



City of Bowie

Regular City Council Meeting

Monday, June 17, 2024
Council Chambers - 8 p.m.

AGENDA

- I. CALL MEETING TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. QUORUM**
- IV. AGENDA ADDITIONS/DELETIONS/AMENDMENTS**
- V. CITIZEN PARTICIPATION**
- VI. PRESENTATIONS**
- VII. CITY BOARDS AND COMMITTEES**
 - A.** City Committee Appointments/Reappointments/Swearing-In
- VIII. COUNCIL ANNOUNCEMENTS**
- IX. CITY MANAGER'S REPORT**
- X. CONSENT AGENDA**
 - A.** Approval of April 1, 2024, Council Meeting Minutes
 - B.** Approval of April 15, 2024, Council Meeting Minutes
 - C.** Adoption of Proclamation P-11-24 Proclaiming June 17-23, 2024, as Pollinator Week in the City of Bowie
 - D.** Adoption of Resolution R-28-24 Awarding Contracts to Carmeuse Lime and Stone and George S. Coyne Chemical Co., Inc. for the Supply and Delivery of Hydrated Lime, Hydrofluosilicic Acid, Liquid Chlorine, Polymerized Aluminum Chlorohydrate and Sodium Carbonate for the Treatment of Water and Wastewater
 - E.** Adoption of Resolution R-31-24 Emergency Procurement for the Temporary Repair of Storm Drain at 8009 Oat Chase Lane, Saddlebrook Subdivision
 - F.** Adoption of Resolution R-32-24 Awarding a Contract to USALCO, LLC for the Supply and Delivery of Liquid Aluminum Sulfate for the Treatment of Wastewater
 - G.** Adoption of Resolution R-33-24 Awarding a Contract to Pollu-Tech, Inc. for the Supply and Delivery of Polymer for the Treatment of Wastewater
 - H.** Adoption of Resolution R-34-24 Authorizing Transmittal of a Legislative Action Request to the Maryland Municipal League for Consideration
 - I.** Adoption of Resolution R-35-24 Accepting Bid Proposals for Job Order Services for Facilities Maintenance, Repair and Minor Construction

- J. Adoption of Resolution R-37-24 Authorizing the City Manager to Enter Into an Agreement with Campbell Oil Company for the Purchase of Ultra-low Sulfur Diesel Fuel in Truck Transport Will Call Quantities for Zone 3
- K. Adoption of Resolution R-38-24 Authorizing the City Manager to Enter Into an Agreement With James River Solutions for the Purchase of Ultra-low Sulfur Diesel Fuel in Tank Wagon Will Call Quantities for Zone 3
- L. Adoption of Resolution R-39-24 Accepting a Bid for Purchase of Automated Playback System Upgrade and Annual Maintenance of Equipment Installed in the Amount of \$60,234.37
- M. Adoption of Resolution R-40-24 Waiving the Bidding Requirements of Section 61 “Purchasing and Contracting” of the City Charter, for Good Cause Shown, to Allow the City to Enter into a Contract with Miller Flooring Company for Wood Court Floor Sanding, Refinishing and Relining at the Bowie City Gymnasium
- N. Adoption of Resolution R-41-24 Accepting a Proposal for Virtual Server Stack Refresh with DataNetworks in the Amount of \$249,500
- O. Adoption of Resolution R-42-24 Accepting a Proposal for VMware Subscription with DataNetworks in an Amount Not to Exceed \$64,800
- P. Adoption of Resolution R-43-24 Accepting Bid For Rehabilitation of Cast Iron Pipe (CIP) Water Mains Using Class IV Structural Cured-In-Place (CIPP) Lining in the Kenilworth Section of the City

XI. OLD BUSINESS

- A. CIP Projects/Bond Money Explanation - Staff will brief Council on each CIP project using the bond money in FY2025.

XII. NEW BUSINESS

- A. Bowie CLAW Presentation - A representative from the Bowie CLAW will give a brief update on their Trap, Neuter, Return (TNR) program and kitten adoption efforts.
- B. Corridor Region Small Business Development Center (SBDC) Update - The Managing Director of the SBDC will update Council on their activities over the past year in support our community.
- C. Bowie Community Media Corporation (BCMC) - The Chair of BCMC will brief Council on the organization, its viewership, and future plans.

XIII. ADJOURNMENT

Note: The Ethics Commission has advised that under certain circumstances, members of the public may qualify as lobbyists when they testify before the City Council. If so, the Bowie Ethics Ordinance requires that certain information be filed with the Ethics Commission. Please review the information about lobbying that is provided with the City Clerk. If you have any questions about lobbying, please contact the Ethics Commission or the Assistant City Manager.

This meeting will be televised live on Verizon Channel 10 and Comcast Channel 71 and 996, repeated on 6/19/2024 and 6/22/2024 at 7:00 p.m., and [web-streamed live](#).

For a closed-captioned version of the meeting video, please go to <https://www.youtube.com/user/cityofbowiemd/playlists> and select the 2024 Council Meetings list. Once the meeting video opens, be sure to click on “CC” button to turn on closed captioning.

**NEXT REGULAR MEETING OF THE BOWIE CITY COUNCIL - MONDAY, JULY 1, 2024 -
COUNCIL CHAMBERS - 8:00 P.M.**



Memorandum

TO: City Council

FROM: Awilda Hernandez, City Clerk

SUBJECT: City Committee Appointments/Reappointments/Swearing-In

DATE: 06/13/2024

Committee Appointments and Swearing-in:

1. Mr. Robert Kellaway was interviewed on June 3, 2024, for appointment to the Environmental Advisory Committee. Council concurred to appoint him to the committee as a Regular Member for a 2-year term. Please have Mayor Pro Tem Woolfley move to appoint him.

ATTACHMENTS: None

REGULAR CITY COUNCIL MEETING MINUTES

MONDAY, APRIL 1, 2024

CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Monday, April 1, 2024, in Council Chambers at City Hall. Mayor Adams called the meeting to order at 8:05 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Mayor Adams led the Pledge of Allegiance to the Flag.

QUORUM:

In attendance were Mayor Adams, Mayor Pro Tem Woolfley, Councilmembers Brady, Estève, Ndebumadu (virtual), Rogers, and Truesdale (virtual), City Manager Lott, Assistant City Manager Mears, City Attorney Levan, City Clerk Hernandez, and Staff.

AGENDA ADDITIONS/DELETIONS/AMENDMENTS:

Mayor Pro Tem Woolfley motioned to have items C. Solid Waste General Rules and Special Agreements; E. Business Improvements Districts (BIDs by staff); F. Business Improvements Districts (BIDs by Councilmember Ndebumadu); and G. Council Discussion on Cleaning Litter on State Highways in City Borders under New Business be removed from the agenda and be incorporated into the budget process. Councilmember Esteve seconded the motion. Motion passed 5-0 (Ndebumadu, Truesdale did not vote).

Councilmember Brady motioned to have items F. Approval of Letter to Prince George's County Council in Reference to their FY 2025 Proposed Budget & Capital Improvement Program; and G. Approval of Letter to Maryland-National Capital Park and Planning Commission in Reference to their FY 2025 Proposed Budget/CIP under Consent Agenda be moved under New Business for further discussion. Councilmember Esteve seconded the motion. Motion passed 5-0 (Ndebumadu, Truesdale did not vote).

PRESENTATIONS:

- A. Mr. Warren David read a brief excerpt on Arab American Heritage month.

CITY BOARDS AND COMMITTEES:

1. Councilmember Brady moved to appoint Ms. Erica Kennedy to the Economic Development Committee for a 2-year term. Councilmember Rogers seconded the motion. Motion passed 5-0 (Ndebumadu, Truesdale did not vote).

2. Mayor Pro Tem Woolfley moved to appoint Ms. Olaoluwa Adeleke-Wales to the Environmental Advisory Committee for a 2-year term. Councilmember Brady seconded the motion. Motion passed 5-0 (Ndebumadu, Truesdale did not vote).

Mayor Adams swore in Ms. Kennedy and Ms. Adeleke-Wales to their respective committees.

COUNCIL ANNOUNCEMENTS:

Councilmember Esteve thanked staff for their efforts during the fire at the condos behind City Hall.

Councilmember Ndebumadu commented on temporary improvements by SHA on Route 301 and attendance at an HOA meeting in South Lake where safety concerns in the neighborhood as well as retail development.

CONSENT AGENDA:

Mayor Pro Tem Woolfley motioned to approve Consent Agenda items: A) Approval of February 20, 2024 Council Meeting Minutes; B) Adoption of Proclamation P-3-24 Proclaiming April 2024 as National Arab American Heritage Month in the City of Bowie; C) Adoption of Proclamation P-4-24 Proclaiming April 22, 2024 as Earth Day in the City of Bowie; D) Adoption of Resolution R-10-24 Waiving the Competitive Bidding Requirements of Section 61 "Purchasing and Contracting" of the Charter of the City of Bowie to Allow Negotiations with Independent Consultants & Engineers, Inc. and Authorizing the City Manager to Enter Into an Agreement for Third Party Inspection Services for Driving Range Renovations at Bowie Golf Course in the Amount of \$48,725.00; E) Adoption of Resolution R-11-24 Approving a Memorandum of Understanding (MOU) Between the State Highway Administration (SHA) and the City of Bowie, Maryland and Authorizing its Execution. Councilmember Esteve seconded the motion. Motion passed 5-0 (Ndebumadu, Truesdale did not vote).

OLD BUSINESS:

A. Adoption of Ordinance O-3-24 Amending the Adopted Budget for the Fiscal Year Beginning July 1, 2023, and Ending June 30, 2024, as Embodied in Ordinance O-5-23, and Amended by O-11-23 and O-1-24, to Appropriate an Additional \$85,100 for the Purchase of Thirteen (13) Police Vehicles. Finance Director, H. Byron Matthews, summarized the ordinance. Due to manufacturing delays from the original company, the City had to resource the vehicles from another manufacturer which has caused the needed appropriation for an additional \$85,100.

Public Hearing:

Since there was no one signed up to speak, Mayor Adams declared the public hearing to have been held.

Mayor Pro Tem Woolfley motioned to adopt Ordinance O-3-24. Councilmember Brady seconded the motion. Motion passed 5-0 (Ndebumadu, Truesdale did not vote).

New Business:

A. Prince George's County Office of Human Rights – Representatives of this office briefed Council on the services they offer. They are committed to the pursuit of justice for those harmed by discriminatory behavior, predatory acts, and denial of services. They also respond to human trafficking through its Human Trafficking Division and provide education and outreach to build the community and to reduce incidents of hate, bias, and violence.

Mayor Adams thanked them for their presentation.

B. State of Place Analysis of City Activity Centers Presentation – Founder and CEO of State of Place, Inc., Ms. Mariela Alfonzo briefed Council on the State of Place product which generates evidence-based urban design recommendations based on the economic outcomes the City wishes to optimize. The three core areas of the City to focus on are Bowie Town Center, Old Town Bowie and Route 450. The data-driven and evidence-based approach identifies and prioritizes urban design changes most likely to optimize walkability and economic development. It also quantifies value-add and ROI of proposed built environment investments.

Mayor Adams thanked Ms. Alfonzo for her presentation and looks forward to the final product.

C. Annexation Presentation – Mr. Joe Meinert, Planning Director summarized the annexation process that the City follows. An annexation policy establishing the principles to be used by the City to facilitate the annexation process was adopted via Resolution R-12-06 on March 6, 2006, by Council. Staff has evaluated possible growth limits area via annexation in the future. The area includes 7,444 acres or 11.63 square miles. If the entire growth limits area were incorporated into the City, the size of the City would expand to almost 30 square miles.

Councilmember Ndebumadu wanted to bring this information forward for the new members to be informed and better understand the expansion of the city. She also asked staff if the City has the capacity to annex these areas.

Mr. Meinert responded that some areas do not result in a positive revenue to the City if values are based on the homes. Conditions will vary based on the number of homes, their value, conditions of road and if there is stormwater maintenance to be acquired.

Councilmember Brady commented that Council should consider updating the policy.

Mayor Adams thanked the staff for the presentation.

D. Approval of Letter to Prince George's County Council in Reference to their FY 2025 Proposed Budget and Capital Improvement Program – Council had a consensus to add language that the improvements of the S-curve section of Church Road be done first.

E. Approval of Letter to Prince George's County Council in Reference to M-NCPPC FY 2025 Proposed Budget and Capital Improvement Program - Council had a consensus to add language to see if County would consider partnering with City for the construction of the new ice arena.

ADJOURNMENT:

Mayor Pro Tem Woolfley motioned to adjourn the regular City Council meeting. Councilmember Brady seconded the motion. Motion passed 6-0 (Ndebumadu did not vote). The meeting adjourned at 10:16 p.m.

Respectfully submitted,

Awilda Hernandez, MMC
City Clerk

REGULAR CITY COUNCIL MEETING MINUTES

MONDAY, APRIL 15, 2024

CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Monday, April 15, 2024, in Council Chambers at City Hall. Mayor Adams called the meeting to order at 8:02 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Mayor Adams led the Pledge of Allegiance to the Flag.

QUORUM:

In attendance were Mayor Adams, Mayor Pro Tem Woolfley, Councilmembers Brady, Estève, Ndebumadu (virtual), Rogers (virtual), and Truesdale, City Manager Lott, Assistant City Manager Mears, City Attorney Ruff, City Clerk Hernandez, and Staff.

AGENDA ADDITIONS/DELETIONS/AMENDMENTS:

Mayor Pro Tem Woolfley motioned to have Item A – Adoption of Ordinance O-2-24 under Old Business be moved to the next Council meeting. Councilmember Esteve seconded the motion. Motion passed 6-0 (Ndebumadu did not vote).

PRESENTATIONS:

- A. Mayor Adams swore-in the City's Deputy Chief of Police Rachel Jefferson and Police Captain Robert V. Liberati, Jr.

COUNCIL ANNOUNCEMENTS:

Councilmember Rogers commented that Council is hosting a gift card donation drive to be presented to the families that were displaced by the fire at the condos behind City Hall.

Councilmember Ndebumadu commented on complaints received by residents of South Lake in regard to their commercial development footprint. She will be setting up a meeting in the near future with representatives of the Michael Company.

Councilmember Esteve recognized Kathy Perez. Ms. Perez was the City's first Police Chief and she hired former Police Chief Nesky and also Deputy Chief Rachel Jefferson.

Councilmember Brady mentioned that the next Community Matters meeting with Chief Preston will be held on April 24th at 7:00p.m.

CONSENT AGENDA:

Councilmember Esteve motioned to approve Consent Agenda items: A) Adoption of Proclamation P-2-24 Recognizing April 27, 2024 as Arbor Day in Bowie; B) Adoption of Resolution R-13-24 Accepting a Bid for the Audio Visual Upgrades to the Emergency Operations Center Conference Room and Maintenance of Equipment in the Amount of \$237,474.45; C) Adoption of Resolution R-14-24 Authorizing the City Manager to Execute a Limited Access Agreement With the Southern Maryland Agricultural Association, Inc., Regarding Access to the Bowie Race Course Training Center Property Located at 8311, 8406, 8408, and 8410 Race Track Road, for the Purpose of Performing the Work Specified in Exhibit "B" of the Attached Agreement; D) Approval of Adding an Additional Residential Speed Enforcement Location on Excalibur Road. Mayor Pro Tem Woolfley seconded the motion. Motion passed 6-0 (Ndebumadu did not vote).

New Business:

A. Introduction of Ordinance O-4-24 FY 2025 Budget and Resolution R-12-24 Capital Improvement Program for FY 2025-2030.

Public Hearing:

1. Danette Nguyen and Francisco Cartagena, Maryland Women's Business Center – Requested the City's continued support of their program.
2. Joshua Wooten, Wharton Turn – Thanked Council for continuing the progress on multi-modal trails and parks.
3. Bob Rapczynski, Huntington Heritage Society – Requested Council to support the funding for the railroad museum.
4. Isabel Pocurull, Huntington Heritage Society - Requested Council to support the funding for the railroad museum.
5. Suzanna Kaasa, Church Lane - Requested Council to support the funding for the railroad museum.

Since there were no other speakers signed up to speak, Mayor Adams declared the public hearing to have been held.

Mayor Pro Tem Woolfley motioned to introduce Ordinance O-4-24. Councilmember Esteve seconded the motion. Motion passed 6-0 (Ndebumadu did not vote).

Mayor Pro Tem Woolfley motioned to introduce Resolution R-12-24. Councilmember Rogers seconded the motion. Motion passed 6-0 (Ndebumadu did not vote).

ADJOURNMENT:

Mayor Pro Tem Woolfley motioned to adjourn the regular City Council meeting and move into Budget Worksession #1. Councilmember Esteve seconded the motion. Motion passed 7-0. The meeting adjourned at 8:51 p.m.

Respectfully submitted,

Awilda Hernandez, MMC
City Clerk

PROCLAMATION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
PROCLAIMING JUNE 17-23, 2024, AS POLLINATOR WEEK
IN THE CITY OF BOWIE

WHEREAS, pollinator species (birds, butterflies, bees, etc.) are essential for pollinating food crops and flowers worldwide, and are essential for maintaining overall ecosystem health and prosperity; and

WHEREAS, monarch butterfly populations have decreased by almost 90% in the last twenty years thus prompting the Green Team to plant pollinator gardens (otherwise known as monarch waystations) at City Hall, the Senior Center, Belair Meadows, and the Kenhill Center to provide habitat for these pollinators; and

WHEREAS, the City is cognizant of the need for additional landscapes for pollinators and the need to educate residents on their benefits; and

WHEREAS, National Pollinator Week is a national initiative that offers opportunities to individuals and communities to be a part of restoring or creating habitats that support pollinators.

NOW, THEREFORE, BE IT PROCLAIMED that the Council of the City of Bowie, Maryland hereby proclaims the week of June 17-23, 2024, as Pollinator Week throughout the City.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on the Seventeenth day of June 2024.

Attest:

Timothy J. Adams, Mayor

Awilda Hernandez, City Clerk



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Annual Supply of Water and Wastewater Treatment Chemicals
Resolution R-28-24

DATE: 06/13/2024

A legal notice advertising an Invitation for Bids for the supply and delivery of water and wastewater treatment chemicals was placed on eMaryland Marketplace Advantage and Bid Locker. At the close of bidding at 11:00 a.m., Wednesday, May 29, 2024, the City received four (4) bids. Below is a tabulation of the bids received:

Hydrated Lime – 70 tons/year			FY25 Budget: \$13,000		WTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
Carmeuse Lime and Stone Pittsburgh, PA	\$353.83/ton \$25,118.10	\$376.77/ton \$26,373.90	\$395.61/ton \$27,692.70	\$415.39/ton \$29,077.30	\$436.16/ton \$30,531.20

Hydrofluosilicic Acid – 20,000 lbs/year			FY25 Budget: \$8,500		WTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
George S. Coyne Chemical Co., Inc. Croydon, PA	\$0.3781/lb \$7,562	\$0.4245/lb \$8,490	\$0.4640/lb \$9,280	\$0.4977/lb \$9,954	\$0.5343/lb \$10,685
Univar Solutions USA LLC Middletown, PA	\$.43/lb \$8,600	\$.43/lb \$8,600	\$.43/lb \$8,600	\$.45/lb \$9,000	\$.46/lb \$9,200

Liquid Chlorine – 20,000 lbs/year**FY25 Budget: \$46,500****WTP**

Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
George S. Coyne Chemical Co., Inc. Croydon, PA	\$2.2079/lb \$44,158	\$2.2653/lb \$45,306	\$2.2883/lb \$45,766	\$2.3228/lb \$46,456	\$2.3573/lb \$47,146
Univar USA, Inc. Middletown, PA	\$2.257/lb \$45,140	\$2.51/lb \$50,200	\$2.76/lb \$55,200	\$3.01/lb \$60,200	\$3.26/lb \$65,200
JCI-Jones Chemicals, Inc Milford, VA	\$2.666/lb \$53,332	\$2.7666/lb \$55,332	\$2.8666/lb \$57,332	\$2.9666/lb \$59,332	\$3.0666/lb \$61,332

Polymerized Aluminum Chlorohydrate – 6,000 lbs/year**FY25 Budget: \$7,000****WTP**

Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
George S. Coyne Chemical Co., Inc. Croydon, PA	\$0.9927/lb \$5,956.20	\$1.0261/lb \$6,156.60	\$1.0707/lb \$6,424.20	\$1.1141/lb \$6,684.60	\$1.1576/lb \$6,945.60
Univar USA, Inc. Middletown, PA	\$2.257/lb \$45,140	\$2.51/lb \$50,200	\$2.76/lb \$55,200	\$3.01/lb \$60,200	\$3.26/lb \$65,200
JCI-Jones Chemicals, Inc Milford, VA	\$2.666/lb \$53,332	\$2.7666/lb \$55,332	\$2.8666/lb \$57,332	\$2.9666/lb \$59,332	\$3.0666/lb \$61,332

Hydrated Lime – 120 tons/year**FY25 Budget: \$22,200****WWTP**

Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
Carmeuse Lime and Stone Pittsburgh, PA	\$353.83/ton \$43,059.60	\$376.77/ton \$45,212.40	\$395.61/ton \$47,473.20	\$415.39/ton \$49,846.80	\$436.16/ton \$52,339.20

Sodium Carbonate, anhydrous (Soda Ash) – 36,500 lbs/year**FY25 Budget: \$18,400****WWTP**

Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
George S. Coyne Chemical Co., Inc. Croydon, PA	\$0.4602/lb \$16,797.30	\$0.4976/lb \$18,152.40	\$0.5225/lb \$19,071.25	\$0.5598/lb \$20,432.70	\$0.5847/lb \$21,341.55

The FY25 bids for hydrated lime for both the water and wastewater treatment plants exceed their budgeted amounts; however, additional funding will be transferred from the contingency account to cover the overages.

The term of the contracts will be for the period of FY25, except the City shall have the option, in its

sole discretion, to renew the contracts for four additional one-year terms (FY26 through FY29).

The Public Works Department recommends that the bid proposals from Carmeuse Lime and Stone for hydrated lime and George S. Coyne Chemical Co., Inc. for hydrofluosilicic acid, liquid chlorine, polymerized aluminum chlorohydrate, and sodium carbonate be accepted.

I concur with the above recommendation to award to Carmeuse Lime and Stone for hydrated lime and George S. Coyne Chemical Co., Inc. for hydrofluosilicic acid, liquid chlorine, polymerized aluminum chlorohydrate, and sodium carbonate and request your approval of Resolution R-28-24.

ATTACHMENTS: 1. 20240617 - Resolution R-28-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING CONTRACTS TO CARMEUSE LIME AND STONE AND GEORGE S.
COYNE CHEMICAL CO., INC. FOR THE SUPPLY AND DELIVERY OF
HYDRATED LIME, HYDROFLUOSILICIC ACID, LIQUID CHLORINE,
POLYMERIZED ALUMINUM CHLOROHYDRATE AND SODIUM CARBONATE
FOR THE TREATMENT OF WATER AND WASTEWATER

WHEREAS, a legal notice advertising an Invitation for Bids for the supply and delivery of Water and Wastewater treatment chemicals was placed on eMaryland Marketplace Advantage and Bid Locker; and

WHEREAS, at the close of bidding at 11:00 a.m., Wednesday, May 29, 2024, the City received four (4) bids; and

WHEREAS, after careful review of the bid proposals submitted, it was determined that the best bid proposals were as follows:

Hydrated Lime – 70 tons/year		FY25 Budget: \$13,000			WTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
Carmeuse Lime and Stone Pittsburgh, PA	\$353.83/ton \$25,118.10	\$376.77/ton \$26,373.90	\$395.61/ton \$27,692.70	\$415.39/ton \$29,077.30	\$436.16/ton \$30,531.20

Hydrofluosilicic Acid – 20,000 lbs/year		FY25 Budget: \$8,500			WTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
George S. Coyne Chemical Co., Inc. Croydon, PA	\$0.3781/lb \$7,562	\$0.4245/lb \$8,490	\$0.4640/lb \$9,280	\$0.4977/lb \$9,954	\$0.5343/lb \$10,685

Liquid Chlorine – 20,000 lbs/year		FY25 Budget: \$46,500			WTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
George S. Coyne Chemical Co., Inc. Croydon, PA	\$2.2079/lb \$44,158	\$2.2653/lb \$45,306	\$2.2883/lb \$45,766	\$2.3228/lb \$46,456	\$2.3573/lb \$47,146

Polymerized Aluminum Chlorohydrate – 6,000 lbs/year		FY25 Budget: \$7,000			WTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
George S. Coyne Chemical Co., Inc. Croydon, PA	\$0.9927/lb \$5,956.20	\$1.0261/lb \$6,156.60	\$1.0707/lb \$6,424.20	\$1.1141/lb \$6,684.60	\$1.1576/lb \$6,945.60

Hydrated Lime – 120 tons/year		FY25 Budget: \$22,200			WWTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
Carmeuse Lime and Stone Pittsburgh, PA	\$353.83/ton \$43,059.60	\$376.77/ton \$45,212.40	\$395.61/ton \$47,473.20	\$415.39/ton \$49,846.80	\$436.16/ton \$52,339.20

Sodium Carbonate, anhydrous (Soda Ash) – 36,500lbs/year			FY25 Budget: \$18,400		WWTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
George S. Coyne Chemical Co., Inc. Croydon, PA	\$0.4602/lb \$16,797.30	\$0.4976/lb \$18,152.40	\$0.5225/lb \$19,071.25	\$0.5598/lb \$20,432.70	\$0.5847/lb \$21,341.55

WHEREAS, the FY25 bids for hydrated lime for both the water and wastewater treatment plants exceed their budgeted amounts; however, additional funding will be transferred from the contingency account to cover the overages.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council, hereby awards contracts to Carmeuse Lime and Stone for hydrated lime and George S. Coyne Chemical Co., Inc. for hydrofluosilicic acid, liquid chlorine, polymerized aluminum chlorohydrate, and sodium carbonate and hereby directs the City Manager to sign contracts with Carmeuse Lime and Stone and George S. Coyne Chemical Co., Inc.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Emergency Procurement for the Temporary Repair of Storm Drain at 8009 Oat Chase Lane, Saddlebrook Subdivision - Resolution R-31-24

DATE: 06/13/2024

It is recommended that Council waive the competitive bidding requirement and authorizes a negotiated contract with Pay Dirt, LLC for the emergency temporary repair of a storm drain at 8009 Oat Chase Lane, Bowie. This temporary storm drain repair should be completed as soon as possible to avoid further damage to the area and surrounding homes.

On March 15, 2024, the Public Works Department Utilities Division received a complaint of a sunken area at 8009 Oat Chase Lane. Staff responded and discovered that the end wall of the storm drain had separated from the 36" storm drain pipe and was hanging over the embankment. The repairs to the structure and the pipe were too complex for City staff to repair, so the area was secured and made safe.

Public Works initiated a Task Order with BayLand Consultants and Designers, Inc., one of the City's On-Call Architect/Engineers for Category 3-Stormwater Management & Ecological (Design & CMI) for the review of this work and to establish a Scope of Work and a Cost Estimate for repairs. At that time, it was recommended that the City move forward with a temporary repair because a permanent repair without a design would not be stable due to the significant erosion that has occurred. It was recommended to have a future restoration project to fully repair and stabilize the outfall and receiving channel. Public Works will work on the design and construction of the permanent repair in a future budget year.

On April 29, 2024, Public Works contacted three Contractors to submit quotes to perform the emergency temporary repair of the storm drain. Quotes were received on May 1, 2024, and are listed below and included with this Memo. Pay Dirt, LLC was the lowest most responsible quote received by the City. This will be funded through the Stormwater Management Budget for Repairs/Maintenance Contracted Repairs for Urgent Needs in the amount of \$52,045.05. This is over the budgeted amount; however, the Finance Department will prepare a supplement budget appropriation for the overage of \$7,159.80.

Engineer's Estimate	\$54,963.50
Contractor	Bid Amount
Pay Dirt, LLC	\$52,045.05
Humphrey & Son	\$96,600.00
Ross Contracting	\$99,995.00

I concur with the above recommendation and request your approval of Resolution R-31-24.

- ATTACHMENTS:**
1. 20240617 - Resolution R-31-24
 2. 20240617 - Pay Dirt Oat Chase Ln Bid Tab
 3. 20240617 - Ross Proposal - Oat Lane Storm Drain - Bowie
 4. 20240617 - Bowie Oat Chase Lane Signed Proposal REVISED

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
EMERGENCY PROCUREMENT FOR THE TEMPORARY REPAIR OF STORM
DRAIN AT 8009 OAT CHASE LANE, SADDLEBROOK SUBDIVISION

WHEREAS, on March 15, 2024, the Public Works Department Utilities Division received a complaint of a sunken area at 8009 Oat Chase Lane. Staff responded and discovered that the end wall of the storm drain had separated from the 36" storm drain pipe and was hanging over the embankment. The repairs to the structure and the pipe were too complex for City staff to repair, so the area was secured and made safe; and

WHEREAS, Public Works initiated a Task Order with BayLand Consultants and Designers, Inc., one of the City's On-Call Architect/Engineers for Category 3-Stormwater Management & Ecological (Design & CMI) for the review of this work and to establish a Scope of Work and a Cost Estimate for repairs. At that time, it was recommended that the City move forward with a temporary repair because a permanent repair without a design would not be stable due to the significant erosion that has occurred. It was recommended to have a future restoration project to fully repair and stabilize the outfall and receiving channel. Public Works will work on the design and construction of the permanent repair in a future budget year; and

WHEREAS, on April 29, 2024, Public Works contacted three Contractors to submit quotes to perform the emergency temporary repair of the storm drain, including Pay Dirt, LLC, Ross Contracting, Inc., Humphrey & Son, Inc.; and

WHEREAS, three proposals were received, one from Pay Dirt, LLC at a fee of \$52,045.05, Humphrey & Son, Inc. at a fee of \$96,600 and Ross Contracting, Inc. at a fee of \$99,995; and

WHEREAS, pursuant to Section 19A-5 of the Bowie City Code, the City Council may waive the requirement for the taking of competitive bids and authorizes a negotiated purchase upon its determination that it is in the best interests of the City or an emergency exists; and

WHEREAS, it is in the best interest of the City to complete the temporary storm drain repair as soon as possible to avoid further damage to the area and surrounding homes.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council waives the requirement for the taking of competitive bids and authorizes a negotiated emergency contract with Pay Dirt, LLC.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024.

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez
 City Clerk

 Timothy J. Adams
 Mayor

LANE TEMPORARY STORMDRAIN REPAIR COST PROPOSAL

Project	Oat Chase Lane Temporary Stormdrain Repair				
Owner	City of Bowie DPW	Contractor	Pay Dirt LLC		
Address	16500 Annapolis Road	Address	621 Central Ave East, Building 1 Suite A		
	Bowie, MD 20715		Edgewater, Maryland 21037		
Phone	301-809-2344	Phone	(240) 691-9099		
	301-809-2309	Email	estimating@paydirtllc.com		
COST PROPOSAL					
Item No.	Description	Quantity		Unit Price	Extension
Project Initiation					
1	Mobilization	1	LS	\$9,658.05	\$9,658.05
2	Construction Stakeout	1	LS	\$2,500.00	\$2,500.00
3	Clearing & Grubbing	0.05	AC	\$27,700.00	\$1,385.00
4	Tree Removal >12"	3	EA	\$666.67	\$2,000.01
Erosion & Sediment Control					
5	Sediment and Erosion Control	1	LS	\$5,680.00	\$5,680.00
Proposed Work & Site Features					
6	Removal & Disposal of End Wall	1	EA	\$1,220.00	\$1,220.00
7	Removal & Disposal of Existing 36" RCP	16	LF	\$76.25	\$1,220.00
8	On-Site Earthwork	30	CY	\$33.33	\$999.90
9	Furnish & Install Suitable Fill	50	CY	\$109.04	\$5,452.00
10	Field Connection	1	LS	\$2,500.00	\$2,500.00
11	Furnish & Install 36" HDPE Pipe	45	LF	\$218.22	\$9,819.90
12	Furnish & Install Class II Riprap	25	SY	\$200.48	\$5,012.00
Site Restoration & Landscaping					
13	Strip, Stockpile, & Place Salvaged Topsoil	5	CY	\$50.00	\$250.00
14	Furnish & Install Topsoil	22	CY	\$129.45	\$2,847.90
15	Soil Stabilization Matting	200	SY	\$5.00	\$1,000.00
16	Permanent Seeding, Fertilizer, & Mulch	350	SY	\$1.43	\$500.50
	Total Estimated Construction Cost				\$52,045.05
Contract Name: Pay Dirt LLC		Approved: _____ Date As Revised: _____ Date			
Paul Seen	<i>Paul Seen</i>				
Print Name	Signature	Date			

PROPOSAL
ROSS CONTRACTING, INC.
1007 Rising Ridge
Road Mt. Airy,
Maryland 21771
Office: 301-831-5500 Fax: 301-831-5900

DATE: 5-1-2024

Prepared for: City of Bowie
Attention: Mr. Robert Holt
Job Name: 36" Storm Drain
Repair
Location: Oat Lane, Bowie
Plans Prepared by: *none*
Date: *n/a*
Drawings: *n/a*

Ross Contracting Inc. proposes to provide all labor, materials and machinery to complete the following scope of work. This quote is valid for a period of 30 days.

The Work will entail the removal of the head wall and broken 36-inch stormdrain and furnishing and installing a new 36" HDPE pipe to the bottom of the outfall. Work shall also include site assessments and data collection prior to the actual replacement and or installation. The Contractor shall accomplish all Work, including such additional, extra and incidental Work that may be considered necessary by the Owner to complete the Project, as defined herein, in a satisfactory and acceptable manner, and shall furnish all plant equipment, tools, materials, labor and incidentals necessary to carry on the Project to satisfactory completion within the time period specified and in strict accordance with the Drawings, Specifications/Contract Documents and Addenda, referenced herein and incorporated by reference, (the "Contract Documents") and the latest revision of the City of Bowie Standard Specifications, Prince George's County General Conditions and Standard Specifications and WSSVC General Conditions and Standard Specifications.

SCOPE:

This Project consists of the temporary repair of an existing 36" storm drain with the installation of 36" HOPE pipe. Other items to be completed are clearing and grubbing, tree removal, installation of erosion and sediment control, removal and disposal of end wall and existing 36-inch existing pipe, earthwork, soil stabilization and permanent seeding fertilizer and mulch.

CONTRACT PLANS

The City of Bowie will provide a location sketch of the repair.

TIME FOR COMPLETION

The Contractor will have ten {10} business days to complete project from the notice to proceed. At which point in time the Work shall be completed and Project will be in a finished condition, as specified, and all temporary buildings, equipment, tools, and

surplus and waste materials will have been removed from the job site.

NOTIFICATIONS

1. The City of Bowie will notify the Homeowners Association.
2. The Contractor will post no parking signs around areas of construction.

1. MATERIALS

A. The Engineer will inspect all materials before and/or after installation to ensure compliance with the Contract Documents. When specific material tests are called for in the referenced standards and specifications, the Engineer will have the option of requiring that any or all these tests be performed for materials furnished for a specific project. When testing is required, it will be specified herein or in the "Special Provisions.

A. All final paving or concrete work will be handled by the City of Bowie.

B. The drawings/sketch are based on the City of Bowie geographical information system (GPS) and existing record drawings. Existing utility structures and appurtenances are shown following best available information. The City of Bowie will not be responsible for completeness or accuracy thereof nor any deductions, interpretations or conclusions drawn thereof.

C. The contractor shall notify Miss Utility at least 48-hours in advance of any work in this area, so that appropriate markings of existing utilities can be made.

D. The contractor shall test pit marked utilities prior to excavation to confirm location.

E. When crossing existing utilities, the contractor shall support, brace, and protect such utility.

F. Contractor shall follow all tree protection plan outlined in WSSC Standard Detail SC/17.0 & SC/18.0 and provide tree protection for all trees 15-feet of any work. See Standard detail WSSC SC/19.0.

G. All root pruning and limb trimming, if trees in public space shall authorized by the City of Bowie. All trimming and root trimming must be done under the supervision of a licensed tree care expert.

H. The contractor is responsible for bracing and securing streetlights and utility poles, while excavating, installation of pipe and backfilling.

I. The contractor shall be responsible for obtaining staging area at no

additional cost to the City of Bowie.

J. The contractor is responsible for stake out.

K. Schedule a pre-construction meeting with the City of Bowie.

Total for Above Sope of Work: \$ 99,995.00

(Breakdown attached below)

EXCLUSIONS TO SCOPE OF WORK:

- Engineering, Permits, stake out, as-builts, Fees, inspections or soil testing.
- New Fencing.
- Dewatering.
- **Hauling and disposing of any dirt off-site.**
- **Rock excavation.**
- Traffic Control.
- Permanent seed, sod, or landscaping.
- Handling spoils generated by other trades.
- **Handling of hazardous materials, trash or contaminated materials.**
- Fine grading to a greater tolerance of + / - 0.20 ft.
- Performance of work under wet conditions or other adverse conditions.
- Repair or replacement of existing asphalt, curbs or sidewalks, etc.
- Granular or porous bedding, fill or backfill.
- Sheeting, shoring beyond use of a trench boxes or lagging and jacks.
- Protection, location, adjustment, repair or support to existing utilities.
- Adjustment of utility structures and manholes.

QUALIFICATIONS:

- Existing utilities: Ross will not be liable for damage of any existing utility that is not properly marked and /or shown on the drawings.
- All Materials/Fees purchased or paid for this project will be billed and paid for at Cost listed above regardless of any other contracts or agreements stating otherwise.

Payments will be made monthly as the work progresses. This proposal must become part of any contract or agreement between our companies. Quote is valid for a period of 30 days. This proposal is revocable until accepted in writing and/or execution of an AIA A401 Subcontract Agreement. If work commences before a subcontract is executed by both parties, this proposal letter shall act as the governing contract with the terms and conditions of the AIA A401 Agreement incorporated by reference herein. This proposal is contingent upon our review of the owner/developer/general contractor references. A finance charge of 2% will be added each month on unpaid balances that are not paid within 30 days. This is an annual percentage rate of 24%. All reasonable fees resulting from a delinquent account will be paid by the owner or owners representative.

Ross Contracting, Inc.

By: _____

Daniel T. Ross/ President Ross Contracting, Inc.

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as authorized.

Accepted by: _____

Date: _____

Signature: _____

Signature: _____

OAT CHASE LANE TEMPORARY STORMDRAIN REPAIR
COST PROPOSAL

Project	Oat Chase Lane Temporary Stormdrain Repair					
Owner	City of Bowie DPW	Contractor	Ross Contracting, Inc.			
Address	16500 Annapolis Road	Address	1007 Rising Ridge Road			
	Bowie, MD 20715		Mount Airy, MD 21771			
Phone	301-809-2344	Phone	301-831-5500			
	301-809-2309	Email	jonm@rosscontracting.com			
COST PROPOSAL						
Item No.	Description	Quantity		Unit Price	Extension	
Project Initiation						
1	Mobilization	1	LS	10,000.00	\$ 10,000.00	
2	Construction Stakeout	1	LS	N/A		
3	Clearing & Grubbing	0.05	AC	35,000.00	\$ 1,750.00	
4	Tree Removal >12"	3	EA	2,500.00	\$ 7,500.00	
Erosion & Sediment Control						
5	Sediment and Erosion Control	1	LS	1,500.00	\$ 1,500.00	
Proposed Work & Site Features						
6	Removal & Disposal of End Wall	1	EA	1,500.00	\$ 1,500.00	
7	Removal & Disposal of Existing 36" RCP	16	LF	65.00	\$ 1,040.00	
8	On-Site Earthwork	30	CY	130.00	\$ 3,900.00	
9	Furnish & Install Suitable Fill	50	CY	150.00	\$ 7,500.00	
10	Field Connection	1	LS	4,500	\$ 4,500.00	
11	Furnish & Install 36" HDPE Pipe	45	LF	765.00	\$ 34,425.00	
12	Furnish & Install Class II Riprap	25	SY	790.00	\$ 19,750.00	
Site Restoration & Landscaping						
13	Strip, Stockpile, & Place Salvaged Topsoil	5	CY	50.00	\$ 250.00	
14	Furnish & Install Topsoil	22	CY	90.00	\$ 1,980.00	
15	Soil Stabilization Matting	200	SY	15.00	\$ 3,000.00	
16	Permanent Seeding, Fertilizer, & Mulch	350	SY	4.00	\$ 1,400.00	
Total Estimated Construction Cost					\$ 99,995.00	
Contract Name:			Approved: _____ Date			
Print Name	Signature	Date				
			As Revised: _____ Date			

OAT CHASE LANE TEMPORARY STORMDRAIN REPAIR
COST PROPOSAL

Project	Oat Chase Lane Temporary Stormdrain Repair		
Owner	City of Bowie DPW	Contractor	Humphrey and Son, Inc.
Address	16500 Annapolis Road	Address	7805 Contee Rd.
	Bowie, MD 20715		Laurel, MD 20707
Phone	301-809-2344	Phone	301-725-9075
	301-809-2309	Email	Hugh@Humphreyandsons.com

COST PROPOSAL

Item No.	Description	Quantity		Unit Price	Extension
	Project Initiation				
1	Mobilization	1	LS	\$5000	\$5000
2	Construction Stakeout	1	LS	N/A	N/A
3	Clearing & Grubbing	0.05	AC	\$4600	\$2300
4	Tree Removal >12"	3	EA	\$600	\$1800
	Erosion & Sediment Control				
5	Sediment and Erosion Control	1	LS	\$4500	\$4500
	Proposed Work & Site Features				
6	Removal & Disposal of End Wall	1	EA	\$7500	\$7500
7	Removal & Disposal of Existing 36" RCP	16	LF	\$600	\$9600
8	On-Site Earthwork	30	CY	\$350	\$10,500
9	Furnish & Install Suitable Fill	50	CY	\$175	\$8750
10	Field Connection	1	LS	\$7500	\$7500
11	Furnish & Install 36" HDPE Pipe	45	LF	\$325	\$14,625
12	Furnish & Install Class II Riprap	25	SY	\$375	\$9375
	Site Restoration & Landscaping				
13	Strip, Stockpile, & Place Salvaged Topsoil	5	CY	\$300	\$1500
14	Furnish & Install Topsoil	22	CY	\$200	\$4400
15	Soil Stabilization Matting	200	SY	\$20	\$4000
16	Permanent Seeding, Fertilizer, & Mulch	350	SY	\$15	\$5250
	Total Estimated Construction Cost				\$96,600.00

Contract Name: Humphrey and Son, Inc.

Hugh Humphrey *Hugh Humphrey Jr* 5/1/24
Print Name Signature Date

Approved: _____ Date

As Revised: _____ Date

Quarters by Fri 3pm

Bid by Tues. @ 9am



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Annual Supply of Liquid Aluminum Sulfate (WWTP)
Resolution R-32-24

DATE: 06/13/2024

A legal notice advertising an Invitation for Bids for the supply and delivery of water and wastewater treatment chemicals was placed on eMaryland Marketplace Advantage and Bid Locker. At the close of bidding at 11:00 a.m., Wednesday, May 29, 2024, the City received two (2) bids for the supply and delivery of liquid aluminum sulfate to be used in wastewater treatment. Below is a tabulation of the bids received:

Liquid Aluminum Sulfate – 28,000 gals/year			FY25 Budget: \$6,700		WWTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
USALCO, LLC Baltimore, MD	\$1.3531/gal \$37,886.80	No Bid	No Bid	No Bid	No Bid
Chemtrade Chemicals US LLC Parsippany, NJ	\$1.8846/gal \$52,768.80	\$1.917/gal \$53,676	\$1.9575/gal \$54,810	\$2.0061/gal \$56,170.80	\$2.0655/gal \$57,837

The FY25 bid for liquid aluminum sulfate for the wastewater treatment plant exceeds the budgeted amount; however, additional funding will be transferred from the contingency account to cover the overage.

The term of the contract will be for the period of FY25.

The Public Works Department recommends that the bid proposal from USALCO, LLC for liquid aluminum sulfate be accepted.

I concur with the above recommendation to award to USALCO, LLC for liquid aluminum sulfate and request your approval of Resolution R-32-24.

ATTACHMENTS: 1. 20240617 - Resolution R-32-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT TO USALCO, LLC FOR THE SUPPLY AND
DELIVERY OF LIQUID ALUMINUM SULFATE FOR THE TREATMENT OF
WASTEWATER

WHEREAS, a legal notice advertising an Invitation for Bids for the supply and delivery of water and wastewater treatment chemicals was placed on eMaryland Marketplace Advantage and Bid Locker; and

WHEREAS, at the close of bidding at 11:00 a.m., Wednesday, May 29, 2024, the City received two (2) bids; and

WHEREAS, after careful review of the bid proposals submitted, it was determined that the best bid proposal was from USALCO, LLC as follows:

Liquid Aluminum Sulfate – 28,000 gals/year		FY25 Budget: \$6,700			WWTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
USALCO, LLC Baltimore, MD	\$1.3531/gal \$37,886.80	No Bid	No Bid	No Bid	No Bid
Chemtrade Chemicals US LLC Parsippany, NJ	\$1.8846/gal \$52,768.80	\$1.917/gal \$53,676	\$1.9575/gal \$54,810	\$2.0061/gal \$56,170.80	\$2.0655/gal \$57,837

WHEREAS, the FY25 bid for liquid aluminum sulfate for the wastewater treatment plant exceeds the budgeted amount; however, additional funding will be transferred from the contingency account to cover the overage.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby awards a contract to USALCO, LLC for liquid aluminum sulfate and hereby directs the City Manager to sign a contract with USALCO, LLC.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024.

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez
 City Clerk

 Timothy J. Adams
 Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Annual Supply of Polymer (WWTP)
Resolution R-33-24

DATE: 06/13/2024

A legal notice advertising an Invitation for Bids for the supply and delivery of water and wastewater treatment chemicals was placed on eMaryland Marketplace Advantage and Bid Locker. At the close of bidding at 11:00 a.m., Wednesday, May 29, 2024, the City received the following bid for the supply and delivery of polymer from Pollu-Tech, Inc.:

Polymer – 36,500 lbs/year		FY25 Budget: \$27,000			WWTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
Pollu-Tech, Inc. DuBois, PA	\$1.72/lb \$34,400	\$1.83/lb \$36,600	No Bid	No Bid	No Bid

The FY25 bid for polymer for the wastewater treatment plant exceeds the budgeted amount; however, additional funding will be transferred from the contingency account to cover the overage.

The term of the contract will be for the period of FY25, except the City shall have the option, in its sole discretion, to renew the contract for one additional one-year terms (FY26).

The Public Works Department recommends that the bid proposal from Pollu-Tech, Inc. for polymer be accepted.

I concur with the above recommendation to award to Pollu-Tech, Inc. for polymer and request your approval of Resolution R-33-24.

ATTACHMENTS: 1. 20240617 - Resolution R-33-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT TO POLLU-TECH, INC. FOR THE SUPPLY AND
DELIVERY OF POLYMER FOR THE TREATMENT OF WASTEWATER

WHEREAS, a legal notice advertising an Invitation for Bids for the supply and delivery of water and wastewater treatment chemicals was placed on eMaryland Marketplace Advantage and Bid Locker; and

WHEREAS, at the close of bidding at 11:00 a.m., Wednesday, May 29, 2024, the City received one (1) bid; and

WHEREAS, after careful review of the bid proposal submitted, it was determined that the best bid proposal was from Pollu-Tech, Inc. as follows:

Polymer – 36,500 lbs/year		FY25 Budget: \$27,000			WWTP
Bidder	Year 1 (FY25)	Year 2 (FY26)	Year 3 (FY27)	Year 4 (FY28)	Year 5 (FY29)
Pollu-Tech, Inc.	\$1.72/lb	\$1.83/lb	No Bid	No Bid	No Bid
DuBois, PA	\$34,400	\$36,600			

WHEREAS, the FY25 bid for polymer for the wastewater treatment plant exceeds the budgeted amount; however, additional funding will be transferred from the contingency account to cover the overage.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby awards a contract to Pollu-Tech, Inc. for polymer and hereby directs the City Manager to sign a contract with Pollu-Tech, Inc.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez
 City Clerk

 Timothy J. Adams
 Mayor

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AUTHORIZING TRANSMITTAL OF A LEGISLATIVE ACTION REQUEST TO
THE MARYLAND MUNICIPAL LEAGUE FOR CONSIDERATION

WHEREAS, the Bowie City Council is charged with setting policy and pursuing legislative changes in the best interests of the Bowie community; and

WHEREAS, the City of Bowie is an active member of the Maryland Municipal League (MML); and

WHEREAS, MML pursues legislative changes to benefit Maryland municipalities; and

WHEREAS, the City Council discussed potential request during its meeting June 17, 2024; and

WHEREAS, the City Council has identified the request to forward to MML for its consideration as a legislative priority for the League.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council of the City of Bowie authorizes the City Manager to transmit to the MML the following Legislative Action Request:

1. Allow municipalities to adopt a one-half cent piggy-back sales tax to provide a new source of revenue. With this source, pressure to raise the municipal property tax rate and/or commercial tax rate to provide services to its citizens would be removed.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Job Order Services for Facilities Maintenance, Repair and Minor Construction
Resolution R-35-24

DATE: 06/13/2024

A legal notice advertising an Invitation for Bids for Job Order Services for Facilities Maintenance, Repair and Minor Construction was placed on eMaryland Marketplace and Bid Locker. At the close of bidding at 1:00 p.m., Monday, June 3, 2024, bids were received from the following firms:

Alden, Inc.	Laurel, MD
Capitol Services Management, Inc.	Washington, DC
Colossal Contractors	Burtonsville, MD
Critical Point Contractors	Capitol Heights, MD
District Contractors	Washington, DC
Dynamic Property Services	Washington, DC
EARN Contractors	Gaithersburg, MD
GH Construction Services	Upper Marlboro, MD
Janus Contractors	Greenbelt, MD
JB Contracting	Beltsville, MD
Landerlynn Interior & Exterior Painting	Salisbury, MD
Landivar Associates	Alexandria, VA
MBB Affiliates	Washington, DC
Mid-Atlantic General Contractors	Beltsville, MD
Stratified, Inc.	Washington, DC
WKM Solutions	Baltimore, MD

As described in the RFP, the City's intent is to enter into open-ended agreements with multiple qualified contractors. Work to be procured under these agreements will be individual "Job Orders" valued at \$25,000 or less. Job Orders will be procured on an as-needed basis. The establishment of open-ended agreements will improve timeliness and efficiency in addressing facility maintenance, repair and minor construction needs.

Construction estimated to cost over \$25,000 will continue to be advertised openly on eMaryland Marketplace and Bid Locker as required by City Policy.

The term of the contracts will be for the period of FY25, except the City shall have the option, in its sole discretion, to renew the contracts for four additional one-year terms (FY26 through FY29).

The submitted proposals were evaluated as required by City Charter and the Procurement Policy. Criteria for selection included the firm's experience, references and proximity to the City of Bowie. The Public Works Department recommends making multiple awards.

After careful review of the proposals, it was determined that Alden, Inc.; Colossal Contractors; Critical Point Contractors; GH Construction Services; Janus Contractors; JB Contracting and Mid-Atlantic Contractors had submitted responsive and responsible proposals.

The Public Works Department recommends that the proposals from Alden, Inc.; Colossal Contractors; Critical Point Contractors; GH Construction Services; Janus Contractors; JB Contracting and Mid-Atlantic Contractors be accepted for job order services for facilities maintenance, repair and minor construction.

I concur with the above recommendation and request your approval of Resolution R-35-24.

ATTACHMENTS: 1. 20240617 - Resolution R-35-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING BID PROPOSALS FOR JOB ORDER SERVICES FOR FACILITIES
MAINTENANCE, REPAIR AND MINOR CONSTRUCTION

WHEREAS, pursuant to Section 61 of the City Charter, a legal notice advertising an Invitation for Bids for Job Order Services for Facilities Maintenance, Repair and Minor Construction was placed on eMaryland Marketplace Advantage and Bid Locker; and

WHEREAS, on the June 3, 2024, due date, the City received sixteen (16) proposals; and

WHEREAS, after careful review of the proposals, it was determined that Alden, Inc.; Colossal Contractors; Critical Point Contractors; GH Construction Services; Janus Contractors; JB Contracting and Mid-Atlantic Contractors had submitted responsive and responsible proposals.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the proposals of Alden, Inc.; Colossal Contractors; Critical Point Contractors; GH Construction Services; Janus Contractors; JB Contracting and Mid-Atlantic Contractors and authorizes the City Manager to enter into a contract with Alden, Inc.; Colossal Contractors; Critical Point Contractors; GH Construction Services; Janus Contractors; JB Contracting and Mid-Atlantic Contractors.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Agreement with Campbell Oil Company for the Purchase of Ultra-low Sulfur Diesel Fuel in Trunk Transport Will Call Quantities for Zone 3 - Resolution R-37-24

DATE: 06/13/2024

The City of Bowie, as a member of the Mid-Atlantic Purchasing Team's ("MAPT") Cooperative Purchasing Program, participated in MAPT member, Montgomery County's cooperative bid solicitation IFB#1162628 for the purchase of Ultra-low Sulfur Diesel Fuel ("Diesel") on February 12, 2024. Campbell Oil Company ("Campbell") submitted the best overall bid for Diesel in Truck Transport Will Call quantities (more than 6,000 gallons) for Zone 3.

Pursuant to the provisions of Section 62 of the Charter of the City of Bowie, the City desires to piggyback on Montgomery County IFB#1162628, to obtain Diesel in Truck Transport Will Call quantities for Zone 3. Thus, the City wishes to enter into an Agreement with Campbell Oil Company. The price per gallon is based on the quoted price on the Oil Price Information Sheet ("OPIS") plus or minus the differential for Truck Transport Will Call quantities for Zone 3. The final net price differential is \$.0007 per gallon. (See attached IFB#1162628 and Final Net Price Differential Sheet)

Staff recommends Council approval of Resolution R-37-24 authorizing the City Manager to enter into an Agreement with Campbell Oil Company to permit the City, in its discretion, to procure Ultra-low Sulfur Diesel Fuel in Truck Transport Will Call quantities for Zone 3.

ATTACHMENTS: 1. 20240617 - Resolution R-37-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH
CAMPBELL OIL COMPANY FOR THE PURCHASE OF ULTRA-LOW SULFUR
DIESEL FUEL IN TRUCK TRANSPORT WILL CALL QUANTITIES FOR ZONE 3

WHEREAS, the Mid-Atlantic Purchasing Team’s (“MAPT”) Cooperative Purchasing Program works to aggregate public entity and non-profit purchasing volumes in the National-Capital region of Maryland, Virginia and Washington, D.C. served by the Metropolitan Washington Council of Governments (COG), and the Baltimore region served by the Baltimore Metropolitan Council (BMC); and

WHEREAS, Montgomery County (“MoCo”) is a member of MAPT and the Lead Agency in the procurement of the Cooperative Purchase of Ultra-low Sulfur Diesel; and

WHEREAS, MoCo, issued an IFB for the Cooperative Purchase of Ultra-low Sulfur Diesel Fuel, IFB #1162628 in January, 2024; and

WHEREAS, the City of Bowie, Maryland is a member of the MAPT and participated with the Group in the solicitation; and

WHEREAS, after the close of bidding on February 12, 2024, Campbell Oil Company submitted the best bid for the delivery of Ultra-low Sulfur Diesel Fuel in Truck Transport (over 6,000 gallons ordered) Will Call quantities for Zone 3; and

WHEREAS, the price per gallon is based on the quoted price on the Oil Price Information Sheet plus or minus the differential, and the final net price differential is \$0.0007 per gallon; and

WHEREAS, Campbell Oil Company has met the bid terms of the MoCo IFB#1162628,, and has agreed to extend the same terms to the City; and

WHEREAS, Section 62 of the City Charter permits the City Manager to enter into a contract with an entity with whom certain governmental and quasi-governmental entities, such as MoCo, provided that the entity has adopted procurement regulations that are comparable to those of the City, has conducted a bid and awarded a contract authorizing local governments to purchase a bid item at the bid price; and

WHEREAS, the MoCo contract meets the requirements of Section 62 of the City Charter; and

WHEREAS, pursuant to the provisions of Section 62 of the Charter of the City of Bowie, the City desires to piggyback on the MoCo Contract, to obtain Ultra-low Sulfur Diesel Fuel in Truck Transport Will Call quantities for Zone 3, under the terms and conditions set forth herein; and

WHEREAS, the proposed contract price for the services procured will exceed twenty-five thousand dollars (\$25,000.00) and the City Council deems the afore-stated economic efficiencies to constitute good cause to waive the bidding requirements otherwise required by the Charter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, by at least a two-thirds vote, that:

Section 1. The competitive bidding requirements of Section 62 of the Bowie City Charter are for good cause shown, hereby waived.

Section 2. The City Manager is hereby authorized to enter into an agreement with the Campbell Oil Company for the above-mentioned services.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on _____, 2024 by a vote of at least two-thirds of the members of the Council.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Agreement with James River Solutions for the Purchase of Ultra-low Sulfur Diesel Fuel in Tank Wagon Will Call Quantities Zone 3 - Resolution R-38-24

DATE: 06/13/2024

The City of Bowie, as a member of the Mid-Atlantic Purchasing Team's ("MAPT") Cooperative Purchasing Program, participated in MAPT member, Montgomery County's cooperative bid solicitation IFB#1162628 for the purchase of Ultra-low Sulfur Diesel Fuel ("Diesel") on February 12, 2024. James River Solutions ("JRS") submitted the best overall bid for Diesel in Tank Wagon Will Call quantities (less than 6,000 gallons) in Zone 3.

Pursuant to the provisions of Section 62 of the Charter of the City of Bowie, the City desires to piggyback on Montgomery County IFB#1162628, to obtain Diesel in Tank Wagon Will Call quantities for Zone 3. Thus, the City wishes to enter into an Agreement with JRS. The price per gallon is based on the quoted price on the Oil Price Information Sheet ("OPIS") plus or minus the differential for Tank Wagon Will Call Zone 3 quantities. The final net price differential is \$0.3500 per gallon. (See attached IFB#1162628 and Final Net Price Differential Sheet)

JRS currently supplies the City with both Diesel and Gasoline. The City has been satisfied with the services provided by JRS.

Staff recommends Council approval of Resolution R-38-24 authorizing the City Manager to enter into an Agreement with James River Solutions to permit the City, in its discretion, to procure Ultra-low Sulfur Diesel Fuel in Tank Wagon Will Call quantities for Zone 3.

ATTACHMENTS: 1. 20240617 - Resolution R-38-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH
JAMES RIVER SOLUTIONS FOR THE PURCHASE OF ULTRA-LOW SULFUR
DIESEL FUEL IN TANK WAGON WILL CALL QUANTITIES FOR
ZONE 3

WHEREAS, the Mid-Atlantic Purchasing Team’s (“MAPT”) Cooperative Purchasing Program works to aggregate public entity and non-profit purchasing volumes in the National-Capital region of Maryland, Virginia and Washington, D.C. served by the Metropolitan Washington Council of Governments (COG), and the Baltimore region served by the Baltimore Metropolitan Council (BMC); and

WHEREAS, Montgomery County (“MoCo”) is a member of MAPT and the Lead Agency in the procurement of the Cooperative Purchase of Ultra-low Sulfur Diesel; and

WHEREAS, MoCo, issued an IFB for the Cooperative Purchase of Ultra-low Sulfur Diesel Fuel, IFB #1162628 in January, 2024; and

WHEREAS, the City of Bowie, Maryland is a member of the MAPT and participated with the Group in the solicitation; and

WHEREAS, after the close of bidding on February 12, 2024, James River Solutions submitted the best bid for the delivery of Ultra-low Sulfur Diesel Fuel in Tank Wagon (less than 6,000 gallon orders) Will Call quantities for Zone 3; and

WHEREAS, the price per gallon is based on the quoted price on the Oil Price Information Sheet plus or minus the differential, and the final net price differential is \$0.3500 per gallon; and

WHEREAS, James River Solutions has met the bid terms of the MoCo IFB#1162628,, and has agreed to extend the same terms to the City; and

WHEREAS, Section 62 of the City Charter permits the City Manager to enter into a contract with an entity with whom certain governmental and quasi-governmental entities, such as MoCo, provided that the entity has adopted procurement regulations that are comparable to those of the City, has conducted a bid and awarded a contract authorizing local governments to purchase a bid item at the bid price; and

WHEREAS, the MoCo contract meets the requirements of Section 62 of the City Charter; and

WHEREAS, pursuant to the provisions of Section 62 of the Charter of the City of Bowie, the City desires to piggyback on the MoCo Contract, to obtain Ultra-low Sulfur Diesel Fuel in Tank Wagon Will Call quantities for Zone 3, under the terms and conditions set forth herein; and

WHEREAS, the proposed contract price for the services procured will exceed twenty-five thousand dollars (\$25,000.00) and the City Council deems the afore-stated economic efficiencies to constitute good cause to waive the bidding requirements otherwise required by the Charter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, by at least a two-thirds vote, that:

Section 1. The competitive bidding requirements of Section 62 of the Bowie City Charter are for good cause shown, hereby waived.

Section 2. The City Manager is hereby authorized to enter into an agreement with the Campbell Oil Company for the above-mentioned services.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on _____, 2024 by a vote of at least two-thirds of the members of the Council.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Automated Playback System Upgrade and Annual Maintenance of Equipment
Resolution R-39-24

DATE: 06/13/2024

A legal notice advertising an Invitation for Bids was issued on eMaryland Marketplace Advantage and on the City's website on March 19, 2024. One (1) bid was received from Applied Video Technology, Inc., of Kimberton, PA, in the amount of \$60,234.37 on April 26, 2024.

The one bid was evaluated as required by City Charter and the Procurement Policy. Criteria for selection included compliance with the required specifications and price.

After careful review, it was determined that Applied Video Technology, Inc. of Kimberton, PA, had submitted a responsive and responsible bid in the amount of \$60,234.37. This is within the budget of \$70,000.

I concur with the above recommendation and request your approval of Resolution R-39-24.

ATTACHMENTS: 1. 20240617 - Resolution R-39-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING A BID FOR PURCHASE OF AUTOMATED PLAYBACK SYSTEM
UPGRADE AND ANNUAL MAINTENANCE OF EQUIPMENT INSTALLED
IN THE AMOUNT OF \$60,234.37

WHEREAS, pursuant to Section 61 of the City Charter, on March 19, 2024, an Invitation for Bids was issued on eMaryland Marketplace Advantage and on the City's website for the purchase of an Automated Playback System Upgrade and Annual Maintenance of the Equipment Installed; and

WHEREAS, on April 26, 2024, the City received one (1) bid; and

WHEREAS, after careful review, it was determined that Applied Video Technology, Inc. of Kimberton, PA, had submitted a responsive and responsible bid that was in the best interest of the City in the amount of \$60,234.37

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid proposal of Applied Video Technology, Inc. of Kimberton, PA, and authorizes the award of a contract to Applied Video Technology, Inc. in the amount of \$60,234.37.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024.

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez
 City Clerk

 Timothy J. Adams
 Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Award a Contract for Wood Court Floor Sanding, Refinishing, and Relining at the Bowie Gymnasium to Miller Flooring Company
Resolution R-40-24

DATE: 06/13/2024

The City of Bowie Gymnasium wood court floor requires sanding, refinishing and relining to maintain the flooring quality and playable surface for the many sports courts offered at the facility, such as basketball, volleyball, and pickleball. This level of floor maintenance is scheduled approximately every ten years. City staff found a cooperative contract through the Board of Education of Baltimore County for the Baltimore County Public Schools ("BCPS") on which the City could piggyback.

However, when discussing the piggyback opportunity with the company hired under the BCPS contract, Miller Flooring Company, the company agreed to provide the City more favorable pricing than the pricing established in the BCPS contract. The price for the wood floor refinishing in the BCPS contract is \$3.35 per square foot. Miller Flooring Company has quoted a price of \$2.36 per square foot. Since the pricing offered the City is different than that established in the BCPS contract, the City cannot piggyback on the contract. However, since BCPS awarded the Miller Flooring Company contract as a result of a competitive solicitation, as the lowest responsible and responsive bidder, the Department of Community Services does not believe that the City will be able to obtain a better price.

The Department of Community Services believes that the above establishes good cause for waiving the bidding requirements of the City Charter and recommends a waiver from Section 61 of the City of Bowie Charter for the wood court floor sanding, refinishing, and relining of the wood court floor at the Bowie City Gymnasium.

I concur with the recommendation of the Department of Community Services and request your approval of Resolution R-40-24.

ATTACHMENTS: 1. 20240617 - Resolution R-40-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
WAIVING THE BIDDING REQUIREMENTS OF SECTION 61 “PURCHASING AND
CONTRACTING” OF THE CITY CHARTER, FOR GOOD CAUSE SHOWN, TO
ALLOW THE CITY TO ENTER INTO A CONTRACT WITH MILLER FLOORING
COMPANY FOR WOOD COURT FLOOR SANDING, REFINISHING AND
RELINING AT THE BOWIE CITY GYMNASIUM

WHEREAS, the Charter of the City of Bowie, Maryland (hereinafter, “the City”), Section 61(b)(1) requires that all expenditures for, *inter alia*, materials, construction of public improvements or contractual services involving more than Twenty-Five Thousand Dollars (\$25,000) be made by written contract upon sealed bids to the lowest responsive bid; and

WHEREAS, City Charter, Section 61(b)(3) provides that the City Council by a two-thirds vote may waive the bidding requirements of Section 61(b)(1) for good cause shown; and

WHEREAS, the City of Bowie Gymnasium wood court floor requires sanding, refinishing and relining to maintain the flooring quality and playable surface; and

WHEREAS, the Baltimore County Public Schools (BCPS) has a contract for such services with Miller Flooring Company that is available for the City of Bowie to use; and

WHEREAS, Miller Flooring Company has agreed to provide these services to the City of Bowie at a lower price than established in the Baltimore County Public Schools contract; and

WHEREAS, the value of the contract exceeds Twenty Five Thousand Dollars (\$25,000); and

WHEREAS, the City Council deems the fact that the BCPS contract was awarded to Miller Flooring Company after a competitive bidding process and that Miller Flooring is willing to offer the City the Services at a reduced rate to constitute good cause to waive the bidding requirements otherwise required by Section 61 of the Charter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, upon a two-thirds vote, that the bidding requirements of Section 61(b)(1) of the City Charter are hereby waived, and the award of a contract to Miller Flooring Company, for the City of Bowie Gymnasium wood court floor sanding, refinishing and relining, is hereby approved and the City Manager is authorized to enter into an agreement with Miller Flooring Company in the amount of Fifty-One Thousand Eight Hundred Twenty-One Dollars (\$51,821).

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez
 City Clerk

 Timothy J. Adams
 Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Information Technology Virtual Server Stack Refresh
Resolution R-41-24

DATE: 06/13/2024

A legal notice advertising Request for Proposals for the Information Technology Virtual Server Stack Refresh was placed on eMaryland Marketplace and Bid Locker on March 27, 2024. Proposals were received from the following vendors at the date set for receipt of proposals on May 3, 2024.

	Original Offer	Best and Final Offer
DataNetworks	\$244,335.00	\$249,500.00
ConvergeOne	\$186,119.00	\$184,204.00
CDI, LLC	\$185,946.33	

The proposals were evaluated as required by the City Charter and Procurement Policy. Criteria for selection included the project design, capabilities and scalability, vendor qualifications, cost, and project plan. Two vendors were invited for discussions, DataNetworks and ConvergeOne.

After careful review of the Best and Final Offers, it was determined that DataNetworks had submitted the most responsive and responsible Best and Final Offer in the amount of \$249,500. This is within the \$250,000 budgeted for FY24 in the equipment acquisition fund.

I concur with the above recommendation and request your approval of Resolution R-41-24.

ATTACHMENTS: 1. 20240617 - Resolution R-41-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING A PROPOSAL FOR
VIRTUAL SERVER STACK REFRESH WITH DATANETWORKS IN THE
AMOUNT OF \$249,500

WHEREAS, pursuant to Section 61 of the City Charter, a Request for Proposals (RFP) was issued on eMaryland Marketplace and on Bid Locker for the Virtual Server Stack Refresh project; and

WHEREAS, on the May 3, 2024, due date, the City received three (3) proposals; and

WHEREAS, the proposals were evaluated as required by City Charter and the Procurement Policy; and

WHEREAS, after careful evaluation, review and negotiations of the proposals in the competitive range that were submitted, it was determined that DataNetworks had submitted the most responsive and responsible proposal that was in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the proposal of DataNetworks and authorizes the City Manager to enter into a contract with DataNetworks in the amount of \$249,500.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024.

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez
 City Clerk

 Timothy J. Adams
 Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Information Technology Virtual Server Stack Refresh VMware Subscription Resolution R-42-24

DATE: 06/13/2024

A legal notice advertising Request for Proposals for the Information Technology Virtual Server Stack Refresh was placed on eMaryland Marketplace and Bid Locker on March 27, 2024. Proposals were received from the following vendors at the date set for receipt of proposals on May 3, 2024.

	Original Proposal	Best and Final Offer
DataNetworks	-	\$64,800
ConvergeOne	\$95,000	\$95,000
CDI, LLC	-	

The proposals were evaluated as required by the City Charter and Procurement Policy. Criteria for selection included the project design, capabilities and scalability, vendor qualifications, cost, and project plan. Two vendors were invited for discussions, DataNetworks and ConvergeOne.

After careful review, it was determined that DataNetworks had submitted the most responsive and responsible Best and Final Offer. Part of this offer includes VMware vSphere Foundation subscription. The price was quoted not to exceed \$64,800 and may, after discounts, be less. It is in the City's best interest to issue a Purchase Order to DataNetworks for an amount not to exceed \$64,800. This funding is available in the Information Technology's FY24 subscriptions budget.

I concur with the above recommendation and request your approval of Resolution R-42-24.

ATTACHMENTS: 1. 20240617 - Resolution R-42-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING A PROPOSAL FOR
VMWARE SUBSCRIPTION WITH DATANETWORKS IN AN AMOUNT NOT TO
EXCEED \$64,800

WHEREAS, pursuant to Section 61 of the City Charter, a Request for Proposals (RFP) was issued on eMaryland Marketplace and on Bid Locker for the Virtual Server Stack Refresh project; and

WHEREAS, on the May 3, 2024, due date, the City received three (3) proposals; and

WHEREAS, bids were evaluated as require by City Charter and the Procurement Policy; and

WHEREAS, after careful evaluation, and negotiations of the proposals in the competitive range that were submitted, it was determined that DataNetworks had submitted the most responsive and responsible proposal.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the proposal of DataNetworks and authorizes the City Manager enter into a contract with DataNetworks in an amount not to exceed \$64,800.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 17, 2024.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Kenilworth Water Main Rehabilitation Part B
Resolution R-43-24

DATE: 06/13/2024

A legal notice advertising an Invitation for Bids for the rehabilitation of cast iron pipe (CIAP) water mains using Class IV structural cured-in-place pipe (CIPP) lining in the Kenilworth section of the City was placed on eMaryland Marketplace Advantage and Bid Locker on May 13, 2024. At the close of bidding at 10:00 a.m., Thursday, June 13, 2024, the City received two (2) bid proposals. Below is a tabulation of the bids received:

J. Fletcher Creamer & Son, Inc. Hackensack, New Jersey	\$3,292,605.00
Anchor Construction Corporation Washington, DC	\$4,268,093.00

This work is being performed in accordance with the Capital Improvement Program. This project is partially funded by the United States Environmental Protection Agency through a grant.

The Public Works Department recommends awarding the bid proposal from J. Fletcher Creamer & Son, Inc. for \$3,292,605.00 which is within the budget appropriated in the CIP.

I concur with the above recommendation to award to J. Fletcher Creamer & Son, Inc. and request your approval of Resolution R-43-24.

ATTACHMENTS: 1. 20240617 - Resolution R-43-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING BID FOR REHABILITATION OF CAST IRON PIPE (CIP) WATER
MAINS USING CLASS IV STRUCTURAL CURED-IN-PLACE (CIPP) LINING IN
THE KENILWORTH SECTION OF THE CITY

WHEREAS, a legal notice advertising an Invitation for Bids for the rehabilitation of cast iron pipe (CIP) water mains using Class IV structural cured-in-lace pipe (CIPP) lining in the Kenilworth section of the City was placed on eMaryland Marketplace Advantage and Bid Locker on May 13, 2024; and

WHEREAS, at the close of bidding at 10:00 a.m., Thursday, June 13, 2024, the City received two (2) bid proposals; and

WHEREAS, this project is partially funded by the United States Environmental Protection Agency through a grant; and

WHEREAS, after a careful review of the bid proposals submitted it was determined that J. Fletcher Creamer & Son, Inc. of Hackensack, New Jersey had submitted a responsible and responsive bid proposal of \$3,292,605.00.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Bowie, Maryland, that the Council hereby accepts the proposal of J. Fletcher Creamer & Son, Inc., in the amount of \$3,292,605.00, and authorizes the City Manager to enter into a contract with J. Fletcher Creamer & Son., Inc.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland, at a Regular Meeting on June 17, 2024.

 Timothy J. Adams, Mayor

ATTEST:

 Awilda Hernandez, City Clerk

CITY OF BOWIE, MARYLAND
LIST OF PROJECTS FUNDED BY THE 2019 BOND PROCEEDS

Districts

	City Assets	FY2022	FY2022	FY2023	FY2024	Total Spent	Balance	FY2025
	10163 ADA Assessment Projects	-	-	-	-	-	-	75,000
	10165 Williams Plains House	375,000	-	-	-	-	375,000.00	-
	10166 Emergency Efficiency Improvements	10,000	10,000.00	-	-	10,000.00	-	10,000
	10181 Land Acquisition	19,200	-	2,646.91	-	2,646.91	16,553.09	76,400
1B	10183 Street & Utilities Building	-	-	-	-	-	-	21,600
3A	10186 Gymnasium	701,900	701,900.00	-	-	701,900.00	-	88,000
3B	10192 City Hall	121,900	60,550.00	65,243.00	-	125,793.00	(3,893.00)	80,000
1A	10199 Bowie Rail Museum	-	-	-	-	-	-	628,600
1B	10314 Solid Waste Administration Facility	11,100	-	11,100.00	-	11,100.00	-	-
1B	10315 Public Works Main Facility	589,900	248,155.00	10,620.83	1,629.90	260,405.73	329,494.27	990,000
	10319 Hiker/Biker Trail System	363,300	39,705.50	-	-	39,705.50	323,594.50	575,100
	10321 The Bowie Heritage Trail	30,000	30,000.00	-	-	30,000.00	-	-
	10326 Chesapeake Bay	1,029,700	238,638.46	577,466.78	213,594.76	1,029,700.00	-	342,000
	10333 Facility Preventive Maintenance	738,900	738,900.00	-	-	738,900.00	-	-
	10336 Stormwater Management	112,100	60,725.00	11,842.44	12,914.17	85,481.61	26,618.39	442,600
3A	10515 Allen Pond Park	15,000	2,940.00	-	6,975.54	9,915.54	5,084.46	-
2B	10516 Belair Mansion	69,500	46,642.76	5,157.03	17,700.21	69,500.00	-	-
2B	10519 Belair Stables	12,500	750.00	11,750.00	-	12,500.00	-	-
2B	10521 Whitemarsh Park	210,200	100,392.00	62,076.25	-	162,468.25	47,731.75	-
3A	10532 Ice Arena	82,500	22,750.00	3,657.00	56,093.00	82,500.00	-	-
4B	10536 Church Road Park	175,000	-	118,572.00	-	118,572.00	56,428.00	-
1A	10545 Golf Course	2,240,000	42,500.00	1,489,614.41	330,325.88	1,862,440.29	377,559.71	-
3B	10549 Centennial Park	10,000	-	-	-	-	10,000.00	150,000
Total		6,917,700	2,344,548.72	2,369,746.65	639,233.46	5,353,528.83	1,564,171.17	3,479,300.00

	City Assets	FY2023		FY2023	FY2024	Total Spent	Balance	FY2025
	10164 Facility Security	500,000	-	153,497.47	346,502.53	500,000.00	-	114,400
	10551 Tanglewood Park	-	-	-	-	-	-	50,000
	10553 Serene Way Park	-	-	-	-	-	-	20,000
	10166 Energy Efficiency Improvements	40,500	-	-	-	-	40,500.00	-
	10178 Emergency Operations Center	50,000	-	-	6,720.00	6,720.00	43,280.00	100,000
	10181 Reserve for Land Acquisition	19,200	-	19,200.00	-	19,200.00	-	-
3A	10184 Senior Center	105,000	-	-	105,000.00	105,000.00	-	-
2B	10187 Kenhill Center	194,700	-	2,995.00	191,705.00	194,700.00	-	-
3B	10192 City Hall	25,000	-	25,000.00	-	25,000.00	-	-
	10314 Solid Waste Administration Facility	50,500	-	25,250.00	-	25,250.00	25,250.00	-
1B	10315 Public Works Main Facility	242,100	-	-	-	-	242,100.00	-
	10319 Hiker-Biker Trails	69,700	-	-	-	-	69,700.00	-
	10321 Bowie Heritage Trail	30,000	-	7,975.00	-	7,975.00	22,025.00	-
	10322 Trails Master Plan	125,000	-	-	59,254.95	59,254.95	65,745.05	-
	10326 Chesapeake Bay	2,191,600	-	17,907.81	52,156.94	70,064.75	2,121,535.25	-
	10333 Facility Preventive Maintenance	746,600	-	746,000.00	-	746,000.00	600.00	-
	10336 Stormwater Management	348,500	-	5,859.10	-	5,859.10	342,640.90	-
	10337 Sediment Control Reserve - Gateway Center	36,900	-	-	-	-	36,900.00	-
	10339 Sediment Control Reserve –Melford	126,300	-	-	-	-	126,300.00	-
	10344 Sediment Control Reserve – Centennial Park	57,600	-	-	-	-	57,600.00	-
	10371 Sediment Control Reserve - Pin Oak Plaza	5,200	-	-	-	-	5,200.00	-
	10373 Sediment Control Reserve - Elder Oaks	2,900	-	-	-	-	2,900.00	-
	10375 Sediment Control Reserve - Collington	5,500	-	-	-	-	5,500.00	-
	10376 Sediment Control Reserve - Covington City Share	15,200	-	-	-	-	15,200.00	-
2B	10511 Bowie Play House	182,400	-	32,139.50	131,994.00	164,133.50	18,266.50	10,000
3A	10515 Allen Pond Park	1,300	-	-	-	-	1,300.00	-
2B	10516 Belair Mansion	30,000	-	-	30,000.00	30,000.00	-	-
2B	10519 Belair Stable Museums	23,900	-	13,760.42	10,139.58	23,900.00	-	-
4A	10524 Glen Allen Park	225,000	-	225,000.00	-	225,000.00	-	-
3A	10532 Bowie Ice Arena	740,300	-	-	740,300.00	740,300.00	-	-
	10538 Parks & Grounds Annex	80,000	-	16,215.00	27,700.00	43,915.00	36,085.00	-
	10544 Public Art	25,000	-	24,150.00	-	24,150.00	850.00	25,000
1A	10545 Bowie Golf Course	2,355,000	-	177,849.16	-	177,849.16	2,177,150.84	2,510,600
	Total	8,650,900	-	1,492,798.46	1,701,473.00	3,194,271.46	5,456,628.54	2,830,000
	Total FY2025							6,309,300

Recap:

Cash remaining after settlement:	\$	18,518,083.68	
Drawdown in FY2022		(1,307,882.40)	
Drawdown in FY2023		(3,116,545.11)	(8,547,800.29)
Drawdown in FY2024		(4,123,372.78)	
Year-to-date balance	\$	9,970,283.39	

Anticipated cost FY2024	\$	3,660,983.39	
Adopted Allocation FY2025		6,309,300.00	
Fund Allocation	\$	9,970,283.39	



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Bowie CLAW

DATE: 06/13/2024

Mr. Paul Nadler from Bowie CLAW will give a brief update on their Trap, Neuter, Return (TNR) program and kitten adoption efforts in the City. He will also explain how the TNR Grant Reimbursement program aids their efforts in managing the feral cat population with the support of community volunteers.

ATTACHMENTS: 1. 20240617 - Bowie CLAW TNR Presentation

Bowie CLAW



Citizens for Local Animal Welfare
Trap-Neuter-Return and Adoption Programs Review

Bowie CLAW - Who Are We?



Bowie Citizens for Local Animal Welfare (Bowie CLAW) is a not-for-profit, volunteer based organization dedicated to helping animals in the city of Bowie. A special interest is taken in cats through the TNR program.

Bowie CLAW in conjunction with Animal Control represent the primary resources for cat population management in the city.

Cat Population Management - Where Do They Come From?

To the right is a cat named 'Socs'. He was picked up by animal control after a neighbor reported that his previous owners abandoned him. Upon contacting the current owner, officers found that they had not known what to do with the cat when their relative passed. When given the resources to turn him over properly, they did so, so that he could be re-homed responsibly.

Unfortunately, due to lack of space in shelters, resources, and animal welfare-related education, cats like Socs often end up in feral colonies to become reported nuisances later on.



Cat Population Management - Where Do They Come From?



Cat Population Management - What Do We Do?



By providing alternatives to abandonment (help with food, temporary fosters, and re-homing), a potential stray cat can be avoided. Outreach is a necessary and appreciated measure for managing the cat population.

Some jurisdictions also offer low-cost spay/neuter vouchers or rebates to encourage pet owners to fix their cats and cut down on unplanned litters.

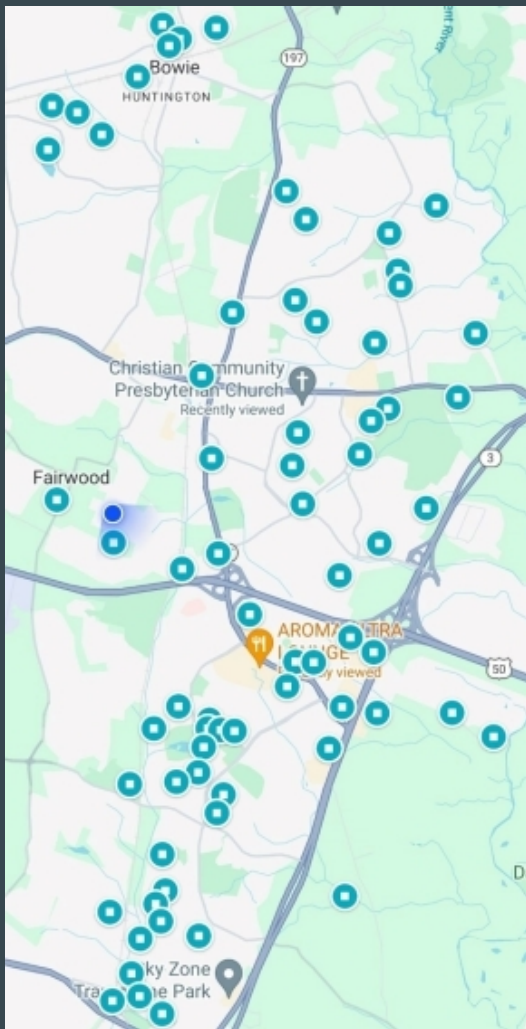
When the cats have already been abandoned, some times resulting in those aforementioned litters that then become colonies, TNR is the preferred, humane solution.

Trap-Neuter-Return

(TNR) helps to control the cat population and prevent the spread of disease by trapping, vaccinating, and returning true ferals (cats that cannot be handled) while adopting out others (kittens and socialized adults). Returning true ferals back to a monitored colony prevents the vacuum effect by keeping the territory occupied. This allows native wildlife to slowly fill the space left by non-reproducing ferals that pass as well as the ones that were taken to be adopted out (designated 'stray cats').

The Vacuum Effect is the phenomenon where a space left by a predator or other niche animal is filled by similar animals. In many cases, taking away large numbers of cats at once only means that ferals previously kept out daily by a colony will move in to fill the space. This often happens in a matter of days.





TNR Locations

**Some spots have been visited multiple times as part of routine and thorough TNR operations.

Cat Population Management - Where Do They Go?

Bowie CLAW facilitates adoptions to hundreds of cats each year. The majority come from the TNR program, with a scattered few coming in from re-homing. Adoptable animals find their homes through Petco, the monthly Crunchies Natural Pet Food Adoption Clinic, and our newly established clinic, Kitty Hall. The latter will feature in the following slide as an example.

Adoption clinics ensure that cats do not go back outside and that there is adequate space to continue TNR efforts. With only 6 cat kennels in our Holding Room and often ~70 cats and kittens in foster, they are vital for that turnover.

Kitty Hall

Established June 2023, City Hall's adoption clinic 'Kitty Hall' has been held a total of 3 times. Each time, a minimum of 50% of all cats brought have been adopted by the end of the event. Attending residents often express that they are happy to have a local clinic to go to. Some looked at it as a fun opportunity to see where their City Hall was located for future engagement.

June 2023 - 15 Cats Adopted in 3 Hours

March 2024 - 18 Cats Adopted in 3 Hours

June 2024 - 18 Cats Adopted in 3 Hours





Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Corridor Region Small Business Development Center (SBDC) Update

DATE: 06/13/2024

The Managing Director of the Corridor Region Small Business Development Center (SBDC) will give an update on their activities over the past year to support business in our community.

Council appropriated grant funding in FY 2024 that included \$10,000 in support to the SBDC. The City has provided \$85,000 in grant funding since 2013.

An appropriation for SBDC support in Fiscal Year 2025 is included in the recently approved FY 25 budget. Staff will work with the SBDC to identify appropriate performance milestones before the disbursement of funds.

Attached is a report received from the Corridor Region SBDC.

ATTACHMENTS:

1. 20240617 - SBDC Report for Bowie March 2024
2. 20240617 - SBDC Bowie City Council Meeting Presentation



Maryland SBDC Overview

The Maryland Small Business Development Center (SBDC) plays a vital role in supporting small businesses in Bowie, MD, by providing a range of resources, guidance, and assistance tailored to the unique needs of local entrepreneurs. Here's how the SBDC supports Bowie's small business community:

1. **Business Consulting Services:** The SBDC offers one-on-one consulting services to small business owners in Bowie. These consultations cover various aspects of business development, including business planning, financial management, marketing strategies, and navigating regulatory requirements. SBDC consultants are experienced professionals who provide personalized advice and guidance to help businesses overcome challenges and achieve their goals.
2. **Workshops and Training Programs:** The SBDC regularly hosts workshops, seminars, and training programs designed to educate small business owners in Bowie on relevant topics such as accounting, legal issues, digital marketing, and technology adoption. These events provide valuable insights and practical skills that empower entrepreneurs to enhance their business operations and stay competitive in the local market. Currently, our training is offered online because of the pandemic.
3. **Access to Resources and Networks:** The SBDC connects small businesses in Bowie with valuable resources and opportunities through its extensive network of partners and affiliations. This includes access to financing options, government contracting opportunities, supplier diversity programs, and networking events where entrepreneurs can connect with other business owners, industry experts, and potential collaborators.
4. **Specialized Assistance Programs:** Recognizing the diverse needs of small businesses in Bowie, the SBDC offers specialized assistance programs tailored to specific industries or challenges. For example, the SBDC may offer programs focused on minority-owned businesses, women entrepreneurs, veterans, or startups seeking to scale their operations. These targeted programs provide additional support and resources to help businesses thrive in their respective sectors.

5. **Market Research and Analysis:** The SBDC assists Bowie's small businesses in conducting market research and analysis to understand better their target audience, competition, and industry trends. By providing access to market data, demographic information, and industry reports, the SBDC helps entrepreneurs make informed decisions and develop effective strategies for growth and expansion.

Overall, the Maryland SBDC plays a crucial role in supporting the growth and success of small businesses in Bowie, MD, by providing expert guidance, valuable resources, and opportunities for learning and networking. Through its comprehensive range of services and programs, the SBDC empowers local entrepreneurs to overcome challenges, seize opportunities, and contribute to the community's economic vitality.

SBDC REPORTING – CITY OF BOWIE

Reporting Period for the Past Five Years.

SBDC Metrics	Date – March 8, 2019, to March 8, 2024
Total Clients Counseled	441
Total Client Hours	1,734
Average Hours per Client Counseled	3.93
New Business Starts	29
Number of Loans and Equity	\$16.7 Million*
Training Attendees	128
Jobs Created (full and part- time)	278

*Includes COVID-19

CITY OF BOWIE SBDC CLIENT SUCCESS STORY

Maryland SBDC Client Success Story

SBDC Consultant: Mark Wells



Plan Aksum Consulting Inc.: A Journey of Growth

Plan Aksum Consulting Inc., a burgeoning consulting firm based in Maryland, has been steadily carving its niche in the competitive landscape of government contracting. Founded with a vision to provide innovative solutions to complex problems, the company has weathered its fair share of challenges on its path to success. To help accomplish his vision, he contacted the Maryland Small Business Development Center (SBDC) at the Bowie Bic.

Amidst their journey, the SBDC uncovered a pivotal development for Plan Aksum: two lucrative contracts with Telecon totaling a substantial amount. This revelation marked a significant milestone for the company, validating its expertise and potential within the industry.

However, Plan Aksum's growth trajectory didn't stop there. Recognizing the company's need for expansion and talent acquisition, the SBDC facilitated crucial introductions. One such referral was to Asha IT Solutions, a seasoned contractor whose expertise aligned seamlessly with Plan Aksum's requirements. This connection opened doors to potential collaborations and synergies, enriching the company's pool of resources.

Financial empowerment was another cornerstone of the SBDC's support for Plan Aksum. With strategic guidance, the company secured funding from Action Capital at an incredibly favorable rate of 1.5% on a six-figure loan, supplemented by Truist Bank's credit line. This infusion of capital, guided by the SBDC, provided the necessary fuel for Plan Aksum's ambitious growth plans, instilling confidence in their financial stability.

Beyond traditional business avenues, the SBDC illuminated Plan Aksum's untapped secondary income source. Leveraging the expertise of the founder's spouse, who was also a consultant, the company discovered additional revenue generation avenues, enriching its financial portfolio.

Moreover, the SBDC's strategic recommendations extended to networking and business development. Armed with a curated list of potential collaborators and clients, Plan Aksum embarked on a proactive outreach initiative, fostering strategic alliances, and exploring new expansion opportunities. These alliances, facilitated by the SBDC, promise future collaborations, fostering optimism about the company's growth.

Furthermore, the SBDC emphasized the importance of seizing imminent opportunities within the government sector, mainly through engagements with Jay McElroy at the Business Service Center. With the fiscal year-end approaching, government agencies were pressured to allocate their budgets, presenting a ripe opportunity for Plan Aksum to capitalize on.

Lastly, the SBDC highlighted an invaluable asset within Plan Aksum's arsenal: a top-secret clearance with the Department of Homeland Security. This credential significantly bolstered its competitive edge and market positioning when integrated into the company's capability statement.

Armed with newfound insights, resources, and strategic alliances, Plan Aksum Consulting Inc. embarked on the next phase of its journey with renewed vigor and confidence, poised to scale greater heights in government contracting and beyond.

Created by: Bret "Kyle" Bayliss
Managing Director, Corridor Region
Maryland Small Business Development Center
University of Maryland, College Park





Maryland Small Business Development Center

Kyle Bayliss
Managing Director

June 17, 2024



www.marylandsbdc.org

Small business services provided by the Maryland Small Business Development Center to the City of Bowie

- **Business Counseling:** One-on-one expert advice on starting, growing, and managing a small business. Office location at the Bowie BIC and Bowie City Hall.
- **Workshops and Training:** Various business topics including marketing, finance, and management.
- **Financial Assistance:** Guidance on obtaining loans, grants, and other funding opportunities.
- **Business Planning:** Assistance with developing business plans and strategies.
- **Market Research:** Support with market analysis and identifying target customers.
- **Export Assistance:** Help with navigating international trade and export regulations.
- **Technology Commercialization:** Resources for tech-based businesses to bring products to market.



Maryland Small Business Development Center Economic Impact on the City of Bowie for the Past Five Years

New Businesses Started: 17

Jobs Created (Full and part-time): 106

Number of Loans/Equity: 35

Dollar Amount of Loans/Equity: \$1,489,886

Maryland Small Business Development Center Economic Impact on the City of Bowie for the Past Five Years

Total Clients Counseled: 168

Total Client Hours: 841

Average hours per client counseled: 5.01

Average hours per session: 1.31

Total Counselor Hours: 849.28



Maryland Small Business Development Center Economic Impact on the City of Bowie for the Past Five Years

Unique Clients Trained: 313

Total Training Event Hours: 1,667

Maryland Small Business Development Center

NEW STUFF

Maryland Business Opportunity Center

- *Subject Matter Experts*

SBDC Client Success Stories

- *Detailed Client Success Narratives*



Thank You

Maryland Small Business Development Center

**Visit our website to learn more
www.marylandsbdc.org**

