR MOUNTED ROUTED FROM STEP			N/C
13 GALLON DIESEL EXHAUST FLUID TANK			STD
100 PERCENT DIESEL EXHAUST FLUID FILL			STD
STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING			STD
LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION			STD
STANDARD DIESEL EXHAUST FLUID TANK CAP			STD
STAINLESS STEEL AFTERTREATMENT DEVICE/MUFFLER/TAILPIPE SHIELD			\$48.00
HORTON DRIVEMASTER ADVANTAGE ON/OFF FAN DRIVE			STD
AUTOMATIC FAN CONTROL WITH DASH SWITCH AND INDICATOR LIGHT, NON ENGINE MOUNTED			\$10.00
CUMMINS SPIN ON FUEL FILTER			STD
COMBINATION FULL FLOW/BYPASS OIL FILTER			STD



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Description	Weight Front	Weight Rear	Retail Price
FLEETGUARD PLAIN COOLANT FILTER			\$122.00
1115 SQUARE INCH ALUMINUM RADIATOR			STD
ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT			STD
GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT			STD
CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES			STD
RADIATOR DRAIN VALVE			STD
PHILLIPS-TEMRO 1000 WATT/115 VOLT BLOCK HEATER	4		\$90.00
BLACK PLASTIC ENGINE HEATER RECEPTACLE MOUNTED UNDER LH DOOR			N/C
ELECTRIC GRID AIR INTAKE WARMER			STD
DELCO 12V 39MT HD/OCP STARTER WITH THERMAL PROTECTION AND INTEGRATED MAGNETIC SWITCH			\$69.00

Transmission

ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	STD
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Transmission Equipment

ALLISON VOCATIONAL PACKAGE 168 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODEL RDS	N/C
ALLISON VOCATIONAL RATING FOR ON/OFF HIGHWAY APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES	N/C
PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY	STD
SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY	STD
PRIMARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE	STD
SECONDARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE	STD
PRIMARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE	STD



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Description	Weight Front	Weight Rear	Retail Price
SECONDARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
FUEL SENSE 2.0 DISABLED - PERFORMANCE - TABLE BASED			STD
DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES			STD
VEHICLE INTERFACE WIRING CONNECTOR WITHOUT BLUNT CUTS, AT BACK OF CAB			\$49.00
ELECTRONIC TRANSMISSION CUSTOMER ACCESS CONNECTOR FIREWALL MOUNTED			\$23.00
CUSTOMER INSTALLED CHELSEA 280 SERIES PTO			N/C
PTO MOUNTING, LH SIDE OF MAIN TRANSMISSION			N/C
MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN			STD
PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED			STD
TRANSMISSION PROGNOSTICS - ENABLED 2013			STD
WATER TO OIL TRANSMISSION COOLER, IN RADIATOR END TANK			STD
TRANSMISSION OIL CHECK AND FILL WITH CROSSOVER TO CLEAR LH PTO AND DIRECT MOUNT PUMP			\$61.00
SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)			STD

Front Axle and Equipment

MFS-20-133A 20,000# FL1 71.0 INCH KPI/3.74 INCH DROP SINGLE FRONT AXLE	260		\$3,576.00
MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES	10		N/C
NON-ASBESTOS FRONT BRAKE LINING			STD
CONMET CAST IRON FRONT BRAKE DRUMS			\$8.00
FRONT OIL SEALS			STD
VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL			STD
STANDARD SPINDLE NUTS FOR ALL AXLES			STD
MERITOR AUTOMATIC FRONT SLACK ADJUSTERS			STD
STANDARD KING PIN BUSHINGS			STD



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	Description	Weight Front	Weight Rear	Retail Price
	TRW THP-60 POWER STEERING WITH RCH45 AUXILIARY GEAR	130		N/C
	POWER STEERING PUMP			STD
	4 QUART POWER STEERING RESERVOIR			N/C
	OIL/AIR POWER STEERING COOLER			N/C
	CURRENT AVAILABLE SYNTHETIC 75W-90 FRONT AXLE LUBE			\$14.00
Front Suspension				
	20,000# FLAT LEAF FRONT SUSPENSION	310		\$815.00
	GRAPHITE BRONZE BUSHINGS WITH SEALS - FRONT SUSPENSION			N/C
	NO FRONT SUSPENSION OPTIONS			STD
	LEFT AND RIGHT FRONT SUSPENSION REAR SHACKLE PINS WITH ZERK FITTINGS OUTBOARD			\$33.00
	FRONT SHOCK ABSORBERS			\$121.00
Rear Axle and Equipment				
N	RS-26-185 26,000# T-SERIES SINGLE REAR AXLE		255	\$5,989.00
	5.63 REAR AXLE RATIO			N/C
	IRON REAR AXLE CARRIER WITH STANDARD AXLE HOUSING			STD
	MXL 17T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES	20	20	\$431.00
	DRIVER CONTROLLED TRACTION DIFFERENTIAL - SINGLE REAR AXLE		20	\$734.00
	(1) DRIVER CONTROLLED DIFFERENTIAL LOCK REAR VALVE FOR SINGLE DRIVE AXLE			N/C
	BLINKING LAMP WITH EACH MODE SWITCH, DIFFERENTIAL UNLOCK WITH IGNITION OFF, ACTIVE <5 MPH			N/C
	MERITOR 16.5X7 P CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, CAST SHOES		20	N/C
	NON-ASBESTOS REAR BRAKE LINING			STD
	BRAKE CAMS AND CHAMBERS ON FORWARD SIDE OF DRIVE AXLE(S)			N/C
	WEBB HEAVY WEIGHT CAST IRON REAR BRAKE DRUMS		50	N/C
	REAR OIL SEALS			STD
	BENDIX EVERSURE LONGSTROKE 1-DRIVE AXLE SPRING PARKING CHAMBERS			\$22.00



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	Description	Weight Front	Weight Rear	Retail Price
	HALDEX AUTOMATIC REAR SLACK ADJUSTERS WITH STAINLESS STEEL CLEVIS PINS			\$53.00
	CURRENT AVAILABLE SYNTHETIC 75W-90 REAR AXLE LUBE			STD
	STANDARD REAR AXLE BREATHER(S)			STD
Rear Suspension				
*	30,000# FLAT LEAF SPRING REAR SUSPENSION WITH HELPER AND RADIUS ROD		160	\$463.00
	SPRING SUSPENSION - 1.50" AXLE SPACER		10	\$99.00
	STANDARD AXLE SEATS IN AXLE CLAMP GROUP			STD
	FORE/AFT CONTROL RODS			STD
Brake System				
	WABCO 4S/4M ABS			STD
	REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES			STD
	FIBER BRAID PARKING BRAKE HOSE			STD
	STANDARD BRAKE SYSTEM VALVES			STD
	STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM			STD
	STD U.S. FRONT BRAKE VALVE			STD
	RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE			STD
	BW AD-IS (DRM) BRAKE LINE AIR DRYER WITH SHIELD, HEATER AND INTEGRAL RESERVOIR			\$162.00
*	AIR DRYER MOUNTED INBOARD ON RH RAIL			N/C
	SAME PLACEMENT AS JE0891			
	ALUMINUM AIR BRAKE RESERVOIRS AND STEEL BW AD-IS (DRM) AIR RESERVOIR	-10	-10	\$79.00
*	CLEAR FRAME RAILS FROM BACK OF CAB TO FRONT REAR SUSPENSION BRACKET, BOTH RAILS OUTBOARD			\$63.00
	LEFT HAND IN BOARD ONLY			
*	BW DV-2 AUTO DRAIN VALVE WITH HEATER ON WET TANK, DV-2 WITHOUT HEATER ON ALL OTHER TANKS			\$168.00
Trailer Connections				
	PRIMARY CONNECTOR/RECEPTACLE WIRED FOR COMBINATION STOP/TURN, CENTER PIN POWERED THROUGH IGNITION WITH STOP SIGNAL PREWIRE PACKAGE			\$169.00



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Description	Weight Front	Weight Rear	Retail Price
SAE J560 7-WAY PRIMARY TRAILER CABLE RECEPTACLE MOUNTED END OF FRAME	5	5	\$849.00
UPGRADED CHASSIS MULTIPLEXING UNIT			STD
Wheelbase & Frame			
4750MM (187 INCH) WHEELBASE			N/C
11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI	230	-20	\$619.00
BODY COMPANY INSTALLED ADDITIONAL FRONT FRAME REINFORCEMENT FOR SNOW PLOW			N/C
1900MM (75 INCH) REAR FRAME OVERHANG			N/C
FRAME OVERHANG RANGE: 71 INCH TO 80 INCH	-20	90	N/C
24 INCH INTEGRAL FRONT FRAME EXTENSION	115	-20	\$4.00
CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 121.46 in			
CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 118.46 in			
CALC'D FRAME LENGTH - OVERALL : 326.97			
CALCULATED FRAME SPACE LH SIDE : 77.06 in			N/C
CALCULATED FRAME SPACE RH SIDE : 191.79 in			N/C
CALC'D SPACE AVAILABLE FOR DECKPLATE : 121.45 in			
SQUARE END OF FRAME			STD
FRONT CLOSING CROSSMEMBER			STD
LIGHTWEIGHT HEAVY DUTY ALUMINUM ENGINE CROSSMEMBER	-12		\$50.00
STANDARD MIDSHIP #1 CROSSMEMBER(S)			STD
STANDARD REARMOST CROSSMEMBER			STD
STANDARD SUSPENSION CROSSMEMBER			STD
Chassis Equipment			
14 INCH PAINTED STEEL SEVERE DUTY BUMPER	130	-15	\$235.00
FRONT TOW HOOKS - FRAME MOUNTED	15		\$80.00
BUMPER MOUNTING FOR SINGLE LICENSE PLATE			STD
GRADE 8 THREADED HEX HEADED FRAME FASTENERS			STD
Fuel Tanks			



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Description	Weight Front	Weight Rear	Retail Price
50 GALLON/189 LITER SHORT RECTANGULAR ALUMINUM FUEL TANK - LH	-10		(\$28.00)
RECTANGULAR FUEL TANK(S)			N/C
PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS			STD
FUEL TANK(S) FORWARD			STD
PLAIN STEP FINISH			STD
FUEL TANK CAP(S)			STD
DAVCO 245 FUEL/WATER SEPARATOR WITH 12 VOLT HEAT AND WATER IN FUEL SENSOR	5		\$313.00
EQUIFLO INBOARD FUEL SYSTEM			STD
HIGH TEMPERATURE REINFORCED NYLON FUEL LINE			STD
Tires			
MICHELIN X WORKS Z 315/80R22.5 20 PLY RADIAL FRONT TIRES	100		\$474.00
MICHELIN XDS 12R22.5 16 PLY RADIAL REAR TIRES		156	\$968.00
Hubs			
CONMET PRESET PLUS PREMIUM IRON FRONT HUBS			STD
CONMET PRESET PLUS PREMIUM IRON REAR HUBS			STD
Wheels			
ACCURIDE 29039 22.5X9.00 10-HUB PILOT 5.25 INSET 5-HAND STEEL DISC FRONT WHEELS	66		\$192.00
ACCURIDE 28828 22.5X8.25 10-HUB PILOT 2-HAND HD STEEL DISC REAR WHEELS		52	STD
Cab Exterior			
108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB			STD
AIR CAB MOUNTING			STD
NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE			STD
SHORT FENDER WITH MUDFLAP			\$141.00
SAFETY YELLOW INTERIOR GRAB HANDLES			\$2.00
BRIGHT FINISH RADIATOR SHELL/HOOD BEZEL			\$221.00
STATIONARY BLACK GRILLE WITH BRIGHT ACCENTS			\$66.00
CHROME HOOD MOUNTED AIR INTAKE GRILLE			\$15.00



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Description	Weight Front	Weight Rear	Retail Price
FIBERGLASS HOOD			STD
SINGLE 14 INCH ROUND HADLEY AIR HORN UNDER LH DECK			(\$23.00)
SINGLE ELECTRIC HORN			STD
SINGLE HORN SHIELD			STD
DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME			STD
KEY QUANTITY OF 2			STD
REAR LICENSE PLATE MOUNT END OF FRAME			STD
HALOGEN COMPOSITE HEADLAMPS WITH BRIGHT BEZELS			N/C
LED AERODYNAMIC MARKER LIGHTS			\$34.00
HEADLIGHTS ON WITH WIPERS, WITH LOW BEAM DAYTIME RUNNING LIGHTS			\$21.00
INTEGRAL STOP/TAIL/BACKUP LIGHTS			STD
STANDARD FRONT TURN SIGNAL LAMPS			STD
DUAL WEST COAST BRIGHT FINISH HEATED MIRRORS WITH LH AND RH REMOTE			\$286.00
DOOR MOUNTED MIRRORS			STD
102 INCH EQUIPMENT WIDTH			STD
LH AND RH 8 INCH BRIGHT FINISH CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS			N/C
RH AND LH 8 INCH STAINLESS STEEL FENDER MOUNTED CONVEX MIRRORS WITH TRIPOD BRACKETS	8		\$201.00
STANDARD SIDE/REAR REFLECTORS			STD
RH AFTERTREATMENT SYSTEM CAB ACCESS WITH POLISHED DIAMOND PLATE COVER			\$142.00
63X14 INCH TINTED REAR WINDOW			STD
TINTED DOOR GLASS LH AND RH WITH TINTED NON-OPERATING WING WINDOWS			(\$117.00)
RH AND LH ELECTRIC POWERED WINDOWS, PASSENGER SWITCHES ON DOOR(S)	4		\$218.00
1-PIECE BONDED HEATED WIPER PARK SOLAR GREEN GLASS WINDSHIELD			\$653.00
8 LITER (2 GAL) WINDSHIELD WASHER RESERVOIR, CAB MOUNTED, WITHOUT FLUID LEVEL INDICATOR			STD
Cab Interior			
OPAL GRAY VINYL INTERIOR			STD
MOLDED PLASTIC DOOR PANEL			STD



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Description	Weight Front	Weight Rear	Retail Price
MOLDED PLASTIC DOOR PANEL			STD
BLACK MATS WITH SINGLE INSULATION			STD
NO DASH MOUNTED ASH TRAYS AND LIGHTER			(\$5.00)
FORWARD ROOF MOUNTED CONSOLE WITH UPPER STORAGE COMPARTMENTS WITHOUT NETTING			STD
IN DASH STORAGE BIN			STD
(2) CUP HOLDERS LH AND RH DASH			STD
GRAY/CHARCOAL FLAT DASH			STD
SMART SWITCH EXPANSION MODULE			\$196.00
* 2-1/2 LB. FIRE EXTINGUISHER	5		\$39.00
SHIP LOOSE			
HEATER, DEFROSTER AND AIR CONDITIONER			STD
STANDARD HVAC DUCTING			STD
MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH			STD
STANDARD HEATER PLUMBING WITH BALL SHUTOFF VALVES			\$37.00
VALEO HEAVY DUTY A/C REFRIGERANT COMPRESSOR			STD
BINARY CONTROL, R-134A			STD
PREMIUM INSULATION			\$164.00
SOLID-STATE CIRCUIT PROTECTION AND FUSES			STD
12V NEGATIVE GROUND ELECTRICAL SYSTEM			STD
DOME DOOR ACTIVATED LH AND RH, DUAL READING LIGHTS, FORWARD CAB ROOF			\$63.00
LH AND RH ELECTRIC DOOR LOCKS			\$99.00
(2) DUAL 2.1 AMP USB CHARGERS IN DASH			\$135.00
TRIANGULAR REFLECTORS KIT WITHOUT FLARES SHIPPED LOOSE IN CAB	10		\$24.00
BASIC HIGH BACK AIR SUSPENSION DRIVER SEAT WITH MECHANICAL LUMBAR AND INTEGRATED CUSHION EXTENSION	30		\$225.00
BASIC HIGH BACK NON SUSPENSION PASSENGER SEAT			STD
DUAL DRIVER SEAT ARMRESTS, NO PASSENGER SEAT ARMRESTS	4		\$69.00
LH AND RH INTEGRAL DOOR PANEL ARMRESTS			STD
VINYL WITH VINYL INSERT DRIVER SEAT			STD
VINYL WITH VINYL INSERT PASSENGER SEAT			STD



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Description	Weight Front	Weight Rear	Retail Price
BLACK SEAT BELTS			STD
ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN	10		\$478.00
4-SPOKE 18 INCH (450MM) STEERING WHEEL			STD
DRIVER AND PASSENGER INTERIOR SUN VISORS			STD
Instruments & Controls			
GRAY DRIVER INSTRUMENT PANEL			STD
GRAY CENTER INSTRUMENT PANEL			STD
BLACK GAUGE BEZELS			STD
LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM			STD
2 INCH PRIMARY AND SECONDARY AIR PRESSURE GAUGES			STD
INTAKE MOUNTED AIR RESTRICTION INDICATOR WITH GRADUATIONS			\$6.00
PRECO/ECCO 1040 87 DECIBELS TO 112 DECIBELS AUTOMATIC SELF-ADJUSTING BACKUP ALARM		3	\$74.00
ELECTRONIC CRUISE CONTROL WITH SWITCHES IN LH SWITCH PANEL			STD
KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION; 4 POSITION OFF/RUN/START/ACCESSORY			STD
ICU3S, 132X48 DISPLAY WITH DIAGNOSTICS, 28 LED WARNING LAMPS AND DATA LINKED			STD
HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH			STD
2 INCH ELECTRIC FUEL GAUGE			STD
PROGRAMMABLE RPM CONTROL - ELECTRONIC ENGINE			STD
CHASSIS MODULE JUMPER AND BRACKET FOR BODY BUILDER TO RELOCATE THE CHASSIS MODULE INTO THE CAB			\$257.00
ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE			STD
2 INCH TRANSMISSION OIL TEMPERATURE GAUGE			STD
ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY			STD
(1) DASH MOUNTED PTO SWITCH WITH INDICATOR LAMP	10		\$116.00



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Description	Weight Front	Weight Rear	Retail Price
ELECTRIC ENGINE OIL PRESSURE GAUGE			STD
OVERHEAD INSTRUMENT PANEL			\$76.00
AM/FM/WB WORLD TUNER RADIO WITH BLUETOOTH AND USB AND AUXILIARY INPUTS, J1939	10		\$490.00
DASH MOUNTED RADIO			N/C
(2) RADIO SPEAKERS IN CAB			N/C
POWER AND GROUND WIRING PROVISION OVERHEAD			\$9.00
ROOF/OVERHEAD CONSOLE CB RADIO PROVISION			\$76.00
MULTI-BAND AM/FM/WB/CB LH MIRROR MOUNTED ANTENNA SYSTEM			\$226.00
ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER			STD
STANDARD VEHICLE SPEED SENSOR			STD
ELECTRONIC 3000 RPM TACHOMETER			STD
IDLE LIMITER, ELECTRONIC ENGINE			N/C
* (6) IGN CONTROLLED EXTRA SWITCHES WITH IND LIGHTS WIRED TO POWER DIST BOX WITH RELAYS PROVIDING 20 AMPS PER CIRCUIT TO JUNCTION BLOCK AND 1 CIRCUIT AT 30 AMPS			\$440.00
LEAVE 2 SWITCHES BEHIND DASH			
PRE-TRIP LAMP INSPECTION, ALL OUTPUTS FLASH, WITH SMART SWITCH			\$12.00
DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY			STD
SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY			STD
MARKER LIGHT SWITCH INTEGRAL WITH HEADLIGHT SWITCH AND SINGLE CONNECTOR AND SWITCH FOR CUSTOMER FURNISHED SNOW PLOW LIGHTS, LOW BEAMS OFF WITH HIGH BEAMS			\$185.00
ONE VALVE PARKING BRAKE SYSTEM WITH WARNING INDICATOR			STD
SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, WASHER/WIPER AND HAZARD IN HANDLE			STD
INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH HAZARD LAMPS OVERRIDING STOP LAMPS			STD

Design

Application Version 11.2.313
 Data Version PRL-20D.024
 STATE HWY REG CAB
 WESTMINSTER LOCATION



07/16/2020 3:45 PM

Page 14 of 18

Prepared for:
 ZAC AMOSS
 WESTMINSTER STATE HWY
 631 OLD MANCHESTER RD
 NULL
 WESTMINSTER, MD 21157
 Phone: 410-848-9565

Prepared by:
 Mark Gibson
 JOHNSON TRUCK CENTER,
 LLC
 3801 IRONWOOD PLACE
 LANDOVER, MD 20785
 Phone: 301-832-9100

Description	Weight Front	Weight Rear	Retail Price
PAINT: ONE SOLID COLOR			STD
Color			
CAB COLOR A: L0006EY WHITE ELITE EY			STD
BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT			STD
POWDER WHITE (N0006EA) FRONT WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)			STD
POWDER WHITE (N0006EA) REAR WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)			STD
STANDARD BLACK BUMPER PAINT			STD
STANDARD E COAT/UNDERCOATING			STD

Certification / Compliance			
U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS			STD

Secondary Factory Options			
* CORPORATE PDI CENTER OPTION INSTALLATION/MODIFICATION ONLY			\$935.00
REF QUOTE 2213TH-091719			

Raw Performance Data			
CALC'D FRAME LENGTH - OVERALL : 326.97			
CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 118.46 in			
CALC'D SPACE AVAILABLE FOR DECKPLATE : 121.45 in			

Sales Programs			
NO SALES PROGRAMS HAVE BEEN SELECTED			

TOTAL VEHICLE SUMMARY

Adjusted List Price			
		Adjusted List Price **	\$151,153.00

Weight Summary			
	Weight Front	Weight Rear	Total Weight

Application Version 11.2.313
 Data Version PRL-20D.024
 STATE HWY REG CAB
 WESTMINSTER LOCATION



07/16/2020 3:45 PM
 Page 15 of 18

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Factory Weight ⁺	8333 lbs	4549 lbs	12882 lbs
Dealer Installed Options	0 lbs	0 lbs	0 lbs
Total Weight⁺	8333 lbs	4549 lbs	12882 lbs

ITEMS NOT INCLUDED IN ADJUSTED LIST PRICE

Other Factory Charges

N	2016 OBD/2010 EPA/CARB/GHG17 ESCALATOR	\$300.00
	TOW ONLY CHARGE	\$500.00
	CUMMINS TARIFF CHARGE - \$205	\$205.00
	STANDARD DESTINATION CHARGE	\$2,200.00

Extended Warranty

CUM 2017 L9: HD1 MD DTY 5 YEARS / 100,000 MILES / 161,000 KM EXTENDED WARRANTY. FEX APPLIES	\$1,600.00
CUM 2017 L9: AT3 MD DTY 5 YEARS / 100,000 MILES / 161,000 KM AFTERTREATMENT. FEX APPLIES	\$590.00
TC4: MD MODERATE 5 YEARS/100,000 MILES / 161,000 KM EXTENDED TRUCK COVERAGE. FEX APPLIES	\$1,595.00
ALLISON 3000 RDS SERIES TRANSMISSION EXTEND WARRANTY, 5 YEARS/UNLIMITED MILES FEX	\$592.00
AXLE: FRONT/SINGLE REAR MD MODERATE 5 YEAR/100,000 MILE/161,000 KM EXTENDED AXLE COVERAGE. FEX APPLIES.	\$188.00
TOWING: 5 YEARS/UNLIMITED MILES/KM EXTENDED TOWING COVERAGE \$550 CAP FEX APPLIES	\$800.00

Currency Exchange Rate	1.0000
Total Extended Warranty (Local Currency)	\$5,365.00

Dealer Installed Options

	Weight Front	Weight Rear	Price
MANUALS PROGRAMMING ETC	0	0	\$1,700.00
RMS EQUIPMENT PER SPEC	0	0	\$118,500.00



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NULL
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LLC
3801 IRONWOOD PLACE
LANDOVER, MD 20785
Phone: 301-832-9100

Total Dealer Installed Options	0 lbs	0 lbs	\$120,200.00
--------------------------------	-------	-------	--------------

(+) Weights shown are estimates only.

If weight is critical, contact Customer Application Engineering.

(**) Prices shown do not include taxes, fees, etc... "Net Equipment Selling Price" is located on the Quotation Details Proposal Report.

(***) All cost increases for major components (Engines, Transmissions, Axles, Front and Rear Tires) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to factory invoices.



821 R Baltimore Blvd
Westminster, MD 21157

RMS

*Not just another
body company*

Phone (410) 876-1160 Fax (410) 876-0148

Company: JOHNSON TRUCK		BRYAN SENTZ		Date: July 7, 2020	Chassis Information
Address:				YEAR	
City/State:				MAKE	
Fax:				MODEL	
Phone:				CA OR CT	
Email:				TRANSMISSION	
Contact: KIRK FRICIA		RE: CITY OF WESTMINSTER		GVW	
Add. Info:				HITCH TYPE-HEIGHT	
				PLUG STYLE	
<p align="center">IMPORTANT CHASSIS RELATED ITEMS TO NOTE</p> <p>(1) Chassis should have remote throttle access installed by factory (if required)</p> <p>(2) Price based on clean frame-any chassis component relocation will be time & material</p> <p>(3) To varyify throttle function a charge will be included in this RMS quote to have the throttle set</p> <p>(4) Due to variations in paint products, equipment, & applicator techniques, RMS & paint manufacturer cannot guarantee a perfect match on every color or metallic</p> <p>(5) Chassis should be suitable to accept equipment being proposed. Failure to meet manufacturer recommendations could result in termination of contract.</p>					
Quantity	Product	Description	Options/Accessories	Price	
1	STELLAR 108-11-32 (32,000# CAPACITY) DESIGNED FOR 102" TO 108" CA TRUCKS, 33,000 GVWR AND UP, IDEAL FOR 12' CONTAINERS, DUMP ANGLE IS 45 DEGREES, STANDARD HOOK HEIGHT IS 62", SHIPPING WEIGHT IS 3,600#, INCLUDES MTG HARDWARE.				
1	STAINLESS STEEL PINS				
1	FORCE AMERICA HYDRAULIC PACKAGE				
		HOT SHIFT PTO - WET SPLINE - DIN SHAFT			
		HYDRAULIC PUMP - LOAD SENSING - 5.6L/CID			
		LOW OIL SHUTDOWN CONTROL SYSTEM & WARNING			
		VT35 GEN 2 STAINLESS STEEL TANK W/ STAINLESS STEEL LID ASSM			
		10 MICRON SYNTHETIC Z-GLASS ELEMENT FILTER			
		ADD-A-FOLD VALVE FOR THE FOLLOWING FUNCTIONS:			
		D/A HOOK (HIGH PRESSURE)			
		D/A JIB (HIGH PRESSURE)			
		PRESSURE REDUCING SECTION @ 2,500 PSI			
		D/A PLOW LIFT & D/A PLOW ANGLE			
		AUXILLARY SECTION (USED FOR WAYNE PACKER UNITS)			
		AUGER & SPINNER CONTROL			
		PATROL COMMANDER DUAL JOYSTICK CONTROLLER KIT			
		FLOOR MOUNTED SWIVEL PEDESTAL FOR JOYSTICK & SPREADER CNTRL KITS			
1	CAB CONTROLS FOR WAYNE PACKER UNITS				
1	POLY FENDERS FOR SINGLE REAR AXLE				
1	HEAVY DUTY BUMPER, REINFORCED TO ACCEPT PINTLE HITCH - 30K				
		KIT INCLUDES L.E.D. LIGHTS & BACK-UP ALARM			
1	AMBER STROBES - (2) FRONT FACING & (2) IN REAR BUMPER				
1	SPREADER LIGHTS MOUNTED ON REAR BUMPER IN PROTECTED LOCATION				
1	10T COMBO HITCH, 7-PIN ROUND & RV TRAILER PLUGS, ELECTRIC BRAKE CONTROLLER INSTALLED.				
1	BACK-UP CAMERA - MOUNTED AT REAR IN PROTECTED LOCATION				
1	18" X 18" X 36" ALUMINUM UNDERBODY TOOLBOX, FRAME MOUNTED				
1	18"H X 24"D X 72"L EXPANDED METAL TOOLBOX, OPEN TOP				
1	ROLL RITE ALUMINUM TARP HOUSING MOUNTED ON TOP OF RMS FABRICATED ALUMINUM T-STAND. INCLUDES 5-SPRING PIVOT, WIDE TARP BOW SET, AND ALMIGHTY MESH TARP. PRICE INCLUDES INSTALLATION.				
1	SWENSON V-BOX SALT SPREADER - 304SS				
		120"L X 84"W X 68"H			
		INVERTED V			
		TOP SCREEN			
		BOLT-IN REPLACEABLE CONVEYOR FLOOR			
		SWING UP SPINNER - 18" DIAMETER			
		MOUNTD ON HOOKLIFT SKID			
1	GLEDHILL 10' X 42" SNOW PLOW - MODEL 10HSBPR2-QL2-LL				
		POWER ANGLE, BLADE MARKERS, LEVEL LIFT SYSTEM, MUSHROOM SHOES, 1/2" X 6" STEEL CUTTING EDGE, FLINK STYLE QUICK HITCH, BUMPER-TO-FRAME TRUCK HITCH.			
		*** REQUIRES FRONT FRAME EXTENSIONS ON CHASSIS ***			
*** NOTE: PAYMENT VIA CREDIT MAY RESULT IN ADDITIONAL 3% CHARGE TO COVER FEES ***					
Sales Manager: <i>Bryk It</i> Date: 7-7-2020				TOTAL EQUIPMENT	\$ 115,300.00
<p>Proposal is good for 20 days only, after signed date above.</p> <p>Terms: 20% down w/ order & balance due at delivery. Equipment to remain with RMS Truck Body, a division of All Roads, until final settlement is made.</p> <p>State sales tax will be charged unless exemption certificate is furnished.</p> <p>Agreements are contingent upon product availability and other delays unavoidable or beyond our control.</p> <p>RMS assumes no insurance liability for any customer's equipment left on it's premises.</p> <p>RMS offers to furnish and the undersigned agrees to purchase the equipment listed above at the prices shown or at those in effect at the time of shipment.</p>				INSTALLATION	INCLUDED
				FREIGHT EST	\$ 3,200.00
				DEPOSIT	\$ -
				TOTAL	\$ 118,500.00
				[DOES NOT INCLUDE TAXES IF APPLICABLE]	
				STATE SALES TAX	\$ -
				OR EXEMPTION #	
				RETAIL FET 12%	AS APPL.
We Hereby Accept the Above Proposal				TOTAL DUE	\$ 118,500.00
(Customer Signature)		(Title)		(Date Signed)	

821 R Baltimore Blvd
Westminster, MD 21157

RMS

*Not just another
body company*

Phone (410) 876-1160 Fax (410) 876-0148

Company: JOHNSON TRUCK		BRYAN SENTZ		Date	Chassis Information
Address:				July 7, 2020	YEAR
City/State:					MAKE
Fax:					MODEL
Phone:					CA OR CT
Email:					TRANSMISSION
Contact:					GVW
Add. Info:		KIRK FRICIA			HITCH TYPE-HEIGHT
		RE: CITY OF WESTMINSTER			PLUG STYLE
IMPORTANT CHASSIS RELATED ITEMS TO NOTE (1) Chassis should have remote throttle access installed by factory (if required) (2) Price based on clean frame-any chassis component relocation will be time & material (3) To verify throttle function a charge will be included in this RMS quote to have the throttle set (4) Due to variations in paint products, equipment, & applicator techniques, RMS & paint manufacturer cannot guarantee a perfect match on every color or metallic (5) Chassis should be suitable to accept equipment being proposed. Failure to meet manufacturer recommendations could result in termination of contract.					
Quantity	Product	Description	Options/Accessories	Price	
1	STELLAR 108-11-32 (32,000# CAPACITY) DESIGNED FOR 102" TO 108" CA TRUCKS, 33,000 GVWR AND UP, IDEAL FOR 12' CONTAINERS, DUMP ANGLE IS 45 DEGREES, STANDARD HOOK HEIGHT IS 62", SHIPPING WEIGHT IS 3,600#, INCLUDES MTG HARDWARE.				
1	STAINLESS STEEL PINS				
1	FORCE AMERICA HYDRAULIC PACKAGE				
		HOT SHIFT PTO - WET SPLINE - DIN SHAFT			
		HYDRAULIC PUMP - LOAD SENSING - 5.61CID			
		LOW OIL SHUTDOWN CONTROL SYSTEM & WARNING			
		VT35 GEN 2 STAINLESS STEEL TANK W/ STAINLESS STEEL LID ASSM			
		10 MICRON SYNTHETIC Z-GLASS ELEMENT FILTER			
		ADD-A-FOLD VALVE FOR THE FOLLOWING FUNCTIONS:			
		D/A HOOK (HIGH PRESSURE)			
		D/A JIB (HIGH PRESSURE)			
		PRESSURE REDUCING SECTION @ 2,500 PSI			
		D/A FLOW LIFT & D/A FLOW ANGLE			
		AUXILLARY SECTION (USED FOR WAYNE PACKER UNITS)			
		AUGER & SPINNER CONTROL			
		PATROL COMMANDER DUAL JOYSTICK CONTROLLER KIT			
		FLOOR MOUNTED SWIVEL PEDESTAL FOR JOYSTICK & SPREADER CNTRL KITS			
1	CAB CONTROLS FOR WAYNE PACKER UNITS				
1	POLY FENDERS FOR SINGLE REAR AXLE				
1	HEAVY DUTY BUMPER, REINFORCED TO ACCEPT PINTLE HITCH - 30K				
		KIT INCLUDES L.E.D. LIGHTS & BACK-UP ALARM			
1	AMBER STROBES - (2) FRONT FACING & (2) IN REAR BUMPER				
1	SPREADER LIGHTS MOUNTED ON REAR BUMPER IN PROTECTED LOCATION				
1	10T COMBO HITCH, 7-PIN ROUND & RV TRAILER PLUGS, ELECTRIC BRAKE CONTROLLER INSTALLED.				
1	BACK-UP CAMERA - MOUNTED AT REAR IN PROTECTED LOCATION				
1	18" X 18" X 36" ALUMINUM UNDERBODY TOOLBOX, FRAME MOUNTED				
1	18"H X 24"D X 72"L EXPANDED METAL TOOLBOX, OPEN TOP				
1	ROLL RIFE ALUMINUM TARE HOUSING MOUNTED ON TOP OF RMS FABRICATED ALUMINUM T-STAND. INCLUDES 5-SPRING PIVOT, WIDE TARP BOW SET, AND ALMIGHTY MESH TARP. PRICE INCLUDES INSTALLATION.				
1	SWENSON V-BOX SALT SPREADER - 304SS				
		120"L X 84"W X 68"H			
		INVERTED V			
		TOP SCREEN			
		BOLT-IN REPLACEABLE CONVEYOR FLOOR			
		SWING UP SPINNER - 18" DIAMETER			
		MOUNTD ON HOOKLIFT SKID			
1	GLEDBHILL 10' X 42" SNOW PLOW - MODEL 10HSBFR2-QL2-LL				
		POWER ANGLE, BLADE MARKERS, LEVEL LIFT SYSTEM, MUSHROOM SHOES, 1/2" X 6" STEEL CUTTING EDGE, FLINK STYLE QUICK HITCH, BUMPER-TO-FRAME TRUCK HITCH.			
		*** REQUIRES FRONT FRAME EXTENSIONS ON CHASSIS ***			
*** NOTE: PAYMENT VIA CREDIT MAY RESULT IN ADDITIONAL 3% CHARGE TO COVER FEES ***					
Sales Manager: <i>Bryk Jf</i> Date: <i>7-7-2020</i>				TOTAL EQUIPMENT	\$ 115,300.00
Proposal is good for 20 days only, after signed date above. Terms: 20% down w/ order & balance due at delivery. Equipment to remain with RMS Truck Body, a division of All Roads, until final settlement is made. State sales tax will be charged unless exemption certificate is furnished. Agreements are contingent upon product availability and other delays unavoidable or beyond our control. RMS assumes no insurance liability for any customer's equipment left on it's premises. RMS offers to furnish and the undersigned agrees to purchase the equipment listed above at the prices shown or at those in effect at the time of shipment.				INSTALLATION	INCLUDED
				FREIGHT EST	\$ 3,200.00
				DEPOSIT	\$ -
				TOTAL	\$ 118,500.00
				[DOES NOT INCLUDE TAXES IF APPLICABLE]	
				STATE SALES TAX	\$ -
				or EXEMPTION #	
RETAIL FET 12%	AS APPL.				
We Hereby Accept the Above Proposal				TOTAL DUE	\$ 118,500.00
(Customer Signature) (Title)		(Date Signed)			

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 01

SHIP TO: AS SPECIFIED ON INDIVIDUAL ORDERS		
VENDOR ID: JOHNSON TRUCK CENTER 3801 IRONWOOD PLACE LANDOVER, MD 20785 (856)630-3229	REFER QUESTIONS TO: ALLEGRA DAYE (410)767-4032 ALLEGRA.DAYE1@MARYLAND.GOV	
ITB:	EXPR DATE: 04/30/21 POST DATE: 03/31/20	DISCOUNT TERMS: . NET 30 DAY CONTRACT AMOUNT: .00

TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

STATEWIDE CONTRACT
FOR
VARIOUS DUMP TRUCKS

THIS IS THE FINAL RENEWAL AGAINST CONTRACT 001B7400466.

CONTRACT TERM: MAY 01, 2020 THROUGH APRIL 30, 2021, WITH THE SAME TERMS AND CONDITIONS.

VENDOR: JOHNSON TRUCK CENTER
VENDOR CONTACT: KIRK FRICIA
VENDOR NUMBER: 301-832-9137
VENDOR EMAIL: KFRICIA@JOHNSONCENTER.COM

AGENCY CONTACT: TIM LAWLER
AGENCY NUMBER: 410-582-5575
AGENCY EMAIL: TLAWLER@SHA.STATE.MD.US

PRODUCT ACCEPTABILITY SHALL BE AT THE SOLE DISCRETION OF THE MARYLAND STATE ORDERING AGENCY. THE ORDERING AGENCY SHALL BE THE SOLE JUDGE OF WHAT IS AN "APPROVED EQUAL". ANY EQUIPMENT DELIVERED AS A RESULT OF THIS AWARD WHICH DOES NOT MEET THE SPECIFICATIONS OR IS OTHERWISE

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 02

TERMS (cont'd):

FOUND TO BE DEFECTIVE, SHALL BE REJECTED AND RETURNED AT THE VENDOR'S EXPENSE FOR REPLACEMENT OR CREDIT.

MANUALS:

JOHNSON TRUCK CENTER SHALL FURNISH A TOTAL OF ONE- (1) OPERATORS MANUAL, - ONE (1) MAINTENANCE/SERVICE AND ONE (1) PARTS MANUAL PER TRUCK TO THE STATE ORDERING AGENCY WITH EACH UNIT AT THE TIME OF DELIVERY OF THE VEHICLES. IF THE MAINTENANCE/SERVICE AND PARTS MANUALS REQUESTED ARE AVAILABLE ON CD-ROM OR DVD, THIS SHALL BE SUPPLIED IN LIEU OF THE PAPER MANUALS. ONE OPERATORS & PARTS MANUAL SHALL BE SUPPLIED TO THE ORDERING AGENCY AT THE TIME OF DELIVERY OF COMPLETED TRUCKS.

TRAINING:

JOHNSON TRUCK CENTER SHALL SUPPLY THE SERVICES OF QUALIFIED FACTORY TECHNICIANS FOR A PERIOD OF ONE FULL WORKING DAY AT THE VENDOR'S FACILITY OR A MAINTENANCE FACILITY DESIGNATED BY THE STATE ORDERING AGENCY TO TRAIN PERSONNEL IN PROPER EQUIPMENT OPERATION, AND IN PREVENTIVE MAINTENANCE AND PROPER USAGE MANUALS. IN ADDITION, ONE FULL DAY OF TRAINING SHALL BE PROVIDED AT A MAINTENANCE FACILITY OR VENDOR TO TRAIN MECHANICS IN DIESEL ENGINE WARRANTY:

JOHNSON TRUCK CENTER SHALL PROVIDE WARRANTY THE MANUFACTURE WARRANTY TO THOSE TRUCKS AS FOREMENTIONED IN THE SOLICITATION.

PREBUILD MEETING:

IT SHALL BE JOHNSON TRUCK CENTER'S RESPONSIBILITY TO ARRANGE A PRE-BUILD MEETING INVOLVING THE PRIME VENDOR, SUB-CONTRACTORS, AND PERSONNEL FROM THE ORDERING AGENCY DIVISION TO DISCUSS ALL ISSUES REGARDING THE MANUFACTURE OF THE UNITS DETAILED IN THIS SPECIFICATION. THE MEETING WILL TAKE PLACE BEFORE ANY PURCHASE ORDER IS ISSUED.

CERTIFICATE OF ORGIN:

JOHNSON TRUCK CENTER SHALL SUPPLY A CERTIFICATE OF ORGIN BEFORE THE PROCESSING OF INVOICES, WHEN COMPLETING THE CERTIFICATE OF ORGIN, DISTRIBUTOR-DEALER ASSIGNMENT SECTION THAT THE PURCHASER'S ADDRESS.

CERTIFICATE INFORMATION AND INVOICING MAY BE CONFIRMED WITH THE ORDERING AGENCY.

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 03

TERMS (cont'd):

INVOICES SHALL ACCOMPANY THE DELIVERY OF EACH INDIVIDUAL TRUCK. THE INVOICE DATE SHALL MATCH THE DATE OF TRUCK WAS DELIVERED. THE ORDERING AGENCY RESERVES THE RIGHT TO REJECT ANY DELIVERY WHERE THE INVOICE CONDITIONS ARE NOT MET.

DELIVERY:

COMPLETED TRUCKS SHALL BE DELIVERED FOB DESTINATION TO THE ORDERING AGENCY ADDRESS.

THIS CONTRACT DOES NOT OBLIGATE THE STATE OF MARYLAND TO PURCHASE ANY MINIMUM OR MAXIMUM QUANTITY THRU THE CONTRACT PERIOD. ORDERS FOR ACTUAL REQUIREMENTS MAY BE MORE OR LESS THAN LISTED. ORDER AS REQUIRED WILL BE PLACED DIRECT TO THE SUPPLIER BY THE USING AUTHORITY INDICATING DELIVERY AND BILLING INSTRUCTIONS.

USAGE REPORT:

THE STATE OF MARYLAND DEPARTMENT OF GENERAL SERVICES OFFICE OF PROCUREMENT AND LOGISTICS HAS IMPLEMENTED A PROGRAM TO REVIEW ALL STATEWIDE CONTRACT REQUIREMENTS AND ASSESS CONTRACT USAGE OF STATE AGENCIES. UNDER THE TERMS OF THE CONTRACT EVERY SIX MONTHS, BEGINNING WITH THE "START DATE" A USAGE REPORT SHOULD BE SUBMITTED TO DGS.STATEWIDECONTRACTSUSAGEREPORT@MARYLAND.GOV. SHOULD CONTAIN A SUMMARY OF PROCUREMENT ACTIVITY AND SHOULD INCLUDE THE CONTRACT NUMBER, ITEMS DESCRIPTION, QUANTITY PURCHASED, TOTAL DOLLARS SPENT, NUMBER OF ORDERS PLACED BY STATE AGENCY, NUMBER OF ORDERS PLACED PER CONTRACT, AND END WITH A GRAND TOTAL DUE FOR ALL DOLLARS SPENT. PLEASE THE REPORT IS DUE WITHIN TEN (10) DAYS AFTER EVERY REPORT PERIOD. FAILURE TO PROVIDE THIS REPORT MAY RESULT IN DEFAULT OF THIS CONTRACT AND THE CONTRACT MAY BE TERMINATED IMMEDIATELY.

1% PROCESSING FEE

1.

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

2. THE PROCESSING FEE SHALL BE SUBMITTED TO THE DEPARTMENT OF GENERAL SERVICES, FISCAL SERVICES DIVISION, 301 W. PRESTON STREET, ROOM 1309, BALTO, MD 21201, WITHIN TEN (10) CALENDAR DAYS FOLLOWING THE END OF

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 04

TERMS (cont'd):

EACH CALENDAR MONTH.ALONG WITH A MONTHLY USAGE REPORT DOCUMENTING ALL CONTRACT SALES. AN EXCEL VERSION OF THE EXCEL VERSION OF THE MONTHLY USAGE REPORT SHALL ALSO BE EMAILED TO DGS.STATEWIDECONTRACTSUSAGEREPORT@MARYLAND.GOV.

3.

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

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

THE DEPARTMENT OF GENERAL SERVICES "TERMS AND CONDITIONS" FOR COMMODITY CONTRACTS OVER \$25,000" AND ALL SPECIFICATIONS, TERMS AND CONDITIONS OF SOLICITATION #001IT820641/MDDGS31031719 INCORPRATED HEREIN BY REFERENCE.

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>		
0001	07048-000034	EA	235,336.0000		

TRUCK

DUMP TRUCK RC QUAD AXEL

THIS REQUISITION IS FOR (2) CLASS 8 QUAD AXLE DUMP TRUCK RC PER SPECIFICATION VTDT-22-B-J02-11-QA.

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 05

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
---------------	----------------------	------------	------------------	--

0002	76559-210000	EA	7,594.0000	
------	--------------	----	------------	--

SNOW PLOW ONE WAY

WING RIGHT PLOW

THIS REQUISITION IS FOR (2) WING PLOW FOR LINE 001 PER SPECIFICATION VTDT-22-B-J02-11-QA.

0003	76559-210000	EA	6,373.0000	
------	--------------	----	------------	--

SNOW PLOW ONE WAY

WING RIGHT PLOW

THIS REQUISITION IS FOR (2) WING PLOW FOR LINE 001 PER SPECIFICATION VTDT-22-B-J02-11-QA.

0004	07048-000034	EA	203,250.0000	
------	--------------	----	--------------	--

TRUCK

DUMP TRUCK RC TRI AXEL

THIS REQUISITION IS FOR (2) CLASS 8 TRI-AXLE DUMP TRUCK RC PER SPECIFICATION J02-VDTASB-17.

0005	76561-000000	EA	7,594.0000	
------	--------------	----	------------	--

SNOW PLOW

SNOW PLOWS, VEHICLE MOUNTED

THIS REQUISITION IS FOR (2) FRONT PLOW FOR LINE 001 PER SPECIFICATION J02-VDTASB-17.

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 06

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
---------------	----------------------	------------	------------------	--

0006	76559-210000	EA	6,373.0000	
------	--------------	----	------------	--

SNOW PLOW ONE WAY

WING RIGHT PLOW

THIS REQUISITION IS FOR (2) WING PLOW FOR LINE 001 PER SPECIFICATION J02-VDTASB-17.

0007	07048-000034	EA	150,897.0000	
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TRUCK

DUMP TRUCK RC BIG BORE

THIS REQUISITION IS FOR (6) CLASS 8 REGULAR CAB DUMP TRUCK WITH BIG BORE ENGINE AND WING PLOW PER SPECIFICATION J02-VDTBB-17.

0008	76561-000000	EA	6,000.0000	
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SNOW PLOW

SNOW PLOWS, VEHICLE MOUNTED

THIS REQUISITION IS FOR (6) FRONT PLOW FOR LINE 001 PER SPECIFICATION J02-VDTBB-17.

0009	76559-210000	EA	6,000.0000	
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SNOW PLOW ONE WAY

WING RIGHT PLOW

THIS REQUISITION IS FOR (5) RIGHT SIDE MOUNTED WING PLOW FOR LINE 001 PER SPECIFICATION J02-VDTBB-17.

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 07

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
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0010	76559-210000	EA	6,000.0000	
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SNOW PLOW ONE WAY

WING LEFT PLOW

THIS REQUISITION IS FOR (1) LEFT SIDE MOUNTED WING PLOW FOR LINE 001 PER SPECIFICATION J02-VDTBB-17.

0011	76566-000000	EA	3,000.0000	
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SPREADER

SPREADER FOR SALT TAILGATE MOUNTED SPREADER

THIS REQUISITION IS FOR (6) TAILGATE MOUNTED SPREADER FOR LINE 001 PER SPECIFICATION J02-VDTBB-17

0012	07048-000034	EA	151,979.0000	
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TRUCK

DUMP TRUCK CREW CAB CLASS 8

THIS REQUISITION IS FOR (19) CLASS 8 CREW CAB DUMP TRUCK PER SPECIFICATION J02-VDTCCWP-17.

0013	76561-000000	EA	6,000.0000	
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SNOW PLOW

SNOW PLOWS, VEHICLE MOUNTED

THIS REQUISITION IS FOR (19) FRONT PLOW FOR LINE 001 PER SPECIFICATION J02-VDTCCWP-17.

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 08

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
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0014	76559-210000	EA	6,000.0000	
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SNOW PLOW ONE WAY

WING RIGHT PLOW

THIS REQUISITION IS FOR (19) WING PLOW FOR LINE 001 PER SPECIFICATION J02-VDTCCWP-17.

0015	76566-000000	EA	3,000.0000	
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SPREADER

SPREADER FOR SALT

THIS REQUISITION IS FOR (19) TAILGATE SPREADER FOR LINE 001 PER SPECIFICATION J02-VDTCCWP-17.

0016	07048-000034	EA	141,599.0000	
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TRUCK

DUMP TRUCK REGULAR CAB

THIS REQUISITION IS FOR (6) CLASS 8 REGULAR CAB DUMP TRUCK PER SPECIFICATION J02-VDTRC-17.

0017	76561-000000	EA	6,200.0000	
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SNOW PLOW

SNOW PLOWS, VEHICLE MOUNTED

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 09

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
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THIS REQUISITION IS FOR (6) FRONT PLOW FOR LINE 001 PER SPECIFICATION J02-VDTRC-17.

0018	76566-000000	EA	2,600.0000
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SPREADER

SPREADER FOR SALT

THIS REQUISITION IS FOR (6) TAILGATE SPREADER FOR LINE 001 PER SPECIFICATION J02-VDTRC-17.

0019	07048-000034	EA	144,884.0000
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TRUCK

DUMP TRUCK REGULAR CAB WITH RIGHT WING PLOW

THIS REQUISITION IS FOR (26) CLASS VIII REGULAR CAB DUMP TRUCK PER SPECIFICATION J02-VDTRCWP-17.

0020	76561-000000	EA	6,000.0000
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SNOW PLOW

SNOW PLOWS, VEHICLE MOUNTED

THIS REQUISITION IS FOR (26) FRONT SNOW PLOW FOR LINE 001 PER SPECIFICATIONS J02-VDTRCWP-17.

0021	76559-210000	EA	6,000.0000
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SNOW PLOW ONE WAY

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER
STATE OF MARYLAND

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

BPO NO: 001B0600320

PRINT DATE: 04/01/20

PAGE: 10

LINE # **STATE ITEM ID** **U/M** **UNIT COST** _____

WING RIGHT PLOW

THIS REQUISITION IS FOR (26) WING PLOW FOR LINE 001 PER SPECIFICATION J02-VDTRCWP-17.

0022 76566-000000 EA 3,000.0000

SPREADER

SPREADER FOR SALT

THIS REQUISITION IS FOR (26) TAILGATE SPREADER FOR LINE 001 PER SPECIFICATION J02-VDTRCWP-17.

0023 07048-000034 EA 89,889.0000

TRUCK

REG CAB TRUCK WITH 10' WELDED STEEL DUMP BODY

END OF ITEM LIST

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

AUTHORIZED BY: _____ **DATE:** _____

BUYER AUTHORIZED 41 DESIGNEE



To: Mayor and Common Council
From: Dave Davidson, Director of Technology Services
Date: August 3, 2020
Re: Contract Approval – SHI International Corp. and Arctic Wolf

Background

Over the last several years, the City has made an investment in technology services security in the way of equipment and software. In fiscal year (FY) 2019, the City appropriated \$65,000 for security software and hardware to strengthen the City’s systems. This funding was spent on new, advanced WatchGuard firewalls, risk assessment/backup recovery testing, testing and implementation of DUO (Multi-Factor Authentication) for privileged technology users, and Knowbe4 phishing and security training.

Summary

The Risk Assessment completed by Continental Technologies in FY 2020 included a recommendation that the City contract with a Managed Detection and Response (MDR) provider to provide constant monitoring of the City’s technology network and hardware. A MDR service would provide the following:

- 24/7 alerts and hands on security team for all hardware and network traffic;
- 24/7 hardware segregation from the network that has been compromised;
- 24/7 review of lateral network spread of malicious software;
- 24/7 alert of hardware reaching out to known “bad actor” networks;
- Weekly and monthly calls with City staff to review all alerts and issues; and,
- Full forensic investigation and breakdown of all intrusions or compromised systems.

Project Funding and Pricing

SHI International Corp. and Arctic Wolf have completed work for multiple Maryland counties and municipalities and many Maryland businesses. The quoted price of \$51,512.31 was provided through the use of a competitive bid process completed by State of Maryland.

The General, Water, and Sewer budgets have the necessary funding for award of the requested contract. A total of \$60,000 was budgeted for this project.

Recommendation

Staff recommends that the Common Council approve a contract with SHI International Corp. and Arctic Wolf for Managed Detection and Response services as outlined above, and authorize the Mayor’s execution of the same.

Attachments

- SHI International Corp. Proposal dated July 2020
- Arctic Wolf Summary dated May 2020

Arctic Wolf Managed Risk Solution

Continuous Risk Management Delivered by the Concierge Security Team

Organizations everywhere struggle with the complexity of identifying and managing security risks within their environment. Often, even fundamental information like what assets exist, which systems have vulnerabilities, and which systems are not configured properly is too hard to get. And when this information is available it usually overwhelms the security team because existing tools generate too many alerts and lack context. As they struggle with what to do next and how to prioritize, these risks pile up and leave the organization vulnerable to threats and damaging data breaches.



“By 2022, organizations that use the risk-based vulnerability management processes will have 80% fewer breaches.”

— Dale Gardner, Forecast Analysis: Risk-Based Vulnerability Management, Worldwide | Published: 14 June 2019 ID: G00384640

Built on the industry’s only cloud-native platform to deliver security operations as a concierge service—Arctic Wolf™ Managed Risk enables you to continuously scan your networks, endpoints, and cloud environments to quantify digital risks. Your security operations expert from the Concierge Security® Team works directly with you to discover risks beyond simple vulnerabilities, benchmark the current state of your environment, and implement risk management processes that harden your security posture over time.



Identify and categorize risky software, assets, and accounts

- X Risk visibility
- X Dynamic asset discovery
- X 24x7 risk monitoring



Quantify your digital risk exposure and identify gaps

- X Security Controls Benchmarking
- X Risk scoring
- X Actionable reporting



Know where you’re exposed and prioritize security posture improvements

- X Guided remediation X
- On-demand reporting X
- Strategic recommendations

Concierge Security Team

The Concierge Security Team (CST) is your single point of contact for your Arctic Wolf Managed Risk solution. Your CST serves as your trusted security advisors and an extension of your internal team, and:

- X Customizes service to your needs
- X Continuously scans your environment for digital risks
- X Performs monthly risk posture reviews
- X Provides actionable remediation guidance
- X Delivers a customized risk management plan to prioritize remediation and measure progress

Comprehensive Visibility Into Your Risk Posture

See the big picture

Assess risks associated with your internal and external networks, devices, cloud environments, system configurations, and more to understand how your critical resources could be impacted.

Discover risks that others miss

With Arctic Wolf® you get continuous discovery of digital risks beyond simple vulnerabilities, which traditional tools cannot identify.

Prioritize what matters

Quantify digital risk using data enriched by the Arctic Wolf™ Platform, meaningful numerical risk scores, and case management workflows so you can filter out the noise and focus on what’s important.

Arctic Wolf Managed Risk Capabilities

External Vulnerability Assessment

Continuously scans internet-facing assets to understand your company's digital footprint and quantify your business's risk exposure. Key features include:

- X Continuous scanning of external-facing assets
- X Proactive risk monitoring
- X Account takeover risk detection
- X OWASP top-10 scanning
- X Automated sub-domain detection

Quantify Your Cyber Risk Posture

A cloud-based dashboard provides visibility into continuous cyber risk assessment by incorporating all meaningful cyber risk indicators from your business. It identifies the highest-priority issues and alerts you to emerging risks before they escalate into real problems. It empowers you to take meaningful, efficient action to mitigate risk using these key features:

- X Comprehensive risk profiling
- X Informative user interface
- X Proactive notifications and alerts
- X Advanced threat data analysis
- X Actionable reporting
- X API integrations



Figure 1: Actionable insights from the Managed Risk Dashboard



“Having a team to assess and manage vulnerabilities while monitoring our environment really helps us reduce our threat surface. We’ve made considerable progress in rebuilding integrity and trust in our IT systems, but risk never goes away and if we aren’t aware of it, we can’t work to mitigate it.”

— **Dr. Jason A. Thomas**, Chief Operating Officer and Chief Information Officer, Jackson Parish Hospital



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SOC2 Type II Certified



Contact Us

arcticwolf.com
1.888.272.8429
ask@arcticwolf.com



Arctic Wolf Managed Detection and Response Solution

Threat Detection and Response Delivered by the Concierge Security Team

Organizations everywhere are struggling with detecting and responding to modern cyberthreats efficiently. While many IT departments have deployed security tools in an attempt to address this, the lack of 24x7 coverage, extensive security operations expertise, and a well-staffed security team means many threats go unnoticed and can linger in the environment for months. Many high-profile data breaches occur not because the security tool failed to raise an alert—they fail because the alert isn't addressed, or is overlooked.



The Arctic Wolf Concierge Security Team has found latent threats lingering in 73% of our customers' environments within the first 90 days of the engagement.

Built on the industry's only cloud-native platform to deliver security operations as a concierge service—the Arctic Wolf™ Managed Detection and Response (MDR) solution eliminates alert fatigue and false positives to promote a faster response with detection and response capabilities tailored to the specific needs of your organization. Your Arctic Wolf Concierge Security® Team (CST) works directly with you to perform threat hunting, incident response, and guided remediation, while also providing strategic recommendations uniquely customized for your environment.



Detect

See more with continuous monitoring and threat hunting managed by security operations experts

- f Broad visibility
- f 24x7 monitoring
- f Threat hunting



Respond

Managed investigation and rapid response to quickly contain threats

- f Managed investigations
- f Incident response
- f Log retention and search



Recover

Learn from incidents and implement custom rules and workflows for proactive protection

- f Guided remediation
- f Root cause analysis
- f Personalized engagement

Concierge Security Team

The Concierge Security Team (CST) is your single point of contact for your Arctic Wolf Managed Detection and Response solution. Your CST serves as your trusted security operations advisor and an extension of your internal team, and provides you with:

- f 24x7 monitoring
- f Alert triage and prioritization
- f Custom protection rules
- f Guided remediation
- f Detailed reporting and audit support
- f Ongoing strategic security reviews

Leverage Existing Infrastructure

The Arctic Wolf MDR solution leverages security technologies within your current environment so you can quickly detect, respond, and recover from threats without worrying about vendor lock-in, or replacing your existing systems.

Advanced Threat Detection

Machine learning with adaptive tuning provides proactive threat hunting and remote forensic analysis for greater efficiency and scale.

Managed Containment

Rapidly respond to threats and stop their spread by preventing host devices from communicating externally, as well as with other devices on your network.

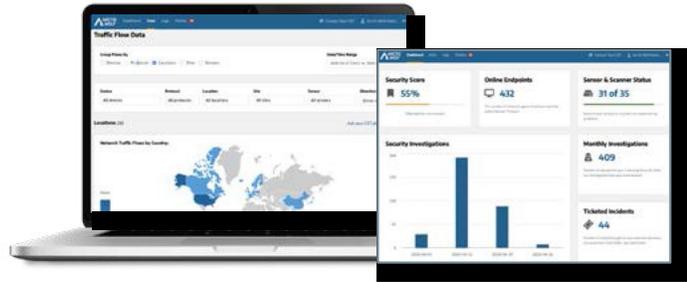
The Arctic Wolf Difference

Broad Visibility

Security telemetry collected from internal and external networks, endpoints, and cloud environments are enriched with threat feeds, OSINT data, CVE information, ATO data, and more to provide granularity and context to incidents that are investigated and triaged by the Concierge Security Team.

Arctic Wolf Customer Portal – Tactical and strategic insights

A purpose-built GUI provides visibility into open tickets lets you interact with your CST, view your security score, and view deployment elements such as the number of Arctic Wolf™ Agents currently deployed.



Summary and customized reports to understand your security posture and fulfill compliance needs

Endpoint Threat Detection and Response

The included Arctic Wolf Agent provides endpoint intelligence and enhanced threat detection capabilities that give our security engineers deep, pervasive visibility into your security posture.

f Sysmon event monitoring provides east/west visibility into the lateral movement of threats

f Weekly endpoint reporting

f Managed containment

Unlimited Log Retention and Search

The Arctic Wolf Platform automatically collects, normalizes, analyzes, and retains log data from existing networks, systems, and applications for a minimum of 90 days and is available on-demand to address your reporting and compliance needs



“The value for me is that Arctic Wolf is an extension of our team. Arctic Wolf has helped enhance our security and improve our compliance reporting posture while enabling the Bay Federal team to focus on projects that add the most value to our business.”

— **Richard Roark**, VP and Chief Information Officer (CIO), Bay Federal Credit Union



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SOC2 Type II Certified



Contact Us

arcticwolf.com
1.888.272.8429
ask@arcticwolf.com

Company at a Glance

- X Founded – 2012
- X Headquarters – Sunnyvale, CA
- X Employees – More than 350
- X Solutions
 - Arctic Wolf™ Managed Detection and Response
 - Arctic Wolf™ Managed Risk

#25

[Fastest growing company](#)

according to the 2019 [Technology Fast 500™ awarded by Deloitte LLP](#)

Named to the Hot 150 [Cybersecurity Companies awarded by Cybercrime Magazine](#)

Named best SIEM, analytics and [log management offering](#) at the inaugural Channelnomics Security Awards

Awarded by SC Magazine as the [Best SME Security Solution in 2018](#)

Company Overview

Why Choose a Security Operations Center (SOC)-as-a-Service?

Today's leading organizations need to protect themselves against the most advanced threats, but lack the internal resources to address the high costs, complexity, and additional personnel that's required to build an impactful SOC.

Organizations face fundamental security challenges

Too Much Noise

Alert fatigue, vendor fatigue, compliance and regulation fatigue — the journey never ends

Security Skill Shortage

Recruiting and retaining cybersecurity talent is hard, sometimes impossible

Cost of Response Time

The longer it takes to respond to an incident, the more expensive it is to remediate

Arctic Wolf SOC-as-a-Service

The Arctic Wolf SOC-as-a-service provides scalable managed detection and response (MDR) and managed risk services through the industry's original Concierge Security™ Team. Combining a custom technology stack with tried-and-true processes and expert insight, Arctic Wolf delivers custom vulnerability assessments, threat hunting, alerting, and reporting to help improve security posture and protect resource-constrained organizations from cybersecurity threats.

Personal

- X Named Concierge Security™ Team acts as an extension of your team
- X Customer-specific alerts, response management, and in-depth analytics and reporting

Predictable

- X Subscription-based pricing determined by users and servers, with no upfront costs
- X Compliance reporting and management

Protection

- X 24x7 monitoring of data, networks, endpoints, and web applications
- X Cloud Monitoring (O365, G Suite, Box, Salesforce, AWS, Azure)





Arctic Wolf Solutions

Arctic Wolf solutions install in minutes and immediately begin monitoring your environment, ensuring proactive and dynamic detection and response to threats, intrusions, and attacks. Organizations receive timely and actionable intelligence—without the overwhelming noise of endless false positives.

Prevent attacks before they occur with Arctic Wolf™ Managed Risk

- X Dynamic asset identification
- X Continuous assessments
 - Internal vulnerability
 - External vulnerability
 - Host-based vulnerability
- X Account takeover risk detection
- X Security controls

Identify and respond to attacks with Arctic Wolf™ Managed Detection and Response

- X 24x7 monitoring
- X Network inspection
- X Log aggregation, correlation, and analysis
- X Threat detection
- X Cloud security
- X Compliance reporting
- X Endpoint visibility
- X Incident response

Delivering Solutions Through Valued Partners

At Arctic Wolf, we take great pride in working with partners to deliver personal, predictable protection from cybersecurity threats.





Pricing Proposal
 Quotation #: 19214055
 Reference #: Option 1
 Created On: 7/30/2020
 Valid Until: 7/31/2020

City of Westminster

Inside Account Manager

Matt Holmes

56 W. Main St., Ste 1
 Westminster, MD 21157
 UNITED STATES
 Phone: (410) 848-4363
 Fax:
 Email:

Aminah S. Adams

290 Davidson Ave
 Somerset, NJ 08873
 Phone: 732-868-6223
 Fax:
 Email: aminah_adams@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	Arctic Wolf MDR user license Arctic Wolf Networks, Inc. - Part#: AW-MDRUSER Contract Name: Commercial Off-The-Shelf Software (COTS) Contract #: 060B2490021 Coverage Term: 7/1/2020 – 6/30/2021 Note: QTY 175	1	\$20,382.35	\$20,382.35
2	Arctic Wolf MDR server license Arctic Wolf Networks - Part#: AW-MDR-SE Contract Name: Commercial Off-The-Shelf Software (COTS) Contract #: 060B2490021 Coverage Term: 7/1/2020 – 6/30/2021 Note: QTY 35	1	\$4,076.47	\$4,076.47
3	Arctic Wolf 200 Series Sensor Arctic Wolf Networks - Part#: AW-MDR- 2XX-S Contract Name: Commercial Off-The-Shelf Software (COTS) Contract #: 060B2490021 Coverage Term: 7/1/2020 – 6/30/2021 Note: QTY 3	1	\$5,823.53	\$5,823.53
4	Arctic Wolf MDR Office 365 user license Arctic Wolf Networks - Part#: AW-MDRO365 Contract Name: Commercial Off-The-Shelf Software (COTS) Contract #: 060B2490021 Coverage Term: 7/1/2020 – 6/30/2021 Note: QTY 175	1	\$2,548.82	\$2,548.82

5 Arctic Wolf
MDR Log
Retention - 1

1 \$2,134.59 \$2,134.59

year

Arctic Wolf Networks, Inc. - Part#: AW-MDR- 1YR
Contract Name: Commercial Off-The-Shelf Software (COTS)
Contract #: 060B2490021
Coverage Term: 7/1/2020 – 6/30/2021
Note: QTY 210

6	Arctic Wolf Managed Risk user license	1	\$10,191.18	\$10,191.18
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Arctic Wolf Networks - Part#: AW-MRUSER
Contract Name: Commercial Off-The-Shelf Software (COTS)
Contract #: 060B2490021
Coverage Term: 7/1/2020 – 6/30/2021
Note: QTY 175

7	Arctic Wolf Managed Risk server license	1	\$2,038.24	\$2,038.24
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Arctic Wolf Networks - Part#: AW-MR-SE
Contract Name: Commercial Off-The-Shelf Software (COTS)
Contract #: 060B2490021
Coverage Term: 7/1/2020 – 6/30/2021
Note: QTY 35

8	Arctic Wolf MDR Onboarding	1	\$2,884.67	\$2,884.67
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Arctic Wolf Networks - Part#: AW-MDR-OB
Contract Name: Commercial Off-The-Shelf Software (COTS)
Contract #: 060B2490021
Coverage Term: 7/1/2020 – 6/30/2021
Note: QTY 1

9	Arctic Wolf Sensor/ Scanner Shipping	1	\$423.53	\$423.53
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Arctic Wolf Networks - Part#: AW-SHP
Contract Name: Commercial Off-The-Shelf Software (COTS)
Contract #: 060B2490021
Coverage Term: 7/1/2020 – 6/30/2021
Note: QTY 3

10	Arctic Wolf Managed Risk Onboarding	1	\$1,008.93	\$1,008.93
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Arctic Wolf Networks, Inc. - Part#: AW-MR-OB
Contract Name: Commercial Off-The-Shelf Software (COTS)
Contract #: 060B2490021
Coverage Term: 7/1/2020 – 6/30/2021
Note: QTY 1

			Total	\$51,512.31
--	--	--	-------	-------------

Additional Comments

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract

Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman

Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.



To: Mayor and Common Council

From: Mark Depo, Director of Community Planning & Development

Date: August 6, 2020

Re: Introduction of Proposed Ordinance No. 926, amending Chapter 164, “Zoning”, of the Westminster City Code, Article XIII, “PD-4 Planned Development – 4 Zone”, Section 164-82, “Open Space” and Article XXIV, “Subdivision Regulations”, Section 164-197.1, “Residential Cluster Subdivision” to replace “City Park Board” with “Director of Recreation and Parks”

Background

Pursuant to the City of Westminster Zoning Ordinance (“Zoning Ordinance”) Article XIII, PD-4 Planned Development – 4 Zone, Section 164-82.C., *“In determining the type and location of common open space, the [Planning and Zoning] Commission, in consultation with the City Parks Board, shall review the area's needs for parks and recreational sites in the area. Open space required in a PD-4 Zone project shall have access to a street by a fee simple right-of-way or easement and be located so as to be reasonably accessible from all dwellings within the PD-4 Zone project. In all instances, a minimum of 50% of the recreational land shall be suitable for dry-ground active recreational uses.”* [Emphasis added]

Pursuant to Zoning Ordinance Article XXIV, Residential Cluster Subdivision, Section 164-197.1.E.(2), *“In determining the type and location of common open space, the [Planning and Zoning] Commission, in consultation with the City Parks Board, shall review the area's needs for parks and recreational sites in the area. Open space required in a cluster subdivision project shall have access to a street by a fee simple right-of-way or easement and be located so as to be reasonably accessible from all dwellings within the cluster subdivision project. In all instances, a minimum of 50% of the recreational open space shall be suitable for dry-ground active recreational uses, as determined by the Commission.”* [Emphasis added]

The requirement for the Planning and Zoning Commission (“Commission”) to consult with the City Parks Board regarding open space in the PD-4 zoning district was initially established with the adoption of the 1979 City of Westminster Zoning Ordinance, under Section 21-21(h)(3), now Section 164-82.C. The Residential Cluster Subdivision option, along with the requirement for the Commission to consult with the City Parks Board regarding open space in a residential cluster subdivision, was initially established with the adoption of Ordinance No. 664 by the Mayor and Common Council (“Council”) on July 9, 2001. The Zoning Ordinance does not require the Commission to consult with the City Parks Board regarding open space requirements for any other zoning district of the Zoning Ordinance. On June 11, 2007, the Council adopted Ordinance No. 765 renaming the “Parks Board” to the “Recreation and Parks Advisory Board.”

Proposed Amendment

During the review of a recently submitted Site Development Plan proposing development in the PD-4 zoning district, it was discovered that the City Parks Board (Recreation and Parks Advisory Board) is no longer active. City Staff recommends that the Director of Recreation and Parks be designated to provide input regarding the need, type, and location of open space for PD-4 and Residential Cluster Subdivision developments to the

Commission. The Director of Recreation and Parks is qualified to provide input on the City of Westminster's current and future recreation needs and has knowledge of recreational regulations, requirements, and practices.

Process

Pursuant to Section 164-177.A., Text Amendments, *"An application for an amendment of the text of this chapter may be filed by an interested party or any officer, department, board, commission or bureau of the City."* Text amendments filed by any interested party or any officer, department, board, commission, or bureau of the City must first be approved via introduction to the Council. Upon introduction and formal referral by the Council, the Commission will hold a public meeting to review the proposed text amendment and make recommendations to the Council, pursuant to the provisions of Zoning Ordinance Article XXIII. Pursuant to Zoning Ordinance Section 164-187 E., members of the Council may not engage in *ex parte* or private communication regarding the proposal or the proposed ordinance.

Recommendation

Staff recommends that proposed Ordinance No. 926, as introduced for consideration to the Mayor and Common Council on August 10, 2020, be referred to the Planning and Zoning Commission for its review and recommendation to the Mayor and Common Council.

Attachment

- Proposed Ordinance No. 926

cc: Barbara B. Matthews, City Administrator
Elissa D. Levan, City Attorney

EMERGENCY ORDINANCE NO. 926

**AN ORDINANCE AMENDING CHAPTER 164, “ZONING”,
OF THE CODE OF THE CITY OF WESTMINSTER,
ARTICLE XIII, “PD-4 PLANNED DEVELOPMENT – 4 ZONE”, SECTION 164-
82, “OPEN SPACE”, AND ARTICLE XXIV, “SUBDIVISION REGULATIONS”,
SECTION 164-197.1, “RESIDENTIAL CLUSTER SUBDIVISION”, TO
REPLACE REFERENCES TO THE “PARKS BOARD” WITH REFERENCES
TO THE “DIRECTOR OF RECREATION AND PARKS”**

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland, § 5-213, the Mayor and Common Council of Westminster, Maryland (the “City”) has the authority to provide reasonable zoning regulations subject to the referendum of the voters at regular or special elections; and

WHEREAS, pursuant to Sections 11 through 18 of the City Charter, the City has, for the purpose of promoting the health, security, general welfare and morals of the community, the authority to divide the City into zoning districts and to regulate therein the erection, construction, reconstruction, alteration, repair or use of buildings, structures or land, in accordance with a comprehensive plan and for enumerated purposes, which include the control and direction of municipal expansion and development, provided that such regulations are to be made with reasonable consideration of the character of the districts and their peculiar suitabilities for particular uses, and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City; and

WHEREAS, pursuant to the aforesaid authority and the additional authority contained in Md. Code Annotated, Land Use Article, Division 1, “Single Jurisdiction Planning and Zoning”, Title 4, “Zoning” (formerly, Md. Code Ann., Art. 66B, § 4.01 et seq.), the City has enacted Chapter 164, “Zoning”, of the City Code, including Article V, “R-20,000 Residential Zone” and Article VI, “R-10,000 Residential Zone”; and

WHEREAS, pursuant to Chapter 164, § 164-183, the City’s Planning Commission is charged with reviewing proposed amendments to the text of that chapter and submitting a report and recommendation to the Mayor and Common Council with respect to such proposed amendments; and

WHEREAS on or about August ___, 2020, the Planning Commission considered a proposal from the Common Council to amend the zoning ordinance to replace certain references to the “City Parks Board” with references to the Director of Parks and Recreation; and

WHEREAS, an amendment to the text of Chapter 164 of the City Code to incorporate the proposal was introduced before the Mayor and Common Council at a regular meeting on or about August 10, 2019 and a public hearing relating to the aforementioned amendment was held, as required by Section 18 of the City Charter and § 164-186.1 of the City Code; and

WHEREAS, the Mayor and Common Council deem it appropriate to make the amendments set forth herein in the interests of the efficient operation of government and administration of the City’s Zoning Ordinance; and

UNDERLINED SMALL CAPS : Indicate matter added to existing law.
~~Strikethrough~~ : Indicate matter deleted from existing law.
*** Asterisks : Indicate matter retained in existing law but omitted herein

WHEREAS, by unanimous vote of the members of the Common Council, this Ordinance is declared to be an emergency so as to warrant waiving the requirement of Section 41 of the Council's Rules of Procedure that ten days elapse between adoption and the effective date of the ordinance.

Section 1. NOW THEREFORE BE IT ENACTED AND ORDAINED by the Mayor and Common Council of Westminster, that Chapter 164, "Zoning", of the Westminster City Code, Article XIII, "PD-4 Planned Development – 4 Zone", Section 164-82, "Open Space", be and hereby is amended as follows:

§ 164-82. Open space.

In order that open space and sites for public use may be properly located and preserved as the community develops and in order that the cost of providing the open space and recreation sites necessary to serve the additional families brought into the community by residential developments may be most equitably apportioned on the basis of the additional need created by residential development, the following provisions are established:

* * *

- C. In determining the type and location of common open space, the Commission, in consultation with the ~~City Parks Board~~ DIRECTOR OF RECREATION AND PARKS, shall review the area's needs for parks and recreational sites in the area. Open space required in a PD-4 Zone project shall have access to a street by a fee simple right-of-way or easement and be located so as to be reasonably accessible from all dwellings within the PD-4 Zone project. In all instances, a minimum of 50% of the recreational land shall be for dry-ground active recreational uses.

* * *

Section 2. BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Common Council of Westminster, that Chapter 164, "Zoning", of the Westminster City Code, Article XXIV, "Subdivision Regulations", Section 164-197.1, "Residential Cluster Subdivision", be and hereby is amended as follows:

§ 164-197.1. Residential cluster subdivision.

* * *

- E. Open space.

* * *

- 2. In determining the type and location of common open space, the Commission, in consultation with the ~~City Parks Board~~ DIRECTOR OF RECREATION AND PARKS, shall review the area's needs for parks and recreational sites in the area. Open space required in a cluster subdivision project shall have access to a street by a fee simple right-of- way or easement and be located so as to be reasonably accessible from all dwellings within the cluster subdivision project. In all instances, a minimum of 50% of the recreational

open space shall be suitable for dry-ground active recreational uses, as determined by the Commission.

* * *

Section 3. BE IT FURTHER ORDAINED BY THE MAYOR AND COMMON COUNCIL OF WESTMINSTER that this Ordinance shall apply to all pending matters as to which the Planning Commission has not yet made a final decision as of the effective date of this Emergency Ordinance.

Section 4. BE IT FURTHER ORDAINED BY THE MAYOR AND COMMON COUNCIL OF WESTMINSTER that this Ordinance shall take effect immediately upon its signature by the Mayor, provided that it is posted after adoption for not less than two weeks in some conspicuous location in the City Hall and recorded in a book provided for that purpose.

INTRODUCED this ____ day of August, 2020

Shannon Visocsky, City Clerk

ADOPTED this ____ day of August, 2020

Shannon Visocsky, City Clerk

APPROVED this ____ day of August, 2020

Joe Dominick, Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
this ____ day of August, 2020:

Elissa D. Levan, City Attorney



To: Mayor and Common Council

From: Barbara B. Matthews, City Administrator

Date: August 5, 2020

Re: Resolution No. 20-05, Amending Rules of Order and Procedure

Background

The Mayor and Common Council have adopted Rules of Order and Procedure to govern the elected body's transaction of business. Matters addressed in the Rules of Order and Procedure include the establishment of standing committees.

Mayor Dominick and Council President Pecoraro have proposed the establishment of a new standing Committee on Technology. Proposed Resolution No. 20-05 would establish this new standing committee, as well as clarify the responsibilities of the standing Parks and Recreation Committee.

Recommendation

Staff recommends that the Mayor and Common Council discuss proposed Resolution No. 20-05 for possible adoption.

Attachment

- Proposed Resolution No. 2020-05

RESOLUTION NO. 20-05

**A RESOLUTION OF THE
MAYOR AND COMMON COUNCIL OF WESTMINSTER,
AMENDING THE COMMON COUNCIL’S RULES OF ORDER AND PROCEDURE
TO PROVIDE FOR THE ESTABLISHMENT OF A STANDING COMMITTEE ON
TECHNOLOGY AND TO CLARIFY THE RESPONSIBILITIES OF THE STANDING
COMMITTEE ON PARKS AND RECREATION**

WHEREAS, the Mayor and Common Council of Westminster have adopted by resolution certain Rules of Order and Procedure to govern the transaction of business by the legislative body; and

WHEREAS, the Rules of Order and Procedure provide, among other things, for the establishment of certain standing committees of the legislative body; and

WHEREAS, the Mayor and Common Council wish to clarify the responsibilities of the standing Committee on Parks and Recreation and to create a new standing Committee on Technology.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Mayor and Common Council of Westminster that Section 21 of the Rules of Order and Procedure for the Mayor and Common Council of Westminster, be and hereby is amended as follows:

Section 21 Standing Committees

Immediately after the organization of the Legislative Body following each biennial election, the President shall, in consultation with the Mayor, nominate, and by and with the Advice and Consent of the Legislative Body, shall appoint the following standing committees:

* * *

- (f) Committee on Parks and Recreation, which shall be responsible for oversight and legislative issues concerning the City’s parks and recreational facilities, recreational programming and events sponsored by the City, City partnerships for recreational or cultural events with other organizations, AND SUCH OTHER ISSUES THAT CONCERN THE CITY’S PARKS, RECREATIONAL FACILITIES AND EVENTS AS MAY BE REFERRED TO IT BY THE LEGISLATIVE BODY.

- (g) COMMITTEE ON TECHNOLOGY, WHICH SHALL BE RESPONSIBLE FOR OVERSIGHT OF THE CITY'S INVESTMENTS IN AND MANAGEMENT OF ITS INFORMATION AND COMMUNICATIONS SYSTEMS, INCLUDING THE ACQUISITION, DEVELOPMENT, MAINTENANCE, AND USE OF COMPUTER NETWORKS, SYSTEMS, SOFTWARE, AND OTHER EQUIPMENT FOR THE PROCESSING AND DISTRIBUTION OF DATA, AND FOR CONSIDERATION OF LEGISLATIVE ISSUES RELATED THERETO, AND FOR SUCH OTHER ISSUES THAT CONCERN

THE IMPLEMENTATION OF TECHNOLOGY IN THE CITY AS MAY BE REFERRED TO IT BY THE LEGISLATIVE BODY.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION shall take effect on August ____, 2020.

ADOPTED this ____ day of August, 2020

Shannon Visocky, City Clerk

APPROVED this ____ day of August, 2020

Joe Dominick, Mayor

APPROVED AS TO FORM AND SUFFICIENCY
this ____ day of August, 2020.

Elissa D. Levan, City Attorney



To: Mayor and Common Council

From: Barbara B. Matthews, City Administrator

Date: August 5, 2020

Re: Approval – Warner Construction Contract Change Order No. 9

Background

Warner Construction is the general contractor for the 45 West Main Renovation Project. An unforeseen condition has arisen during construction that staff recommends be addressed through the execution of Change Order No. 9 to the contract between the City and Warner Construction.

The scope of work for this change order involves two areas where storm water is infiltrating through the foundation walls. One area is along the wall that runs at an angle, facing the intersection of Main Street and Bond Street (along the ATM driveway). The second area is at the southwest corner of the building (the right hand side as you look at the building from the back parking lot).

The leaks do not generate a lot of water, and have probably been occurring off and on for some time. The removal of the sidewalks in the two areas noted above, coupled with the recent excessive rain, has caused more pronounced infiltration. The repair will require excavation on the exterior of the building to expose the foundation wall, identification of where the existing foundation waterproofing is failing, repair of the problem areas, and backfilling of the excavated sites.

Recommendation

Staff recommends that the City authorize Warner Construction to perform the work discussed above through the approval of Change Order No. 9 in the amount of \$11,800.

Attachments

- Gant Brunnett Architects Review Letter
- Proposed Change Order No. 9



August 4, 2020

City of Westminster
56 West Main Street
Westminster, MD 21157

Attn: Barbara B. Matthews, City Administrator

Re: City of Westminster Administrative Office Building Renovations & Alterations
Project No. 20-02

Change Order #9 – Excavation and Waterproofing at ATM Drive Lane (RFP-17)
Excavation and Waterproofing at Southwest Corner (RFP-20)

Dear Ms. Matthews;

I have reviewed the change order proposal submitted by Warner Construction in connection with the above reference project and I recommend approval of this Change Order in the amount of \$11,800.00.

RFP-17 \$8,300.00

The scope of work involved in this modification is necessary to thoroughly investigate and remedy the water infiltration occurring in Basement Corridor 015, along with all backfill and sidewalk reconstruction that was disturbed by the excavation.

RFP-20 \$3,500.00

The scope of work involved in this modification is necessary to thoroughly investigate and remedy the water infiltration occurring in First Floor Men's Restroom 110, along with all backfill that was disturbed by the excavation.

I hope you find this Change Order to be acceptable, and request that the form be signed by the Mayor and forwarded to Warner Construction for their signature. If you have any questions, please do not hesitate to contact me at any time.

Sincerely,

Jim McArthur

gant • brunnett
ARCHITECTS

CHANGE ORDER #8

Date: August 4, 2020

PROJECT:

Name Westminster Administration Building
Address 45 W Main Street, Westminster, MD 21157
Date of Contract: 11/25/2019

ARCHITECT:

Gant Brunnett Architects
15 W. Mulberry Street
Baltimore, Maryland 21201

OWNER

Name Mayor & Common Council of Westminster
Address 56 W Main Street
Address Westminster, MD 21157

CONTRACTOR:

Warner Construction
1530 Tilco Drive, Suite A
Frederick, MD 21704

THE AGREEMENT BETWEEN OWNER AND CONTRACTOR IS AMENDED AS FOLLOWS:

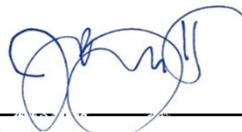
Provide all materials, labor, equipment and services necessary and incidental to RFP 17 (Excavation & Waterproofing at ATM Drive Lane) and RFP 20 (Excavation & Waterproofing at Southwest Corner), all as further described in the Contractor's proposed change order and RFP documents attached herewith. The Contractor's compensation for this Change Order includes the costs for all collateral expenses that are the result of implementing this change in the scope of contract work. These collateral expenses include, but are not limited to, supervision, additional time to complete the entire project, temporary facilities and utilities, and adjustments to the timing or sequencing of other work impacted this change.

The original Contract Sum was	\$4,435,000.00
The net change by previously authorized Change Orders	<u>\$161,631.10</u>
The Contract Sum including prior change orders is	\$4,596,631.10
The Contract Sum will be increased by this Change Order in the amount of	<u>\$11,800.00</u>
The new Contract Sum, including this Change Order, will be	\$4,608,431.10

The Contract Time for completion is not effected by this change order.
The Date for Completion of all contract work remains December 8, 2020.

OWNER	SIGNATURE	Mayor Joe Dominick	DATE
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CONTRACTOR	SIGNATURE	Matt Louden - President	DATE
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8/4/2020

ARCHITECT	SIGNATURE	John Brunnett - President	DATE
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July 24, 2020

Warner Construction
1530 Tilco Drive, Suite A
Frederick, MD 21704

Attn: Mr. Jake Fields

Re: City of Westminster Administrative Offices
Request for Proposal – 17 – Excavation and Waterproofing at ATM Drive Lane

Dear Mr. Fields;

I request herein a change order proposal from your firm to provide the following modifications to the referenced contract:

Contractor is to submit a proposal for providing the additional excavation, waterproofing, and backfill required to diagnose and prevent the water infiltration in Basement Corridor 015; between column B.1,11.1 and the column at grid line W. Approximate square footage of wall face in question: 408 SF (~34' Wide x ~12' Deep)

Proposal shall provide the hourly rates for each crew member, as well as the unit prices for all work items (cubic yards excavated / backfilled, square feet of waterproofing applied, etc.) that they anticipate being involved. Contractor shall also provide an upset limit for this work, that if reached work will be halted until further direction is provided.

If you have any questions don't hesitate to call on me.

Sincerely,

James McArthur

Cc: Barbara Matthews
20564 RFP



1530 Tilco Drive, Suite A
Frederick, MD 21704
Ph (301)696-0525 Fax (301)696-0530

Change Request

To: City Of Westminster
56 West Main Street
Westminster, MD 21157

Number: 25
Date: 8/3/20
Job: 19-10-0230 Westminster Admin. Building
Phone: 301-696-0525

Description: RFP#17-Excavation & Waterproofing ATM Drive Lane

We are pleased to offer the following pricing to make the following changes:
Remove Sidewalk approx. 20LF to depth of footer
power wash area
dispose of concrete
filled any craked areas with eopxy
waterproof foundation
backfill with excavae material
form and replace concrete where torn out (20'x4')

The total amount to provide this work is \$8,300.00
(Please refer to attached sheet for details.)

The schedule is not affected by this change.

This proposal is valid if accepted within 30 days.
If you have any questions, please contact me at (301)696-0525.

Submitted by: Jake Fields
Warner Construction

Approved by: _____
Date: _____



1530 Tilco Drive, Suite A
 Frederick, MD 21704
 Ph (301)696-0525 Fax (301)696-0530

Change Request 25 Price Breakdown
 Continuation Sheet

Description: RFP#17-Excavation & Waterproofing ATM Drive Lane

Description	Hours	Rate	Labor	Material	Equipment	Subcontract	Other	Price
Excavate, demo concrete, power wash & epoxy						\$3,450.00		\$3,450.00
Waterproofing						\$1,850.00		\$1,850.00
Backfill						\$780.00		\$780.00
Concrete						\$2,220.00		\$2,220.00

Subtotal: \$8,300.00

Total: \$8,300.00



August 4, 2020

Warner Construction
1530 Tilco Drive, Suite A
Frederick, MD 21704

Attn: Mr. Jake Fields

Re: City of Westminster Administrative Offices
Request for Proposal – 20 – Excavation and Waterproofing at Southwest Corner

Dear Mr. Fields;

I request herein a change order proposal from your firm to provide the following modifications to the referenced contract:

Contractor is to submit a proposal for providing the additional excavation, waterproofing, and backfill required to diagnose and prevent the water infiltration in Men's Restroom 110.
Approximate square footage of wall face in question: 160 SF (~16' Wide x ~10' Deep)

Proposal shall provide the hourly rates for each crew member, as well as the unit prices for all work items (cubic yards excavated / backfilled, square feet of waterproofing applied, etc.) that they anticipate being involved. Contractor shall also provide an upset limit for this work, that if reached work will be halted until further direction is provided.

If you have any questions don't hesitate to call on me.

Sincerely,

James McArthur

Cc: Barbara Matthews
20564 RFP



1530 Tilco Drive, Suite A
Frederick, MD 21704
Ph (301)696-0525 Fax (301)696-0530

Change Request

To: City Of Westminster
56 West Main Street
Westminster, MD 21157

Number: 26
Date: 8/4/20
Job: 19-10-0230 Westminster Admin. Building
Phone: 301-696-0525

Description: RFP#20 Excavate & Waterproof S Corner

We are pleased to offer the following pricing to make the following changes:

Excavate, Epoxy Crack, Waterproof, Bakfill
Roughly 16' wide
Roughly 5-7' deep

The total amount to provide this work is \$3,500.00
(Please refer to attached sheet for details.)

The schedule is not affected by this change.

This proposal is valid if accepted within 30 days.

If you have any questions, please contact me at (301)696-0525.

Submitted by: Jake Fields
Warner Construction

Approved by: _____

Date: _____



1530 Tilco Drive, Suite A
Frederick, MD 21704
Ph (301)696-0525 Fax (301)696-0530

Change Request 26 Price Breakdown
Continuation Sheet

Description: RFP#20 Excavate & Waterproof S Corner

Description	Hours	Rate	Labor	Material	Equipment	Subcontract	Other	Price
Excavate						\$1,950.00		\$1,950.00
Waterproofing						\$1,100.00		\$1,100.00
Backfill						\$450.00		\$450.00

Subtotal: \$3,500.00

Total: \$3,500.00