

**COUNTY COMMISSIONERS' WORK SESSION AGENDA**  
**TUESDAY, FEBRUARY 2, 2016**

**9:00 A.M.:**

**EXECUTIVE SESSION:**

**9:00 a.m.**

Crystal Clark, Esquire

**10:00 A.M.:**

**PUBLIC SESSION:**

Approval of January 19, 2016 Work Session Minutes. Postpone approval of January 5, 2016 Work Session Minutes, January 12, 2016 Work Session Minutes, and January 26, 2016 Work Session Minutes.

**10:00 a.m.**

Clarence Kegel, Vice President, Murray Securus – Comprehensive Insurance Package Renewal Agreement (please refer to motion on tomorrow's agenda)

**10:10 a.m.**

Paul Weiss, Administrator, Department of Parks and Recreation – Budget Adjustments (please refer to Resolution No. 18 of 2016 on tomorrow's agenda) and Grant of Right-of-Way (please refer to motion on tomorrow's agenda)

**10:15 a.m.**

Dale Brubaker, Grant Specialist – Budget Adjustment (please refer to Resolution No. 19 of 2016 on tomorrow's agenda); Grant Award (please refer to motion on tomorrow's agenda); and Budget Adjustment (please refer to Resolution No. 20 of 2016 on tomorrow's agenda)

**10:25 a.m.**

Crystal Natan, Executive Director, Children and Youth Agency, and David Mueller, Director, Office of Juvenile Probation – Agreements (please refer to motion on tomorrow's agenda)

**10:30 a.m.**

Charles Douts, Director, Facilities Management, and Scott Russell, County Engineer, RETTEW – Change Orders (please refer to motion on tomorrow's agenda)

**10:35 a.m.**

E. William Peters, Director, Human Resources – Approval of Prison Labor Agreement (please refer to motion on tomorrow's agenda)

**10:40 a.m.**

James Cowhey, Director, Planning Commission – PennDOT Agreement Work Order Amendment (please refer to motion on tomorrow's agenda)

Other Discussion Items:

1. Appointments/Reappointments to County Boards
2. February 3, 2016 Commissioners' Meeting Agenda

**Adjourn**

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster to approve the County of Lancaster's Comprehensive Insurance Package Renewal Agreement through Murray Securus, Lancaster, Pennsylvania for the period February 1, 2016 through January 31, 2017. The total amount of the premium package is \$1,069,341.00.

2/03/16

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.**

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Clarence Kegel  
 Department: Murray Securus  
 Date: 1/28/2016

**Board Action Requested:** Renewal Agreement  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):** Murray Securus  
 Lancaster, Pennsylvania

**Proposed Program Budget Information:**

Service	2016-17 Amount to be Approved	2015-2016 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Comprehensive Insurance Package Renewal Agreement	\$1,069,341	\$1,036,265	\$33,076	3.2%	County

**Term of Contract:** 2/1/2016-1/31/2017

**Budget Comments:**

**Program Information/Description of Service:**

Renewal onf Comprehensive Insurance package including Property, GL, LEL, Employment Practices, Auto, Umbrella, TPA Administration, Excess Workers Comp etc. Most notable increase is int eh property line due to the addition of Radio project related equipment. All other lines were lower than projected.

**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

February 3, 2016

**Date you would like the County Commissioners' To take official action on this item?:**

**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

Clarence Kegel, Murray Securus *Vice President*

Clarence Kegel, Murray Securus

**Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:**

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings. Exceptions to this deadline must be approved by the County Administrator.**



## County of Lancaster

### Premium Summary for 02/01/16-02/01/17

Description of Coverage	Estimated Annual Premium
Property including Terrorism	\$ 159,083
Commercial Inland Marine	\$ 19,853
Commercial General Liability	\$ 100,000
Employee Benefits Liability	\$ 160
Law Enforcement Liability	\$ 315,000
Public Entity Management Liability	\$ 26,000
Public Entity Employment Practices Liability	\$ 86,000
Commercial Automobile	\$ 62,163
Umbrella	\$ 124,829
Murray Fee	\$ 75,000
Third Party Fee for Liability Claims (See page 34 for details)	\$ 17,500
<b>Total Estimated Annual Costs</b>	<b>\$ 1,002,588</b>

**Note:** Many policies are subject to an annual audit. The above proposed premium is an estimate based on the exposures you provided to us. Your actual premium will be determined after the final audit.

Quotes include terrorism when applicable.

**Payment Schedule:** All premiums due in full upon inception.



## Murray Service Fee Schedule

<b>COSTS</b>	<b>Coverage Description</b>
\$ 75,000	Broker Service Fee, General Risk Control for Labor & Industry Requirements for self insureds, and Risk Management Fee for all other Loss Control Services.
\$ 17,500	Third Party Administration of Public Entity Management Liability, Law Enforcement Liability, and Employment Practices Liability Retention

**Note:**

It is agreed that if a new policy is written for coverage that was not previously contemplated, the producer/agency is eligible to receive the first year's commission.

Travelers has approved Murray Securus to handle the administration of the, Law Enforcement Liability, Public Entity Management Liability and Employment Practices Liability retentions. Should the County withdraw from this agreement and want Travelers to serve as the Third Party Administrator, the following conditions would apply:

### SPECIAL CLAIM HANDLING CONDITIONS

**When your coverage is written on a Self-Insured Retention Basis:**

- o Travelers Claims handling fee is \$32,400. This will be considered additional premium and will be divided between the three professional lines and the charge added to the premium for each line.
- o All losses must be reported to Travelers as soon as possible
- o A claim fund applicable to all liability deductibles, from which losses within the deductible are paid, is required when the liability deductible is \$50,000 or greater. Travelers will bill the insured monthly for claims paid during the prior month. Payment is due within 30 days of receipt of bill.
- o A claim fund agreement must be signed by the insured and returned within 30 days of receipt
- o The following claim fund deposit is due with 30 days of billing. This amount is in addition to the claims handling fee of \$32,400.

<b>Claim Fund</b>	<b>Amount</b>
Amount required for ALL policy years	\$25,000
Currently holding for historical policy years	0
<b>Additional Amount Due</b>	<b>\$25,000</b>
<b>Total Claim Fund Due</b>	<b>\$25,000</b>



## Premium Comparison

Description of Coverage	Annualized Premium 2015-2016	Estimated Annual Premium 2016-2017	Difference
Property including Terrorism	\$ 146,920	\$ 159,083	+ \$12,163
Commercial Inland Marine	\$ 19,294	\$ 19,353	+ \$559
Commercial General Liability	\$ 98,357	\$ 100,000	+ \$1,643
Employee Benefits Liability	\$ 158	\$ 160	+ \$2
Law Enforcement Liability	\$ 309,998	\$ 315,000	+ \$5,002
Public Entity Management Liability	\$ 29,856	\$ 36,000	+ \$6,144
Public Entity Employment Practices Liability	\$ 82,185	\$ 36,000	+ \$3,815
Commercial Automobile	\$ 67,008	\$ 69,163	+ \$2,155
Umbrella	\$ 123,989	\$ 124,829	+ \$840
Murray Fee	\$ 75,000	\$ 75,000	0
Third Party Fee for Liability Claims	\$ 17,500	\$ 17,500	0
<b>Total Estimated Annual Costs</b>	<b>\$ 970,265</b>	<b>\$ 1,002,588</b>	<b>+\$32,323</b>



## County of Lancaster Historic Premium Review

Line of Coverage	2011-2012	2012-2013	2013-2014	2014-2015	Annualized 2015-2016	Estimated 2016-2017	Difference 2015-16 to 2016-17
Property incl. scheduled equipment	\$161,779	\$178,973	\$144,500	\$148,765	\$166,214	178,936	+12,721
Covered Bridges	Included in Property	Included in Property	Included in Property	Included in Property	Included in Property	Included in Property	Included in Property
General Liability	\$107,222	\$111,100	\$75,448	\$75,312	\$98,515	100,160	+ \$1,645
Law Enforcement Liability	\$250,370	\$261,764	\$292,508	\$334,724	\$309,998	315,000	+ \$5,002
Public Entity Management Liability	\$50,665	\$50,665	\$35,525	\$36,250	\$29,856	36,000	+ \$6,144
Public Entity Employment Practices Liability	Included in Public Entity	Included in Public Entity	51,898	\$62,008	\$82,185	\$86,000	+ \$3,815
Commercial Automobile	\$42,468	\$47,574	\$65,481	\$59,433	\$67,008	\$69,163	+ \$2,155
Umbrella Liability	\$180,025	\$189,025	\$118,834	\$136,600	\$123,989	\$124,829	+ \$840
Broker Fee *	\$94,000	\$94,000	\$89,000	\$89,000	\$75,000	\$75,000	0
Third Party Retention Administration Fee	0	0	\$19,300	\$18,300	17,500	17,500	0
<b>SUB TOTALS</b>	<b>\$886,529</b>	<b>\$933,101</b>	<b>\$892,494</b>	<b>\$960,392</b>	<b>\$970,265</b>	<b>\$1,002,588</b>	<b>+ \$32,323</b>
Excess Workers Compensation	\$44,331	\$47,132	\$51,858	\$58,331	\$66,000	\$66,753	+ \$753
<b>TOTALS</b>	<b>\$930,860</b>	<b>\$980,233</b>	<b>\$944,352</b>	<b>1,018,723</b>	<b>1,036,265</b>	<b>\$1,069,341</b>	<b>+ \$33,076</b>



## Exposure Comparison

Line of Coverage	2015-2016	2016-2017	Difference
<b>PROPERTY</b>			
Blanket Limit (bldg, contents & EDP)	\$293,607,203	\$293,607,207	+4
Blanket Extra Expense	\$2,500,000	2,500,000	0
Specific Property Limit (bridges and vacant buildings)	\$16,303,773	\$16,383,773	0
<b>Inland Marine</b>			
Contractors Equipment	\$599,194	801,299	+ \$202,105
Scheduled Property	31,556,310	31,782,769	+ \$226,459
Communications Towers	8,977,426	8,251,002	- \$726,424
<b>GENERAL LIABILITY</b>			
Net Expenditures	\$182,177,978	\$176,952,631	- \$5,225,347
<b>COMMERCIAL AUTO</b>			
Number of Autos excluding trailers	161	159	-2
Number of trailers	32	32	0



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## Terms and Conditions

- This proposal expires as of 12:01 a.m. on the effective date of proposed coverage, unless extended in writing by authorized parties.
- This document is for illustrative purposes and is not a policy or binder. This proposal contains generalized information and is not intended to be a full and complete description of the actual insurance policies. Refer to your policy for specific provisions and detail.
- Most policies are subject to an annual audit. The above-proposed premium is an estimate based on the exposures you provided to us. Your final premium will be determined after the final audit. Please note that quoted rates may change based on entry into new states or territories, as well as changes in the type of work performed.
- This quote is an all lines quote. Pricing is based on all lines being bound. If all lines are not bound, then pricing is subject to requote.
- Signed Uninsured and Underinsured Motorist forms are required at the time of binding. If signed forms are not received at binding, the policy will be issued with UM/UIM limits equal to the Auto Liability limits.
- Prior to binding the Insured must provide an updated jail inspection with responses to any recommendations made.
- Prior to binding, the Insured must confirm that there are no Public Entity Management Liability or Employment Practices Liability claims other than what has already been reported.
- Prior to binding, confirmation must be received that the coroner has his own medical malpractice policy as the Travelers policy for the County precludes coverage for coroners that perform autopsies.



September 21, 2015

Risk Management  
Insurance  
Employee Benefits  
Third-Party Administration  
Wealth Management  
Human Resources

Matt Luciani  
County of Lancaster  
150 North Queen Street  
Suite 715  
Lancaster, PA 17603-3562

Re: Insurance Projections for 2016 Budget

Dear Matt:

As requested, I am providing you with an estimate of your insurance costs for the 2016 policy term. Please note that these are non-binding estimates only, for budget purposes, and are subject to change if there are any significant changes in exposure or loss experience.

Your **Property coverage** is with Travelers. Your Property premium for the 15-16 term is \$159,732. Travelers estimates an increase in premium of approximately 5% for next year. Also, you usually increase your Property values 4% each year. Both of these increases would translate to an estimated premium of \$174,108 for the 2016 policy term.

Your **Liability coverages** are with Travelers. Your Liability insurance premium is currently \$520,554. Again, Travelers estimates an increase in premium of 5% which would translate to an estimated annual premium of \$546,582 for the 2016 policy term.

Your **Business Auto insurance** is also with Travelers this year. Your current premium is \$67,008. With a 5% increase, your estimated annual premium for 2016 is \$70,358.

Your **Umbrella policy** is with Travelers and goes over top of your General Liability, Public Officials Liability, Law Enforcement Liability, Employment Practices Liability and Auto Liability. Your Umbrella premium is currently \$123,989. With a projected 5% increase, the estimated premium for the 2016 term is \$130,188.

Your **Excess Workers Compensation** is with Safety National. The current premium is \$66,000. The premium for this line of business has consistently gone up 10% a year. There is a different underwriter handling your account, and she advises that Safety National is looking for rate increases of 5% and up. Based on this, I think that is it best if we estimate a 10% increase which would make next year's premium \$72,600. This does not take into account any increase in payroll.

Your **Crime policy** is with Travelers. This is a blanket Employee Dishonesty Bond. The current premium is \$8,990. The Bond underwriter estimates a 5% increase which would make next year's annual premium \$9,440.

**Thoughtful Solutions.  
The Right Choice.**

**Corporate Headquarters**  
39 North Duke Street  
P.O. Box 1728  
Lancaster, PA 17608-1728  
717.397.9600  
1.800.533.5271

**Urban Place**  
454 New Holland Avenue  
Suite 300  
P.O. Box 1728  
Lancaster, PA 17608-1728  
717.581.6500

**Capital Region**  
Rossmoyne Business Center  
4999 Louise Drive, Suite 701  
Mechanicsburg, PA 17055  
717.620.2400

**Quarryville**  
6 South Church Street  
P.O. Box 310  
Quarryville, PA 17566-0310  
717.786.2161

**Berks**  
1350 Broadcasting Road  
Suite 202  
Wyomissing, PA 15010  
610.371.9505

**Construction Bonds, Inc.**  
1110 Herndon Parkway  
Suite 307  
Herndon, VA 20170  
703.934.1000

[murrayins.com](http://murrayins.com)



Please remember these are non-binding estimates and are based on current values and losses as of today's date. The estimates are subject to change.

Other charges that you incur related to the insurance that would need to be factored in when doing your budget include:

**Insurance Placement and Consulting Fee which includes Risk Management Services**

The current fee that you are charged is \$89,000. We project that this fee will remain the same.

**Third Party Administration Fee**

This is the fee that you are charged for the handling of your self-insured workers compensation claims. The current fee is \$15,000. We anticipate at most a 5% increase in this fee which would make the annual cost \$15,750.

**The Claims Management Fee**

This is the fee that you are charged for the handling of your Public Officials claims. The current fee is \$17,500. We anticipate a 5% increase in this fee as well which would make the annual fee \$18,375.

Matt, please review this information and contact me with any questions you may have. Again, please remember that these are non-binding estimates solely for budget purposes and that these figures may change based on change in exposures and loss experience.

Regards,

Beth A. Winter-McGarry, CPCU, CIC, CPIW  
Customer Service Representative  
bmcgarry@murrayins.com

c: Andrea McCue, Chief Clerk, County of Lancaster  
Karen Godfrey, Customer Service Representative, Murray Securus

1787486

- Risk Management
- Insurance
- Employee Benefits
- Third-Party Administration
- Wealth Management
- Human Resources

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4999 Louise Drive, Suite 201  
Mechanicsburg, PA 17055  
717.620.2400

**Quarryville**  
6 South Church Street  
PO. Box 310  
Quarryville, PA 17565-0310  
717.786.2161

**Berks**  
1350 Broadcasting Road  
Suite 202  
Wyomissing, PA 19610  
610.371.9505

**Construction Bonds, Inc.**  
1110 Herndon Parkway  
Suite 307  
Herndon, VA 20170  
703.934.1000

[murrayins.com](http://murrayins.com)

## RESOLUTION NO. 18 OF 2016

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster to approve the following budget adjustments:

### REVENUE ACCOUNT:

Department of Parks and Recreation -  
Rent  
6721 A A1800 90011

\$950.00 (+)

### EXPENDITURE ACCOUNT:

Department of Parks and Recreation -  
Other Contractual Services  
7345 A A1800 90011

\$950.00 (+)

I, Lisa L. Johnson, Assistant Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the above motion was adopted by the Lancaster County Board of Commissioners at its regularly scheduled meeting held on the 3<sup>rd</sup> day of February, 2016.

ATTEST:

\_\_\_\_\_  
Assistant Chief Clerk  
County of Lancaster, Pennsylvania  
Date: February 3, 2016

2/03/16

**COVER SHEET**  
**FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Paul Weiss  
 Department: Parks and Recreation  
 Date: 1/26/16

**Board Action Requested:**  
 (Specify Agreement, Amended Agreement, Grant App.,  
 Change Order, Bid Award etc.)

**Budget resolution**

**Proposed Program Budget Information:**

Service	2016 Amount to be Approved	2015 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
	N/A	N/A	N/A	N/A	N/A

**Term of Contract:**

**Budget Comments:**

Increase 7345 A1800 90011 by \$950 and increase 6721A A1800 90011 by \$950.

**Program Information:**

**Description of Service:**

This resolution is necessary to account for \$950 in additional revenue and expenditures as a result of the County amending Lancaster County Park residential tenant lease agreements to include trash hauling fees into the monthly rental amount due and then paying those trash hauling fees directly to West Lampeter Township. These lease amendments were presented and approved after the 2016 budget was on the table for consideration. Hence the need for this budget resolution.

**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

February 3, 2016

**Date you would like the County Commissioners'**

**To take official action on this item?:**

\_\_\_\_\_  
Paul Weiss, Parks and Recreation Administrator

**Who will be in attendance at the County Commissioners'**

**Work Session? Please include name and title:**

\_\_\_\_\_  
Paul Weiss, Parks and Recreation Administrator

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings.**

**Exceptions to this deadline must be authorized by the Chief Administrator.**

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the Department of Parks and Recreation, to approve the following:

**Grant of Right-of-Way With:**

PPL Electric Utilities Corporation  
Allentown, Pennsylvania

**Purpose:**

To grant a perpetual underground public utility right-of-way across approximately 315' of County property at Money Rocks County Park, (Tax Parcel No. 2005760300000), East Earl Township, Lancaster County, Pennsylvania.

**Consideration:**

\$0.00

**Term:**

Effective February 3, 2016.

2/03/16

**COVER SHEET**  
**FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Paul Weiss   
 Department: Parks and Recreation  
 Date: 1/26/16

**Board Action Requested:**

(Specify Agreement, Amended Agreement, Grant App.,  
Change Order, Bid Award etc.)

Utility ROW Agreement

PPL Electric Utilities Corporation

701 Hamilton St.

Allentown, PA 18101

**Proposed Program Budget Information:**

Service	2016 Amount to be Approved	2015 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co.,State, Fed)
	N/A	N/A	N/A	N/A	N/A

**Term of Contract:** Perpetual

**Budget Comments:** N/A

**Program Information:**

**Description of Service:**

Execution of this agreement will provide PPL Electric Utilities Corporation with a perpetual underground public utility right-of-way across approximately 315' of County property at Money Rocks County Park. The easement being requested is in a remote corner of the Park where there are no trails or other recreational features. In addition, PPL will be boring (vs. trenching) the channel for the underground line and anticipates no surface damage to County property. Accordingly, this easement will have virtually no impact on current or future Park use or operations, and I am recommending the request for approval.

(Note: As this is a standard PPL Utility ROW agreement, Andi has approved it for presentation to the BOC precluding a review by the Solicitors' Office.)

**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

February 3, 2016

**Date you would like the County Commissioners'**

**To take official action on this item?:**

\_\_\_\_\_  
Paul Weiss, Parks and Recreation Administrator

**Who will be in attendance at the County Commissioners'**

**Work Session? Please include name and title:**

\_\_\_\_\_  
Paul Weiss, Parks and Recreation Administrator

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings.**

**Exceptions to this deadline must be authorized by the Chief Administrator.**

## RESOLUTION NO. 19 OF 2016

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster to approve the following budget adjustments:

### REVENUE ACCOUNT:

District Attorney's Office -  
Pennsylvania Commission on Crime and  
Delinquency Grant No. 25106-2  
6311 A B1300 19011

\$3,710.00 (+)

### EXPENDITURE ACCOUNT:

District Attorney's Office -  
Equipment  
7532 A B1300 19011

\$3,710.00 (+)

I, Lisa L. Johnson, Assistant Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the above motion was adopted by the Lancaster County Board of Commissioners at its regularly scheduled meeting held on the 3<sup>rd</sup> day of February, 2016.

ATTEST:

\_\_\_\_\_  
Assistant Chief Clerk  
County of Lancaster, Pennsylvania  
Date: February 3, 2016

2/03/16

**This completed document must be submitted to the Chief Clerk by 9:00 am the  
Wednesday prior to the County Commissioners' Work Session and Commissioners'  
Meeting. Please don't wait until the deadline to submit the request.**

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Dale Brubaker, Grant Specialist  
 Department: District Attorney  
 Date: January 26, 2016

**Board Action Requested:** Grant Budget Resolution for the TV carts project  
 (Specify Agreement, Amended Agreement, Grant App.,  
 Change Order, Bid Award etc.)

**Provider Information: (Name, Address):**  
 Pennsylvania Commission on Crime and Delinquency  
 P.O. Box 1167  
 Harrisburg, PA 17108-1167

**Proposed Program Budget Information:**

Service	2015-2016 Amount to be Approved	2014-2015 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Budget Resolution	\$3,710.00				100% Fed

**Term of Contract:** 10/1/2015-9/30/2016

**Budget Comments:** Budget resolution is attached

**Program Information:**

**Description of Service:**

This budget resolution is to create the 2016 budget for the grant's TV carts project. Due to year-end timing and changes in staff, the TVs carts and equipment were not purchased prior to December 31, 2015. This resolution is creating the TV cart portion of the grant budget. Project budget is: \$1,810.00 for the TV's, \$1,500.00 for the carts, brackets and supplies and \$400.00 for labor.

Note: The data collectors, software and external camera kit have been received.

**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

February 3, 2016

**Date you would like the County Commissioners'**

**To take official action on this item?:**

\_\_\_\_\_  
Dale Brubaker, Grant Specialist

**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

\_\_\_\_\_  
Dale Brubaker, Grant Specialist

**Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:**

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings. Exceptions to this deadline must be approved by the County Administrator.**

Budget Resolution  
District Attorney's Office  
February 3, 2016

REVENUE:

Pennsylvania Commission on Crime and Delinquency  
Grant #25106-2

6311-A-B1300-19011	\$3,710.00
--------------------	------------

EXPENSES:

Equipment:

7532-A-B1300-19011	\$3,710.00
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On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the District Attorney's Office, to approve the following:

**Grant Award With:** Pennsylvania Commission on Crime and Delinquency (PCCD)  
Harrisburg, Pennsylvania

**Purpose:** To accept grant funding for the Lancaster County STOP Violence Against Women Project which fosters collaborative measures among several county agencies, with emphasis on law enforcement, prosecution, and victim service agencies, to promote victim safety, offender accountability, and uphold the integrity of the civil and criminal justice systems. The STOP grant funding allocations are as follows: County of Lancaster-\$65,000.00; Domestic Violence Services of Lancaster County-\$38,400.00; and YWCA Lancaster-\$21,600.00.

**Amount/Term:** Not to exceed \$125,000.00 for the period January 1, 2016 through December 31, 2016 which represents year one of a three year project period (100% Federal/ PCCD funding).

## RESOLUTION NO. 20 OF 2016

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster to approve the following budget adjustments:

### REVENUE ACCOUNTS:

District Attorney's Office - STOP Violence Against Women Project 2951 A B1300 19017 (2016 funding)	<b>\$60,000.00 (+)</b>
District Attorney's Office - STOP Violence Against Women Project 2951 A B1300 19017 (2015 funding)	<b><u>\$19,600.33 (+)</u></b>
	<b><u>\$79,600.33 (+)</u></b>

### EXPENDITURE ACCOUNTS:

District Attorney's Office - Contractual Services 7300 A B1300 19017 (2016 funding)	<b>\$60,000.00 (+)</b>
District Attorney's Office - Contractual Services 7300 A B1300 19017 (2015 funding)	<b><u>\$19,600.33 (+)</u></b>
	<b><u>\$79,600.33 (+)</u></b>

I, Lisa L. Johnson, Assistant Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the above motion was adopted by the Lancaster County Board of Commissioners at its regularly scheduled meeting held on the 3<sup>rd</sup> day of February, 2016.

ATTEST:

\_\_\_\_\_  
Assistant Chief Clerk  
County of Lancaster, Pennsylvania  
Date: February 3, 2016

**This completed document must be submitted to the Chief Clerk by 9:00 am the  
Wednesday prior to the County Commissioners' Work Session and Commissioners'  
Meeting. Please don't wait until the deadline to submit the request.**

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Dale Brubaker  
 Department: Budget Services District Attorney  
 Date: January 21, 2016

**Board Action Requested:** Acceptance of grant award for the 2015 STOP Violence Against Women Grant  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):** Pennsylvania Commission on Crime and Delinquency  
 3101 North Front St  
 Harrisburg, PA 17110

**Proposed Program Budget Information:**

Service	2016-2017 Amount to be Approved	2015-2016 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Grant award	\$125,000				100% Fed/PCCD
Prior Year fourth qtr. funding		\$19,600			100% Fed/PCCD

**Term of Contract:** Grant Period is 1/1/2016-12/31/16.

**Budget Comments:** See budget resolution attached

**Program Information:**

**Description of Service:**

Acceptance of the STOP Grant award for period 1/1/16 to 12/31/16. This is for year one of a three year grant project. The program will remain the same as the previous STOP Grants. The 2016 STOP grant funding allocations: County of Lancaster \$65,000.00, Domestic Violence Services of Lancaster County \$38,400.00 and YWCA Lancaster \$21,600.00. The total funding amount is \$125,000.00. Funding allocation is determined by the STOP program.

The budget resolution is \$60,000 for DVSLC and YWCA Lancaster for budget year 2016. Due to the timing of their fourth quarter 2015 invoices, the \$19,600 is to re-create the fourth quarter budgets for DVSLC (\$14,200) and YWCA

Budget Resolution:  
STOP Violence Against Women Project  
Period: 1/1/16-12/31/16

Revenue:

2951-A-B1300-19017	\$60,000.00 (2016)
2951-A-B1300-19017	<u>\$19,600.33 (2015)</u>
	\$79,600.33

Expenses:

7300-A-B1300-19017	\$60,000.00 (2016)
7300-A-B1300-19017	<u>\$19,600.33 (2015)</u>
Contractual Services	\$79,600.33

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the Children and Youth Agency and/or the Office of Juvenile Probation, to approve the following:

<u>Agreement With:</u>	<u>For:</u>	<u>Amount</u> <u>January 1, 2016 -</u> <u>December 31, 2016:</u>
Avanco International, Inc. Fairfax, VA	Child Accounting and Profile System (CAPS) Data Conversion and System Implementation Services	\$162,720.00/year

<u>Agreements With:</u>	<u>For:</u>	<u>Amounts</u> <u>Fiscal Year</u> <u>2015-2016</u>
The Bradley Center, Inc. Pittsburgh, PA	Residential Treatment Facility	\$316.73/day
Christ's Home for Children Warminster, PA	Residential Services	\$147.55/day
	Residential Services Respite	\$73.78/day
	Transitional Living	\$164.07/day
	Transitional Living Respite	\$82.04/day
	Teen Mother and Baby	\$275.40/day
	Teen Mother and Baby Respite	\$137.70/day
	Mother Only	\$147.90/day
	Mother Respite	\$73.95/day
	Baby Only	\$127.50/day
Baby Respite	\$63.75/day	
Cornell Abraxas Group, Inc. Pittsburgh, PA	Abraxas I – Social Training and Education Program	\$171.36/day
	Abraxas I – Intensive Residential (Males)	\$289.32/day
	Abraxas I – Female Drug & Alcohol Treatment	\$208.24/day
	Leadership Development Program – Male Unit	\$160.45/day
	Leadership Development Program – Female Unit	\$293.55/day
	Open Residential Fire Setter/Sex Offender	\$293.55/day
	Abraxas Academy – Secure Residential	\$312.50/day
	Abraxas Academy – Detention	\$288.00/day
	Abraxas Academy – Shelter	\$281.00/day
	Abraxas Youth Center – Fire Setter/Sex Offender	\$307.73/day
Abraxas Youth Center – Detention	\$284.17/day	
Abraxas Youth Center – Shelter	\$284.17/day	
Families United Network, Inc. Muncy, PA	Foster Care/Kinship Care	\$59.43/day
	Foster Care - Urgent Placement	\$73.78/day
	Foster Care – Respite	\$45.47/day
	Foster Care – Transitional	\$70.28/day
	Foster Care – Intensive	\$92.14/day
	Medical Foster Care – Level I	\$47.69/day
	Medical Foster Care – Level II	\$46.94/day
	Medical Foster Care – Level III	\$35.21/day
Medical Foster Care – Level IV	\$26.74/day	

“continued”

<u>Agreements With:</u>	<u>For:</u>	<u>Amounts Fiscal Year 2015-2016</u>
Families United Network, Inc. (continued)	Arborvale Manor – Life Readiness (Males)	\$170.32/day
	Ashler Manor – Group Home Level I	\$185.97/day
	Ashler Manor – Group Home Level II	\$194.17/day
	Ashler Manor – Emergency Shelter Care	\$170.16/day
	Ashler Manor – Transitional Living	\$130.00/day
120 Rider Avenue Company dba Pediatric Specialty Care at Lancaster Point Pleasant, PA	Group Home for Technology Dependent Children	\$140.80/day
Perseus House, Inc. Erie, PA	Florence Crittenton Services – Mother Only	\$239.04/day
	Florence Crittenton Services – Baby Only	\$38.76/day

2/03/16

**REQUEST SUMMARY**  
**ITEMS FOR COMMISSIONERS' AGENDA ON FEBRUARY 3, 2016**

from

Crystal A. Natan, Executive Director, Children and Youth Agency  
 David H. Mueller, Director, Juvenile Probation Office

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
1	Avanco International, Inc.	1/01/16-12/31/16	CAPS Data Conversion and System Implementation	\$162,720.00	NA	Contract amount includes quoted price of \$159,720 plus \$3,000 travel expenses.	N/A
2	The Bradley Center, Inc.	7/01/15-6/30/16	Residential Treatment Facility	\$316.73	0.00%	<p><b>Expected outcome goal</b>                      Information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints.</p> <p>These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.</p>	<p>The campus has a total of 104 beds, divided into 5 units. The units are designed to provide flexibility to better meet the needs of the residents by allowing consideration of chronological age, developmental level, cognitive ability, diagnosis, gender and variability of acuity. All units will share their expertise through the interdisciplinary clinical review team to address the needs of the residents with multiple disorders or disabilities. The facility is able to treat male and female children, from ages 6-18 with Moderate to Mild Intellectual Disability (ID), Autism Spectrum, Dual Diagnosis, and Developmental Disorders.</p>

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
3	Christ's Home for Children	7/01/15- 6/30/16	Residential Services Residential Services Respite Transitional Living Transitional Living Respite Teen Mother and Baby Teen Mother and Baby Respite Mother Only Mother Respite Baby Only Baby Respite	\$147.55 \$73.78 \$164.07 \$82.04 \$275.40 \$137.70 \$147.90 \$73.95 \$127.50 \$63.75	0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints.  These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	Christ's Home for Children (CHFC) has been in continuous operation since 1903. Children are placed in their residential program through county CYA agencies. During their stay, children receive services based on the nationally recognized Teaching Family Model, which promotes individualized goals and treatment. They care for children from birth to fifteen years of age who have experienced abuse, neglect, or abandonment in their family. Individualized treatment plans are designed to address the medical, educational, emotional, spiritual, and social needs of each child. The Transitional Living Program serves adolescent youth, ages 16 and older. The program builds on the successful use of the Teaching Family Model at Christ's Home to provide an atmosphere of encouragement and support. The program is founded on biblical principles and offers the following program components: • supervised living in comfortable, well-equipped, teen-oriented housing. • life skills assessment and training. • individual and group counseling. • case management, and

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
4	Cornell Abraxas Group, Inc. (Allegheny County)	7/01/15- 6/30/16	Social Training and Education Program (STEP) Intensive Residential Female D&A Treatment Leadership Development (Males) Leadership Development (Females) Open Residential-Fire Setter/Sex Offender Secure Residential Detention Shelter Fire Setter/Sex Offender Shelter Detention	\$171,36 \$289,32 \$208,24 \$160,45 \$160,45 \$293,55 \$312,50 \$288,00 \$281,00 \$307,73 \$284,17 \$284,17	0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 10.20% 0.00% 0.00% 0.00%	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints.  These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	Cornell Abraxas I is located in the Allegheny National Forest and offers the Social Training and Education Program (STEP), intensive Residential Program for Males, and the Female D&A Treatment Program. The Leadership Development facility is located in South Mountain, PA. It offers intensive leadership development programs for males and females as well as an open residential-fire setter/sex offender program. Cornell Abraxas Academy is located in Morgantown, PA and offers Secure Residential, Detention, and Shelter services. Cornell Abraxas Youth Center is located at South Mountain Restoration Center in Franklin County. Programs offered there are: the Firesetter Program, the Sexual Offender Treatment Unit, Shelter, and Detention.  Abraxas I also operates a private, licensed school, which offers a full range of educational services. Clients may earn a high school diploma, participate in on-site vocational programs, receive job readiness training or GED instruction and testing.

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
5	Families United Network (Lycoming County)	7/01/15- 6/30/16	Foster/Kinship Care-Child Foster Care-Urgent Placement Foster Care-Respite Foster Care-Transitional Foster Care-Intensive Medical Foster Care-Level I Medical Foster Care-Level II Medical Foster Care-Level III Medical Foster Care-Level IV Aborvale Manor Group Home-Level I Group Home-Level II Emergency Shelter Care Transitional Living	\$59.43 \$73.78 \$45.47 \$70.28 \$92.14 \$47.69 \$46.94 \$35.21 \$26.74 \$170.32 \$185.97 \$194.17 \$170.16 \$130.00	0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% NEW	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints.  These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	Families United Network, Inc. provides a multitude of services for children in the foster care system and their families. In addition to regular foster care services, they provide community-based foster family care for children who would otherwise require placement in group living situations because of special needs and problems. Ashler Manor offers a rural environment, a highly structured campus-like living space, and therapeutic care to adolescent girls between 13 and 18 years old. Families United Network also provides Independent Living programs that assist with preparing adolescents in the foster care system for living on their own.
6	120 Rider Ave. Company dba Pediatric Specialty at Lancaster (Bucks County)	7/01/15- 6/30/16	Group Home for Technology Dependent Children	\$140.80	0.00%	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints.  These outcomes have been developed by DHS's Office of Children, Youth and Families and are standardized among all providers throughout PA.	Pediatric Specialty Care has been serving medically fragile and technology dependent children for 20 years. Their goal is to enable special needs children to realize their full potential in a nurturing and supportive environment. The children they serve receive care in a less-restrictive setting and more home-like environment than a hospital.

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
7	Perseus House, Inc.	7/01/15- 6/30/16	Florence Crittenton: Mother Only Florence Crittenton: Baby Only	\$239,04 \$38,76	0.00% 0.00%	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints.  These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	Perseus House operates seven therapeutic residential programs throughout Pennsylvania. Their Florence Crittenton program is specifically designed for pregnant teenage mothers. Residents are provided with case management, health care and education, personal living skills training, social development and adjustment. Postpartum services are available for 12 - 16 weeks, and aftercare services are also available upon discharge.



**Facilities Management – Change Orders**  
**Page 2**

5. **Change Order No. 4 With:**

Kinsley Construction, Inc.  
York, Pennsylvania

**For:**

To include the quantity overruns and underruns for the Big Conestoga No. 4 (White Oak Road) Bridge construction project.

**Total Change Order:**

**Deduct \$17,437.50**

This completed document must be submitted to the Chief Clerk by **9:00 am** the **Wednesday** prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Charles Douts  
 Department: Facilities Management  
 Date: January 28, 2016

**Board Action Requested:** Change order 1, Bridge scour protection project  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):** Lobar Site Development  
Dillsburg, Pa

**Proposed Program Budget Information:**

Service	2016 Amount to be Approved	2016 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)

**Term of Contract:** \_\_\_\_\_

**Budget Comments:** \_\_\_\_\_

**Program information:**  
See attached documents pertaining to the change order # 1 resulting in deduct of \$5,299.66.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Complete sections pertaining to bid awards and Request for Proposals:**  
 \_\_\_\_\_

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source
Deduct \$5,299.66	\$184,949.40	\$179,640.74	Liquid Fuels

February 3, 2016

**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

Charles E. Douts, Jr., Director, Facilities Management Department  
 Scott Russell, RETTEW, County Engineer

**Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:**

Same as above

Date of Issuance: 1/21/16

Effective Date: 1/21/16

Owner: Lancaster County

Owner's Contract No.: NA

Contractor: Lobar Site Development

Contractor's Project No.: NA

Engineer: RETTEW Associates, Inc.

Engineer's Project No.: 038302023

Project: Bridge Scour Protection

Contract Name: NA

The Contract is modified as follows upon execution of this Change Order:

Description: This change order includes the quantity overruns and underruns for the project.

Attachments: [See attached Spreadsheet]

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 184,940.40</u>	Original Contract Times: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Increase from previously approved Change Orders No. 1 to No. ___: <u>\$ NA</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days
Contract Price prior to this Change Order: <u>\$ 184,940.40</u>	Contract Times prior to this Change Order: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Decrease of this Change Order: <u>\$ 5,299.66</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Contract Price incorporating this Change Order: <u>\$ 179,640.74</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates

RECOMMENDED:  
By: [Signature]  
Engineer (if required)  
Title: BRIDGE ENGINEER  
Date: 1/21/16

ACCEPTED:  
By: \_\_\_\_\_  
Owner (Authorized Signature)  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

ACCEPTED:  
By: [Signature]  
Contractor (Authorized Signature)  
Title: Project Manager  
Date: 1/21/16

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: 1/21/2016

RETTEW Associates, Inc.

Computed By: JMB

Job No: 038302023

Checked By: \_\_\_\_\_

Job Name: Lancaster County Scour Protection Projects

**QUANTITY OVERRUNS/UNDERRUNS**

LANCASTER COUNTY SCOUR PROTECTION PROJECTS									
PROJECT NAME	ITEM #	DESCRIPTION	BID QUANTITY	UNIT	BID UNIT PRICE	BID TOTAL	TOTAL FIELD QUANTITY	TOTAL QUANTITY OVERRUNS/UNDERRUNS	TOTAL COST OVERRUNS/UNDERRUNS
EAST OCTARARO #1	4205-0267	SELECTED BORROW EXCAVATION ROCK, CLASS R-7, MODIFIED	25	CY	281.25	7,031.25	24.93	(0.07)	(\$19.69)
CONOWINGO #1	0204-0001	CLASS 2 EXCAVATION	43	CY	137.50	5,912.50	16.67	(26.33)	(\$3,620.38)
	0205-0267	SELECTED BORROW EXCAVATION ROCK, CLASS R-7	43	CY	218.75	9,406.25	42.4	(0.60)	(\$131.25)
	0520-0500	RESET GUIDERAIL	25	LF	350.00	8,750.00	12.5	(12.50)	(\$4,375.00)
	0703-0020	NO. 1 COARSE AGGREGATE	23	CY	150.00	3,450.00	20.87	(2.13)	(\$319.50)
	0810-0052	SELECTIVE TREE REMOVAL	2	EA	1,500.00	3,000.00	3	1.00	\$1,500.00
	0865-0001	SILT BARRIER FENCE, 18" HEIGHTS	55	LF	15.94	876.70	15	(40.00)	(\$637.60)
	0901-0001	MAINTENANCE & PROTECTION OF TRAFFIC DURING CONSTRUCTION	1	LS	1,250.00	1,250.00	0	(1.00)	(\$1,250.00)
	1001-0010	CLASS A CEMENT CONCRETE	13	CY	2,000.00	26,000.00	15.73	(2.78)	(\$5,560.00)
	1003-0005	DOWEL HOLES, 12" DEPTH	70	EA	106.25	7,437.50	57	(13.00)	(\$1,381.25)
	9000-0002	PUMPED WATER FILTER DEVICE	2	EA	625.00	1,250.00	1	(1.00)	(\$625.00)

TOTAL COST UNDERRUN	(\$1,250.96)
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**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.**

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Charles Douts  
 Department: Facilities Management  
 Date: January 28, 2016

**Board Action Requested:** Change orders 1-4, White Oak Bridge, Big Conestoga # 4  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):** Kinsley Construction  
 P.O. Box 2886  
 York Pa

**Proposed Program Budget Information:**

Service	2016 Amount to be Approved	2016 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)

**Term of Contract:** \_\_\_\_\_

**Budget Comments:** \_\_\_\_\_

**Program Information:**  
 See attached documents pertaining to the change orders resulting in a net reduction on \$17,437.50 to the original contract amount of \$1,020,000.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source
Deduct \$3,637.29	\$1,020,000.00	\$1,016,362.71	Act 13

February 3, 2016

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**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

Charles E. Douts, Jr., Director, Facilities Management Department  
 Scott Russell, RETTEW, County Engineer

**Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:**

Same as above

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3020 Columbia Avenue, Lancaster, PA 17603 • Phone: (717) 394-3721  
E-mail: rettetw@rettetw.com • Web site: rettetw.com

We answer to you.

Engineers  
Planners  
Surveyors  
Landscape  
Architects  
Environmental  
Consultants

January 22, 2016

Lancaster County Facilities Management  
150 N. Queen Street, Suite 612  
Lancaster, PA 17603

RE: Big Conestoga #4 (White Oak Road) Bridge Replacement  
Final Contract Amount Summary  
RETTEW Project No. 038302016

**Final Contract Amount Summary:**

FINAL CONTRACT AMOUNT	
Original Contract	\$1,020,000.00
Change Order #1 (Choke R-7 Rip Rap)	\$3,220.94
Change Order #2 (Removal of Unforeseen Reinf Conc Slab)	\$2,130.07
Change Order #3 (Parking Area Tie-In)	\$8,449.20
Change Order #4 (Quantity Underrun)	(\$17,437.50)

Final Contract Amount	\$1,016,362.71
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Date of Issuance: 12/7/15	Effective Date: 12/7/15
Owner: Lancaster County	Owner's Contract No.: NA
Contractor: Kinsley Construction, Inc.	Contractor's Project No.: NA
Engineer: RETTEW Associates, Inc.	Engineer's Project No.: 038302016
Project: Big Conestoga #4 Bridge Replacement	Contract Name: NA

The Contract is modified as follows upon execution of this Change Order:

Description: This change order includes choking the R-7 rip rap with No. 1 stone. R-7 rip rap is very difficult to traverse. Choking the R-7 rip rap with smaller stone creates a much safer walking surface for inspectors.

120.05 Tons Installed @ \$26.83 Per Ton = \$3,220.94

Attachments: NA

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price:  \$ <u>1,020,000.00</u>	Original Contract Times: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Increase from previously approved Change Orders No. ___ to No. ___:  \$ <u>NA</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days
Contract Price prior to this Change Order:  \$ <u>1,020,000.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Increase of this Change Order:  \$ <u>3,220.94</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Contract Price incorporating this Change Order:  \$ <u>1,023,220.94</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates

<b>RECOMMENDED:</b>		<b>ACCEPTED:</b>		<b>ACCEPTED:</b>	
By: <u></u>	By: _____	By: _____	By: _____	By: _____	By: _____
Title: <u>Engineer (if required)</u>	Title: <u>Owner (Authorized Signature)</u>	Title: _____	Title: _____	Title: _____	Title: _____
Date: <u>1/26/16</u>	Date: _____	Date: _____	Date: _____	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_



Date of Issuance: 12/7/15	Effective Date: 12/7/15
Owner: Lancaster County	Owner's Contract No.: NA
Contractor: Kinsley Construction, Inc.	Contractor's Project No.: NA
Engineer: RETTEW Associates, Inc.	Engineer's Project No.: 038302016
Project: Big Conestoga #4 Bridge Replacement	Contract Name: NA

The Contract is modified as follows upon execution of this Change Order:

Description: This change order includes the excavation, stone, equipment, and labor needed to tie the adjacent property owner's parking area into the new roadway profile.

Lump Sum: \$8,449.20

Attachments: NA

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 1,020,000.00</u>	Original Contract Times: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Increase from previously approved Change Orders No. 1 to No. <u>2</u> : <u>\$ 5,351.01</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>   </u> to No. <u>   </u> : Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days
Contract Price prior to this Change Order: <u>\$ 1,025,351.01</u>	Contract Times prior to this Change Order: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Increase of this Change Order: <u>\$ 8,449.20</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Contract Price incorporating this Change Order: <u>\$ 1,033,800.21</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates

<b>RECOMMENDED:</b>	<b>ACCEPTED:</b>	<b>ACCEPTED:</b>
By: <u></u>	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: <u>Bridge Engineer</u>	Title: _____	Title: _____
Date: <u>1/26/16</u>	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_



Date: 1/13/2016  
 Job No: 038302016

RETTEW Associates, Inc.

Computed By: JMB  
 Checked By:

Job Name: Big Conestoga #4 (White Oak Road) Bridge Replacement

**QUANTITY OVERRUNS/UNDERRUNS**

BIG CONESTOGA #4 (WHITE OAK RD) BRIDGE REPLACEMENT								
ITEM #	DESCRIPTION	BID QUANTITY	UNIT	BID UNIT PRICE	BID TOTAL	FINAL FIELD QUANTITY	TOTAL QUANTITY UNDERRUN	TOTAL COST UNDERRUN
0205-0001	COMMON BORROW EXCAVATION	40	CY	22.00	880.00	20	(20.00)	(\$440.00)
0212-0014	GEOTEXTILE, CLASS 4, TYPE A	290	SY	4.00	1,160.00	0	(290.00)	(\$1,160.00)
0703-0020	NO. 1 COARSE AGGREGATE	60	CY	42.00	2,520.00	0	(60.00)	(\$2,520.00)
0804-0011	SEEDING AND SOIL SUPPLEMENTS - FORMULA B	14	LB	84.00	1,176.00	0	(14.00)	(\$1,176.00)
0804-0013	SEEDING AND SOIL SUPPLEMENTS - FORMULA D	9	LB	88.00	792.00	0	(9.00)	(\$792.00)
0804-0014	SEEDING - FORMULA E	5	LB	220.00	1,100.00	0	(5.00)	(\$1,100.00)
0805-0022	MULCHING - STRAW	1	TON	236.00	236.00	0	(1.00)	(\$236.00)
0805-0050	MULCH CONTROL NETTING	1541	SY	1.50	2,311.50	0	(1541.00)	(\$2,311.50)
0867-0018	COMPOST FILTER SOCK, 18" DIAMETER	247	LF	11.00	2,717.00	215	(32.00)	(\$352.00)
0941-0001	RESET POST MOUNTED SIGN, TYPE B	7	EA	157.00	1,099.00	6	(1.00)	(\$157.00)
0962-1000	4" WHITE WATERBORNE PAVEMENT MARKINGS	905	LF	1.00	905.00	845	(60.00)	(\$60.00)
0962-1005	4" YELLOW WATERBORNE PAVEMENT MARKINGS	810	LF	1.05	850.50	700	(110.00)	(\$115.50)
1002-0053	REINFORCEMENT BARS, EPOXY COATED	22515	LB	1.50	33,772.50	22655	140.00	\$210.00
1091-0331	EPOXY INJECTION CRACK SEAL	50	LF	73.50	3,675.00	0	(50.00)	(\$3,675.00)
4204-0100	CLASS 3 EXCAVATION, MODIFIED	30	CY	245.00	7,350.00	15.5	(14.50)	(\$3,552.50)

TOTAL COST UNDERRUN	(\$17,537.50)
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On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the Human Resources Department, to approve the Lancaster County Prison Labor Agreement with AFSCME District Council 89 for the period January 1, 2016 through December 31, 2017 in accordance with the terms and conditions of the Agreement.

2/03/16

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.**

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: E. William Peters/ Director of Human Resources  
 Department: Human Resources  
 Date: January 26, 2016

**Board Action Requested:**

(Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

AFSCME District Council 89 (2016 – 2017) Labor Agreement

**Provider Information: (Name, Address):**

**Proposed Program Budget Information:**

Service	2015-16 Amount to be Approved	2014-2015 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)

**Term of Contract:** January 1, 2016 – December 31, 2017

**Budget Comments:**

**Program Information/Description of Service:**

The County of Lancaster and AFSCME District Council 89 concluded a yearlong contract negotiating process with the ratification of the 2016 – 2017 Labor Agreement on January 25, 2016. The two (2) year agreement recognizes the talented and value-added work that the Prison's correctional officers provide 24 hours a day, 7 days per week and every day during the year. The agreement also provides operational flexibility and more consistency with other County policies. Specific terms are outlined in the Labor Agreement.

**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

**Date you would like the County Commissioners' To take official action on this item?:**

February 3, 2016

**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

E. William Peters/Director of Human Resources

**Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:**

E. William Peters/Director of Human Resources

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings. Exceptions to this deadline must be approved by the County Administrator.**

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the Planning Commission, to approve the following:

**PennDOT Agreement No. 08A024,**  
**Work Order No. 4, Amendment A**  
**With:**

Pennsylvania Department of Transportation Engineering  
District 8-0  
Harrisburg, Pennsylvania

**Purpose:**

To approve scope of work change and increase funding for the completion of the Rohrerstown Road and Good Drive Intersection Improvements project to include field views and roadway inventory, conduct manual turning movement counts and time travel runs, develop and analyze future alternatives and provide summaries to include final report.

**Amount/Term:**

Increase the amount of the existing contract by \$110,757.14, for a total contract amount not to exceed \$337,279.91 effective from date of execution of contract through December 1, 2016 (100% Federal funding).

2/03/16

# REQUEST SUMMARY

## ITEMS FOR COMMISSIONERS' AGENDA ON FEBRUARY 2, 2016

from

James R. Cowhey, AICP, Executive Director, Planning Commission

Item #	Name of Contract Provider	Term	Amount being Requested	Percent of Increase/Decrease	Goals (Define goals by percentages when applicable)	Trends
1.	PennDOT District 8-0 – Work Order 4, Amendment A MPMS# 94912	Effective from date of execution through 12/1/2016	Add \$110,757.14 to current contact amount of \$226,522.77. New total - \$337,279.91.	100% Federal.	After completing task in the original work order, it was determined that additional work would be required. Improvements in the original work order would not address bigger concerns in the surrounding area. Therefore the study area was widened and additional intersections and task were assigned. Scope change and additional funding needed.	Funding for project provided by Agreement 08A024- Work Order No. 4, Amendment A between PENNDOT and the County of Lancaster.
2.						
3.						

**This completed document must be submitted to the Chief Clerk by 9:00 am the  
Wednesday prior to the County Commissioners' Work Session and Commissioners'  
Meeting. Please don't wait until the deadline to submit the request.**

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: James R. Cowhey, AICP, Executive Director  
 Department: Planning  
 Date: 2/2/2016

**Board Action Requested:**  
 (Specify Agreement, Amended Agreement, Grant App.,  
 Change Order, Bid Award etc.)

Approve scope change and increase funding for completion of  
 PennDOT District 8-0 Amendment Work Order 4 A –  
 Roherstown Road-Good Drive Intersection Improvements--  
 Preliminary Engineering MPMS# 94912

**Provider Information: (Name, Address):**

Penn DOT Engineering District 8-0  
 2140 Herr Street  
 Harrisburg, PA 17103-1699

**Proposed Program Budget Information:**

Service	2015-2016 Amount to be Approved	2014-2015 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Work Order 4 A – Roherstown Road – Good Drive Intersection Improvements- – Preliminary Engineering MPMS# 94912			\$110,757.14		100% Federal

**Term of Contract:** Contract expires 12/1/2016.

**Budget Comments:** Contract Amount: \$337,279.91. Remaining Balance: \$182,838.15.

**Program Information:**

**Description of Service:**

Funding for project provided by Agreement 08A024 Work Order No. 4 A between PennDOT Engineering District 8-0 and the County of Lancaster. Scope of work includes studies for the Roherstown Road and Goods Drive Intersection Improvements to include field views and roadway inventory, conduct manual turning movement counts and time travel runs, develop and analyze future alternatives, and provide summaries to include final report.

**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source
N/A	N/A	N/A	N/A	N/A

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source
N/A	N/A	N/A	N/A

**Date you would like the County Commissioners'**

2/2/2016

**To take official action on this item?:**

**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

James R. Cowhey, AICP  
Executive Director

**Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:**

James R. Cowhey, AIPC  
Executive Director

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings.**

**Exceptions to this deadline must be approved by the County Administrator.**

**LANCASTER COUNTY COMMISSIONERS' MEETING**  
**AGENDA**  
**FEBRUARY 3, 2016**



1. Meeting Called to Order: This morning's meeting will be conducted by Commissioner Dennis Stuckey.
2. Pledge of Allegiance
3. Minutes as Distributed: Approval of December 16, 2015 Commissioners' Meeting Minutes and January 4, 2016 Commissioners' Organizational Meeting. Postpone approval of January 6, 2016 Commissioners' Meeting Minutes, January 13, 2016 Commissioners' Meeting Minutes, January 20, 2016 Commissioners' Meeting Minutes and January 27, 2016 Commissioners' Meeting Minutes.
4. Old Business:
5. New Business:
  - a. **Presentation of Black History Month Proclamation**  
Blanding Watson, President, Lancaster Chapter of the NAACP
  - b. **Resolution No. 18 of 2016**  
Paul Weiss, Administrator, Department of Parks and Recreation
  - c. **Department of Parks and Recreation – Grant of Right-of-Way**  
Paul Weiss, Administrator, Department of Parks and Recreation
  - d. **Resolution No. 19 of 2016**  
Dale Brubaker, Grant Specialist
  - e. **District Attorney's Office – Grant Award**  
Dale Brubaker, Grant Specialist  
Susan Ellison, Assistant District Attorney

"continued"

**County Commissioners' Meeting Agenda**

**Wednesday, February 3, 2016**

**Page 2**

- f. **Resolution No. 20 of 2016**  
Dale Brubaker, Grant Specialist  
Susan Ellison, Assistant District Attorney
  
- g. **Comprehensive Insurance Package Renewal Agreement**  
Clarence Kegel, Vice President, Murray Securus
  
- h. **Children and Youth Agency and/or Office of Juvenile Probation**  
Crystal Natan, Executive Director, Children and Youth Agency  
David Mueller, Director, Office of Juvenile Probation
  
- i. **Facilities Management – Change Orders**  
Charles Douts, Director, Facilities Management  
Scott Russell, County Engineer, RETTEW
  
- j. **Human Resources – Prison Labor Agreement**  
E. William Peters, Director, Human Resources
  
- k. **Planning Commission – PennDOT Agreement Work Order Amendment**  
James Cowhey, Executive Director, Planning Commission

6. Business from Guests

7. Adjourn



**County Commissioners**  
Dennis P. Stuckey, Chairman  
Joshua G. Parsons, Vice-Chairman  
Craig E. Lehman  
**Chief Clerk**  
Andrea M. McCue

# PROCLAMATION

## Black History Month

February 3, 2016

**WHEREAS**, Carter G. Woodson, noted African American scholar and historian, founded "Black History Week," the second week in February, on February 12, 1926; and

**WHEREAS**, In 1976, as part of the nation's bicentennial, "Black History Week" was expanded and established as "Black History Month" with the hope that through this special observance all Americans would be reminded of their ethnic roots and develop a mutual respect for the contributions of all racial groups in America; and

**WHEREAS**, The month of February is significant and recognized in African American history for the accomplishments and contributions of great African American pioneers and institutions, such as Frederick Douglass, W.E.B. DuBois, George Washington Carver, Langston Hughes, Eubie Blake, Ida B. Wells-Barnett, Mary McLeod Bethune, Harriet "Moses" Tubman, the NAACP, and Tuskegee Institute; and

**WHEREAS**, African Americans have endured tremendous personal, social, economic and political injustices since the dawn of their enslavement; and

**WHEREAS**, These injustices notwithstanding, African Americans have made limitless contributions to society in medicine, science, art, religion, education, entertainment and the humanities; and

**WHEREAS**, We owe a great deal of gratitude to African Americans for their contributions, and for their efforts to help pioneer the way toward social and economic equality and justice; and

**WHEREAS**, "Black History Month" draws our collective attention to the facts and experiences of African Americans in this country from slavery, through the abolitionist movement; through the backlash of the oppressive laws of "Jim Crow" and the legalized institutional separation of the races; through the Harlem Renaissance; through the Civil Rights movement; and to the numerous and significant gains of freedom by agents of change like Sojourner Truth, Reverend Dr. Martin Luther King, Jr., Madam CJ Walker, Medgar Evers, Rosa Parks, Thurgood Marshall, Fannie Lou Hamer and John Lewis; and

**WHEREAS**, We are all indebted to these leaders as well as to the victims and the silent heroes for their immeasurable struggles and sacrifices and to all who have worked and are working to end discrimination, hatred and bigotry throughout society.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA**, that the County of Lancaster does hereby celebrate the month of February 2016 as \_\_\_\_\_  
**Black History Month**

in Lancaster County. The Lancaster County Board of Commissioners recognize and appreciate the many benefits of "Black History Month" to our citizenry and to our culture in general, and urge all Lancaster County residents to take the opportunity during this month to explore this rich history and to also make a personal commitment to help bring our nation closer to realizing racial equity.



Dennis P. Stuckey, Chairman

Joshua G. Parsons, Vice Chairman

Craig E. Lehman

Board of Commissioners of  
Lancaster County, Pennsylvania

