

**RESOLUTION NO. 36 OF 2022**

On motion of Commissioner Parsons, seconded by Commissioner Trescot;

**WHEREAS**, Lancaster County has been authorized to receive up to \$106 million in American Rescue Plan Act (hereinafter "ARPA") funds; and

**WHEREAS**, Lancaster County must expend those ARPA funds by the end of 2024 in accordance with the United States Department of the Treasury Final Rules made effective on April 1, 2022; and

**WHEREAS**, the County has developed an ARPA Work Group to review County departments' requests to ensure compliance with the United State Department of the Treasury Final Rules and to make recommendations regarding those requests for use of ARPA funds; and

**WHEREAS**, the Work Group has provided the following recommendations attached hereto and incorporated as "Exhibit A."

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA**, approve and adopt the funding requests for use of ARPA funds as outlined and attached in Exhibit A and in accordance with Purchasing Guidelines as required by the Pennsylvania County Code.

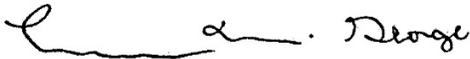
Motion passed unanimously.

ADOPTED this 6th day of April, 2022 by the Board of Commissioners of the County of Lancaster, Pennsylvania in lawful session duly assembled.



\_\_\_\_\_  
Ray D'Agostino, Chairman

ATTEST:



\_\_\_\_\_  
Lawrence M. George,  
Administrator/Chief Clerk



\_\_\_\_\_  
Joshua G. Parsons, Vice Chairman

County of Lancaster, PA



\_\_\_\_\_  
John B. Trescot, Commissioner

Board of Commissioners of  
Lancaster County, Pennsylvania

**Attachment A**

	<b>Amount Recommended</b>	<b>Treasury Pg Ref.</b>
County Operational Needs for Utilities, Supplies, One-time costs	\$ 300,000	14
Coroner's Office Cleaning and Supplies	\$ 55,000	14-15
County PPE Costs-Last Billings through March 2021 & small set-aside for future	\$ 25,000	14-15
Prison-Meal trays-Last Billings through March 2021-End of Funding	\$ 40,000	14-15
Trash pickup at Prison-Last Billings thru March-End of Funding	\$ 5,000	14-15
Digital Access to Appellate Files-DA's office	\$ 125,000	29
Emergent Cleaning at County Offices	\$ 10,000	14-15
PSTC-Classroom Upgrades, TV's etc.	\$ 40,000	28-29
PSTC-Radio Replacement	\$ 50,000	28-29
LCPD water-sewer mapping	\$ 160,600	37-38
Tech/IT modernization-Submission for Planning Plan Tracking & Submission	\$ 500,000	28-29
Sheriffs Office-Body Armor	\$ 44,992	28-29
IT/Sheriff/Clerk of Courts/Prothonotary-Teliosoft Public Document Access, Tracking	\$ 100,000	28-29
Solicitor Scanning Project	\$ 8,483	28-29
	<b><u>\$ 1,464,075</u></b>	

**County of Lancaster  
Request for A.R.P.A. Funds**

Submitted By: **Pat Mulligan**

Date: **04-05-22**

Department: **Budget Services**

Department Head Signature:

Project/Item Description	<b>County Operational Needs, Utilities, Supplies, One-time costs, administrative needs, etc.</b>
Estimated Cost (How was cost derived)	<b>\$300,000</b>
Under what general ARPA Guideline is this project eligible	<b>Administration, Page 14 of Treasury guidelines</b>
Project Duration / Funding Years.	<b>Funding requested thru the end of the County fiscal year 2022 cycle.</b>
Is this project already in the Operating or Capital Improvement Budget?	<b>No.</b>
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	<b>As was experienced during FY 2021 and 2020, there are unforeseen costs that arise that need to be addressed including addressing mitigation requests, increased utilities, increased cleaning supply costs, etc. This provides the County with funds to address these needs on a case-by-case or as needed basis.</b>
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	<b>Known cost such as increased utility costs can be addressed immediately along with other costs, projects, etc. that are brought forward.</b>
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	<b>Yes, as these funds can be used on a County-wide basis.</b>
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	<b>The need to address one-time costs, unforeseen increases in supply costs, utility charges occur on an as needed basis and a revery hard to predict out. It also frees up the Boards time so that more important decision can be addressed rather than being burdened items of lesser importance.</b>

ARPA Committee Comments	 <i>Budget estimate, no documents</i>
ARPA Committee Recommendation	
Funding Amount Recommended	

**County of Lancaster  
Request for A.R.P.A. Funds**

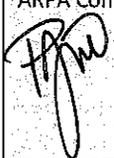
Submitted By: **Pat Mulligan**

Date: **04-05-22**

Department: **Budget Services**

Department Head Signature:

Project/Item Description	<b>County Coroner Office Cleaning and PPE Needs</b>
Estimated Cost (How was cost derived)	<b>\$55,000</b>
Under what general ARPA Guideline is this project eligible	<b>Administration, Page 14 and 15 of Treasury guidelines</b>
Project Duration / Funding Years.	<b>Funding requested thru the end of the County fiscal year 2022 cycle.</b>
Is this project already in the Operating or Capital Improvement Budget?	<b>No.</b>
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	<b>This would establish an account for the County Coroner to draw from to offset cleaning costs and PPE costs at its location. Costs for cleaning is averaging \$3,800 per month plus \$500 per month for PPE costs for an estimated annual cost of just under \$52,000. The balance is left for emergent needs should they arise.</b>
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	<b>There is no optimum time and does not require a bid since the remainder is under the threshold.</b>
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	<b>Given the specialized cleaning and PPE used, this is not likely to be shared with other County agencies.</b>
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	<b>Since these are eligible costs under ARPA, it ultimately saves the taxpayers since this would have been paid for with General Fund proceeds.</b>

ARPA Committee Comments	
ARPA Committee Recommendation 	
Funding Amount Recommended	

## Mulligan, Patrick

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**From:** Chalfant, Heather  
**Sent:** Wednesday, March 30, 2022 3:23 PM  
**To:** Schreiner, Linda  
**Subject:** RE: ARPA Estimate - Coroner  
**Attachments:** Re: Projections for all PPE for 2022; RE: Gloves for Coroner's Office

Hi Linda.

When I reached out to Eric he told me he had a separate conversation with Pat about his operating costs and how they have increased due to COVID. When you and I talked about this figure that he estimated (\$3800.00) you asked me to go back and ask him what specifically is the amount for PPE and he told me that he anticipated in that \$3800.00 that \$500.00 would be for PPE and that is how we determined to round up to \$4000.00. I can tell you that he has not asked me to purchase anything since the gloves and he indicated that Pat was familiar with these costs that the Coroners Office is experiencing as a direct result? Every time I spoke with him I advised him that he needs to get approval in order for ARPA funds to be used and that there was a process but my impression is that he thought since he discussed with Pat they would basically be approved.

Please let me know if you need me to do something additional to help answer your questions if this doesn't give you your answer.

### **Heather L. Chalfant**

Senior Buyer

County of Lancaster-Purchasing Department  
Phone: 717-209-3166 Fax: 717-390-7739  
150 N. Queen St., Suite 712, Lancaster, PA 17603  
Web: <https://www.co.lancaster.pa.us/157/Purchasing>  
Email: [HeChalfant@co.lancaster.pa.us](mailto:HeChalfant@co.lancaster.pa.us)



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**From:** Schreiner, Linda <[LSchreiner@co.lancaster.pa.us](mailto:LSchreiner@co.lancaster.pa.us)>  
**Sent:** Wednesday, March 30, 2022 2:58 PM  
**To:** Chalfant, Heather <[HeChalfant@co.lancaster.pa.us](mailto:HeChalfant@co.lancaster.pa.us)>  
**Subject:** RE: ARPA Estimate - Coroner

Hello Heather:

Below is the email I found with your monthly estimate and what was spent to date. Do you have any information of what made the estimate of \$4,000/month?

Thank you.

Linda



**County of Lancaster - Purchasing Department**  
150 North Queen Street – Suite 712 Lancaster, PA 17603  
Phone: 717.299.8258 – Fax: 717.390.7739  
**HOURS: Monday – Friday 8:30 AM – 5:00 PM**

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**From:** Chalfant, Heather <[HeChalfant@co.lancaster.pa.us](mailto:HeChalfant@co.lancaster.pa.us)>  
**Sent:** Friday, February 04, 2022 8:44 AM  
**To:** Schreiner, Linda <[LSchreiner@co.lancaster.pa.us](mailto:LSchreiner@co.lancaster.pa.us)>; Gabriel, Carolyn <[CGabriel@co.lancaster.pa.us](mailto:CGabriel@co.lancaster.pa.us)>  
**Subject:** RE: ARPA Estimate

Linda,

I believe we were rounding up to \$4,000.00/mo for his anticipated costs for a total of \$48,000.00. I know he has been communicating with Pat about funding, at least that's what Eric says but if you can give me a couple of hours I will reach back out again and ask him to look at this again to be sure?

**Heather L. Chalfant**  
Senior Buyer

County of Lancaster-Purchasing Department  
Phone: 717-209-3166 Fax: 717-390-7739  
150 N. Queen St., Suite 712, Lancaster, PA 17603  
Web: <https://www.co.lancaster.pa.us/157/Purchasing>  
Email: [HeChalfant@co.lancaster.pa.us](mailto:HeChalfant@co.lancaster.pa.us)



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**From:** Schreiner, Linda <[LSchreiner@co.lancaster.pa.us](mailto:LSchreiner@co.lancaster.pa.us)>  
**Sent:** Thursday, February 3, 2022 5:16 PM  
**To:** Chalfant, Heather <[HeChalfant@co.lancaster.pa.us](mailto:HeChalfant@co.lancaster.pa.us)>; Gabriel, Carolyn <[CGabriel@co.lancaster.pa.us](mailto:CGabriel@co.lancaster.pa.us)>  
**Subject:** ARPA Estimate

Hello Heather & Carolyn:

Do you happen to have your estimates for the Prison & Coroner items (gloves, trays) that are using ARPA funds through the end 2022?

Thank you.

Phone: 717-209-3166 Fax: 717-390-7739  
150 N. Queen St., Suite 712, Lancaster, PA 17603  
Web: <https://www.co.lancaster.pa.us/157/Purchasing>  
Email: [HeChalfant@co.lancaster.pa.us](mailto:HeChalfant@co.lancaster.pa.us)



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**From:** Bieber, Eric <[EBieber@co.lancaster.pa.us](mailto:EBieber@co.lancaster.pa.us)>  
**Sent:** Friday, February 4, 2022 11:22 AM  
**To:** Chalfant, Heather <[HeChalfant@co.lancaster.pa.us](mailto:HeChalfant@co.lancaster.pa.us)>  
**Subject:** RE: Projections for all PPE for 2022

It's difficult to estimate, but I would say about \$500/month for PPE.... If we can find any.

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**From:** Chalfant, Heather <[HeChalfant@co.lancaster.pa.us](mailto:HeChalfant@co.lancaster.pa.us)>  
**Sent:** Friday, February 4, 2022 9:43 AM  
**To:** Bieber, Eric <[EBieber@co.lancaster.pa.us](mailto:EBieber@co.lancaster.pa.us)>  
**Subject:** Projections for all PPE for 2022

Hello Eric.

I am reaching back out to confirm your spending amounts for the remainder of 2022. I have been asked to get a total dollar amount for your expenses that relate to PPE (gloves, testing kits, anything PPE). I know you told me that you anticipated to spend approximately \$3800.00/mo. What are your supplies like for gloves? Do you feel that it makes sense to get orders in now and get a quote from your Manheim Medical as it is my understanding that is your preferred vendor? I spoke to Linda about storing things in the warehouse and she feels that is a reasonable solution and we have the space and can make arrangements to get products to you when the mail is delivered. So with that said, if you had to anticipate the funds that would be spent for PPE for the remainder of the year what would that number look like and it is ok to over estimate as Budget Services needs to seek approval for the funds to be allocated so that is the reason for this ask.

Thank you.

**Heather L. Chalfant**  
Senior Buyer

County of Lancaster-Purchasing Department  
Phone: 717-209-3166 Fax: 717-390-7739  
150 N. Queen St., Suite 712, Lancaster, PA 17603  
Web: <https://www.co.lancaster.pa.us/157/Purchasing>  
Email: [HeChalfant@co.lancaster.pa.us](mailto:HeChalfant@co.lancaster.pa.us)



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Details for Order #112-1302853-8205811

Order Placed: January 4, 2022  
PO number : 7232 A B1811 00000  
Amazon.com order number: 112-1302853-8205811  
Order Total: \$935.64

Not Yet Shipped	
<b>Items Ordered</b>	<b>Price</b>
4 of: ASAP Thick High Risk Latex Powder Free Multi-Purpose Gloves, 12 inch Extended Cuff, Disposable, 14 mil, Dark Blue (Medium - Case of 500) Sold by: ASAP USA ( <a href="#">seller profile</a> ) Condition: New	\$233.91
<b>Shipping Address:</b> Eric Bieber C/O LANCASTER COUNTY CORONER'S OFFICE 2080 SPRING VALLEY RD LANCASTER, PA 17601-2429 United States	
<b>Shipping Speed:</b> Two-Day Shipping	

Payment information	
<b>Payment Method:</b> Visa   Last digits: 9743	Item(s) Subtotal: \$935.64 Shipping & Handling: \$0.00
<b>Billing address</b> Purchasing Department-Heather Chalfant 150 N QUEEN ST STE 712 LANCASTER, PA 17603-3562 United States	----- Total before tax: \$935.64 <b>Estimated Tax:</b> \$0.00 ----- <b>Grand Total: \$935.64</b>

To view the status of your order, return to [Order Summary](#) .

## Sales Quote

County of Lancaster  
 Attn: Accounts Payable  
 150 N Queen Street  
 Lancaster, PA 17603  
 USA

ISO-MED Corporation  
 1220 Graphite Ave.  
 Corona, CA 92881

Your Reference  
 Bill-to Customer No. ISOC3196  
 Tax Registration No.

Salesperson  
 Email  
 Home Page  
 Phone No.

David Lowrie  
 Sales@iso-med.com  
 www.iso-med.com  
 800-797-1405

No. QTE2461  
 Document Date January 7, 2022  
 Due Date January 22, 2022  
 Payment Terms Net 15  
 Payment Method  
 Tax Identification Type Legal Entity  
 Shipment Method FedEx

Chase Bank  
 Giro No.  
 IBAN  
 SWIFT Code

123456789990 109876543212

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
HER005	HERO® Disposable Latex Exam Gloves, Powder Free, Blue, 14 mil, Medium, 50/bx, 10 bxs/cs	12	Case	110.00	1,320.00
HER008	HERO® Disposable Latex Exam Gloves, Powder Free, Blue, 14 mil, X-Large, 50/bx, 10 bxs/cs	4	Case	110.00	440.00
ZZ-FREIGHT	Freight Charges	1	Each	144.00	144.00
				<b>Subtotal</b>	<b>1,904.00</b>
Amount Subject to Sales Tax				0.00	
Amount Exempt from Sales Tax				1,904.00	
				Total Tax	0.00
				<b>Total \$ Incl. Tax</b>	<b>1,904.00</b>
				<b>Tax Amount</b>	<b>0.00</b>

**Ship-to Address**  
 County of Lancaster  
 Attn: Receiving Department  
 2080 Spring Valley Road  
 Lancaster, PA 17601  
 USA

**County of Lancaster  
Request for A.R.P.A. Funds**

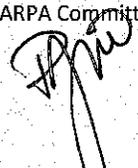
Submitted By: **Pat Mulligan**

Date: **04-05-22**

Department: **Budget Services**

Department Head Signature:

Project/Item Description	<b>County PPE and Supplies</b>
Estimated Cost (How was cost derived)	<b>\$25,000</b>
Under what general ARPA Guideline is this project eligible	<b>Administration, Page 14 and 15 of Treasury guidelines</b>
Project Duration / Funding Years.	<b>Funding requested thru the end of the County fiscal year 2022 cycle.</b>
Is this project already in the Operating or Capital Improvement Budget?	<b>No.</b>
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	<b>This would offset costs associated with PPE and other directly related supplies for use throughout the County for purchases made through March 31, 2021, and provide a small cushion of approximately \$3,400 for any emergent need that might arise between now and the end of the Fiscal Year.</b>
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	<b>There is no optimum time and does not require a bid since the remainder is under the threshold.</b>
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	<b>Yes, as these funds can be used on a County-wide basis.</b>
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	<b>Since these are eligible costs under ARPA, it ultimately saves the taxpayers since this would have been paid for with General Fund proceeds.</b>

ARPA Committee Comments	
ARPA Committee Recommendation 	
Funding Amount Recommended	





Proposed by:  
 Americhem International  
 1401 AIP Drive  
 Middletown, PA 17057  
 Tel: 717.939.7100

Client:  
 COUNTY OF LANCASTER  
 WAREHOUSE  
 150 N. QUEEN ST.  
 LANCASTER, PA 17603

Quote  
 Q042708

Item	Qty	Description	Net	Total
	1	CS Monk 7X8 Disinfecting Wipes, 6 - 80 Count Refills per Case 1-10 cases MNK 69080	27.9800	\$27.98
	10	CS Monk 7X8 Disinfecting Wipes, 6 - 80 Count Refills per Case 10-25 cases MNK 69080	26.0500	\$260.50
	25	CS Monk 7X8 Disinfecting Wipes, 6 - 80 Count Refills per Case 25 plus cases MNK 69080	24.8800	\$622.00
	1	CS Wexford Cleancide Wipes, 150 wipes/canister, 10/case 1-10 cases CLEANCIDE WIPE	55.0000	\$55.00
	10	CS Wexford Cleancide Wipes, 150 wipes/canister, 10/case 10-25 cases CLEANCIDE WIPE	53.0000	\$530.00
	25	CS Wexford Cleancide Wipes, 150 wipes/canister, 10/case 25 plus cases CLEANCIDE WIPE	49.8300	\$1,245.75
	1	CT Clorox 7 X 8 Fresh Scent Disinfecting Wipes , 6 - 75 Count Canisters per Carton 1-10 cases CLO15949CT	34.8800	\$34.88
	10	CT Clorox 7 X 8 Fresh Scent Disinfecting Wipes , 6 - 75 Count Canisters per Carton *No Cancellations/Nonreturnable 10-25 cases CLO15949CT	33.1000	\$331.00
	25	CT Clorox 7 X 8 Fresh Scent Disinfecting Wipes , 6 - 75 Count Canisters per Carton *No Cancellations/Nonreturnable 25 plus cases CLO15949CT	31.0000	\$775.00



Proposed by:  
 Americhem International  
 1401 AIP Drive  
 Middletown, PA 17057  
 Tel: 717.939.7100

Client:  
 COUNTY OF LANCASTER  
 WAREHOUSE  
 150 N. QUEEN ST.  
 LANCASTER, PA 17603

**Quote**  
**Q042708**

Item	Qty	Description	Net	Total
	1	CS Clorox 7x7 Fresh Scent Disinfectant StarterKit 700 Count Pack with Bucket, 1 per Carton *No Cancellations/Nonreturnable 1-10 cases CLO31547	42.2500	\$42.25
	10	CS Clorox 7x7 Fresh Scent Disinfectant StarterKit 700 Count Pack with Bucket, 1 per Carton *No Cancellations/Nonreturnable 10-25 cases CLO31547	40.6600	\$406.60
	25	CS Clorox 7x7 Fresh Scent Disinfectant StarterKit 700 Count Pack with Bucket, 1 per Carton *No Cancellations/Nonreturnable 25 plus cases ***** CLO31547	38.0000	\$950.00
	1	CS Certol ProSpray Disinfectant Wipes, Lemon Scent, 240 Wipes/Canister, 12 Canisters/PK EPA# 46851-12 1-10 cases AMC PSWC	275.0000	\$275.00
	10	CS Certol ProSpray Disinfectant Wipes, Lemon Scent, 240 Wipes/Canister, 12 Canisters/PK EPA# 46851-12 AMC PSWC	265.0000	\$2,650.00
	25	CS Certol ProSpray Disinfectant Wipes, Lemon Scent, 240 Wipes/Canister, 12 Canisters/PK EPA# 46851-12 AMC PSWC	255.0000	\$6,375.00

Merchandise	\$14,580.96
Misc Charge	\$4.70
Freight	
Tax	\$0.00
<b>Total</b>	<b>\$14,585.66</b>

**County of Lancaster**  
**Request for A.R.P.A. Funds**

Submitted By: **Pat Mulligan**

Date: **04-05-22**

Department: **Budget Services**

Department Head Signature:

Project/Item Description	<b>Take-away trays for Prison</b>
Estimated Cost (How was cost derived)	<b>\$40,000</b>
Under what general ARPA Guideline is this project eligible	<b>Administration, Page 14 and 15 of Treasury guidelines</b>
Project Duration / Funding Years.	<b>Funding requested thru the end of the County fiscal year 2022 cycle.</b>
Is this project already in the Operating or Capital Improvement Budget?	<b>No.</b>
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	<b>This would offset \$30,000 in costs associated with the purchase of take-away food trays at the County Prison for purchases made through March 31, 2021. It also provides a small cushion of approximately \$10,000 for any emergent need that might arise between now and the end of the Fiscal Year.</b>
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	<b>There is no optimum time and does not require a bid since the remainder is under the threshold.</b>
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	<b>Yes, as these funds can be used on a County-wide basis.</b>
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	<b>Since these are eligible costs under ARPA, it ultimately saves the taxpayers since this would have been paid for with General Fund proceeds.</b>

ARPA Committee Comments	
ARPA Committee Recommendation	
Funding Amount Recommended	

# Purchase Order

## County of Lancaster

Purchasing  
150 N. Queen Street  
Suite 712  
Lancaster PA 17603  
FAX 717/390-7739

### CHANGE ORDER

Dispatch via Print

Purchase Order 0000099924	Date 01/31/2022	Revision 2 - 02/02/2022	Page 1
Payment Term Due Now	Freight Terms Destination	Ship Via Best Way	Contract Info
Buyer Carolyn Gabriel	Phone/Email 717/299-7846 cgabriel@co.lancaster.pa.us	Confirming N	Blanket N

Singer Equip Co Inc  
150 South Twin Valley Road  
Elverson PA 19520

Ship To: PRI/625  
Prison  
625 E. King Street  
Lancaster PA 17602-3199

Bill To: Prison  
625 E. King Street  
Lancaster PA 17602-3199  
7172997800

Vendor E-mail: jmellinger@singerequipment.com  
Supplier: 0000003257 Vendor FAX:

Tax Exempt? Y Tax Exempt ID: 23-6003055 Req# 0000094884

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
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1- 1	Hinged Foam 3-Comp 9x9x3 Takeout White 10044318	50.00	CS	36.39	1,819.50	02/11/2022
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Item Total 1,819.50

2- 1	Hinged Foam 3-Comp 9x9x3 Takeout White 10044318	350.00	CS	38.57	13,499.50	02/02/2022
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Item Total 13,499.50

This PO is for quote #1426999 - February deliveries

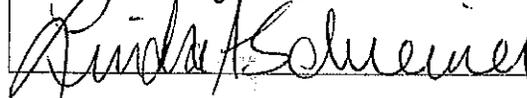
Total PO Amount 15,319.00

0. T

15,319.00 +  
1,819.50 +  
1,928.50 +  
1,928.50 +  
1,928.50 +  
1,928.50 +  
1,928.50 +  
1,928.50 +  
1,928.50 +  
1,928.50 +  
30,638.00 T

All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment. Deliveries are only received between the hours of 9AM-12PM and 1PM-3PM unless pre-arranged by the county.

Authorized Signature



SINGER EQUIPMENT COMPANY  
150 SOUTH TWIN VALLEY ROAD  
ELVERSON, PA 19520  
(800)422-8126 FAX: (610)286-8050  
Emergency Response#: 1-800-422-8126

Invoice# A3252004  
Location# 001  
Date 02/02/22  
Page 1 OF 1  
Route 70  
Stop Seq# 006

\*\* Invoice \*\*

130211  
COUNTY OF LANCASTER  
150 N QUEEN ST  
LANCASTER, PA 17603-3562

Ship To: 005  
LANCASTER COUNTY PRISON  
625 E KING ST  
LANCASTER, PA 17602-3111  
Phone: 717-299-7820

=====  
Cust P/O:99924 Reps:14 / Terms:NET 30 DAYS Due Date  
Ord-Date:01/24/22 Written:JSM Order#:B2570571 Ship Via:OUR TRUCK 03/04/22  
=====

Product/Description	HM	Open	Ship'd	B/O	Tax	Price	U/M	Extension
10044319 # 0544020311 HINGED FOAM 3-COMP 9X9X3 TAKEOUT WHITE (200)		25	25	0	N	36.39	CS	909.75
10044318 # 0544020310WH HINGED FOAM 3-COMP 9X9X3 TAKEOUT WHITE (200)		25	25	0	N	36.39	CS	909.75

Mdse	Total	Handling	Misc Chg	Tax	Freight	Dep-amt	Dep-Appld	Invoice	Total
	1,819.50	0.00	0.00	0.00	0.00	0.00	0.00		1,819.50

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Number of Cartons - 0



SINGER EQUIPMENT COMPANY  
150 SOUTH TWIN VALLEY ROAD  
ELVERSON, PA 19520  
(800)422-8126 FAX: (610)286-8050  
Emergency Response#: 1-800-422-8126

Invoice# A3255031  
Location# 001  
Date 02/09/22  
Page 1 OF 1  
Route 70  
Stop Seq# 013

\*\* Invoice \*\*

130211  
COUNTY OF LANCASTER  
150 N QUEEN ST  
LANCASTER, PA 17603-3562

Ship To: 005  
LANCASTER COUNTY PRISON  
625 E KING ST  
LANCASTER, PA 17602-3111  
Phone: 717-299-7820

=====  
Cust P/O:99924 Reps:14 / Terms:NET 30 DAYS Due Date  
Ord-Date:01/31/22 Written:JSM Order#:B2574189 Ship Via:OUR TRUCK 03/11/22  
=====

Product/Description	HM	Open	Ship'd	B/O	Tax	Price	U/M	Extension
10044319 # 0544020311 HINGED FOAM 3-COMP 9X9X3 TAKEOUT WHITE (200)		25	25	0	N	38.57	CS	964.25
10044318 # 0544020310WH HINGED FOAM 3-COMP 9X9X3 TAKEOUT WHITE (200)		25	25	0	N	38.57	CS	964.25

Mdse	Total	Handling	Misc Chg	Tax	Freight	Dep-amt	Dep-Appld	Invoice	Total
	1,928.50	0.00	0.00	0.00	0.00	0.00	0.00		1,928.50

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Number of Cartons - 0

SINGER EQUIPMENT COMPANY  
150 SOUTH TWIN VALLEY ROAD  
ELVERSON, PA 19520  
(800)422-8126 FAX: (610)286-8050  
Emergency Response#: 1-800-422-8126

Invoice# A3257133  
Location# 001  
Date 02/11/22  
Page 1 OF 1  
Route 70  
Stop Seq# 012

\*\* Invoice \*\*

130211  
COUNTY OF LANCASTER  
150 N QUEEN ST  
LANCASTER, PA 17603-3562

Ship To: 005  
LANCASTER COUNTY PRISON  
625 E KING ST  
LANCASTER, PA 17602-3111  
Phone: 717-299-7820

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=====
Cust P/O:99924                Reps:14 /                Terms:NET 30 DAYS        Due Date
Ord-Date:01/24/22 Written:JSM Order#:B2570574 Ship Via:OUR TRUCK        03/13/22
=====
Product/Description          HM  Open Ship'd  B/O Tax    Price U/M    Extension
-----
10044318 # 0544020310WH          50   50      0 N      38.57 CS      1928.50
HINGED FOAM 3-COMP 9X9X3
TAKEOUT WHITE (200)

```

```

=====
Mdse Total Handling Misc Chg  Tax    Freight  Dep-amt Dep-Appld Invoice Total
=====
  1,928.50      0.00      0.00      0.00      0.00      0.00      1,928.50
=====

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Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Number of Cartons - 0



SINGER EQUIPMENT COMPANY  
150 SOUTH TWIN VALLEY ROAD  
ELVERSON, PA 19520  
(800)422-8126 FAX: (610)286-8050  
Emergency Response#: 1-800-422-8126

Invoice# A3260550  
Location# 001  
Date 02/18/22  
Page 1 OF 1  
Route 70  
Stop Seq# 004

\*\* Invoice \*\*

130211  
COUNTY OF LANCASTER  
150 N QUEEN ST  
LANCASTER, PA 17603-3562

Ship To: 005  
LANCASTER COUNTY PRISON  
625 E KING ST  
LANCASTER, PA 17602-3111  
Phone: 717-299-7820

=====  
Cust P/O:99924 Reqs:14 / Terms:NET 30 DAYS Due Date  
Ord-Date:02/07/22 Written:JSM Order#:B2577977 Ship Via:OUR TRUCK 03/20/22  
=====

Product/Description	HM	Open	Ship'd	B/O	Tax	Price	U/M	Extension
10044318 # 0544020310WH HINGED FOAM 3-COMP 9X9X3 TAKEOUT WHITE (200)		50	50	0	N	38.57	CS	1928.50

Mdse	Total	Handling	Misc	Chg	Tax	Freight	Dep-amt	Dep-Appld	Invoice	Total
	1,928.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00		1,928.50

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Number of Cartons - 0

SINGER EQUIPMENT COMPANY  
150 SOUTH TWIN VALLEY ROAD  
ELVERSON, PA 19520  
(800)422-8126 FAX: (610)286-8050  
Emergency Response#: 1-800-422-8126

Invoice# A3262518  
Location# 001  
Date 02/23/22  
Page 1 OF 1  
Route 70  
Stop Seq# 017

\*\* Invoice \*\*

130211  
COUNTY OF LANCASTER  
150 N QUEEN ST  
LANCASTER, PA 17603-3562

Ship To: 005  
LANCASTER COUNTY PRISON  
625 E KING ST  
LANCASTER, PA 17602-3111  
Phone: 717-299-7820

=====  
Cust P/O:99924 Reps:14 / Terms:NET 30 DAYS Due Date  
Ord-Date:02/14/22 Written:JSM Order#:B2580820 Ship Via:OUR TRUCK 03/25/22  
=====

Product/Description	HM	Open	Ship'd	B/O	Tax	Price	U/M	Extension
10044318 # 0544020310WH HINGED FOAM 3-COMP 9X9X3 TAKEOUT WHITE (200)		50	50	0	N	38.57	CS	1928.50

Mdse	Total	Handling	Misc Chg	Tax	Freight	Dep-amt	Dep-Appld	Invoice	Total
	1,928.50	0.00	0.00	0.00	0.00	0.00	0.00		1,928.50

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Number of Cartons - 0

SINGER EQUIPMENT COMPANY  
150 SOUTH TWIN VALLEY ROAD  
ELVERSON, PA 19520  
(800)422-8126 FAX: (610)286-8050  
Emergency Response#: 1-800-422-8126

Invoice# A3264255  
Location# 001  
Date 02/25/22  
Page 1 OF 1  
Route 70  
Stop Seq# 010

\*\* Invoice \*\*

130211  
COUNTY OF LANCASTER  
150 N QUEEN ST  
LANCASTER, PA 17603-3562

Ship To: 005  
LANCASTER COUNTY PRISON  
625 E KING ST  
LANCASTER, PA 17602-3111  
Phone: 717-299-7820

=====  
Cust P/O:99924 Reps:14 / Terms:NET 30 DAYS Due Date  
Ord-Date:02/14/22 Written:JSM Order#:B2580822 Ship Via:OUR TRUCK 03/27/22  
=====

Product/Description	HM	Open	Ship'd	B/O	Tax	Price	U/M	Extension
10044318 # 0544020310WH HINGED FOAM 3-COMP 9X9X3 TAKEOUT WHITE (200)		50	50	0	N	38.57	CS	1928.50

Mdse	Total	Handling	Misc	Chg	Tax	Freight	Dep-amt	Dep-Appld	Invoice	Total
	1,928.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,928.50	

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Number of Cartons - 0

**County of Lancaster  
Request for A.R.P.A. Funds**

Submitted By: **Pat Mulligan**

Date: **04-05-22**

Department: **Budget Services**

Department Head Signature:

Project/Item Description	<b>Trash Pickup at the Prison</b>
Estimated Cost (How was cost derived)	<b>\$5,000</b>
Under what general ARPA Guideline is this project eligible	<b>Administration, Page 14 and 15 of Treasury guidelines</b>
Project Duration / Funding Years.	<b>Funding requested thru the end of the County fiscal year 2022 cycle.</b>
Is this project already in the Operating or Capital Improvement Budget?	<b>No.</b>
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	<b>This would offset costs associated with the additional trash pickup up at the prison due to the use of take-away trays rather than regular plates. The use of take-away trays limits exposure and reduces transmission opportunities at the County Prison. However, it did result in an increased need to pick up and dispose of waste materials at the Prison location. Leaves a \$1,200 cushion for any immediate future needs.</b>
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	<b>There is no optimum time and does not require a bid since the remainder is under the threshold.</b>
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	<b>Yes, as these trays could be used can be used on a County-wide basis should the need arise.</b>
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	<b>Since these are eligible costs under ARPA, it ultimately saves the taxpayers since this would have been paid for with General Fund proceeds.</b>

ARPA Committee Comments	
ARPA Committee Recommendation	
Funding Amount Recommended	

**TRASH HAULING SERVICES**

**IFB #17-013 (All Bids)**

**"OFFICIAL" Results**

**POSTED:** Thursday, July 27, 2017  
**OPENED:** Wednesday, September 23, 2017 at 11:00 AM  
**AWARD DATE:** Wednesday, September 27, 2017  
**CONTRACT PERIOD:** November 2, 2017 - November 1, 2020

*The County of Lancaster considers no bids to be "official" until a Resolution is approved by the Board of Commissioners.*

*Bidders should therefore consider the bids posted below as "unofficial" and not to make any assumptions nor take any actions based on these results.*

**AWARDED VENDOR**

		<b>GROUP 3</b>	
		<b>11/02/21-11/01/22</b>	
<b>ITEM#</b>	<b>LOCATION - SERVICE</b>	<b>COST per Month</b>	<b>1-Yr TOTAL Cost</b>
H.	Prison		
	Refuse	3,600.00	43,200.00
	Single Stream	178.50	2,142.00

O. Site Information

a. Refuse Collection

1. YOUTH INTERVENTION CENTER, 235 Circle Avenue, Lancaster PA 17602
  - i. Provide pickups at least three (3) days per week; Tuesday, Thursday, Saturday, preferred.
  - ii. Provide at least one (1) six (6) cubic yards loose capacity container per pickup.
  - iii. Site Contact: Kelly Decker (717) 209-3328 or Nancy Griesemer (717) 295-5995.
  
2. CHILDREN AND YOUTH at Youth Intervention Center, 235 Circle Avenue, Lancaster, PA 17602
  - i. Provide pickups at least one (1) day per week.
  - ii. Provide at least one (1) four (4) cubic yards loose capacity container per pickup.
  - iii. Site Contact: Nancy Griesemer (717) 295-5995.
  
3. COURTHOUSE, 50 North Duke Street, Lancaster, PA 17602
  - i. Provide pickups at least five (5) days per week; Tuesday-Saturday, **required**.
  - ii. Provide at least twelve (12) ninety-six (96) gallon toters loose capacity per pickup.
  - iii. Due to space constraints, only tip cart, or similar size receptacles may be utilized at this facility.
  - iv. Site Contact: Nancy Griesemer (717) 295-5995.
  
4. 150 NORTH QUEEN STREET, Lancaster, PA 17603
  - i. Provide pickups on an as needed basis. Approximately every 4-5 weeks.
  - ii. Provide at least one (1) twenty-eight (28) cubic yards Compactor unit per pick
  - iii. Site Contact: Nancy Griesemer (717) 295- 5995
  
5. 40 EAST KING STREET, Lancaster, PA 17602
  - i. Provide pickups at least three (3) days per week; Monday, Wednesday, Friday, preferred.
  - ii. Provide at least seven (7) ninety-six (96) gallon toters loose capacity per pickup.
  - iii. Site Contact: Nancy Griesemer 717 295-5995
  
6. PARKS (Lancaster County Central Park)
  - 6a. MAINTENANCE COMPOUND, 950 Eshelman Mill Road, Lancaster, PA 17602
    - i. Provide pickups at least one (1) day per week; Wednesday, preferred; **from April through October**
    - ii. Provide Pickup on an as needed basis (will call) from November through March
    - iii. Provide at least one (1) thirty (30) cubic yards loose capacity roll-off container per pickup.
    - iv. Site Contact: John Ulaky (717) 299-8214 or (717) 278-8022.
  
  - 6b. SWIMMING POOL, 1050 Rockford Road, Lancaster, PA 17602
    - i. Provide pickups at least three (3) days per week during the **peak-season (end of May-through mid -September)**; Monday, Thursday, Saturday, preferred
    - ii. Provide at least one (1) four (4) cubic yards loose capacity dumpster per pickup during the peak-season (end of May through mid-September).
    - iii. No pickup is needed during the off-season (mid-September through beginning of May).
    - iv. Site Contact: John Ulaky (717) 299-8214 or (717) 278-8022
  
7. PRISON, 625 East King Street, Lancaster, PA 17602
  - i. Provide at least three (3) pickups per week; Monday, Wednesday, Friday preferred.

- ii. Holidays: Allowances must be made to ensure three (3) pickups per week when a holiday occurs within the week.
- iii. Provide at least one (1) thirty (30) cubic yards loose capacity roll-off containers per pickup
- iv. For security purposes, no receptacle at this location may exceed four (4) feet in height.
- v. For security purposes, the collection vehicle must use the Prison entrance on Marshall Street and be granted entrance into the facility upon visual verification by Prison security. The maximum clearance for this entrance is 12'-8".
- vi. Site Contact: Tammy Moyer (717) 295-2099

- 8. PUBLIC SAFETY TRAINING CENTER, 101 Champ Boulevard, Manheim PA 17554
  - i. Provide pickup at least one (1) day per week; Monday preferred
  - ii. Provide at least three (3) three (3) cubic yards containers and one (1) four (4) cubic yards loose capacity containers per pickup.
  - iii. Site Contact: Darren Martin (717) 587-1802 or Nancy Griesemer (717) 295-5995
- 9. FORENSIC CENTER, 2080 Spring Valley Road, Lancaster, PA 17601
  - i. Provide pickup at least one (1) day per week; Thursday preferred.
  - ii. Provide at least one (1) four (4) cubic yards loose capacity containers per pickup.
  - iii. Site Contact: Eric Bieber (717)735-2140

**b. Recyclables Collection**

- 1. YOUTH INTERVENTION CENTER, 235 Circle Avenue, Lancaster PA 17602  
*Single Stream*
  - i. Provide pickup at least one (1) day per week; Tuesday.
  - ii. Provide at least one (1) three (3) cubic yards loose capacity per pickup.
- 2. COURTHOUSE, 50 North Duke Street, Lancaster, PA 17602  
*Single Stream*
  - i. Provide pickups at least two (2) days per week; Monday, Thursday preferred
  - ii. Provide at least eight (8) ninety-six (96) gallon totes loose capacity per pickup. These will be stored inside secure dock area and vendor will need to obtain building access.
  - iii. Due to space constraints, only tip-carts, gaylord boxes, totes or similar-sized receptacles may be utilized at this site.
- 3. 150 NORTH QUEEN STREET, Lancaster, PA 17603  
*Single Stream*
  - i. Provide pickups at least one (1) day per week; Tuesday preferred
  - ii. Provide at least sixteen (16) ninety-six (96) gallon totes loose capacity per pickup.
  - iii. Due to space constraints, only tip-carts, gaylord boxes, totes or similar-sized receptacles may be utilized at this site.
- 4. 40 EAST KING STREET, Lancaster, PA 17602  
*Single Stream*
  - i. Provide pickups at least three (3) days per week; Monday, Wednesday, Friday, preferred.
  - ii. Provide at least two (2) ninety-six (96) gallon totes loose capacity per pickup.
- 5. PARKS (Lancaster County Central Park)
  - 5a. Maintenance Compound at 950 Eshelman Mill Road, Lancaster, PA 17602  
*Single Stream*

- i. Provide pickups at least one (1) day per week during peak season, **April to October**
- ii. Provide pickups on an as needed basis (will call), November to March
- iii. Provide at least one (1) four (4) cubic yards loose capacity per pickup.

5b. Swimming Pool, 1050 Rockford Rd, Lancaster, PA 17602

*Single Stream*

- i. Provide Pickups at least one (1) day per week during peak season, **Memorial Day to Labor Day**
- ii. Provide at least three (3) ninety-six (96) gallon totes loose capacity per pickup.
- iii. No Pickup is needed during the off- season (Labor Day to Memorial Day)

6. PRISON, 625 East King Street, Lancaster, PA 17602

*Single Stream*

- i. Provide at least two (2) days per week.
- ii. Provide at least one (1) eight (8) cubic yards loose capacity per pickup.
- iii. For security purposes, no receptacle at this location may exceed four (4) feet in height.

7. Public Safety Training Center, 101 Champ Boulevard, Manheim, PA 17554

*Single Stream*

- i. Provide pickup at least one (1) day per week.
- ii. Provide at least one (1) three (3) cubic yards loose capacity per pickup

*Construction Debris*

- i. Provide pickup on an **as needed basis** (will call).
- ii. Provide at least one (1) thirty (30) cubic yards roll off container per pickup.

8. Forensic Center, 2080 Spring Valley Road, Lancaster, PA 17601

*Single Stream*

- i. Provide pickup at least one (1) day per week.
- ii. Provide at least one (1) three (3) cubic yards loose capacity per pickup.

**BALANCE OF PAGE IS INTENTIONALLY BLANK**

## Mulligan, Patrick

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**From:** Andrea Alenovitz <andrea@eagledisposal.net>  
**Sent:** Monday, January 24, 2022 9:16 AM  
**To:** Griesemer, Nancy; Gabriel, Carolyn; Devonshire, Bob; Schreiner, Linda  
**Cc:** Yolanda Rodriguez-Rodriguez; Tabitha Ledford  
**Subject:** [EXTERNAL] FW: Prison

Good Morning,

Our driver reporting ever since we took out the two containers this is what the prison looks like each time we are scheduled to pull it.

We cannot legally haul the container this way.

We need the permission to put the 2<sup>nd</sup> container back in place ASAP.

Could you help with this.

Below are the photos from my driver.

Andrea Alenovitz  
**Eagle Disposal of PA**  
**1245 Eagles Way**  
**East Earl, PA 17519**  
Office 717-355-9560  
Fax 717-355-0381  
[www.eagledisposalofpa.com](http://www.eagledisposalofpa.com)











**EAGLE**  
DISPOSAL OF PA., INC.  
1245 Eagle's Way  
East Earl, PA 17519  
1-717-335-9560

100%  
BLACK  
CONTAINER

Submitted By Heather L. AdamsDate 3.3.22Department District Attorney's OfficeDepartment Head Signature [Signature]

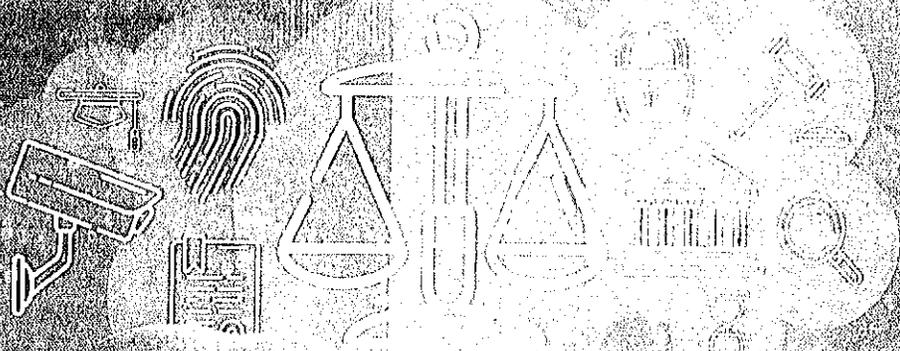
Project/Item Description	NICE Justice Digital Evidence Transformation: software program capable of processing all evidence, digital and otherwise, electronically.					
Estimated Cost (How was cost derived)		Year 1	Year 2	Year 3	Year 4	Year 5
	Storage Fee	\$2,099	\$6,083	\$8,651	\$11,540	\$15,157
	SaaS Fee	\$81,228	\$81,228	\$81,228	\$81,228	\$81,228
	1x cost service fee	\$41,000				
	Total Cost	\$124,327	\$87,311	\$89,879	\$92,768	\$96,385
Under what general ARPA Guideline is this project eligible	<ul style="list-style-type: none"> <li>Protecting staff from COVID due to the high touch nature of their work (e.g. handling physical paper reports, media, collecting, sharing of digital evidence).</li> <li>Will allow access to <u>all</u> discovery remotely.</li> <li>More efficiently addressing cases and discovery backlogs due to COVID</li> <li>Technological infrastructure: too much time being wasted on clerical and manual tasks of scanning, uploading, copying discovery</li> <li>Discovery management system is needed to adapt our operations to the pandemic and the increased use of digital media</li> </ul>					
Project Duration / Funding Years.	We could agree to a multi-year contract up to five years, but program costs will be on-going.					
Is this project already in the Operating or Capital Improvement Budget?	No, while it was mentioned in the Capital Improvement Budget, I also flagged it at that time as an allowable ARPA expense.					
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	<ul style="list-style-type: none"> <li>Yearly expenses for digital evidence storage: CDs, DVDs, DVRs, thumb drives estimated to be \$4,000+ per year</li> <li>Elimination of "E-discovery" program at \$6,000 per year</li> <li>Time savings for support staff on clerical and manual tasks will make it such that a support staff position <i>could</i> be eliminated.</li> <li>Time savings for ADAs will mean lawyers will be lawyers again, likely significantly stalling the need to hire more attorneys despite increasing demands on the ADAs.</li> <li>NICE Justice reports that typical productivity gains of 2x-3x per dollar spent per year on having a digital evidence management system and has calculated time spent by my office on these matters currently to be a \$250,000 savings in productive gains.</li> </ul>					
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	ASAP. We would look at a summer rollout. This is a sole-source contract and I have been provided with a sole source letter from NICE Justice.					
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	Yes. All 26 county municipal police departments and PSP will have links to this software to upload ALL (paper and digital) discovery to the NICE Justice system. Demonstration for all police departments to occur 3/8 (They have complained many times about the current system). The PDs office would also see time savings in <i>receiving</i> and <i>accessing</i> discovery.					
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	Our discovery process is the picture of inefficiency. Please see continuation page: <ol style="list-style-type: none"> <li>This product will standardize how evidence is received and shared amongst the 26 municipal police departments and PSP and defense attorneys generally.</li> <li>Safety for staff: removing the physical touch from digital evidence and transforming how all evidence is received, managed, and shared, and all evidence now accessible from anywhere.</li> </ol>					

ARPA Committee Comments	
ARPA Committee Recommendation 	
Funding Amount Recommended	

**Con't from above:**

3. **Reduce the backlog due to pandemic restrictions:** Time will be spent working cases, rather than working discovery. Discovery involves copying digital evidence (painstaking process uploading into various systems or onto CDs, DVDs and other physical media). NICE Justice will streamline this process by allowing all evidence to be easily uploaded into the Cloud, then shared via a secure link to the NICE justice portal, all with full tracking.
4. **Eliminate time-wasting manual processes: Lawyers will be lawyers again!** Spending less time on manual tasks, means spending more time building and prosecuting cases. The opportunity to streamline the collection, processing and dissemination of varied digital evidence from multiple sources on a single platform in a consistent, reliable, and efficient manner would dramatically reduce our prosecutors' administrative burdens and allow them to focus on their substantive legal duties. This system also takes the worry out of missing a piece of evidence stored in some other place on the computer or sent to another person, evidence is sent to a designation that is case specific and alerts the prosecutor when new evidence is shared, eliminating the frustration of constantly checking and rechecking for new evidence.
5. **Speed up the process from crime to justice and improve community safety:** This system will allow for a more efficient sharing of discovery which now often delays the prosecution of a case. Effectively and efficiently prosecuting cases ultimately leads to safer communities.
6. **Build more effective operations for a better future:** Making this investment in digital transformation today will allow this office to be better positioned to weather the impact of any possible future disruptive events.

**NICE**



# Prosecutor Guide to Leveraging Pandemic Recovery Funds for Digital Transformation

# The American Rescue Plan Act and Your Agency

In the wake of an unprecedented pandemic, the recently enacted American Rescue Plan Act of 2021, was signed into law on March 11, providing \$362 billion in federal fiscal recovery aid to help states, territories, counties, cities, and tribal governments cover increased expenditures, replenish lost revenue and mitigate economic harm from the COVID-19 pandemic. These funds are available to virtually every state, county and city agency. *If your prosecutor office's operations have been negatively impacted by the pandemic – and let's face it what prosecutor's office hasn't?* – these funds are available to your agency too.

## Have Your Digital Evidence Management Challenges Grown with COVID?

Even before the COVID pandemic, prosecutor's offices were drowning under the weight of growing digital evidence, and manual processes for managing it. Additionally, with less tax revenue coming in, budgets have become even leaner, and this has meant delaying hiring, shelving technology projects, and even cutting back on staff, at time when case backlogs and crime are increasing.

### Are any of these challenges familiar to you?

- With many prosecutors still working from home, this has added complexities to how your firm receives and manages digital evidence.
- The inability to receive evidence quickly is impacting your ability to make expedient charging decisions.
- Protecting staff from COVID can be especially challenging due to the high touch nature of their work (e.g. handling physical media; collecting, sharing digital evidence in person).
- Case and discovery backlogs have piled up due to COVID restrictions and other justice process bottlenecks.
- Your prosecutors are wasting enormous amounts of time on clerical and manual tasks (e.g. scanning, uploading, copying, etc.), when they could be spending that time proactively building and prosecuting cases.
- Due to COVID and budget constraints, your department has had to put off technology initiatives that could help you better manage and make use of the digital evidence you have.

## NICE Justice: Digital Transformation to the Rescue

If your department is experiencing any of these challenges, now is a good time to invest in digital transformation with NICE Justice. More than 50,000 criminal justice professionals around the world are already benefiting from NICE Justice's ability to digitally transform how their work.

With NICE Justice, your prosecutor's office can get off the treadmill and finally move ahead. By digitally transforming how you collect, analyze and share digital evidence, your agency can dramatically improve how your prosecutors receive, interact with, manage and share digital evidence, to streamline discovery, save time and money, and improve justice outcomes.

NICE has found that organizations that digitally transform their operations using NICE Justice can save millions of dollars annually, and get ten dollars back in efficiency savings for every dollar they spend.

Additionally, because NICE Justice addresses COVID-related challenges, it qualifies for funding under the American Rescue Plan Act. As a cloud-based service it's also easy to implement and requires no in-house IT support.



Considering how your prosecutor's office can best put pandemic recovery funds to work?

Here are 7 ways your prosecutor's office can recover from COVID-19 and build a better future through digital transformation.

### 1. Standardize how digital evidence is received and managed

NICE Justice standardizes how evidence is received and shared by providing a portal where law enforcement agencies can transfer all digital evidence to your prosecutor's office electronically. NICE Justice eliminates CDs, DVDs and USB drives that bog down your intake process – no more uploading, copying and scanning digital evidence into other systems. NICE Justice also automatically synchs with your case management system to automatically organize evidence by case IDs and pull additional case details.

### 2. Streamline evidence sharing for faster charging decisions

After an arrest is made, it's a race against the custody clock to obtain evidence for a charging decision. Absent compelling evidence, suspects are invariably released pending investigation. NICE Justice speeds up the flow of evidence so prosecutors have more timely information for informed charging decisions. Prosecutors get access to all the evidence they need, sooner.

### 3. A safer alternative for your staff

Wherever your prosecutors work – in the office or at home, remotely – they always have access to complete evidence and powerful tools for building their case. NICE Justice also keeps staff safe by removing the physical touch from digital evidence and by digitally transforming how evidence is collected, managed and shared. No more driving from location to location, collecting evidence in person, copying it, and physically handling media and paper files.

### 4. Reduce backlogs due to pandemic restrictions

Prosecutors offices received two to three times more paperwork from police in 2020 (due to increased crime levels). Even under normal circumstances it's difficult to keep up with case and discovery workloads, but COVID restrictions have created additional bottlenecks with

many prosecutors working from home. Today, discovery is the picture of inefficiency. Typically it involves copying digital evidence (which you so painstakingly uploaded into your various systems and storage servers previously) back onto CDs, DVDs and other physical media. NICE Justice greatly streamlines this process. You can fulfill your discovery obligations simply, securely and transparently, by using the NICE Justice sharing portal to email a secure link for discoverable materials. All discovery workflows are managed electronically with full tracking so you'll always know when disclosed evidence has been received and opened.

### 5. Eliminate time-wasting manual processes

NICE Justice gives prosecutors more time back in their day by automating manual processes around evidence management and discovery. By spending less time on manual tasks, your prosecutors can spend more time building and prosecuting cases. NICE Justice also takes the worry out of missing evidence because evidence is always shared and stored in one place – electronic case folders in the Cloud. It also eliminates the frustration of constantly checking and rechecking for evidence – prosecutors are automatically alerted when new evidence is available.

### 6. Speed up the process from crime to justice, and improve community safety

When crimes are investigated and prosecuted faster and more successfully, you're able to get more criminals off the street. This ultimately translates into safer communities.

### 7. Build more effective operations for a better future

By investing in digital transformation today, your prosecutor's office is also better positioned to weather the impact of any possible future disruptive events.

## Take the next step

NICE can help you navigate the process of determining what pandemic recovery funds are available to your agency. You can also visit <https://www.naco.org/resources/featured/state-and-local-coronavirus-fiscal-recovery-funds> to learn how much funding might be available to your agency. These funds are being directly dispersed to cities, counties and states now, and funds that aren't utilized must be forfeited. The U.S. Treasury is in the process of dispersing the first batch of funds now (through early May) and will disperse second payments starting 12 months after the first payment.

Interested in learning how your prosecutor's office can benefit from digital transformation? Contact NICE at +1 (214) 412-8693 to schedule a complimentary virtual productivity workshop. We'll provide a detailed analysis of the savings your agency can achieve through digital transformation at no cost to you.

### NICE Public Safety

With over 3,000 customers and 30 years' experience, NICE's Public Safety solutions deliver digital transformation, improved collaboration, efficiency and cost-savings to all types of public safety and criminal justice agencies, from emergency communications centers and police departments, to prosecutors, defense attorneys and courts. Our Evidential platform features an ecosystem of integrated technologies that bring data together to improve incident response, accelerate investigations, streamline evidence disclosure, enhance digital collaboration with justice partners, and keep communities and citizens safer.

[www.nice.com/public-safety](http://www.nice.com/public-safety)

### About NICE

NICE (Nasdaq:NICE) is the worldwide leading provider of both cloud and on-premises enterprise software solutions that empower organizations to make smarter decisions based on advanced analytics of structured and unstructured data. NICE helps organizations of all sizes deliver better customer service, ensure compliance, combat fraud and safeguard citizens. Over 22,000 organizations in more than 150 countries, including over 80 of the Fortune 100 companies, are using NICE solutions.

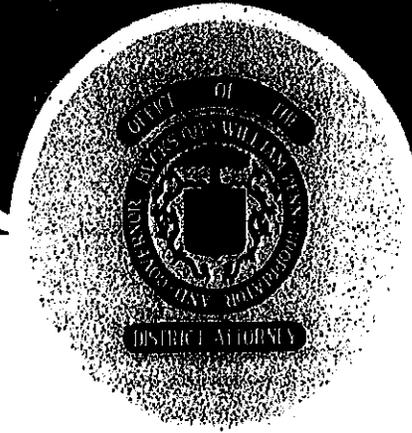
[www.nice.com](http://www.nice.com)

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# Client Success STORY

## Bucks County District Attorney's Office

on Microfilm and Court Documents Converted  
to Electronic Digital Files



### About Bucks County District Attorney's Office

Located in Doylestown, PA, District Attorney Matt Weintraub serves the office as the chief law enforcement officer for Bucks County. He was appointed in 2016 and has over 25 years of experience as a prosecutor. The office, under his leadership, is committed to ensuring the administration of justice, the prevention of crime, and the safety of all members of the Bucks County community. DA Weintraub and the office have reduced the number of overall prosecutions year after year by not only seeking punishment for violent criminals but also rehabilitation for offenders who can benefit from the established treatment programs.

After hearing from Michael Glaser, HIG's Director of Sales Record Storage, and Document Conversion at the July 2020 Pennsylvania District Attorney Conference, the Bucks County District Attorney's office reached out to Higher Information Group for help. The DA's office was sure that Higher Information Group could help them convert their sea of paper court records into efficient and searchable electronic files.



## The Challenges and Needs

Storing over 12,000 boxes of court documents in three different warehouses, the Bucks County DA's office struggled to use these files efficiently on many fronts. Records stored included prosecution records dating back to the 1960s. One of the warehouse locations was about 40 minutes from the justice center in an evidence warehouse. If DA staff needed a file, it required back and forth communication with evidence custodians and time spent manually hunting down the correct file in the right box. The process of accessing files when needed was cumbersome - a waste of time, energy & resources.

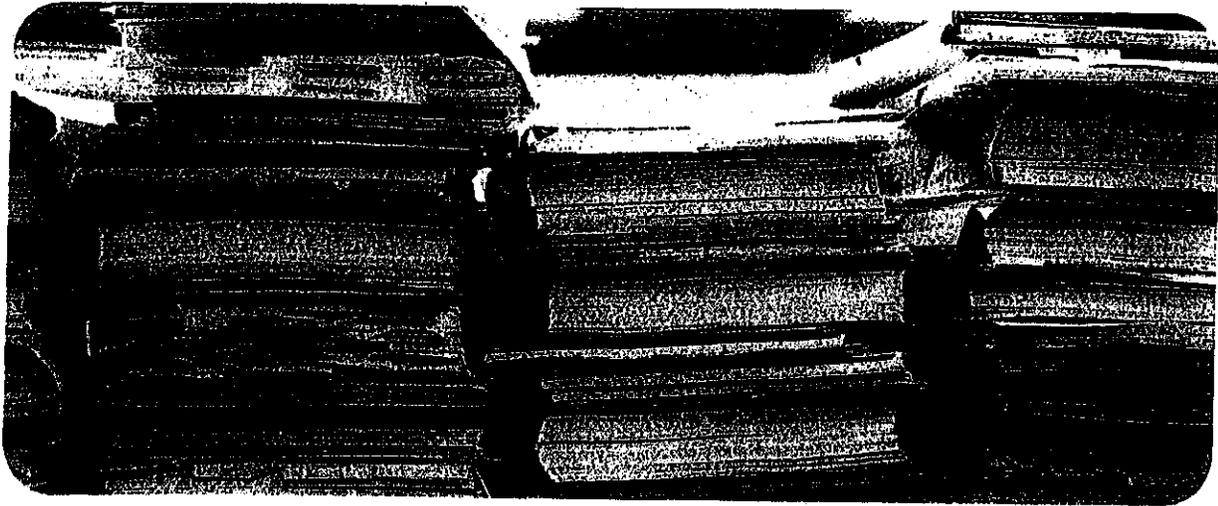
The inefficient search for and transfer of files resulted in confidentiality and security risks. Paper files also made it impossible for more than one person to access each file at the same time.

## Client CHALLENGES

- (1) Inefficient use of resources - time spent searching physical paper records
- (2) Storage space taken up by thousands of boxes of records
- (3) No digital access to court records
- (4) Impossible to have more than one person access a single file at a time
- (5) Confidentiality/Security of sensitive paper files in multiple locations

Fortunately, and due to the pandemic, the Bucks County District Attorney's Office qualified for the Federal Cares Act Fund to digitize their paper records. With this in mind, the Bucks County District Attorney's office did its due diligence in researching solutions. They ultimately reached out to Higher Information Group with a defined scope of work. They felt confident that the team at HIG had the infrastructure to do what they needed in the necessary timeframe.





## Client Needs

- ① Pick up boxes of files from warehouse locations
- ② Transportation to the scanning facility
- ③ Secure storage while offsite
- ④ Prep and scanning of all documents
- ⑤ All files indexed by case number and name
- ⑥ Image on demand 1/2 day response service as needed
- ⑦ Indexed imaged files on two hard drives - both in-office copy and backup copy
- ⑧ Securely return any paper files that must be retained
- ⑨ Secure certified destruction of paper records no longer needed
- ⑩ Per Cares Act Funding, the agreed-upon project required completion by 12/31/2020
- ⑪ An extension was given, and conversion work continues for 2021

## Proof of Concept

Before agreeing to contract with Higher Information Group, the client requested a sample of what they could expect from the project. This proof of concept includes running a small quantity of the physical records through the process to demonstrate the steps involved and what the final product will look like. Converted documents were then provided to the client on a flash drive, allowing the Bucks County District Attorney's office to assess exactly what to expect from the overall project.

## The Solution

With the proper funding now available to the Bucks County District Attorney's office, Weintraub's team was faced with the task of finding a more efficient and accessible storage solution for decades worth of hardcopy court documents. After receiving the Proof-of-Concept files, the client could accurately gauge the level of service that



Higher Information Group's team would deliver. With an NDA, the Bucks County DA's office entered into an agreement with HIG to convert all hardcopy records into digital files based on pricing aligned with the source of funding, the Federal Cares Act.

Higher Information Group helped determine a monthly budget in advance to better provide for the client, and the client was invoiced accordingly.

The initial steps of this project involved HIG's internal couriers picking up the hardcopy records from the client's three warehouse facilities. These couriers are subject to background checks and are required to sign nondisclosure agreements (NDAs), making them fit for jobs involving sensitive documents.

Once the files arrived at HIG's secure scanning facility in York, PA, they were indexed and cataloged in the specific manner the client predetermined. Through the use of high-speed scanning equipment, documents are converted to searchable digital images.

If a member of the District Attorney's office needed a specific file while it was in HIG's imaging center, they requested the "Image On-Demand" and the files were sent via secure FTP site or secure email.

Backfile Conversion is the process of replacing and converting large volumes of hardcopy files with digital copies or images to be archived and stored. After the scanning was complete, records were securely destroyed, and a Certification of Destruction was provided to the client, eliminating any additional need for storage space.

The client now has access to scanned records via indexed image files on a hard drive.

“

Higher Information Group's team would deliver. With an NDA, the Bucks County DA's office entered into an agreement with HIG to convert all hardcopy records into digital files based on pricing aligned with the source of funding, the Federal Cares Act. Higher Information Group helped determine a monthly budget in advance to better provide for the client, and the client was invoiced accordingly. The initial steps of this project involved HIG's internal couriers picking up the hardcopy records from the client's three warehouse facilities. These couriers are subject to background checks and are required to sign nondisclosure agreements (NDAs), making them fit for jobs involving sensitive documents. Once the files arrived at HIG's secure scanning facility in York, PA, they were indexed and cataloged in the specific manner the client predetermined. Through the use of high-speed scanning equipment, documents are converted to searchable digital images. If a member of the District Attorney's office needed a specific file while it was in HIG's imaging center, they requested the "Image On-Demand" and the files were sent via secure FTP site or secure email. Backfile Conversion is the process of replacing and converting large volumes of hardcopy files with digital copies or images to be archived and stored. After the scanning was complete, records were securely destroyed, and a Certification of Destruction was provided to the client, eliminating any additional need for storage space. The client now has access to scanned records via indexed image files on a hard drive.

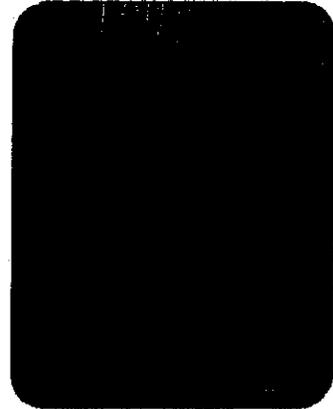
**Matt Weintraub**

Bucks County District Attorney



## Project RESULTS

- ③ Increased collaboration - Multiple staff can access files anytime, anywhere.
- ③ 4.5 million records now electronically searchable.
- ③ Save time - no more staff time wasted sorting through bulky boxes and transferring files to other sites.
- ③ Ensure compliance by securely protecting sensitive data.
- ③ Mitigate risk, comply with physical document of file disposal reg. (e.g., theft, etc.).
- ③ Reduced storage to central evidence facility, thereby improving evidence management.



### The Results

With the project's conclusion, the Bucks County District Attorney's office now reaps the many benefits of having digital access to court documents. Not only did the process relieve storage issues, but it also mitigates the risks involved with physical documentation such as fires, flooding, and other natural disasters or theft. Digitization of the court records ensures compliance by securely protecting all of the data.

Furthermore, the once-massive maze of paper documents was no longer eating up the time of employees who had to search through bulky boxes. Now, the team has access to 4.5 million searchable image records electronically, reducing the transfer of paper files back and forth from their storage facility. Staff also appreciate that more than one team member can be working with the same file concurrently.

**County of Lancaster  
Request for A.R.P.A. Funds**

Submitted By: **Pat Mulligan**

Date: **04-05-22**

Department: **Budget Services**

Department Head Signature:

Project/Item Description	<b>Emergent Cleaning at County Offices</b>
Estimated Cost (How was cost derived)	<b>\$10,000</b>
Under what general ARPA Guideline is this project eligible	<b>Administration, Page 14 and 15 of Treasury guidelines</b>
Project Duration / Funding Years.	<b>Funding requested thru the end of the County fiscal year 2022 cycle.</b>
Is this project already in the Operating or Capital Improvement Budget?	<b>No.</b>
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	<b>This would establish an account for the County to draw from to offset emergent cleaning costs at a County office or location. The average cleaning costs is \$2,000.00 so the amount set aside would fund up to five (5) incidents.</b>
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	<b>There is no optimum time and does not require a bid since the remainder is under the threshold.</b>
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	<b>Yes, as these funds can be used on a County-wide basis.</b>
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	<b>Since these are eligible costs under ARPA, it ultimately saves the taxpayers since this would have been paid for with General Fund proceeds.</b>

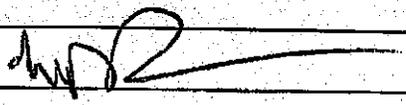
ARPA Committee Comments	
ARPA Committee Recommendation 	
Funding Amount Recommended	

**County of Lancaster  
Request for A.R.P.A. Funds**

Submitted By Todd Kirkpatrick

Date 2/25/22

Department PSTC

Department Head Signature 

Project/Item Description	Display modules/televisions for classrooms
Estimated Cost (How was cost derived)	\$38,926.16, with requested quote from vendor
Under what general ARPA Guideline is this project eligible	County Services Delivery: Administrative needs: Technology infrastructure to adapt government operations to the pandemic
Project Duration / Funding Years.	1-time, 2022
Is this project already in the Operating or Capital Improvement Budget?	Yes, project was submitted for the 2022 capital improvement plan
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	No anticipated annual maintenance, or frequent replacement costs
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	The optimum time to purchase and begin the process will need to be determined based on the use of the facility. Likely the project would be planned for the summer of 2022.
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	Multiple other departments will benefit from this project in that the PSTC is utilized by many of the other county departments for training. The upgrades will continue to support their training needs both in person and remote learning environments in the post-pandemic age
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	This project would provide county efficiency and effectiveness by utilizing technology to support remote learning which has become the "new norm". The installation of this technology will support training by gaining access to remote instructors to display and present their training materials to those present in the classroom. This could be cost savings in reducing the travel expenses of traveling instructors for the various county agencies.



County Commissioners

Joshua G. Parsons

Ray D'Agostino

Raig E. Lehman

Director

Todd Kirkpatrick

EMA Coordinator

Phillip A. Colvin

American Rescue Plan Act Committee

February 17, 2022

Committee Members,

The Lancaster County employees of the Public Safety Training Center (PSTC) are appreciative of your time to review our submission for the utilization of American Rescue Plan Act (ARPA) funds to support a project at the PSTC. The one-time funding request to upgrade the technology in two of our classrooms would meet the requirements of the general ARPA guideline of "County Services Delivery." Specifically, the technology infrastructure to adapt government operations to the pandemic section of that general category. The technology and classrooms at the PSTC are utilized by many of the other county departments, although none have been specifically consulted for this project, but all would benefit.

PSTC is unique in that it is not only utilized as a training facility for emergency response agencies but has also seen increased use during and after the pandemic. Various county departments have either increased their use of the facility, or agencies that did not utilize the facility previously have begun to use it. This is primarily due to the smaller office spaces of the various departments not having enough space to provide social distancing at times when multiple employees needed to meet. This need was offset by the availability of classrooms at PSTC for the county departments to use. In some cases, meetings were both held in person, virtually and sometimes a combination thereof. This increase demand for the facility heightened the awareness that not all rooms had the same level of technology. In times when the facility is at maximum capacity there were some rooms that lacked the technological tools to support online meetings or trainings. Additionally, the facility also serves as the Multi-Agency Coordination Center (MACC) for the South-Central Counter-terrorism Task Force, basically an emergency operations center (EOC) for large scale events covering multiple counties within the general region. The ability to provide technology to support a regionalized EOC is paramount to the successful response and mitigation to any emergency. This unique emergency response parameter further justifies the use of ARPA funds under the general COVID-19 Mitigation category, and specifically the emergency operations centers equipment needs section of that general category.

Upon approval of this request PSTC staff will immediately contact the vendor so that the order can be processed in a timely manner and continuous emergency communication support of the MACC is not jeopardized. There is no predicted maintenance cost for this project, nor should there be any frequent replacement needs. Furthermore, with the application of ARPA funds the county could utilize the requested capital improvement





County Commissioners

Joshua G. Parsons  
Ray D'Agostino  
Craig E. Lehman

Director

Todd Kirkpatrick

EMA Coordinator

Phillip A. Colvin

funds to financially support other projects not eligible for the ARPA funding. We do not believe the estimated \$38,926.16 project would need to be bid as the vendor supplying the quote is a costar approved vendor currently used by the County. The PSTC staff on behalf of the multiple county departments utilizing the facility's technology appreciate the opportunity to be considered for the application of ARPA funds.

Respectfully Submitted,

Todd Kirkpatrick  
LCPSTC Director  
101 Champ Blvd  
Manheim, PA 17545  
717-537-4193  
[tkirkpatrick@co.lancaster.pa.us](mailto:tkirkpatrick@co.lancaster.pa.us)

Enclosure(s): 8



# TCW.GAV

COMPUTER SYSTEMS GLICK AUDIO & VIDEO

254 South Esbenshade Road, Manheim, PA 17545

P: 717.653.2700  
F: 717.653.1221

sales@tcw-gav.com  
www.TCW.GAV.com

## Quote

No.: 33805

Date: 02/25/2022

Expires On: 03/18/2022

Prepared for:  
Lancaster County Public Safety Training Center  
101 Champ Blvd.  
Manheim, PA 17545 U.S.A.

Contact: Kenneth Weber (717) 892-4740

Description: Distributed Video Solutions for Room 100 and 102, and 103 Expansion

### Quantity Description

#### Equipment

- 4 Panasonic Pro 86" 4K Display
- 1 NEC 65" Slim 4K LED Public Display Monitor 24/7
- 2 NEC 55" Slim 4K LED Public Display Monitor 24/7
- 2 Atona 4K/UHD 4-Output HDMI to HDBaseT Distribution Amplifier
- 9 4K/UHD HDMI Over HDBaseT Receiver with PoE
- 2 Atona 4K UHD HDR HDMI Emulator

#### Equipment Subtotal 328,941.00

#### Materials

- 4 X-Large Tilting Mount for 70-100" Flat Panel
- 1 Large Low Profile Mount for 37-70" Flat Panel
- 2 Medium Articulating Low Profile Mount for 32-55" Flat Panel
- 2 Strong Mount Adapter Plates for Converting 200mm x 200mm VESA up to 400mm x 400mm VESA
- 800 Cat 6 550MHz Unshielded BLACK
- 7 HDMI Wall Plate - Single Gang Pass Through - Brushed Aluminum
- 7 5M Locking HDMI Cable - High Speed with Ethernet
- 4 4M Locking HDMI Cable - High Speed with Ethernet
- 2 2M Locking HDMI Cable - High Speed with Ethernet
- 9 1M Locking HDMI Cable - High Speed with Ethernet
- 9 Wire Plate with Adjustable Silicone Rubber Pass-Through (Single Gang White)
- 9 1gang LV ring
- 18 RJ45 Connectors for Cat5e/6 Wire
- 7 WattBox 3 Outlet, Power Conditioner, Surge Protection, EMI/RFI
- 2 Tripplite Super7 Surge Protector

# Quote

No.: 33805

Date: 2/25/2022

Quantity	Description	
1.00	Misc. Install Materials	
<b>Materials Subtotal</b>		<b>\$4,945.16</b>
<b>Labor</b>		
2.00	Travel Charge - Minimum	
1.00	Project Prewire	
1.00	Project Install	
<b>Labor Subtotal</b>		<b>\$5,340.00</b>

**Subtotal:** \$38,926.16

**Total Amount:** \$38,926.16

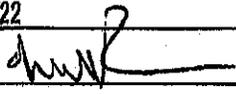
Comments: A single-duplex electrical outlet will be needed at all new display locations. Height and placement should match what's existing in the other rooms that were done.

**Quoted by:** Mark Heisey, mheisey@tcw-gav.com

**Accepted by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**County of Lancaster  
Request for A.R.P.A. Funds**

Submitted By Todd Kirkpatrick Date 2/17/22

Department PSTC Department Head Signature 

Project/Item Description	Portable Radio Replacement
Estimated Cost (How was cost derived)	\$48,587.30(with \$7,700 rebate)
Under what general ARPA Guideline is this project eligible	COVID-19 Mitigation, emergency operation centers and emergency response equipment
Project Duration / Funding Years.	1 time expense, 2022
Is this project already in the Operating or Capital Improvement Budget?	No
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	No expected ongoing maintenance fees beyond what is currently endured in the annual budget. This project will ultimately reduce maintenance expenses of current radios as they have become outdated and are too costly to repair, or beyond repair.
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	Project will begin as soon as possible to ensure continuous emergency communications. Should not require a bid, and bidding is not an option as the County's 911 center determines what radios can be purchased and from what vendors there is no opportunity for bidding
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	Yes, multiple other county departments will benefit from this project and have been consulted including: LC Prison, LC Emergency Management, LC Sheriffs
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	Emergency communication equipment is a vital asset during an emergency. Communications between the emergency responders, emergency management and the various roles that PSTC serves as is absolutely necessary for a successful resolution to any emergency.

ARPA Committee Comments	
ARPA Committee Recommendation	
Funding Amount Recommended	



## Public Safety Training Center

101 Champ Blvd.  
Manheim, PA 17546  
Phone: 717-537-4180  
Fax: 717-537-4186  
[www.lcpstc.org](http://www.lcpstc.org)

### County Commissioners

Joshua G. Parsons  
Ray D'Agostino  
Craig E. Lehman

### Director

Todd Kirkpatrick

### LEMA Coordinator

Phillip A. Colvin

### American Rescue Plan Act Committee

March 03, 2022

### Committee Members,

The Lancaster County employees of the Public Safety Training Center (PSTC) are appreciative of your time to review our submission for the utilization of American Rescue Plan Act (ARPA) funds to support a project at the PSTC. The one-time funding request to replace our failing portable radios would meet the requirements of the general ARPA guideline of "COVID-19 Mitigation." Specifically, the emergency operations centers and emergency response equipment section of that general category. The radios are currently utilized at the facility to support emergency responses and training by, not only the PSTC staff, but also various other Lancaster County departments including Lancaster County Prison, Lancaster County Sheriffs, and Lancaster County Emergency Management (LEMA) to name a few. Each of these agencies has been contacted and supports the necessity of this project. Their support is attached to this request. The aging radios have reached a point where parts are nearly impossible to locate for repairs, or the cost of repairs far exceeds the cost of the radio itself.

PSTC is unique in that it is not only utilized as a training facility, but it also serves as the regions Multi-Agency Center (MAC), or command post, for a large-scale regional emergency. During such an event communication among the emergency response agencies is crucial. Additionally, in the past, during the pandemic, and likely in the future the PSTC is utilized to meet various emergency needs serving as the central hub for receipt and distribution of COVID supplies to the frontlines. Communication is a vital aspect of that. LEMA was the lead agency responsible for the distribution of COVID supplies, however their location in Manheim requires a line of communications to the PSTC during such events for distribution of supplies. Phones can not always be relied on, especially in emergency situations and email is even less reliable for emergency communication needs. The total scope of the project includes the purchase, installation, and programming of portable radios to support the emergency response and training aspects of emergency front line personnel.

Upon approval of this request PSTC staff will immediately contact the vendor so that the order can be processed in a timely manner and continuous emergency communication needs are not jeopardized. There is no predicted maintenance cost for this project beyond what is currently already budgeted annually. PSTC already has a cache of emergency radios (although dated and as they break are unrepairable) and has continued to maintain the radios routinely as needed. We do not believe the estimated





County Commissioners

Joshua G. Parsons  
Ray D'Agostino  
Craig E. Lehman

Director

Todd Kirkpatrick

EMA Coordinator

Phillip A. Colvin

\$48,587.30 project would not need bided as the Lancaster County Wide Communications Center has only specific radios and vendors that are approved for emergency communication equipment. The estimated cost of the project was established with the attached quote provided by the vendor and includes a trade-in credit for the current radios valued at \$7,700.00. The purchase of new radios will permit the PSTC staff and others to support their training needs, as well as continued communications as needed in an emergency. Thank you for the consideration.

Respectfully Submitted,



Todd Kirkpatrick  
LCPSTC Director  
101 Champ Blvd  
Manheim, PA 17545  
717-537-4193  
[tkirkpatrick@co.lancaster.pa.us](mailto:tkirkpatrick@co.lancaster.pa.us)

Enclosure(s): 9



## EQUIPMENT PROPOSAL

**REMIT TO:**  
**B. MOYER RADIO COMMUNICATIONS**  
 21 N. COLLEGE ST.  
 PALMYRA, PA 17078  
 717-838-0220



**Prepared For:**

**Prepared by:**

<b>NAME:</b> Lancaster County Public Safety Training				<b>COMPANY:</b> Moyer Radio	
<b>ATTN:</b> Ken Weber				<b>SALESMAN:</b> Scott Palermo	
<b>ADDRESS:</b> 101 Champ Blvd.				<b>PHONE#:</b> 717-838-0220	
<b>CITY:</b> Manhelm	<b>STATE:</b> PA	<b>ZIP#:</b> 17020	<b>Champ B</b>	<b>EMAIL:</b> spalermo@moyerradio.com	
<b>PHONE#:</b> 717-537-4194	<b>EMAIL:</b> kweber@co.lancaster.pa.us			<b>DATE:</b> 2/23/2022	

Item #	QTY	MODEL NUMBER / DESCRIPTION	UNIT PRICE	PRICE EXT.
	22	VP6330BKF2 VP6330, UHF (450-520 MHz), M2, BK	\$ 1,582.00	\$34,804.00
	22	KRA-27M2 UHF whip antenna 470-520 MHz	\$ 12.25	\$269.50
	22	KNB-L3M LI-Ion 3400mAh (High Capacity)	\$ 134.40	\$2,956.80
	22	8322000005 P25 Phase1 Trunking	\$ 87.50	\$1,925.00
	22	8322000002 P25 Conventional	\$ 245.00	\$5,390.00
	4	KSC-32 Charger, Rapid Rate single Unit, Desktop	\$ 59.85	\$239.40
	22	KMC-70M KMC-70M Speaker Mic (Black)	\$ 97.30	\$2,140.80
	22	KBH-11 BELT CLIP 2.5" SPRING ACTION, VP-T	\$ 10.99	\$241.78
	22	2090600013 2-YR EXTENDED WARRANTY, VIKING	\$ 122.50	\$2,695.00
	3	KSC-326AK CHARGER, SIX UNIT RAPID RATE, VP-T	\$ 546.14	\$1,638.42
	22	KNB-L3M LI-Ion 3400mAh (High Capacity) Spare Batteries	\$ 134.40	\$2,956.80
	22	Kenwood Trade In Program	\$ (350.00)	-\$7,700.00

SPECIAL INSTRUCTIONS:	EQUIPMENT	PRICE
	EQUIPMENT	\$47,557.30
	INSTALL	
	SET-UP	\$972.00
	LICENSING	\$0.00
Freight Charges from Vendor / Distributor / Factory	FREIGHT	\$58.00
PA State Sales Tax (6%) - OR NOTE AS EXEMPT	TAX	Exempt
	TOTAL	\$48,587.30
	DOWN	\$0.00
	BALANCE	\$48,587.30
Pricing is valid for 60 days		
***Pricing Reflects Costars Contract #012-146		

ACCEPTED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

**County of Lancaster  
Request for ARPA Funds**

Submitted By: Scott W. Standish

Date: February 17, 2022

Department: Planning

Department Head Signature Scott W. Standish

Project/Item Description	Water & Sewer Capacity In Growth Areas Analysis – Phase 2, Outside the Lancaster Metro Planning Area. This project is an expansion of the Lancaster Metro Pilot Phase 1 study which we are currently finalizing. It will help implement the <i>places2040</i> Big Idea of Growing Responsibly, using the catalytic tool of "Investing in Infrastructure." It will result in a secure online mapping tool that will display water & sewer capacity, identify system constraints, and provide information to local decision makers to help them make sound decisions about land use, growth management, economic development & infrastructure planning.
Estimated Cost (How was cost derived)	\$160,600, based on a proposal by Rettew (County Engineer) dated April 7, 2021.
Under what general ARPA Guideline is this project eligible	ARPA provides funds to local governments for several things, including maintaining vital public services. This includes investing in water and sewer infrastructure and making necessary investments to improve access to clean drinking water, and to support vital wastewater infrastructure.
Project Duration / Funding Years.	One year from project start.
Is this project already in the Operating or Capital Improvement Budget?	No
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	Yes, this project will require periodic data updates, and need ongoing staff time (both in the Planning Department, and IT/GIS Division). A DCED MAP grant, along with some local matches, funded the initial pilot project (first phase) of this project. The pilot project served as a proof of concept, and because the mapping tool was developed in that initial phase it will streamline the process in phase 2. We have also learned lessons about our outreach and the data collection process, so that will be improved and more efficient in this next phase.
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	It is imperative to begin as soon as possible, as we would like to use the mapping tool and data collected in Phase 2 of this project in our regional planning efforts which are happening now. This will include assisting with the analysis of the existing designated growth area boundaries. This project will use an addendum to an existing county contract, with the work being done by the County Engineer, so it will not require a bid.
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	The GIS Division of the IT Department is involved with this project and has been a project partner since the beginning of the Phase 1 Metro Pilot Study. They will eventually take over management of the online tool after the consultant completes their contract. Additionally, this project was conceived to help local municipalities, water/sewer authorities, and the Lancaster EDC make sound decisions about land use, economic development, and infrastructure planning.
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	This project is aggregating comprehensive land use and infrastructure data in one convenient system which will improve efficiency. This will assist County Planning and our local planning partners implement plans at various scales, and help make sound decisions about growth management, economic development, and infrastructure planning. It will also improve cooperation, collaboration, and communication among our planning partners at various levels.

ARPA Committee Comments	
ARPA Committee Recommendation	
Funding Amount Recommended	

## Mulligan, Patrick

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**From:** Standish, Scott  
**Sent:** Tuesday, January 18, 2022 9:23 AM  
**To:** Mulligan, Patrick  
**Cc:** George, Lawrence; D'Agostino, Ray  
**Subject:** LCPD - ARPA REQUESTS FOR PROJECTS  
**Attachments:** Water-Sewer Capacity Analysis\_Fact Sheet\_1-13-22.docx; LCP website proposal 2021-01-14.docx

Good Morning Pat,

Hope you had a nice long weekend. As a follow-up to our discussions, regarding the use of ARPA funds for two of my departments proposed projects, I have included a very short description of each and a longer version if you need additional information. I was hoping that we could get these on the Commissioners agenda soon. If you could, please let me know what that timeline might look like, so I can prepare on my end, I would appreciate it!

### **SEWER AND WATER CAPACITY INVENTORY - Project Goal**

To implement the *places2040* Big Idea of Growing Responsibly, using the catalytic tool of "Investing in Infrastructure." Create a secure online tool that will display water & sewer capacity, identify system constraints (bottlenecks and gaps), and provide information to local decision makers to make sound decisions about land use, economic development & infrastructure.

### **LANCASTER COUNTY PLANNING CIVIC ENGAGEMENT WEBSITE – Project Goal**

To develop an interactive website that promotes public dialogue about land use and transportation planning in Lancaster County. Our primary goal is to increase opportunities for individual citizens – as well as our planning partners – to provide input on these issues.

Thanks in advance!

Scott W. Standish, Executive Director  
Lancaster County Planning Department  
150 N. Queen St., Suite 320  
Lancaster, PA 17603  
[standish@co.lancaster.pa.us](mailto:standish@co.lancaster.pa.us)  
Phone: 717-299-8333  
Fax: 717-295-3659

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Note: The comments on and attachment to this e-mail are intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you received this in error, please contact the sender and delete the original message, any attachment(s) and copies. Thank you for your cooperation.

## FACT SHEET

### Water & Sewer Capacity in Growth Areas Analysis Lancaster Metro Planning Area Pilot Study

#### Project Goal

To implement the *places2040* Big Idea of Growing Responsibly, using the catalytic tool of “Investing in Infrastructure.” Create a secure online tool that will display water & sewer capacity, identify system constraints (bottlenecks and gaps), and provide information to local decision makers to make sound decisions about land use, economic development & infrastructure.

#### Project Partners

- Lancaster County Planning Department
- Lancaster County GIS Division
- Economic Development Company of Lancaster County (EDC)
- The Susquehanna River Basin Commission (SRBC)
- Water & sewer authorities/public suppliers in the Metro Region
- Lancaster Intermunicipal Committee (LIMC)
- Municipalities in the Metro Region
- Rettew (County Engineer)

#### What are we accomplishing with this project?

- Finally aggregating comprehensive land use and infrastructure data that has never before been housed in one system.
- Assisting with the implementation of plans at various scales:
  - *places2040*, the Lancaster County Comprehensive Plan;
  - *Growing Together: A Comprehensive Plan for Central Lancaster County*;
  - SRBC Comprehensive Plan;
  - Local municipal comprehensive plans and Act 537 Plans.
- Creating a secure system that allows for regular water and sewer service data collection and reporting, while respecting the security concerns of this critical infrastructure.
- Developing an online tool to inform local decision-making on land use, economic development, and infrastructure.
- Collecting, mapping, and analyzing water and sewer infrastructure and capacity data across service areas.

- Identifying gaps and bottlenecks in the infrastructure system to help prioritize projects, and system improvements.
- Improving cooperation, collaboration, and efficiency among project partners at various levels.
- Creating a system that vastly improves the ability to analyze how an individual site can be connected to water and sewer utilities. This system allows for such an analysis in a fraction of the time compared to conventional methods.

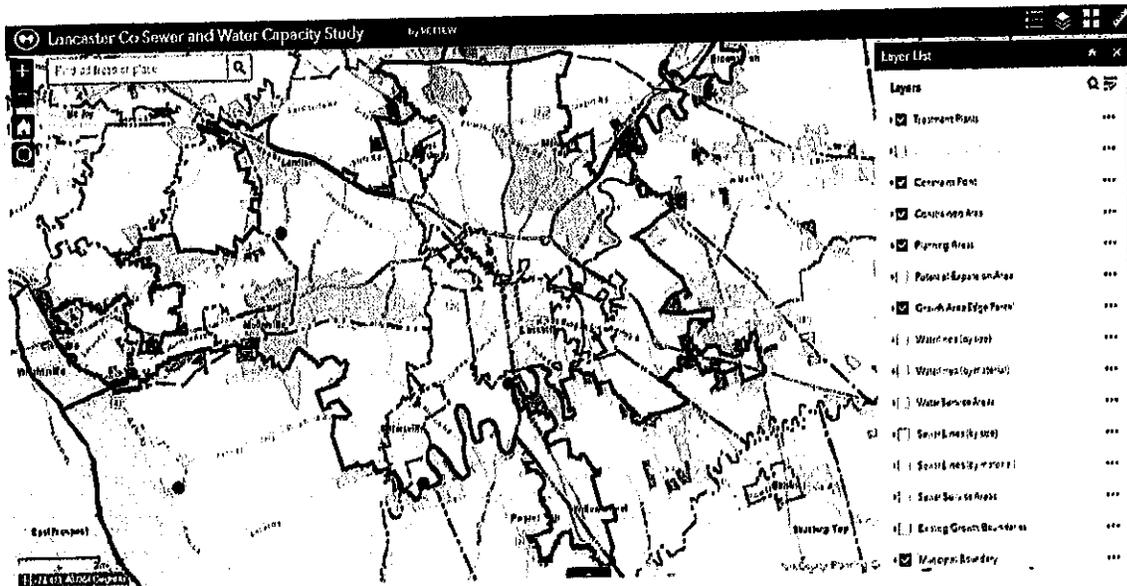


Figure 1: Screen shot of the mapping tool showing treatment plants, system constraint points/ areas, and edge parcels.

### Timeline

We are working to achieve our project goal in four phases:

- Phase 1 - Data inventory and gathering: Completed
- Phase 2 - System and infrastructure analysis (system capacity and infrastructure capacity): Substantially completed, projected completion February 2022
- Phase 3 - Infrastructure data alignment with existing land use, zoning, and transportation data: Underway, projected completion February 2022
- Phase 4 - Implementation by applying information to the growth management and economic development decision-making process: Ongoing, in coordination with our project partners
- Countywide Study: Begin Phase 1, February 2022

### Data security and sharing

Data security is of paramount importance to us and our project partners, and we have gone to great lengths to protect the data of local authorities/water and sewer providers. A data sharing agreement was drafted by the Lancaster County Solicitor and is being signed by the owners of the systems, and municipalities.

Data will be stored on an ArcGIS Online (AGOL) secure server. AGOL has multiple security levels for sharing content, which will enable us to keep some content private, share some with specific team members, and others with stakeholders.

### Budget

We have funded this Metro pilot project with a variety of sources, including Federal, State, Local, and Private funds.

Organization	Contribution
DCED/MAP Grant	\$28,650
LCPD	\$14,000
SRBC	\$7,500
EDC	\$7,150
<b>Total</b>	<b>\$57,300</b>

The proposal to expand outside the Metro Area for a Countywide study will cost **\$160,600**

(City of Lancaster) / (City of Lancaster)

Submitted By Scott Standish, Executive Director Date February 22, 2022  
 Department Planning Department Head Signature *Scott Standish*

Project/Item Description	This project will develop an interactive website promoting public dialogue and engagement on land use and transportation planning in Lancaster County. The website will also serve as an educational tool for implementing places2040 (the county comprehensive plan).
Estimated Cost (How was cost derived)	The estimated cost is based on what our planning partners have paid to develop websites with similar features.
Under what general ARPA Guideline is this project eligible	<ul style="list-style-type: none"> <li>• Data analysis resources to gather, assess, share, and use data</li> <li>• Community outreach and engagement activities</li> <li>• Technology infrastructure to adapt government operations to the pandemic (i.e., video-conferencing software, data, and case management systems)</li> </ul>
Project Duration / Funding Years	6-12 months / Year 1 ARPA funds (2022)
Is this project already in the Operating or Capital Improvement Budget?	No
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	No additional maintenance costs are anticipated. After the website is established, ongoing fees such as web hosting and software updates will be included in the department's annual budget. The RFP requests that the vendor provide staff training that will allow department staff to maintain and update the website.
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	We would like to begin as soon as possible, because our website is a key portal for public interaction with the department. The work will be done under a new contract, and the Purchasing Department will be involved during the RFP and vendor selection process.
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	The site will include data and educational resources generated by the department as well as our planning partners in the community. This information will be provided in a user-friendly format accessible to the general public and all county departments.
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	This website will create a more efficient and customer-friendly face for Lancaster County Planning; the department, Planning Commission, and MPO. It will be designed to build and support partnerships that facilitate implementation of places2040 and related plans.

ARPA Committee Comments	
ARPA Committee Recommendation	
Funding Amount Recommended	<i>\$ 500,000</i>

## **Civic Engagement Website for Lancaster County Planning**

January 14, 2022

Lancaster County Planning is seeking to develop an interactive website that promotes public dialogue about land use and transportation planning in Lancaster County. Our primary goal is to increase opportunities for individual citizens – as well as our planning partners – to provide input on these issues. We also want to enhance public understanding of planning concepts and the role we play in the community. This website will help us achieve our mission to ensure that Lancaster County remains a special place in the future.

In recent years, as digital devices have become a key means of communication, traditional methods of outreach and engagement have become less effective. In addition, the pandemic has made it clear that online tools are a critical backup when conditions prevent in-person engagement. It is more important than ever to provide online tools that offer new and dynamic ways to interact.

We envision that this website will serve as a forum for sharing ideas and a place to learn. Everything about it will be designed to build and support partnerships – to help citizens, local governments, and organizations “think beyond boundaries.”

Several features of the site – such as ongoing community surveys – will help us understand the concerns of local residents and officials and get them involved in our work. The site will also provide a data center with facts & figures about Lancaster County, a map library, and an e-Institute with educational resources. In addition, this new website will be designed to work seamlessly with an e-submission platform that will soon replace our paper-based system for land development plan submittals.

Finally, this website would create a more efficient and customer-friendly face for Lancaster County Planning, which includes three distinct entities: the Lancaster County Planning Commission (citizens appointed by the Board of Commissioners), the Lancaster County Planning Department (a department of county government), and the Lancaster MPO (a coalition of governments, agencies, and other groups that guide transportation planning in Lancaster County). Having a one-stop shop for all three entities will significantly streamline the way we work with the public.

**County of Lancaster  
Request for A.R.P.A. Funds**

Submitted By Purchasing Date March 25, 2022

Office - Sheriff \_\_\_\_\_ Department Head Signature On behalf of Sheriff Leppler *L. Schreiner*

Project/Item Description	(37) Body Armor and carriers
Estimated Cost (How was cost derived)	\$44,992.00 – Three (3) quotes and selected vendor is on State ITQ 4400024367 and COSTARS 037-17
Under what general ARPA Guideline is this project eligible	Yes, operational needs. ARPA Summary 28-29
Project Duration / Funding Years.	One-time purchase in 2022
Is this project already in the Operating or Capital Improvement Budget?	Yes, Acct. 7527
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	Replacement occurs every five (5) years. Yes, expenses are being incurred in the 2022 Capital budget and will be reduced by this approval.
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	Before April 1 <sup>st</sup> , as there is a 12% price increase on April 1 <sup>st</sup> .
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	Yes, currently Purchasing is working with all agencies to determine county-wide needs.
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	Current body armor is expiring and is due for replacement. Body armor ensures the safety and well-being of deputy sheriff's whom are County employees while providing protection for the county's taxpayers.

ARPA Committee Comments	
ARPA Committee Recommendation	
Funding Amount Recommended	

# Quote

Quote#	QUO1551
Date	03/03/2022
Exp. Date	04/02/2022

101 Independence Way  
 Coatesville, PA 19320  
 www.wpsginc.com  
[chris.wills@wpsginc.com](mailto:chris.wills@wpsginc.com)  
 (484) 753-3499



**Bill To:**

Lancaster County Sheriffs Office  
 50 N Duke St  
 PO Box 83480  
 Lancaster, PA 17602-2805  
 United States

**Ship To:**

Sheriff Chris Leppler  
 Lancaster County Sheriffs Office  
 50 N Duke St  
 Lancaster, PA 17602-2805  
 United States

**Armor for Sheriffs Office: \*\* PA STATE CONTRACT PRICING # ITQ # 4400024367**

Customer ID	Customer Name	Terms	Sales Rep	Shipping Method
45457	Lancaster County Sheriffs Office	Net 30	Chris Wills	Ground

#	Item Name	Description	Quantity	Unit Price	Amount
1	PB-HL1-AXBIIIA-CUST	Point Blank AXBIIIA Level IIIA Concealable Armor One Hi-Lite Carrier COLOR: BLACK SEX: FEMALE	7	834.25	5,839.75
2	PB-IHCM00BV0J-CUST	REFER TO ATTACHED SPREADSHEET FOR SIZES Point Blank International Carrier Only	7	381.75	2,672.25

#	Item Name	Description	Quantity	Unit Price	Amount
3	PB-HL1-AXBIIIA-CUST	<p>with WARSOC H3 Buckles</p> <p>Sex: FEMALE</p> <p>Size: REFER TO ATTACHED SPREADSHEET</p> <p>Color: MIDNIGHT BLUE</p> <p>ID Text: DEPUTY SHERIFF</p> <p>Id Color: Reflective Silver</p> <p>NO SHOULDER BUCKLES</p> <p>Point Blank AXBIIIA Level IIIA Concealable Armor</p> <p>One Hi-Lite Carrier</p> <p>COLOR: BLACK</p> <p>SEX: MALE</p> <p>REFER TO ATTACHED SPREADSHEET FOR SIZES</p>	30	834.25	25,027.50
4	PB-IHCM00BV0J-CUST	<p>Point Blank International Carrier Only</p> <p>with WARSOC H3 Buckles</p> <p>Sex: MALE</p> <p>Size: REFER TO ATTACHED SIZING SHEET</p> <p>Color: MIDNIGHT BLUE</p> <p>ID Text: DEPUTY SHERIFF</p> <p>Id Color: Reflective Silver</p> <p>NO SHOULDER BUCKLES</p> <p>Point Blank International Carrier Only</p> <p>with WARSOC H3 Buckles</p> <p>Sex: Male</p> <p>Size: REFER TO SIZING for</p> <p>Cpl. DAVID COLE</p> <p>SGT. DAVID BOLTON</p> <p>Color: RANGER GREEN</p> <p>ID Text: DEPUTY SHERIFF</p> <p>Id Color: SILVER REFLECTIVE</p> <p>NO SHOULDER BUCKLES</p>	28	381.75	10,689.00
5	PB-IHCM00BV0J-CUST	<p>Point Blank International Carrier Only</p> <p>with WARSOC H3 Buckles</p> <p>Sex: Male</p> <p>Size: REFER TO SIZING for</p> <p>Cpl. DAVID COLE</p> <p>SGT. DAVID BOLTON</p> <p>Color: RANGER GREEN</p> <p>ID Text: DEPUTY SHERIFF</p> <p>Id Color: SILVER REFLECTIVE</p> <p>NO SHOULDER BUCKLES</p>	2	381.75	763.50

**ACCEPTANCE OF QUOTATION**

The above prices, specifications, and conditions are satisfactory and are hereby accepted.

Quotation is valid until Apr 02, 2022

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Subtotal:</b>	44,992.00
<b>Tax Total:</b>	0.00
<b>Freight:</b>	0.00
<b>Total:</b>	<b>44,992.00</b>

# LAWMEN SUPPLY COMPANY

# Quote

7150 Airport Highway  
Pennsauken, NJ 08109  
856-488-4499

Page 1 of 2

Date 03/11/2022  
Quote # QT1562737  
Expires 03/26/2022  
Sales Rep Antrilli, Charles  
PO #  
Shipping Method MES Delivery  
Shipping Code (2)

### Bill To

Linda Schreiner  
County of Lancaster Sheriff's Department  
150 North Queen St. Suite-712  
Lancaster PA 17603  
United States

### Ship To

Linda Schreiner  
County of Lancaster Sheriff's Department  
150 North Queen St. Suite-712  
Lancaster PA 17603  
United States

Item	Alt. Item #	Units	Description	QTY	Unit Sales	Amount
POINT BLANK	PB-HL1-AXBIII...		PB-HL1-AXBIIIA-Cust Custom POINT BLANK Female: HI-LITE Carrier Black	8	1,150.00	9,200.00
POINT BLANK	PB-IHCM00BV...		PB-IHCM00BVOJ-Cust Custom POINT BLANK Female: International Carrier w/WARSOC H3 Buckles Color: Midnight Blue ID Text: DEPUTY SHERIFF ID COLOR: Reflect. Silver NO SHOULDER BUCKLES	8	530.00	4,240.00
POINT BLANK	PB-HL1-AXBIII...		PB-HL1-AXBIIIA-Cust Custom POINT BLANK Male: HI-LITE Carrier Black	34	1,150.00	39,100.00
POINT BLANK	PB-IHCM00BV...		PB-IHCM00BVOJ-Cust Custom POINT BLANK Male: International Carrier w/WARSOC H3 Buckles Color: Midnight Blue ID Text: DEPUTY SHERIFF ID COLOR: Reflect. Silver	32	530.00	16,960.00
POINT BLANK	PB-IHCM00BV...		PB-IHCM00BVOJ-Cust Custom POINT BLANK Male: International Carrier w/WARSOC H3 Buckles Color: RANGER GREEN ID Text: DEPUTY SHERIFF ID COLOR: Reflect. Silver	2	530.00	1,060.00





# MARKL SUPPLY COMPANY

904 Perry Highway, Pittsburgh, PA 15229 • P - (412) 358-9660 • F - (412) 358-8552  
FEIN #25-1599656 • PA Contract Vendor #151767

## Price Proposal

**ATTN:** Ms. Carolyn Gabriel / Senior Buyer  
Purchasing Department / County of Lancaster  
via email  
**PHONE:** 717-299-7846  
**EMAIL:** CGabriel@co.lancaster.pa.us

QTY	UNIT	BVP Code	MFG / DESCRIPTION	UNIT PRICE	EXTENDED PRICE
42		AXBIIIA	Point Blank AXBIIIA Level IIIA Concealable Armor One Hi-Lite Carrier / Male & Female	\$ 910.00	\$ 38,220.00
42			Point Blank International Carrier Only with WARSOC H3 Buckles. All Colors and ID Pacards. No Shouor Buckles for Femakes.	\$ 417.00	\$ 17,514.00
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				<b>Quote Total =</b>	<b>\$ 55,734.00</b>

**COMMENTS:** PA State Contract #4400024468

Thank you for the opportunity to provide this proposal, we hope to be of further assistance.  
Regards,

*Scott Markl*  
Scott Markl (412) 352-2449

**QUOTED BY:**

smarkl@marklsupply.com  
March 15, 2022

**QUOTED ON:**



County of Lancaster  
Request for A.R.P.A. Funds

Submitted By Steven Clements  
Date 3/25/2022

Project/Item Description

Migration of TeleSoft to Cloud

Estimated Cost (How was cost derived)  
\$100,000

Under what general ARPA Guideline is this project eligible  
IT Infrastructure

Project Duration / Funding Years.

8 months / 2022

Is this project already in the Operating or Capital Improvement Budget?  
Yes

Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project? Yes, this project will reduce hardware costs

If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract? Does not require Bid, Will begin in June

Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal? Yes

Why should this project be a priority and how will it help the County become more efficient/effective with service delivery? Yes it will help multiple departments including the Sheriffs, Court House and Prothonotary

ARPA Committee Comments

ARPA Committee Recommendation

Funding Amount Recommended

## **ADDENDUM G - HOSTING**

THIS ADDENDUM ("Addendum") supplements the Master Agreement ("Agreement") dated June 20, 2018, made by and between Teleosoft, Inc. ("Licensor"), with its principal place of business located at 2870 Eastern Boulevard, York, PA 17402 and Lancaster County ("Licensee"), with its principal place of business located at 150 North Queen Street Lancaster, PA 17603 and is effective the later of March 30, 2022 and the date of the Agreement (the "Effective Date").

The rights, obligations, and liabilities of the parties shall be determined by the above referenced Agreement, and its definitions shall apply to all language used in this Addendum. If there is conflict between this Addendum and the Agreement, the Addendum shall take precedence.

### **SECTION A - HOSTING SERVICES**

#### **CountySuite™ Cloud Hosting:**

This addendum provides for the implementation of the CountySuite™ Cloud Hosting solution.

## SECTION B - PRODUCT FEATURES

### 1. Project Overview

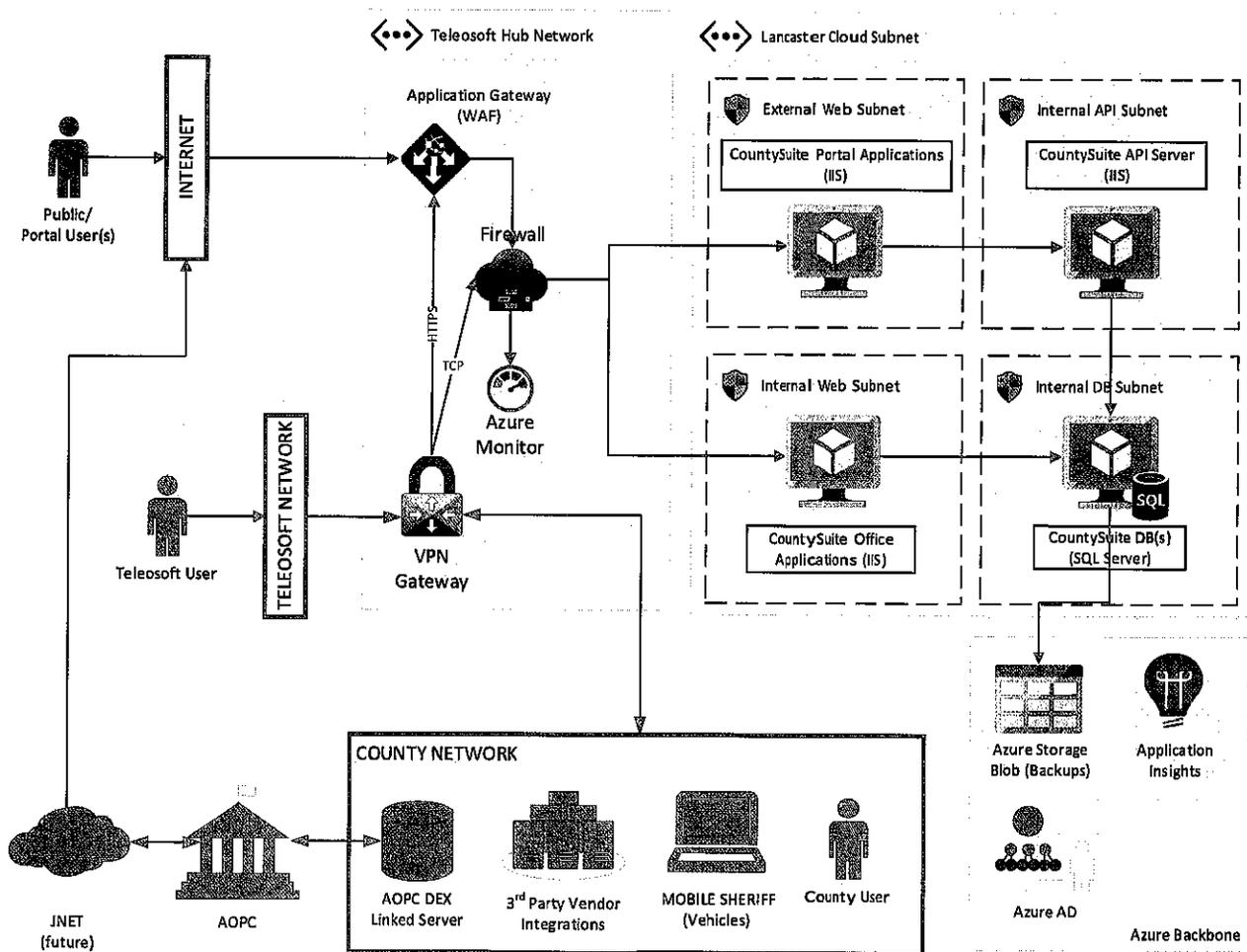
This document provides a summary of the details and work associated with the hosting of all licensed CountySuite™ software referenced below in a CJIS Compliant Cloud Hosted environment.

### 2. No Hardware

No hardware is included as a part of this proposal (e.g., servers, tablets, printers, bar code scanners, label printers, etc.).

### 3. Cloud Architecture

The following diagram outlines the Cloud architecture that shall be provisioned in the CJIS Compliant Azure Government Cloud environment:



**Architecture Clarifications**

- Public/Portal User access is limited to the Portal Applications, as indicated by the orange traffic line
- Direct TCP communication from VPN Gateway to Firewall is limited to Teleosoft access
- All County network communication will occur over the VPN Gateway, which includes
  - County-to-Cloud initiated requests (e.g., CountySuite access)
  - Cloud-to-County initiated requests (e.g., AOPC DEX queries)

**4. Cloud Hosting Benefits & Services**

AZURE GOVERNMENT CLOUD

The following is a summary of the key benefits and services:

AZURE INFRASTRUCTURE

- FedRAMP high, CJIS, PCI, HIPAA & IRS compliant
- VM Infrastructure 7x24x365 Uptime (99.9% SLA)

TELEOSOFT MANAGED SERVICES

- Microsoft Windows Server, SQL Server, and CountySuite™ Patch Management, Inventory and Change Tracking
- VM backups w/ 30-day retention and redundant copies
- Data backups w/ 1-year retention

Timeframe	RTO	RPO
0-7 days	1 day	4 hours
8-30 days	1 day	1 day
31-365 days	1 day	1 month

- Data Security
  - Data at rest
    - SQL Server Transparent Data Encryption (TDE)
    - VM Disk Encryption
  - Data in motion
    - All traffic is transmitted using HTTPS and TLS 1.2

## SECTION C - SCOPE OF WORK

### 1. CountySuite™ Software

All licensed CountySuite™ products assumed to be hosted within the cloud environment herein described are itemized below.

- Civil Court – Base product and the following modules:
  - Judgments Integration
- Court Scheduling – Base product and the following modules:
  - Wayfinder
  - Person Assignment
- Sheriff – Base product and the following modules:
  - Warrants
  - Mobile Deputy
  - Incident Reporting
  - Armory
  - Court Calendar Integration
  - Portals
    - Public Access Real Estate Listing Portal
    - Controlled Access Real Estate Management Portal
    - Attorney Registration and Approval Module
    - Public Access Personal Property Listing Portal
    - Controlled Access Warrant Management Portal

### 2. 3rd Party Integrations

In addition to licensed CountySuite™ software, Lancaster's environment contains additional 3<sup>rd</sup> party integrations, as outlined below (by CountySuite™ product):

- Civil Court
  - E-Flow Case/Document data
  - File & Serve sFTP
- Court Scheduling
  - AOPC DEX CPCMS Case data (via on-premises Linked SQL Server)
- Sheriff
  - AOPC DEX MDJS and CPCMS Warrant data (via on-premises Linked SQL Server)

NOTE: It is currently unknown if all 3<sup>rd</sup> party integrations are able to be configured and used from the Cloud environment in the same way as they would be on-premises. As a result, there may be additional costs associated with aspects of the deployment and hosting which will require a change order (I.e. configuration, networking, County IT coordination, etc.).

### **3. Cloud Infrastructure & Software Provisioning**

Teleosoft shall be responsible for all aspects of CountySuite™ software and Cloud environment provisioning. This includes infrastructure provisioning (as shown in the cloud architecture diagram above), as well as installation and configuration of all prerequisite software and networking, including but not limited to the following:

- Windows Operating systems (licensing covered in hosting costs)
- SQL Server (licensing covered in hosting costs)
- Internet Information Server
- Acquisition of SSL Certificates
- Domain Name registration
- Coordination with County IT on any Cloud/Local Network configuration
  - Site-to-site VPN configuration
  - External software integration (as outlined in 3<sup>rd</sup> party integrations)

### **4. Cloud Resource Capacity & Usage-Based Costs**

In the cloud environment, certain resource costs are based on resource capacity and/or usage. As a result, some of the costs included in this agreement are baseline costs that have been estimated for a specific usage amount or resource capacity.

The following are maximum usage allotments/capacities for this agreement:

- Contract allows for a maximum of 5 TB of traffic
  - Additional bandwidth cost (approx. \$0.13 /GB)
- Contract allows for a maximum of 2 TB Total DB active storage
  - Additional storage cost (approx. \$108 per 2 TB per month)
- Total Database Backup storage size (10 TB) & retention period (1 year)
  - NOTE: 1<sup>st</sup> Year Annual hosting cost is not affected by reducing total backup storage and retention from (35 TB/5 years to 10 TB/1 year) as the cost for increased storage capacity would not have started gradually incurring until years 2 – 5.
- Compute capacities (VM sizes)

Production usage will be continually monitored to determine if additional capacity is required. Licensee will be notified of any adjusted costs bi-annually, and overages will be invoiced along with the annual renewal. Annual renewal rates will also reflect the latest capacities, updated growth estimates, and current Azure pricing.

#### **Active Storage Usage Clarification (2 TB Total DB active storage)**

There was a question raised whether 2 TB active storage is sufficient to start. The current combined active storage for Civil Court, Court Admin and Sheriff is approximately 1.3 – 1.4 TB. If quarterly growth is roughly +/- 50 GB, 2 TB will be more than sufficient for the first year.

## 5. Right-Sizing

Right-sizing is the process of piloting the deployment of an existing software environment to the target cloud environment to better determine necessary resource capacity. This is often done to identify the appropriate Compute-based resources (i.e., VM CPU and memory) but is not limited to these resource types.

Teleosoft shall be conducting right-sizing of Lancaster Sheriff's environment as specified above in the Azure Government Cloud to better determine resource capacities prior to a production go-live transition.

If additional resource costs are identified as necessary during the right-sizing process, County will be invoiced for the additional costs.

## 6. Cloud On-Boarding Plan

Teleosoft understands the prospect of moving from on-premises to a cloud environment is complex and comes with questions and concerns. Specifically:

- Questions regarding the process to successfully transition all CountySuite software and offices to the Azure Govt Cloud environment.
- Concerns regarding cost unknowns in an environment that is usage-based, and you pay for what you use.

It is for these reasons that we have outlined the following cloud on-boarding plan – a plan where Teleosoft shall partner with you to ensure a successful transition while also helping guard against un-anticipated costs.

### On-Boarding Process

Based on the number of offices and the overall complexity of Lancaster's CountySuite landscape, the on-boarding process is anticipated to take approximately 7 months and includes the following:

- **Preparation & Provisioning of Lancaster Cloud Environment (~ 2 months)**
  - Coordinated effort between Teleosoft and County IT
  - Documenting and reviewing all aspects of the existing environment(s) that shall be provisioned in Azure Gov't w/ respective stakeholders
  - Configure and capture on-premises IIS logging of CountySuite bandwidth usage
  - Configure and capture on-premises logging of county VPN usage to account for continued conference operations in conjunction with internal office(s) accessing the CountySuite software in Azure Govt
  - Finalize and validate user authentication approach between Azure Govt and Lancaster AD/Azure AD
  - Provision full Lancaster Cloud Spoke Environment in Azure Gov't
    - All CountySuite applications w/ production DB snapshot(s) (Civil Court, Court Administration, and Sheriff)
    - Possible exclusion of some 3<sup>rd</sup> party integrations, to be reviewed with County IT to determine feasibility

- Validation & verification (V&V) testing to ensure application is ready for right-sizing
- **Right-Sizing Lancaster Cloud Environment (~ 5 months)**

As mentioned previously, the right-sizing process is done to validate whether the initially estimated resources are appropriate for the planned County's usage of CountySuite software in the Azure Govt Cloud. The following outline provides a summary of the stages involved in Lancaster's right-sizing effort:

- Begin monitoring Azure Govt Cloud performance, usage and costs
- Technical Stage (~1 month)
  - Includes Teleosoft and County IT staff
  - Perform regression testing for cloud environment performance validation and overall application functionality
- Office(s) UAT Stage (~ 2 months, depending on office staff availability)
  - Includes Teleosoft, IT and select county office staff
  - Each office performs their respective regression testing that they would normally perform when a CountySuite update is deployed to their on-premises UAT environment
- Office(s) Dual-Entry Stage (~ 2 months, depending on office staff availability)
  - Includes Teleosoft, IT and select county office staff, potentially select outside users [Attorneys, other?]
  - Each office performs dual-entry for a pre-determined time period where they enter cases, etc. into their respective Azure Gov't Cloud system in parallel with their existing on-premises system to validate daily processes
- **Office Go-Live Transition**

Prior to, but in anticipation of, the successful completion of the previous on-boarding phases, Teleosoft, County IT, and the respective offices shall begin planning for the official office go-live transitions. This transition shall be done in 2 phases, as outlined below:

Phase 1 is planning, preparation and coordination so that all stakeholders understand what will be happening and when.

Phase 2 is the actual go-live production cutover event, which will entail significant coordination between Teleosoft and County IT the weeks before and after the planned go-live date.

During this on-boarding process, regularly scheduled status meetings shall be conducted between Teleosoft and all relevant County stakeholders.

#### **Unanticipated Cost Risk Mitigation for First Year Budgetary Requirements**

Through the on-boarding process above, we will be able to better determine what (if any) additional Cloud resource costs will be required for a successful transition to the Azure Govt Cloud environment.

There is a possibility of identifying previously unknown costs during the right-sizing phase of this project. To assist with first-year budgetary needs for Lancaster County, Teleosoft will set a not-to-exceed value

of 30% above the estimated annual cloud hosting costs for currently installed CountySuite™ applications.

## **7. Data Ownership and Cloud Environment Exit Strategy**

All data created by and through the CountySuite™ applications (collectively stored as the SQL Databases) is the property of Lancaster County, with the exception of any CountySuite™ proprietary metadata such as application and system configuration. Access to the data from outside the CountySuite™ applications is possible at any time with a support request; data will be accessible within 3 business days and will be free of any encryption used during normal storage. The transfer of this data will utilize the environment's bandwidth allotment and can incur additional charges if maximum capacities are exceeded.

In the event that this agreement is terminated, the following actions shall be taken:

1. A copy of the most recent SQL Databases shall be provided to County IT or another designated representative. Any existing encryption used in the data at rest shall be removed prior to delivery.
2. All resources exclusively used in the environment shall be deleted, including but not limited to:
  - a. Virtual Machines and/or other cloud compute technologies
  - b. Storage Accounts
  - c. Virtual Networks, subnets and user defined routes
  - d. KeyVaults
3. All resources shared by the environment shall be updated to remove any configuration, including but not limited to:
  - a. Firewalls
  - b. Load Balancers
  - c. VPN Gateways
  - d. Logging and Monitoring solutions
4. All data backups shall be deleted unless specifically requested to retain. Any retention request will be evaluated for feasibility and cost impact.

Any resources and/or data which utilize a soft-delete or delayed-delete mechanism to protect against unauthorized deletion or modification shall be allowed to expire the resource per the given time (for example, secrets in KeyVault are soft-deleted for 7 days and can be recovered until that period passes, after which the secret is completely deleted).

## **SECTION D – MILESTONE & PAYMENT SCHEDULE**

Below you will find an example of a typical CountySuite™ project milestone schedule, to provide an overview of how a project may progress. An estimated project timeline will be assessed after Analysis & Design, and a Final Project Plan will be provided. Milestone dates are dependent on multiple factors, including availability of county IT, servers, office, and field staff.

Milestone Name	Payment Due	Target Completion Date
1. Contract Signed & Deposit Payment Approved	\$65,781	March-April 2022
2. Complete base server setup and validation Deliverables: <ul style="list-style-type: none"> <li>• Completing Preparation &amp; Provisioning of Lancaster Cloud Environment</li> <li>• Right-Sizing Lancaster Cloud Environment within On-Boarding Process</li> </ul>	\$17,000	December 2022 <i>[based on the decision to go live all at once or to bring on offices individually]</i>
3. Complete pre-production cutover migration and application verification in Cloud environment for Sheriff Migration		
4. Complete production cutover (backup/restore production DBs) for Sheriff Office Migration	\$5,000	September-October 2022
5. Complete pre-production cutover migration and application verification in Cloud environment for Civil Court Migration		
6. Complete production cutover (backup/restore production DBs) for Civil Court Office Migration	\$5,000	October-November 2022
7. Complete pre-production cutover migration and application verification in Cloud environment for Court Administration Migration		
8. Complete production cutover (backup/restore production DBs) for Court Administration Office Migration	\$5,000	November-December 2022

**COST SUMMARY**

**CountySuite™ Servers Implementation in Hosted Environment** **\$32,000**

**First-Year Hosting Fee** **\$65,781**

\*The first-year hosting fee will be invoiced at contract execution as per milestone #1. The second annual hosting fee will be issued one year from contract execution and will be prorated to align with the fiscal year. Subsequent annual hosting fees will be invoiced thirty (30) days in advance of each fiscal year, due on the fiscal year start. All renewal rates will reflect the latest capacities, updated growth estimates, and current Azure pricing.

IN WITNESS WHEREOF, the parties have executed this Addendum by their duly authorized representatives.

**Licensor:**  
Teleosoft, Inc.

**Licensee:**  
Lancaster County, PA

**Signed:** Leo J. Proppe Jr.  
**Print:** Leo J. Proppe Jr.  
**Title:** Executive VP

**Signed:** \_\_\_\_\_  
**Print:** \_\_\_\_\_  
**Title:** \_\_\_\_\_

**Signed:** \_\_\_\_\_  
**Print:** \_\_\_\_\_  
**Title:** \_\_\_\_\_

**Signed:** \_\_\_\_\_  
**Print:** \_\_\_\_\_  
**Title:** \_\_\_\_\_

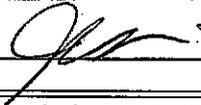
**County of Lancaster**  
**Request for A.R.P.A. Funds**

Submitted By Jacquelyn Pfursich \_\_\_\_\_

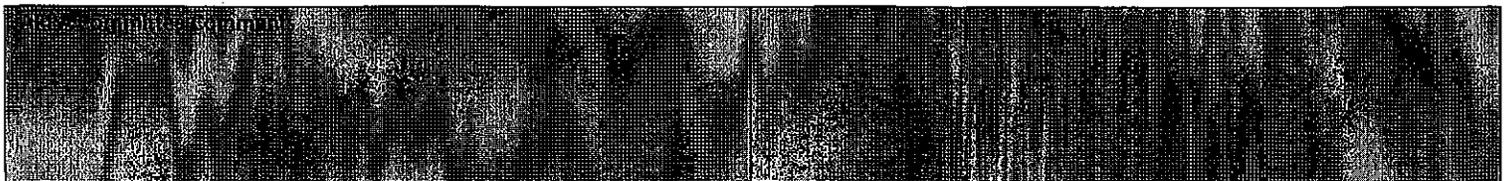
Date 3/31/22

Department Solicitor \_\_\_\_\_

Department Head Signature \_\_\_\_\_



Project/Item Description	Scanners – Equipment needed to assist in implementing electronic case filing system Laptop – Needed for the hiring of the newly created Legal Administrative Secretary position to enable her to be able to work remotely and also assist in the transition to an electronic filing system Advertisement of vacancy position
Estimated Cost (How was cost derived)	Scanners – Quote attached – \$3,731.14 Laptop – Quote attached – \$1,951.19 Advertisement – Quote attached from HR – possible amount not to exceed \$1,525.00 Colored Printer – Printer IT purchasing guidelines attached -\$399.00 + \$876.99 toner total \$1,275.96
Under what general ARPA Guideline is this project eligible	Summary page 28 and 29.
Project Duration / Funding Years.	All projects believed to be a one time cost to the County during the 2022 fiscal year.
Is this project already in the Operating or Capital Improvement Budget?	No
Will this project require ongoing expense (Maintenance, updates) or frequent replacement? Are expenses already being incurred, if so, can they be reduced through this project?	The Solicitor's office has already fronted the money for the laptop. However, it was not originally contemplated in the 2022 budget. The purchase of the laptop should be a one-time expense. Scanners – Are believed to be a one time expense. Scanners are being purchased to aide in the Departments transition to an electronic document management system. Enhanced Advertising – The Solicitor's office due to prolong vacancy of one Assistant Solicitors Position and the lack of applicants upgraded the advertisement on Indeed to a sponsored ad. It is believed that this is also a one time cost.
If approved, when is the optimum time to purchase/begin the project? Does it require a bid or is on an existing contract?	The laptop requested was already purchased. The Solicitor's office would request that the amount paid out of their budget be reimbursed. The supporting hardware for the laptop has not been received so payment has not been issued to date. However, there is an open Purchase Order. Quote for the scanners, advertisement and printer are attached hereto. The Indeed ad has been upgraded but payment has yet to be made by the solicitor's office. We would be looking to order the scanners as soon as funding was approved.
Are there other departments or agencies that can benefit from this request, and have they been consulted or part of this proposal?	N/A
Why should this project be a priority and how will it help the County become more efficient/effective with service delivery?	We believe by having a more organized and electronic case management system, we can be more accommodating and efficient to all County departments we serve. It will also aide in providing a continuity of services when working remotely and when personnel changes.



# QUOTE CONFIRMATION



**DEAR BRIAN KOENIG,**

Thank you for considering CDW•G LLC for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MNZD485	1/20/2022	MMGN342	0347530	\$1,951.19

QUOTE DETAILS				
DESCRIPTION	QTY	UNIT PRICE	EXT. PRICE	TAXES
<b>DELL CTO 7420 I5-1145G7 256/16 W10P</b> Mfg. Part#: 3000105927261 Contract: COSTARS 3 IT Hardware Contract (COSTARS-003-32)	1	6780733	\$1,495.00	\$1,495.00
<b>DELL CTO MS116 WIRED MOUSE AND</b> Mfg. Part#: 3000105929731 Contract: COSTARS 3 IT Hardware Contract (COSTARS-003-32)	1	6781226	\$46.40	\$46.40
<b>DELL CTO 15 INCH LAPTOP SLIM</b> Mfg. Part#: 3000105930066 Contract: COSTARS 3 IT Hardware Contract (COSTARS-003-32)	1	6781229	\$39.49	\$39.49
<b>DELL CTO ACTIVE PEN</b> Mfg. Part#: 3000105930248 Contract: COSTARS 3 IT Hardware Contract (COSTARS-003-32)	1	6781230	\$59.24	\$59.24
<b>Dell Docking Station WD19S - docking station - USB-C - HDMI, 2 x DP, USB-C</b> Mfg. Part#: DELL-WD19S180W Contract: COSTARS 3 IT Hardware Contract (COSTARS-003-32)	1	6416317	\$311.06	\$311.06

<b>Billing Address:</b> COUNTY OF LANCASTER 150 N QUEEN ST STE 322 LANCASTER, PA 17603-1805 Phone: (717) 299-8258 Payment Terms: Net 30 Days-Govt State/Local	<table border="1"> <tr> <td>Subtotal</td> <td>\$1,951.19</td> </tr> <tr> <td>Shipping</td> <td>\$0.00</td> </tr> <tr> <td>Taxes</td> <td>\$0.00</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$1,951.19</b></td> </tr> </table>	Subtotal	\$1,951.19	Shipping	\$0.00	Taxes	\$0.00	<b>Total</b>	<b>\$1,951.19</b>
Subtotal	\$1,951.19								
Shipping	\$0.00								
Taxes	\$0.00								
<b>Total</b>	<b>\$1,951.19</b>								
<b>Shipping Address:</b> COUNTY OF LANCASTER 150 N QUEEN ST STE 322 LANCASTER, PA 17603-1805 Phone: (717) 299-8258 Shipping Method: UPS Ground (2 - 3 day)									

Need Assistance? CDW•G LLC SALES CONTACT INFORMATION

	Fred Willis		(866) 872-0845		fred@cdw.com
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**Southern Computer Warehouse**  
 1395 S. Marietta Parkway  
 Building 300  
 Marietta, Georgia 30067  
 United States  
 http://www.scw.com  
 (P) 877-GOTOSCW  
 (F) 770.579.8937

**Quote (Open)**

<b>Date</b> Jan 19, 2022 04:05 PM EST
<b>Modified Date</b> Jan 19, 2022 04:19 PM EST
<b>Quote #</b> 1701241 - rev 1 of 1
<b>Description</b> Fujitsu fi-7160
<b>SalesRep</b> Dilg, Travis (P) 1-877-468-6729
<b>Customer Contact</b> Koenig, Brian (P) 717-735-7450 BKoenig@co.lancaster.pa.us

**Customer**  
 Lancaster County PA (LC16023)  
 Koenig, Brian  
 Purchasing Department  
 150 North Queen Street  
 Lancaster, PA 17603  
 United States  
 (P) 717-209-3166

**Bill To**  
 Lancaster County  
 Accounts, Payable  
 150 N Queen St  
 Ste 712 Purchasing  
 Lancaster, PA 17603  
 United States  
 (P) 717-209-3166

**Ship To**  
 County of Lancaster  
 PO, REF  
 150 N Queen St  
 IT Ste 322  
 Lancaster, PA 17603  
 United States

<b>Customer PO:</b>	<b>Terms:</b> Undefined	<b>Ship Via:</b> GROUND
<b>Special Instructions:</b> Pricing is based on the COSTARS-003-441 Contract. Please note the contract number on your PO.		<b>Carrier Account #:</b>

#	Image	Description	Part #	Qty	Unit Price	Total
1		Fujitsu - Fujitsu fi-7160 Document scanner - Dual CCD - Duplex - 8.5 in x 14 in - 600 dpi x 600 dpi - up to 60 ppm (mono) / up to 60 ppm (color) - ADF (80 sheets) - up to 4000 scans per day - USB 3.0	PA03670- B085	4	\$931.67	\$3,726.68
<p>Note: Due to component shortages, we are currently out of stock. Please allow for a minimum lead time of 2-5 months for delivery.</p> <p><b>Contract</b>            COSTARS - PA COSTARS-003-441 IT HARDWARE</p>						
2		StarTech.com - StarTech.com 6 ft. (1.8 m) USB Printer Cable USB 2.0 A to B - Printer Cable - Black - USB A to B (USB2HAB6) - USB cable - USB (M) to USB Type B (M) - USB 2.0 - 6 ft - molded - black - for P/N: RKCOND17HD, SV431DL2DU3A, SV431DPDDUA2, USB2001EXT2NA, USB2002EXT2NA, USB2004EXT2NA	USB2HAB6	1	\$4.46	\$4.46
<p>Note: As of today, there are 9000+ units in stock and ready to ship.</p> <p><b>Contract</b>            COSTARS - PA COSTARS-003-441 IT HARDWARE</p>						

Quote valid for 30 days unless formal bid provides different term. Promotional pricing is valid only during term of promotion and while supplies last.

<b>Subtotal:</b>	<b>\$3,731.14</b>
<b>Tax (.0000%):</b>	<b>\$0.00</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Total:</b>	<b>\$3,731.14</b>

All returns must be authorized and clearly marked with a valid RMA number. RMA's are subject to restock fees when applicable.

These prices may not include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above.

Please note that expedited shipping charges are estimated, and could decrease or increase when invoiced.

All prices are subject to change without notice. Supply subject to availability.

**This job must be sponsored in order to be shown on Indeed.**

To provide the best experience for our job seekers, certain types of jobs need to be sponsored to be shown on our site.



**Examples of these types of jobs are:**

- Identical jobs posted in multiple locations
- Jobs posted with a confidential or generic company name
- Jobs that are commission only
- Other jobs as determined by Indeed

**Sponsored jobs get increased visibility in our search results.**

**How many hires do you need to make?**

11

**Ad Budget**

Recommended budget (\$1,525.00) based on your job title and location.

\$ 350 per month

Set an end date (optional)

**ESTIMATED RESULTS**

**65-72** applicants  
over the next 4 weeks

You can change the amount, pause, or close your job at any time.

Kelsie O'Reilly  
HR Generalist  
Human Resources  
150 North Queen Street, Suite 312  
Lancaster, Pennsylvania 17603  
717.295.3631

NOTE: This message is from the Office of Human Resources – County of Lancaster. This message and any attachments may contain legally privileged or confidential information, and are intended only for the individual or entity identified above as the addressee. If you are not the addressee, or if this message has been addressed to you in error, you are not authorized to read, copy, or distribute this message and any attachments, and we ask that you please delete this message and attachments (including all copies) and notify the sender by return e-mail or by phone at 717-299-8310.

## **Bender, Tammy**

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**From:** IT Help Desk <ithelpdesk@co.lancaster.pa.us>  
**Sent:** Thursday, March 31, 2022 1:54 PM  
**To:** Bender, Tammy  
**Subject:** New ServiceDesk Request CC: ##RE-104678## from Bender, Tammy

NOTE: You are receiving this mail because the Requester/Technician wanted you to be notified on this request creation. A new request with request ID 104678 has been created by Bender, Tammy.

Title : Quote for printer .

Category : Office Administration

Description :

**Please review list for current model printers supported by County IT. Designate which printer(s) you would like to receive an up-to-date quote on. Listed prices are approximate and can change on a regular basis.**



Please obtain an updated quote on the JP M454DN Color printer

Click for details :

<https://support.co.lancaster.pa.us:8443/WorkOrder.do?woMode=viewWO&woID=104678&PORTALID=1>

Thank you,  
IT Help Desk