57

The 2005 Annual Report of the Purchasing Agent

For
Anne Arundel County Government
Submitted to:

The Honorable Janet S. Owens, County Executive

And

The Honorable Members of the County Council

Chairman Edward R. Reilly, 7th District

Vice Chairman Cathleen M. Vitale, 5th District

Pamela G. Beidle, 1st District

C. Edward Middlebrooks, 2nd District

Ron Dillon, Jr., 3rd District

Bill D. Burlison, 4th District

Barbara Samorajczyk, 6th District

THE 2005 ANNUAL REPORT
OF THE PURCHASING AGENT

TABLE OF CONTENTS

THE 2005 ANNUAL REPORT
OF THE PURCHASING AGENT

EXECUTIVE SUMMARY

The Purchasing Division operates within the Office of Central Services and in accordance with Article 8 (formerly Article 10) of the Anne Arundel County Code. The Purchasing Agent is responsible for the Centralized Purchasing Operations; Capital Construction and Consultant Selection Program; One World Procurement System; Procurement Card (P-Card) Administration; Minority Business Enterprise Program; Copy Center Operations; County-wide Courier/Mail Delivery Service; and, Non-Capital Fixed Asset Management.

"In 2005, the Purchasing Division facilitated 78,607 transactions... with a total value of $380,306,606..."

In 2005 the Division had a staff of thirty-two (32) merit employees. The Purchasing Division operates from the Arundel Center and the Heritage Office Complex. It provides essential procurement and support services to all Departments throughout County Government.

The Purchasing Division is located in the Heritage Office Complex. It is responsible for purchasing all of the supplies, materials, equipment and services necessary to sustain the County's daily operations. It is also responsible for procuring all the Consultant Services and Construction contracts required to facilitate the Capital Budget Program. In 2005, the Purchasing Division facilitated 78,607 transactions, which include purchase orders, change orders, direct payments, releases against annual contracts and procurement card transactions with a total value of $380,306,606.

Our efforts in 2005 to make contract opportunities available to Minority and Small (M/SBE) Enterprises were very successful. For 2005 a total of $27.3 million was spent with M/SBE businesses. This represents a 36.5% increase over the previous year.

The Purchasing Division works with the Anne Arundel County Board of Education and Anne Arundel Community College to combine certain requirements to secure best pricing and reduce duplication of effort. We are also a member of the Baltimore Regional Cooperative Purchasing Committee (BRCPC) of the Baltimore Metropolitan Council (BMC) of Governments. As a BMC member, we cooperate with municipal purchasing organizations to aggregate our bidding requirements to achieve better pricing and contract terms.

As part of our E-Commerce initiative, we continue to utilize eMaryland Marketplace and supplier websites. Use of these procurement portals greatly increases efficiency and reduces the overall costs of purchasing.

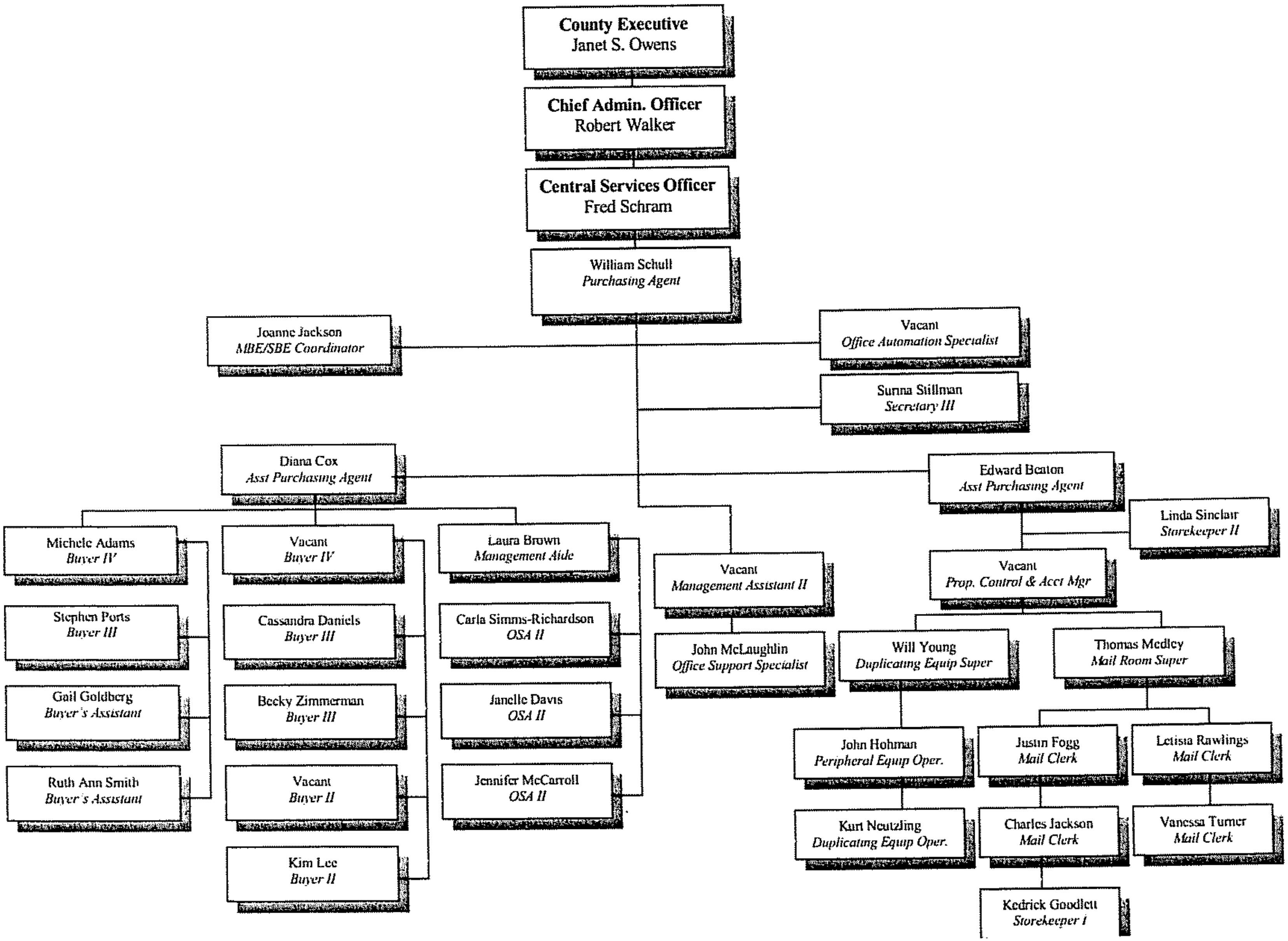
The Courier and Mail Delivery Services operate from both the Arundel Center and Heritage Office Complex. In 2005, the Mail Service handled 1,988,636 pieces of outgoing mail (incoming mail cannot be counted) and parcels with a total postage value of $802,493. The Courier Service makes daily deliveries to 254 County locations, delivering U.S. Mail, parcels and interoffice mail.

The Copy Center is located in the Arundel Center and provides high volume xerographic copy services to County Departments. This operation produced 7,052,939 impressions of xerographic copies and 296,997 impressions of color xerographic copies, The County no longer provides in-house offset printing services. Operations were discontinued effective December 31, 2004. Instead, all offset printing is competitively bid which has resulted in savings and operational efficiencies to the County.

Today, through the expanded use of P-cards and electronic commerce initiatives, the County continues to utilize a "virtual supply chain management approach" available 24 hours a day, 7 days a week, 52 weeks of the year, at the click of a mouse. In addition to increased operational efficiency, inventory once owned by the County is protected from loss, damage, theft or misuse, since the vendor holds it until purchased and delivered to the County. This "virtual (stockless) warehouse" has resulted in more efficient use of materials and supplies. Departments now use their P-cards to buy what they need, when and where they need it. The Departments are to be commended for modifying their daily operations to adjust to the closing of the warehouse. This change in operations is a win-win proposition, with our vendors and suppliers being paid promptly at point of sale while reducing costs to the County. We are currently in the next phase of the P-card program which is completing the rollout of Access Online. This web-based system will provide Departments with the capability to properly charge P-card purchases to the appropriate budget account. This is another significant e-tool to help us administer the P-card program.

The 2005 Annual Report
of the Purchasing Agent

OFFICE OF CENTRAL SERVICES
PURCHASING DIVISION (32 POSITIONS)



Recycled Paper

THE 2005 ANNUAL REPORT
OF THE PURCHASING AGENT

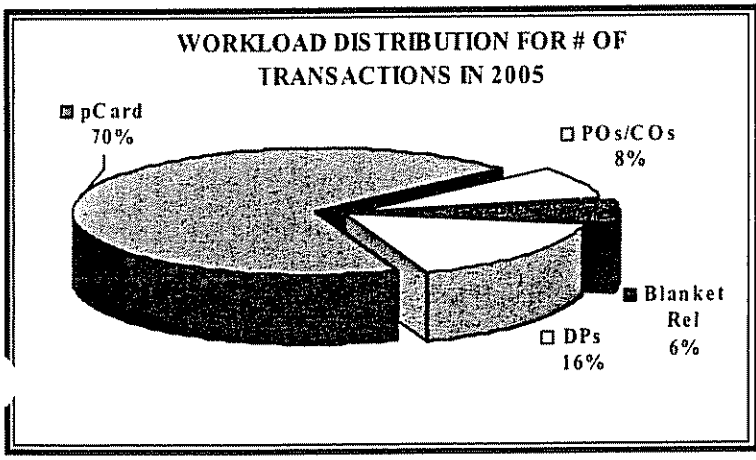
PURCHASING OPERATIONS
PURCHASING ACTIVITY

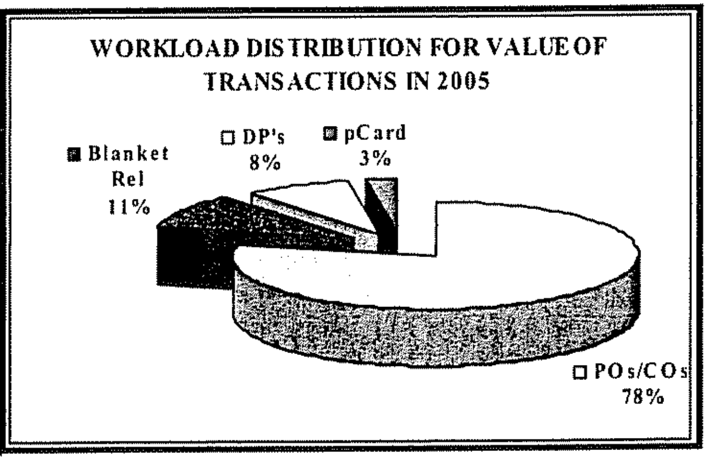
The following charts illustrate the total annual transaction activity in Purchasing for calendar year (CY) 2001 through 2005. These comparative totals indicate a significant level of production and confirm the growth in our workload. Our Staff continues to improve their efficiency and customer service as they provide essential materials, supplies, equipment and services for the County.

In CY 2005, changes to the County's Charter and Purchasing Code were implemented. These changes to the Small Procurement requirements have increased our production and reduced the cost to make purchases.

Buyers continue to take advantage of eCommerce and online bidding to enhance competition and improve operational efficiency. One example is the continued use of the State of Maryland's website portal known as eMaryland Marketplace. Solicitations are published on eMaryland Marketplace and the County's website in order to reach many more potential bidders. These tools also enable Buyers to obtain competitive prices quickly. Savings to the County through the use of eMaryland Marketplace have amounted to $106,373. As indicated in the chart below, in CY 2005, the number of P-card transactions decreased slightly over CY 2004, but the total spent increased by $775,627.00 for a total of $9,808,200.

NUMBER OF PURCHASING TRANSACTIONS	2001	2002	2003	2004	2005
PURCHASE ORDERS/CHANGE ORDERS	9,999	6,276	5,431	5,902	6,320
BLANKET ORDER RELEASES	6,558	4,563	3,926	3,701	4,750
DIRECT PAYMENTS	15,923	15,557	16,011	13,835	12,912
VALUE OF PO's/CO's, BLANKET RELEASES & DP's	**N/A**	**$242,054,904**	**$253,303,937**	**$266,439,192**	**$370,498,406**
PROCUREMENT CARD PROGRAM	31,560	42,864	54,266	57,195	54,625
VALUE OF P-CARD TRANSACTIONS	**$3,900,000**	**$6,600,036**	**$8,607,480**	**$9,032,573**	**$9,808,200**
TOTAL TRANSACTIONS	**64,040**	**69,260**	**79,634**	**80,633**	**78,607**
TOTAL VALUE	**N/A**	**$248,654,940**	**$261,911,417**	**$275,471,765**	**$380,306,606**





ACCOMPLISHMENTS AND GOALS

ACCOMPLISHMENTS FOR 2005

- Changed the County's Purchasing Code, Article 8 (formerly Article 10), to incorporate the Charter changes approved in the 2004 election.
- Implemented Access Online.
- Implemented the Non-Capital Fixed Asset Policy and Procedure and conducted an annual physical inventory.
- Increased M/SBE Awards and provided opportunities for small, women and minority businesses to network and expand their business contact awareness through educational forums.
- Produced an electronic version of the Minority Business Directory and website.
- Began the "pilot" testing of digital copiers on the County network.

GOALS FOR 2006

- Eliminate the Printshop Central Stores Fund.
- Release the new edition of the Purchasing Manual.
- Continue to increase M/SBE participation in County procurements.
- Begin a bi-annual P-card newsletter.
- Create a Print Services web-based portal.
- Complete One World upgrade.

PLANS FOR 2006

For CY 2006, Purchasing faces many new challenges caused by significant changes in the marketplace. The effects of Hurricanes Rita and Katrina, the volatility of energy and the ever changing economy challenge the way the County procures the supplies, materials, services and equipment. In order to meet these challenges, Purchasing must become more of a strategic operation. In order to do this, we must continue to work closely with the end-users and the Law Office to provide a supply-chain management approach that ensures maximum value to the County's taxpayers.

In 2006, our major goal is to eliminate the Printshop Central Store Fund. As reported in the 2004 Purchasing Agent's Report, off-set printing is no longer produced in-house. For the past three (3) years, we have been downsizing the scale of printing operations. Through attrition, positions have been eliminated and work previously produced on County presses is now purchased from commercial printers. This has resulted in significant savings to the County. Throughout CY 2005, we have been operating our Copy Center. We also deployed over 200 new digital copiers in County Departments. This has provided agencies with better local copying capability in their offices. As such, this has reduced the demand for copies to be produced by the Copy Center. These actions have reduced the revenue stream to the Central Stores Fund and present the opportunity to eliminate this enterprise fund. Therefore, we will propose in the FY 2007 budget request that the Central Stores Fund be eliminated. Printshop personnel will be reassigned to other vacant County positions. The Mailroom will absorb one (1) position to operate one (1) high volume copier. We will work to reduce this operation over the next year. We must also work to improve our e-form capability and develop a web-based print portal. This will provide Department's with desktop access to the e-forms library, contract printers and graphic designers creating a "virtual" Printshop. This will result in improved efficiency in producing print output as required by the County at reduced costs.

We also plan to present the new edition of the Purchasing Manual to the County Council in 2006. This has been an arduous task since the last update was issued 20 years ago. This manual will provide County Departments with the necessary information needed to utilize purchasing services.

Another goal for 2006 is to issue a bi-annual P-card (procurement card) newsletter. As this important program continues to grow, we must keep the Approving Officials, Agency Program Coordinators and Cardholders aware of any and all changes to the program. We will also provide information regarding Access Online, our web-based bank provided software that enables Departments to reallocate P-card transactions to their appropriate budget account. The County-wide implementation of Access Online will be completed in 2006. This application will allow us to continue to responsibly manage our program.

Additionally, the Purchasing Division will continue to review our Mailroom to improve the operational efficiencies of this important function. Through the use of technology and best practices, other opportunities to improve our operation and reduce costs will be our focus. We continue to work closely with the U.S. Postal Service and other carriers to stay current and get input on improvements. Our goals include: reducing the amount of mail we handle; increasing the percentage of machine readable mail and reducing the amount of hard copy inter-office mail, wherever possible and practical. We encourage the use of e-mail wherever possible to replace inter-office mail. E-mail is faster, cheaper, safer and more secure than traditional mail delivery.

PLANS FOR 2006 continued

Currently, we are working with members of BRCPC to hold the first regional MBE Procurement event sponsored by the BMC. This effort includes the County Governments, Boards of Education, Libraries and Community Colleges represented by the BMC membership. This large-scale event will provide vendors and government purchasing professionals with an opportunity to interact. The event will be held in Anne Arundel County and is planned for June, 2006. In 2006, we will continue our commitment to improve M/SBE opportunities. We welcome any business, contactor, supplier or consultant wanting to know how to do business with this County. We look forward to continuing our work with the Minority Business Committee to make the 2006 agenda a success.

CAPITAL CONSTRUCTION/DPW BUYING GROUP

The Capital Construction and Consultant Group is comprised of four (4) staff members who work closely with the Department of Public Works to facilitate the Capital Program and the daily operations of the Department of Public Works to ensure that essential County services are provided. The Buyers in this group are responsible for all Capital Construction Contracts, Architect and Engineer Agreements as well as purchasing supplies, materials, equipment and services for the Water and Wastewater Section of the Utility Division, the Bureau of Highways, Inspection and Permits, and Planning & Zoning Departments.

This group manages over 100 plus open-end Architectural/Engineering (A/E contracts). These agreements permit the County to award task assignments with a value of $100,000 or less. Additionally, during 2005 this group worked with DPW Engineering to finalize the award of four (4) Geographic Information System (GIS) Services Agreements and three (3) Stream and Ecological Restoration Services Open End Agreements.

Several major projects began construction in 2005. These include the East Park Aquatic Center, Glen Burnie Emergency Operations Center and an accelerated program to reconstruct and/or rehabilitate numerous County Roads.

This group also works closely with DPW to create contracts which allow Operations personnel to acquire needed supplies to ensure essential services provided by the County are not interrupted.

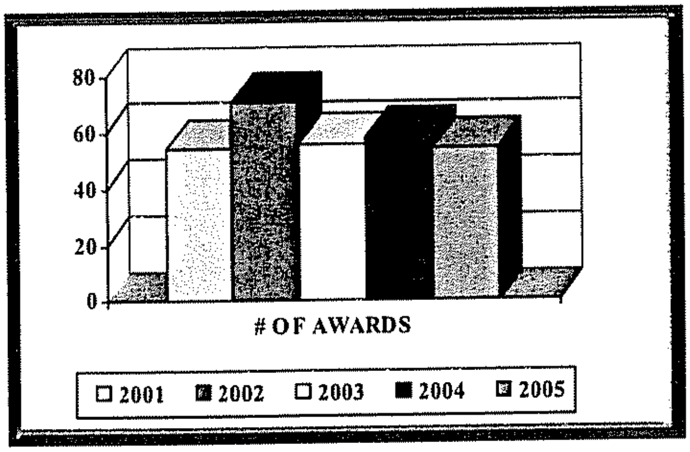
In this report, we have provided a listing of all Projects awarded from the formal bid process for Capital Construction (Appendix 'A'), Formal Bids (Appendix 'B'), Architects/Engineers (Appendix 'C'), and Miscellaneous Consultants (Appendix 'D').

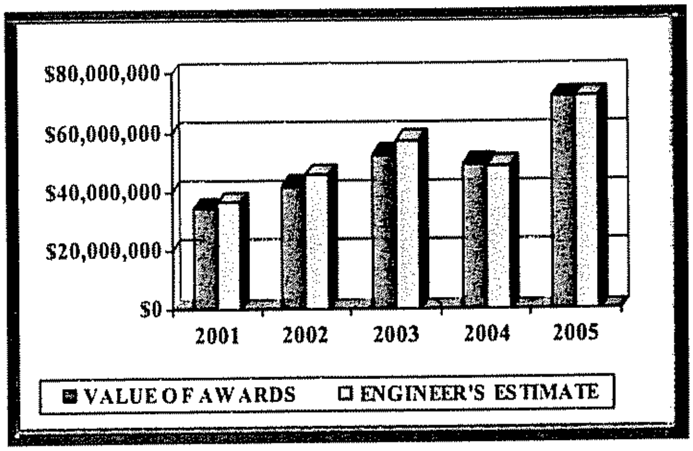
The following charts show the number and value of contracts awarded by this group from 2001 through 2005.

CONSTRUCTION CONTRACTS

(See Appendix A for detailed listing of contracts awarded)

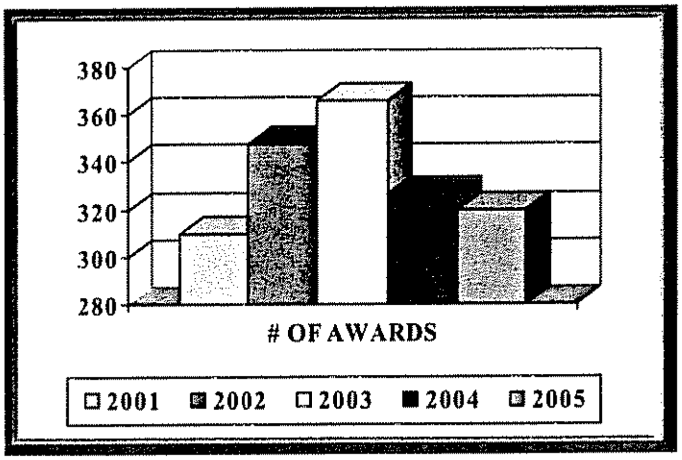
CALENDAR YEAR	# AWARDED	VALUE OF AWARDS
2001	54	$34,235,907
2002	71	$42,001,390
2003	56	$52,687,037
2004	58	$49,172,832
2005	54	$72,089,425

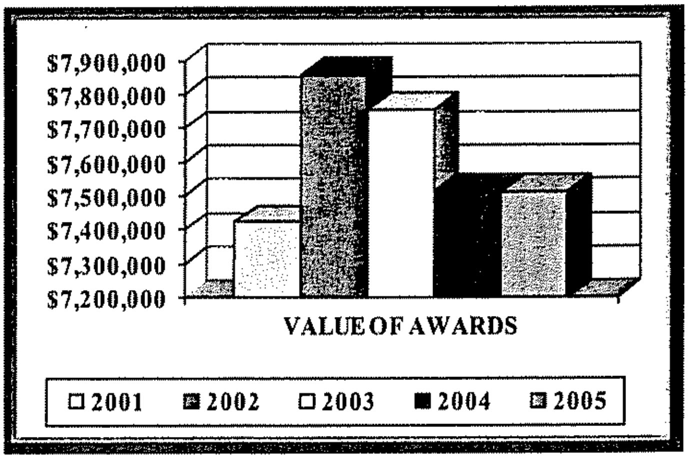




ARCHITECTURAL/ENGINEERING OPEN END SERVICES

CALENDAR YEAR	# PO's AWARDED	VALUE OF AWARDS
2001	310	$7,423,387
2002	348	$7,859,415
2003	366	$7,756,449
2004	326	$7,510,670
2005	320	$7,513,667

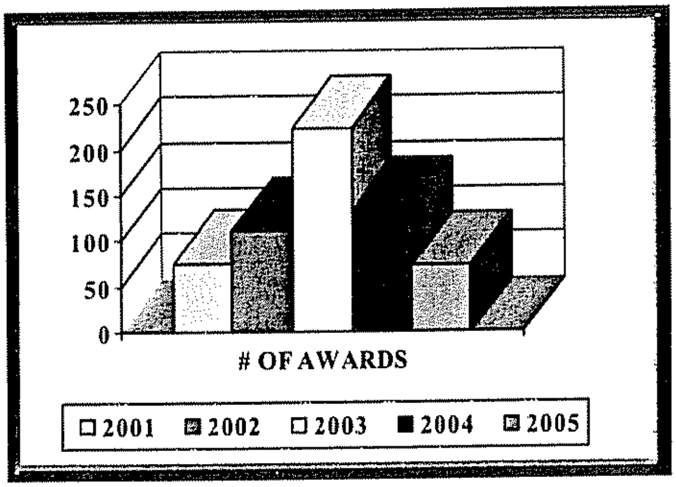


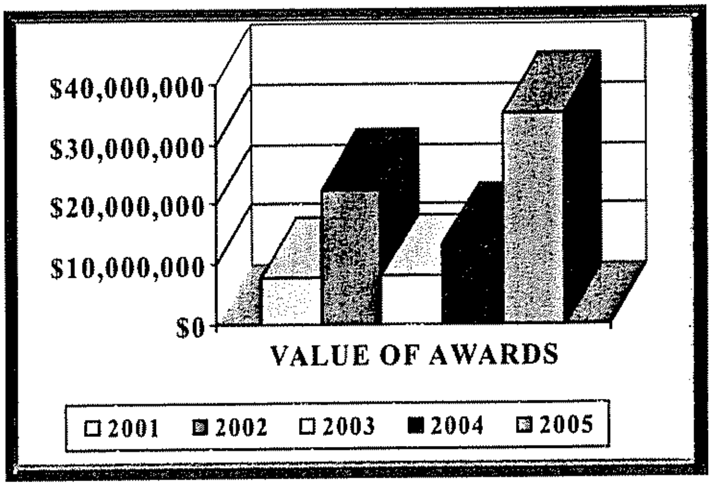


ARCHITECT/ENGINEER AND MISCELLANEOUS CONSULTANT CONTRACTS

(See Appendix C & D for detailed listing of contracts awarded)

CALENDAR YEAR	# AWARDED	VALUE OF AWARDS
2001	76	$7,706,116
2002	111	$22,525,907
2003	223	$8,046,154
2004	131	$13,181,125
2005	72	$35,106,382





COMMODITY AND SERVICE GROUP

This operation consists of five (5) Buyers and three (3) Support Staff. Buyers in this operation have the responsibility for procuring all equipment, supplies, materials and services required to sustain the County's operations. Buyers provide procurement guidance to all County Departments regarding methods for legally, effectively and efficiently purchasing required goods and services.

As reported in 2004, the Buyers in this group were reassigned to gain experience handling the purchasing needs of different Departments. The intent of this action was to evenly assign the workload; cross-train our staff; and improve the overall delivery of services to our customers. This reassignment effort has progressed smoothly and produced positive results in 2005.

BUYER RESPONSIBILITIES:

- This Buyer is responsible for purchasing all Office of Information Technology services, supplies and equipment in addition to communications equipment required by all County Departments. This includes responsibilities for the County's 800 MHZ radio system, telephone systems and computer equipment for the County's LAN and WAN networks, mainframe operations and personal computers.

- This Buyer is responsible for purchasing supplies, equipment and services for the Facilities Management Division. This Buyer also procures a variety of commodities and services for the Department of Recreation and Parks, including facility maintenance items, game officials, and various services for the park facilities. In addition, this Buyer is responsible for procuring supplies, equipment and services for the Office of Personnel.

- This Buyer is responsible for the Department of Aging and Disabilities, procuring services, supplies and equipment for our seniors. This Buyer also supports the Department of Health, providing many Healthcare Services to the citizens, including transportation, indigent housing and support to the several clinics throughout the County.

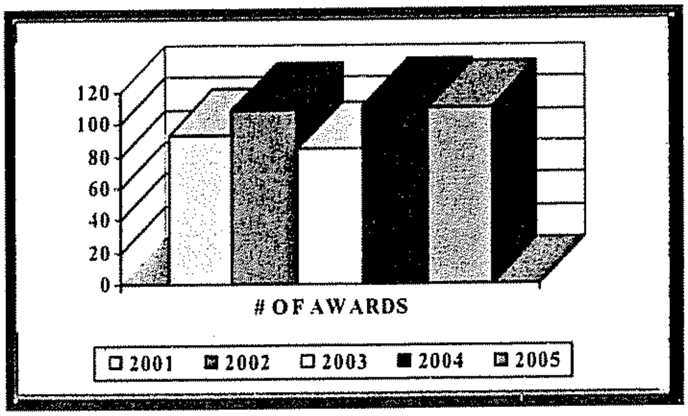
- This Buyer is responsible for the Police Department, procuring weapons, ammunition, radar units just to name a few. This position supports the Animal Control Division of the Police Department and the Fire Department, buying items such as ambulance supplies, the Jaws of Life, defibulators, axes, hooks and various types of saws. Services to the Fire Department also includes the Division of Emergency Management. Other agencies supported by this Buyer are the Sheriff's Office and the Detention Center.

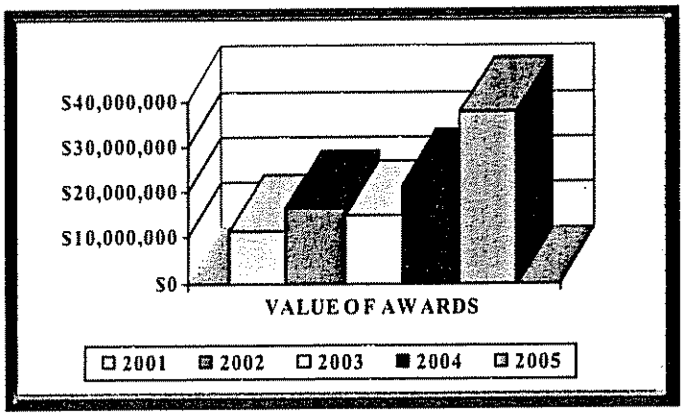
- This Buyer is responsible for the needs of the Administrative Offices which includes: the County Executive's Office, County Council, Auditors Office, Appeals Board, Board of Elections, Central Services, Cooperative Extension, Office of Law, Local Management Board, Library, Ethics Office, Human Services, Social Services, Liquor Board, the States Attorney, and Office of Budget and Finance. This Buyer is also responsible for purchasing furniture and office supplies for all of the County Departments.

COMMODITY & SERVICE BIDS

(See Appendix B for detailed listing of contracts awarded)

CALENDAR YEAR	# AWARDED	VALUE OF AWARDS
2001	93	$11,484,917
2002	110	$16,763,768
2003	84	$14,926,476
2004	111	$21,560,364
2005	110	$37,775,973





PROCUREMENT CARD PROGRAM

The Procurement Card (P-card) Program growth continued in CY 2005. The emphasis over the past year has been to strengthen our internal controls; roll-out Access Online and incorporate the changes to the Small Procurement section of the County Code into the Program.

The P-card Admin Pro issued in 2003 requires an update every two (2) years. The updated revision clarifies the roles and required actions for the Approving Officials, the Agency Program Coordinators and cardholders. It builds on the original documents intent, which is to responsibly manage this important program.

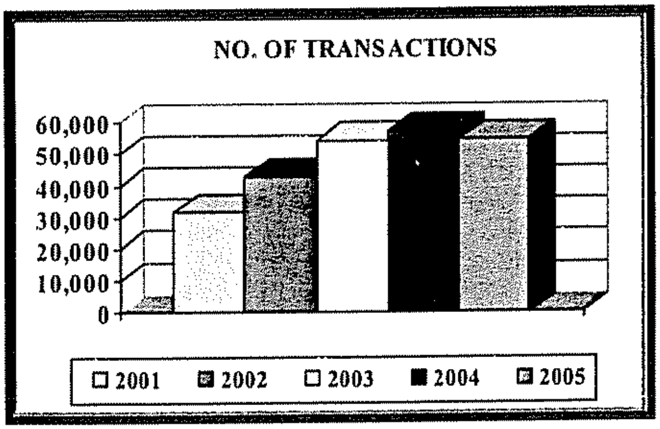
As we reported in 2004, our P-card provider, US Bank, offers a free web-based program called Access Online. This web-based financial application enables Departments to charge each P-card transaction to the appropriate business unit and/or object number within their budget. Again, the intent of this effort is to strengthen the internal control over P-card transactions charged properly in the budget. This will also allow for responsible expansion of the P-card Program while ensuring the necessary internal control.

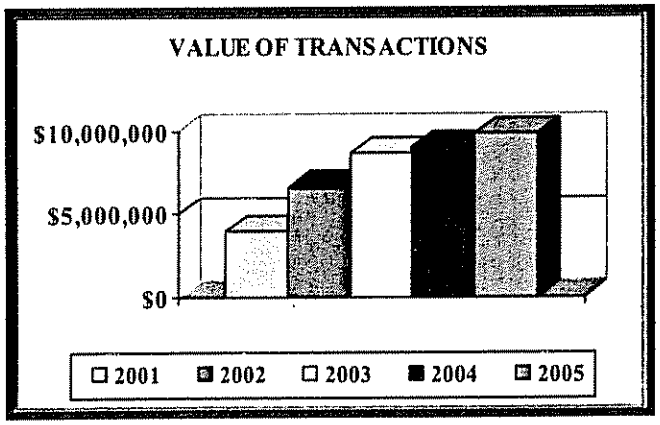
In CY 2005, there were 54,625 P-card transactions with a total value of $9,808,200. While the number of transactions is down from 57,195 in CY 2004, the total value for the year has increased by $775,627.00. This is a positive trend. If we use a conservative figure of $100 as our average cost to produce a purchase order and the average P-card transaction value is approximately $178.00, it is clear that the County continues to avoid significant administrative costs by using P-cards. In addition, P-card purchases are typically delivered by the vendor as a complete order (back orders are usually not accepted). This results in the vendor being paid at the "point of sale", which is essential to small and minority businesses where cash flow is critical. Since P-card transactions account for over 75% of the County's invoices, the potential for late payments to vendors and contractors by the County has been significantly reduced.

In CY 2005, we incorporated the Code changes to the Small Procurement section of Article 8-2-106 into the P-card Program. These changes provide the opportunity, where appropriate, to increase the single transaction limit for small purchases. We believe that the Code changes, coupled with the implementation of Access Online, will ensure the responsible growth of the P-card Program.

PROCUREMENT CARD ACTIVITY

CALENDAR YEAR	# TRANSACTIONS	VALUE OF TRANSACTIONS
2001	31,560	$3,900,000
2002	42,864	$6,600,036
2003	54,266	$8,607,480
2004	57,195	$9,032,573
2005	54,625	$9,808,200



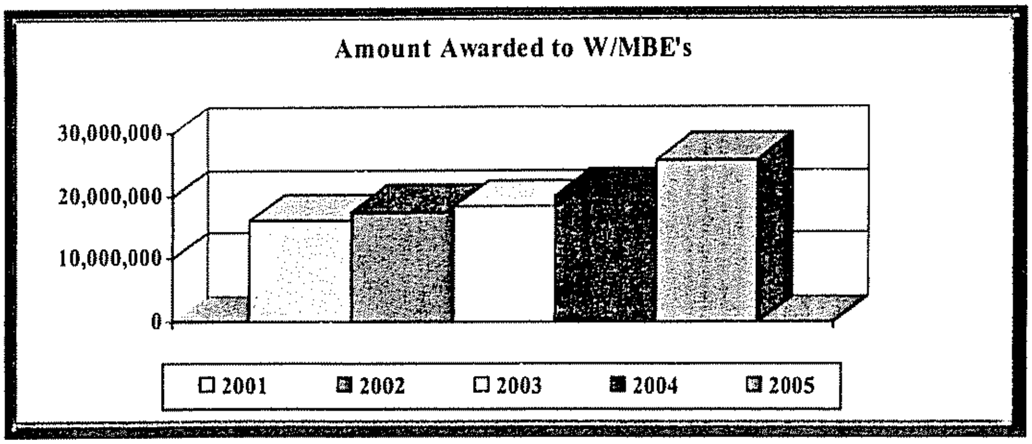


MINORITY BUSINESS ENTERPRISE PROGRAM

In 2005, Anne Arundel County government spent approximately $25.8 million with women and minority firms. An additional $1,546,257 was awarded to minority subcontractors working on capital projects some of which included Federal and/or State funds. This $27.3 million represented a 36.5% increase over the previous calendar year. Procurement opportunities exist at different stages of the purchasing process via use of P-cards, direct payments, competitive and negotiated contracts, purchase orders, as well as, open-end agreements. The tables below breakout relevant data about the MBE Program.

W/MBE UTILIZATION—CY2005		
DATE	AWARDS TO W/MBE's	AWARDS TO W/MBE's
January	$1,178,420	53
February	245,575	5
March	717,756	91
April	323,858	76
May	1,029,288	66
June (a)	1,003,273	73
July	15,042,247	129
August	1,271,957	103
September	523,891	67
October	902,143	83
November	965,818	82
December (a)	2,565,824	94
TOTAL	**$25,770,050**	**922**

Note (a) includes fiscal year end adjustments.



OUTREACH

A major component of the Minority Business Enterprise Program are the outreach efforts which are designed to provide women and minority businesses with an opportunity to interact with government procurement and economic development officials who can assist them in the growth and development of their organizations. Approximately 45% of staff time was spent planning and developing business outreach projects and special events.

The M/SBE Coordinator also assists in developing partnerships with business related organizations whose mission is to promote diversity. This year, the Women-in-Business Committee of the Baltimore/Washington Corridor Chamber of Commerce joined with the MBEC on their first major event in Anne Arundel County.

The M/SBE Coordinator served as a moderator for a panel discussion on Doing Business in Anne Arundel County during the Minority & Small Business Symposium sponsored by the City of Annapolis in May. Panelist included representatives from the Anne Arundel County Purchasing Office, Anne Arundel County Public Schools and City of Annapolis Purchasing Office.

In efforts to provide information and resources to the business community, the Office of Central Services initiated development of a new TV program to be aired on government access Channel 98. The Anne Arundel County Minority Business Report presents one-on-one interviews with local businessmen and women in discussion on topics relevant to the small business community. Eight (8) shows were aired in 2005 including:

- Finding Your Passion: Do You Have What It Takes to Become an Entrepreneur?
- Financing Your Dream
- Doing Business with Anne Arundel County Government
- Location, Location, Location
- Plan Your Marketing: Strengthen Your Sales
- Image is Everything
- Networking: What It Is, What It Isn't
- Winning Government Contracts with Minority Certifications

TECHNICAL ASSISTANCE

The M/SBE Coordinator provides technical assistance to women and minority-owned firms seeking information about procurement opportunities, start-up resources, financing, marketing and network leads. The M/SBE Coordinator regularly interacts with new and existing firms providing them with information and resources to help "grow their business. During 2005, the M/SBE Coordinator held one-on-one counseling sessions and provided referrals to over 187 inquiries from businesses, non-profit entities, faith-based organizations, as well as, other State and local government agencies.

SPECIAL PROJECTS

Directory of Minority and Women-Owned Businesses

Three years after publication of the first directory, the Office of Central Services announced the availability of the County's online Directory of Minority and Women-Owned Business. The new eDirectory contains over 900 businesses located in Anne Arundel County. Also Anne Arundel County is the first local government in the region to provide this service.

Minority Healthcare Forum: Expanding Opportunities for Small, Minority and Women-Owned Businesses

The Minority Business Enterprise Committee partnered with the following organizations to make this a successful networking event with approximately 165 firms in attendance:

- Anne Arundel Medical Systems, Inc
- North Arundel Hospital Association, Inc.
- Novartis Pharmaceuticals
- Hospice of the Chesapeake
- Baltimore/Washington Corridor Chamber of Commerce
- Millennium Marking Solutions

The forum was designed to bring hospital administrators, businesses and contractors, insurers and physicians together for an evening of networking and information sharing. Executives from the Anne Arundel Medical Systems and Baltimore Washington Medical Center (formerly North Arundel Hospital) shared their plans for expansion and new opportunities with a diverse audience of businesses.

Dr. Alyson Hall lead a tribute to notable healthcare professionals Drs. Fay Allen and Donald Roane

TriCounty Minority/Small Business Forum

In September, MBE officials from Prince George's, Anne Arundel and Montgomery Counties collaborated to sponsor a forum at the Newtown White Mansion in Mitchelleville Md. Approximately 250 individuals attended the TriCounty Minority/Small Business Forum. The purpose of the event was to provide women, minority and small businesses an opportunity to network with procurement staff and MBE coordinators representing the three jurisdictions.

PLANS FOR 2006

- Develop relevant themes for the **Anne Arundel County Minority Business Report television broadcast.**

- Continue outreach to women and minority firms, develop partnerships with construction-related organizations, chambers of commerce and women business owners.

- Initiate networking events for Purchasing and line agencies.

- Support and assist members of the Minority Business Enterprise Committee in development of projects for 2006.

- Continue to encourage partnerships with organizations that can provide linkages to the new online **DIRECTORY OF MINORITY & WOMEN-OWNED BUSINESS.**

MAIL ROOM OPERATIONS

This unit is staffed with a Supervisor, one (1) Storekeeper and four (4) Mail Clerks. They are responsible for the Countywide delivery, pick up and the processing of incoming and outgoing mail and packages. The Mail Room is capable of tracking the delivery of overnight packages and parcels from the time of receipt in our operation, to the time of delivery to the Department's desktop.

MAIL DISTRIBUTION

The County mail distribution system operates from Mail Room locations at the Arundel Center and Heritage Complex. From these locations mail is distributed daily via five (5) mail routes encompassing 254 stops. While servicing each route, the Mail Clerk delivers incoming mail to Departments and picks up outgoing mail. This mail is returned to the Mail Room for sorting, postage and further processing. In 2005, we delivered 15,280 parcel packages within the County. Using the Smart Track Information System we are able to track packages from time of receipt to delivery to the appropriate Department personnel.

MAIL VOLUME

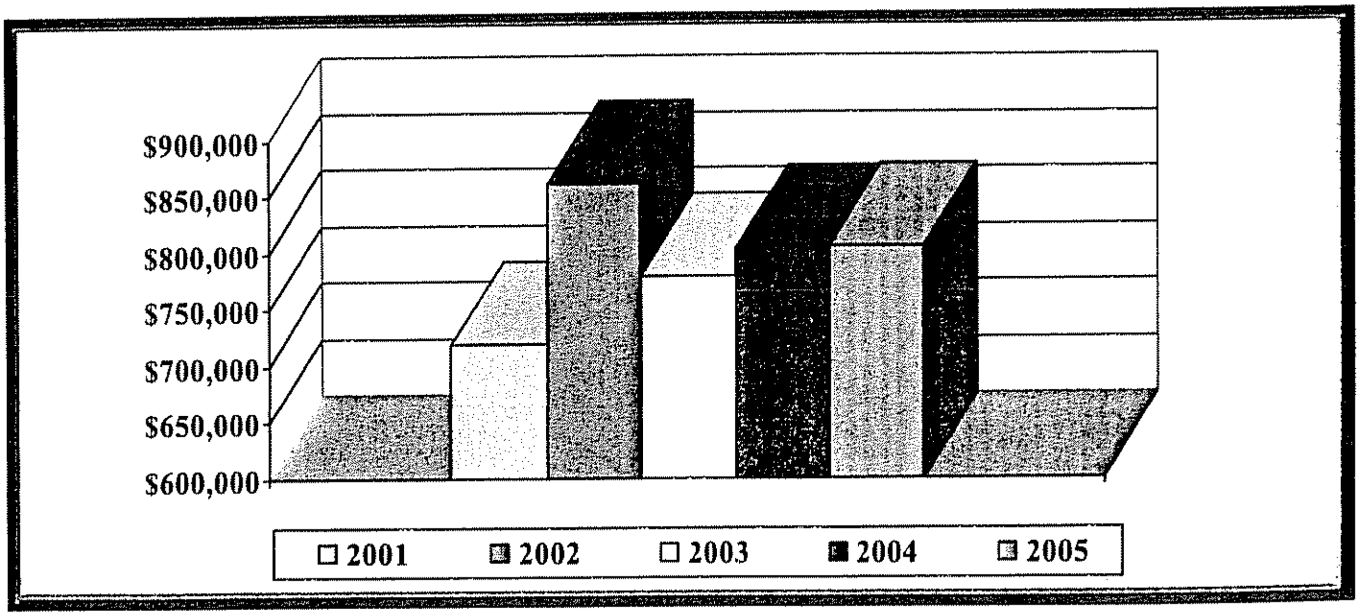
In 2005, we processed 1,997,244 (10% increase over 2004) pieces of outgoing mail. This mail included 1,097,759 (7% increase over 2004) pieces of bulk mail processed through the inserting machine and routine mail processed through the mailing machine. Incoming mail is not piece-counted but is significant in volume and continues to increase annually. Through a successful marketing effort, the use of the Mailroom inserting machine continues to grow, greatly reducing the time spent by Departments manually stuffing envelopes.

PLANS FOR 2006

- Continue to effectively utilize the U.S. Postal Service to ensure our operations remain current.
- Continue to review our operation to identify efficiencies in the delivery and pickup of County mail.
- Continue to maintain a high level of security using best mailroom practices.
- Continue to promote the use of e-mail in an effort to decrease hard copy Interoffice mail.
- Install zip code software to ensure proper addressing and reduce returned mail.
- Incorporate high volume copy service into the mailroom operation.

MAIL ROOM ACTIVITY IN POSTAGE DOLLARS

	2001	2002	2003	2004	2005
JANUARY	$57,937	$57,021	$72,048	$59,747	$53,741
FEBRUARY	55,437	60,995	44,004	56,239	70,320
MARCH	47,480	69,705	55,530	64,708	72,010
APRIL	66,617	82,598	57,003	51,653	58,435
MAY	51,526	52,744	57,872	53,080	58,800
JUNE	94,206	78,597	107,834	55,096	65,241
JULY	52,913	91,954	81,286	120,738	100,500
AUGUST	71,714	126,410	57,303	67,126	61,503
SEPTEMBER	47,782	59,861	53,319	58,183	60,763
OCTOBER	51,865	53,906	56,007	59,396	66,336
NOVEMBER	61,402	52,423	79,717	72,764	80,059
DECEMBER	59,883	74,153	56,428	83,763	57,318
TOTALS	**$718,762**	**$860,367**	**$778,351**	**$802,493**	**$805,026**



Recycled Paper

COPY CENTER OPERATIONS

This unit formerly supplied graphic design, typography, photocopying, offset printing and bindery services for County Departments. Since 2004 this unit no longer produces offset printing. The unit has been reduced to a Duplicating Equipment Supervisor; a Duplicating Equipment Operator; a Peripheral Equipment Operator and a Storekeeper II. The purpose of this unit in 2005 was to provide County agencies with high-volume and color copy services and facilitate the purchase of offset printing needs no longer produced in-house.

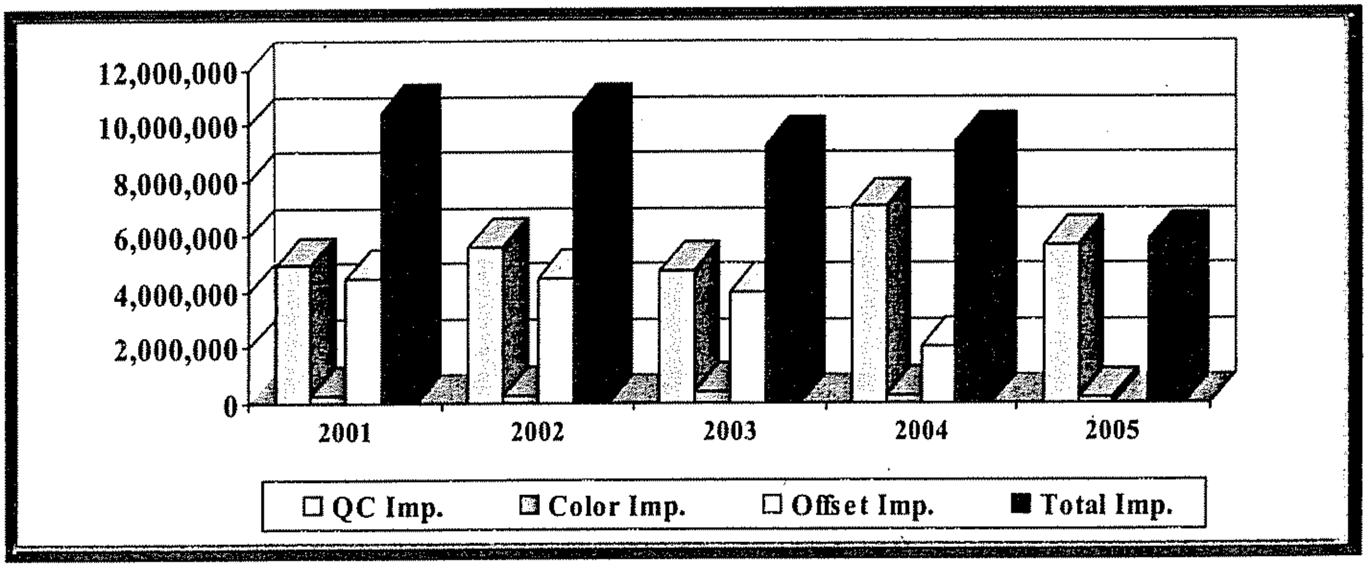
The County Copy Center discontinued offset printing operations in 2004. The retirement of an operator and the budget cutting of the Graphics Specialist position helped to transition out of the offset print production. Throughout 2005, the Copy Center has outsourced all of the County's offset print requirements. This has resulted in significant savings in print costs. Through the use of e-Maryland Marketplace, quotes can be solicited and orders awarded and delivered more efficiently at less costs than in-house production. This has also increased the business opportunity to bid on County printing. Often this work is small and is purchased using a County P-card.

In 2006, we plan to clóse the Copy Center and eliminate the Central Stores Fund. We will incorporate one (1) high volume copier and operator in the Mailroom. This will reduce the operating expenses needed to provide copy services. We will work in 2006 to transition out of the high volume copy service. This will be accomplished by expanding our e-form application; exploiting the network copier capabilities in the Departments and establishing a print portal that will provide Departments with the ability to order offset and large volume copy on-line and have it delivered when and where it is needed and pay for it using a P-card.

This production model is consistent with the findings contained in our consultant report and the Printshop Consortium's overall efforts.

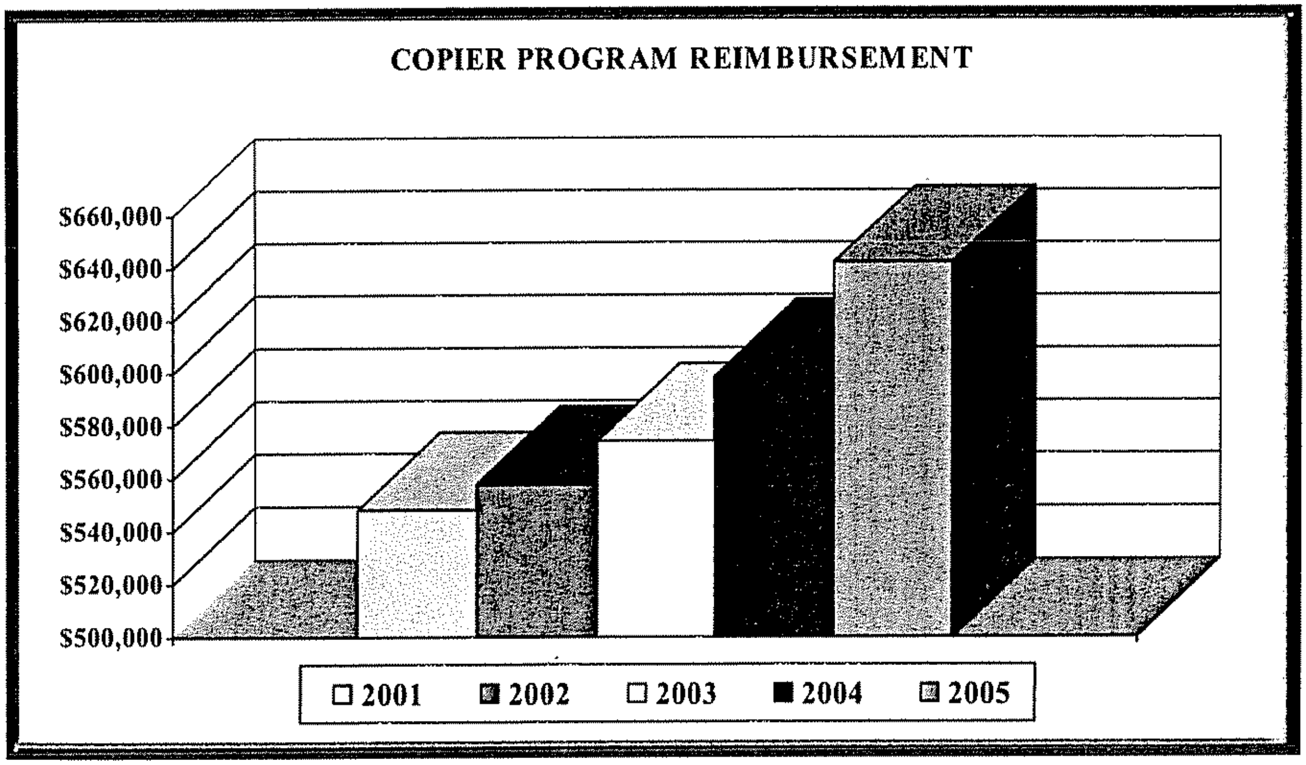
COPY CENTER IMPRESSIONS

	2001	2002	2003	2004	2005
NUMBER OF QUICK COPY (QC) IMPRESSIONS	4,946,000	5,621,571	4,783,563	7,052,939	5,673,528
NUMBER OF COLOR IMPRESSIONS	284,266	308,490	418,247	296,997	185,521
NUMBER OF OFFSET IMPRESSIONS	5,543,118	4,514,789	4,030,554	2,038,685	0
TOTAL NUMBER OF IMPRESSIONS	**10,773,384**	**10,444,850**	**9,232,364**	**9,388,621**	**5,859,049**



COPIER PROGRAM

	2001	2002	2003	2004	2005
COPIER PROGRAM REIMBURSEMENT	$548,235	$557,657	$574,195	$598,579	$641,814

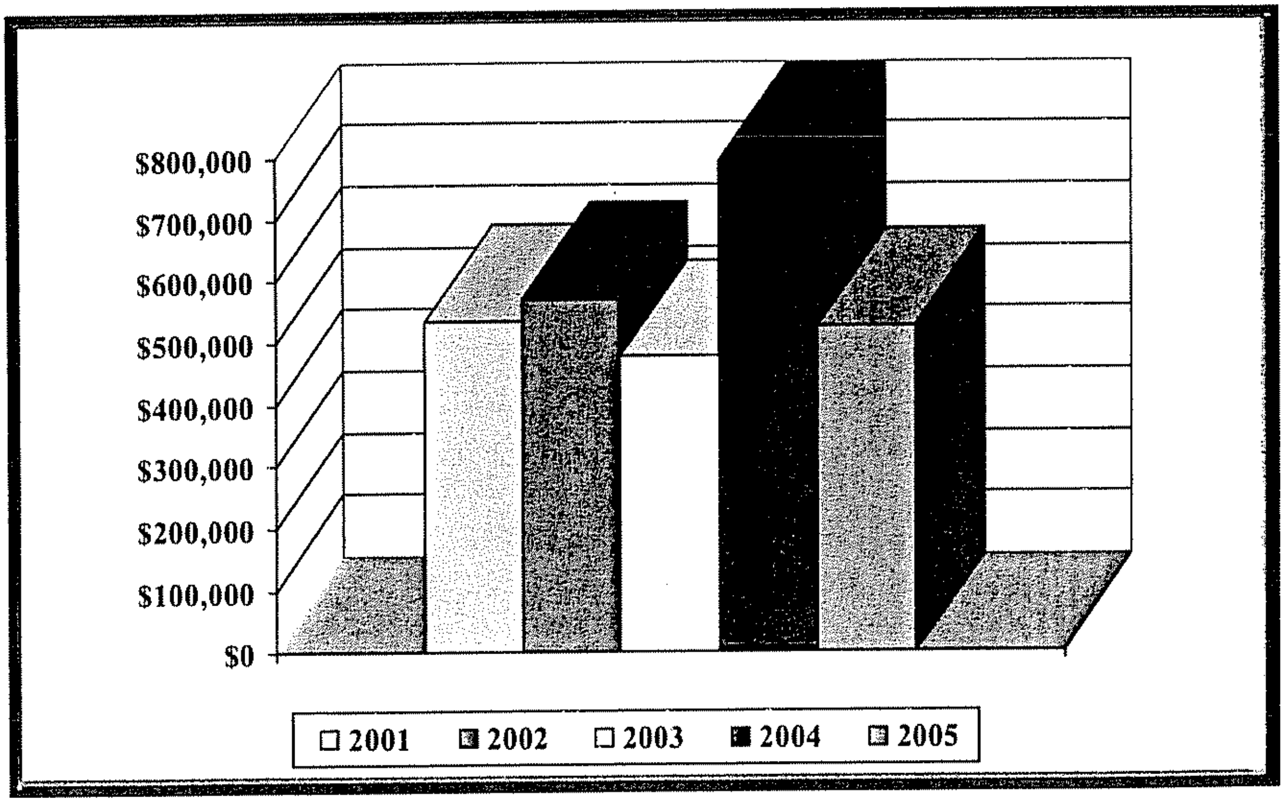


Recycled Paper

REIMBURSABLE INCOME

(Charges to Using Agencies for copy work)

	2001	2002	2003	2004	2005
Reimbursable Income	$536,588	$571,351	$477,403	$795,576	$526,353



DISPOSAL OF SURPLUS

SUPPLIES AND EQUIPMENT

In 2005 the County disposed of surplus and confiscated supplies and equipment. The major item of equipment was surplus vehicles. The total revenue generated from the sale of surplus supplies and equipment was $151,817.

REAL PROPERTY

The Real Estate Division disposed of eight (8) pieces of real property located throughout the County. The revenue received from the sale of real property was $167,496.

RECYCLING REVENUE

The County continued its efforts in the sale of corrugated cardboard to be recycled. The total revenue received from these sales was $75,430. Recycled tires accounted for $6,473.

DESCRIPTION	2001	2002	2003	2004	2005
AUCTION OF SURPLUS VEHICLES, EQUIPMENT & MATERIALS	$430,613	$429,196	$149,832	$232,980	$151,817
REAL PROPERTY	339,835	1,500,000	8,250	130,019	167,496
JUNK TIRES FROM CENTRAL GARAGE	7,575	5,800	4,715	1,578	6,473
CORRUGATED CARDBOARD	30,171	57,224	43,676	82,093	75,430
TOTAL PROCEEDS FROM SURPLUS SALES	**$808,669**	**$1,992,234**	**$206,473**	**$446,670**	**$401,216**

APPENDIX 'A'

CONTRACTS AWARDED
CAPITAL CONSTRUCTION

DESCRIPTION	ENGINEER'S ESTIMATE	AWARD AMOUNT
ARDMORE ROAD & SOUTHWELL ROAD REHABILITATION	$554,075	$413,254
ARUNDEL ON THE BAY #6 SEWER FORCE MAIN	1,149,010	1,517,935
ARUNDEL ON THE BAY ROAD	576,453	730,364
BAY DRIVE PHASE 2-STABILIZATION SLOPE REPLACEMENT	356,450	377,370
BROADWATER WRF DEWATERING UPGRADE	2,500,000	1,870,545
CAPE ST. CLAIRE STORM DRAIN SYSTEM 4 & 11 EXTENSION	474,680	587,890
CHARTWELL COUNTRY CLUB WATER QUALITY IMPROVEMENTS	278,561	202,321
CLEMENTS CREEK DREDGING	166,950	144,305
DICUS MILL ROAD BRIDGE	44,384	45,972
DORSEY ROAD WELL #21 TEST WELL & PRODUCTION WELL	327,900	388,030
DOWNS MEMORIAL PARK FISHING PIER	354,770	506,846
EAST PARK AQUATIC CENTER	6,824,238	6,441,900
EAST PARK AQUATIC CENTER "SITE WORK"	1,064,622	1,206,706
ELEVATED GRAVITY SEWER REPAIR	106,000	100,000
FACILITY LIGHTING RETROFIT FY 05	124,357	103,014
FIRE HYDRANT REHAB PHASE X	226,000	158,000
FIRE HYDRANT REHAB PHASE XI	226,000	154,000
FRANKLIN MANOR BULKHEAD REPAIR	295,780	207,871
FREETOWN ROAD SIDEWALK PHASE I	108,417	140,676
GEORGE CROMWELL ELEMENTARY SCHOOL PARKING LOT	387,607	413,839
GINGERVILLE SWMP UPGRADE (POND RETROFIT)	410,505	298,185
GLEN BURNIE FACILITY & EMERGENCY OPERATION CENTER	4,067,726	3,472,237
GREENBURY TOWER #1 UPGRADE	325,600	461,800
HERALD HARBOR WTP UPGRADE	1,860,000	1,867,000
IDLEWILDE DREDGED MATERIAL PLACEMENT SITE REHAB	124,000	132,410
INDEPENDENT WELL UPGRADE-CRAIN HWY WELLS	499,900	339,500
JONES STATION FIRE STATION ADDITION	473,363	498,135
MAJOR COUNTY ROOF REPLACEMENT-FY 05	412,950	380,905
MAJOR MECHANICAL-1 HARRY S. TRUMAN RENOVATIONS	219,137	275,495

APPENDIX 'A' cont.
CONTRACTS AWARDED
CAPITAL CONSTRUCTION

DESCRIPTION	ENGINEER'S ESTIMATE	AWARD AMOUNT
Mayo WRF Emergency Influent Force Main Replacement	$441,000	$441,553
Mill Creek PS Odor Control Improvements	522,480	429,040
Minor Bridge Repairs/Traffic Barriers Repair	136,235	92,435
MLFRRF Construction of Cell 8-Subcell 8.7 & 8.8	3,715,323	3,932,313
North Carolina Avenue Wetlands Recovery	148,950	107,373
North Carolina Avenue Stormdrain Improvements	99,960	103,299
Old Mill Road & Burns Crossing Road Culvert Replacement	308,000	434,920
Resurfacing Roads Hot Mix Asphalt Southern District FY 06	2,972,000	2,999,450
Road Recon/Rehab with Hot Mix Central District FY 06	6,016,700	6,430,800
Road Recon/Rehab with Hot Mix Northern District FY 06	10,119,700	11,044,075
Road Resurfacing Hot Mix Central District FY 05	1,951,405	2,082,571
Rc [illegible] esurfacing Hot Mix Northern District FY 05	4,053,370	4,302,992
Road Resurfacing Hot Mix Southern District FY 05	761,850	825,800
SPS Rust Removal Cathodic Protection & Painting	158,750	229,700
Sudley Convenience Center Operations Building	291,000	308,400
Sudley Convenience Center Yard Waste Pad	351,308	360,000
TM Arnold to Ritchie Hwy Phase 1	3,340,000	3,101,383
TM Ritchie Highway to Mountain Road Phase 1	2,980,000	3,387,693
TM Odenton to Glen Burnie High Pressure Zone Phase 1	2,530,000	2,372,055
TM Ritchie Highway to Mountain Road Phase 3	2,765,000	2,579,328
Water Main Clean & Line FY 05 State Routes 2 & 3	2,342,500	1,427,000
Water Meter Conversions	220,500	158,716
WB&A Trail Phase IIA Bridges	801,383	1,084,988
West Edgevale Road Reconstruction	456,228	417,036
TOTAL	**$72,023,077**	**$72,089,425**

Recycled Paper

APPENDIX 'B'

FORMAL BIDS
COMMODITIES AND SERVICES

DESCRIPTION	AWARD AMOUNT
40 TON AIR COOLED CHILLER UNIT	$23,287
ADOLESCENT PREGNANCY PREVENTION CONSULTANT	43,095
AIR BREATHING COMPRESSOR	29,936
AMMUNITION AND TARGETS	452,501
ANTENNA CABLES AND FITTINGS	35,600
ARMORED CAR SERVICE	37,116
ARTS CRAFTS GAMES ACTIVITIES	172,730
AUTOMOBILES	3,698,225
BACKHOE LOADER	120,435
BALER, CARDBOARD, INSPECTION, MAINT. & REPAIR SERV.	10,324
BASEBALL DIAMOND MIX	104,675
BENCHES BLEACHERS AND ASSORTED PARK EQUIPMENT	109,816
BRIEFCASE RECEIVERS	23,118
BULK ROAD SALT ROCK/SOLAR HIGHWAY DEICING	1,086,358
BULLDOZER HI SPROCKET WITH RIPPER	264,341
CARPET CLEANING-LIBRARY	22,266
COLLECTION SERVICES FOR COUNTY OFFICE RECYCLING	70,448
COMPACTOR WHEELED	551,258
COMPACTORS, STATIONARY, AUGER STYLE	198,160
COMPACTORS, STATIONARY, INSPECTION, MAINT. & REPAIR	54,216
COMPRESSOR TRAILER MOUNTED	24,146
CONCRETE SERVICES SMALL AND MEDIUM SIZED JOBS	1,123,648
CONTAINERS CURBSIDE RECYCLING COLLECTION	348,100
CONTAINERS OPEN TOP 30 AND 45 CUBIC YARD	42,590
CONTRACTOR BUS INSURANCE	561,283
CRANES INSPECTION MAINTENANCE & REPAIR	133,725
CURBSIDE RECYCLING YARD WASTE & TRASH COLLECTION	6,197,991
DENTAL SUPPLIES	260,000
DRIVES, VARIABLE FREQUENCY	50,427

APPENDIX 'B' cont.

FORMAL BIDS
COMMODITIES AND SERVICES

DESCRIPTION	AWARD AMOUNT
ELECTRICAL REPAIR MILLERSVILLE SUBCELLS	$68,00(
ELECTRICAL REPAIRS	75,70(
ELECTRONIC SECURITY SYSTEMS UPGRADE DETENTION CENTER	564,20(
EMERGENCY RESPONSE SYSTEM FOR DEPATMENT OF AGING	45,60(
EMPLOYEE ASSISTANCE PROGRAM	50,42(
ENCLOSED TRAILERS FOR HAULING EQUIPMENT	13,60(
ENVIRONMENTAL, SAMPLING, TESTING, AND REPORTING SERVICE	65,97(
EXCAVATION EARTH MOVING EQUIPMENT RENTAL	2,006,34[illegible]
EXCAVATOR	33,56[illegible]
FIELD LIGHTS ELECTRICAL RELAMP AND REPAIR	203,00(
FILTER MEDIA FOR WASTE TREATMENT PLANT	60,10(
FIRE HOSE, FIRE HOSE SUPPLY AND BOOSTERS	41,29[illegible]
FIREARMS-SIGARMS P229	64,99[illegible]
FIREFIGHTERS PROTECTIVE CLOTHING REPAIRS & CLEANING	3,251,67[illegible]
FOOD SERVICE CONCESSION OPERATOR FOR GEORGE F. BACHMAN SPORTS COMPLEX	(
FORKLIFT	19,98[illegible]
GARMENTS, HIGH VISIBILITY PER ANSI/ISEA 104-2004	37,07[illegible]
GAS MASKS AND FILTERS	19,96[illegible]
GRASS SEED, FERTILIZER & MISC. FIELD PRODUCTS	250,81[illegible]
HAULING SERVICES RESIDENTIAL EVICTION DEBRIS	28,13(
HEALTH CARE SERVICE DENTION FACILITIES	2,839,584
HEAT PUMP PARTS	38,64[illegible]
HERBICIDE APPLICATION	181,78[illegible]
HOT MIX ASPHALT	713,61(
HYDROFLUOROSOLIC ACID	33,45[illegible]
ICE MELTING CHEMICALS	20,37(
IMAGING SERVICES CONVERT PAPER DRAWLINGS	16,42[illegible]
INDUSTRIAL PRE-TREATMENT SAMPLING & ANALYSIS	59,58[illegible]

APPENDIX 'B' cont.

FORMAL BIDS
COMMODITIES AND SERVICES

DESCRIPTION	AWARD AMOUNT
Insect and Pest Control Services	$34,754
Inspection & Asphalt Production	94,880
Insurance for Department of Aging's Transportation Program	91,830
Korean Meals Title III Nutrition Services	21,787
Lawn Tractors	11,505
Leaf Valeo Camera Back	11,699
Lift Truck	15,813
Light Trucks	1,345,174
Maintenance, Storm Water Ponds	105,883
Medical Supplies for Animal Control	213,337
Medium Trucks	796,596
Medium Trucks II	171,843
Mowing Stormwater Management Ponds	136,664
Mowing Utility Right of Ways	10,160
MSA Breathing Apparatus & Parts	80,000
Operator-Andover Equestrian Center	0
Overhead & Roll up Door Replacements	48,715
Overhead Door Repair	71,650
Painting Services	511,965
Pet Food-Animal Control	10,335
Preventive Maintenance and Repair of Generators	73,183
Printing & Distribution 2004 Water Quality Report	18,495
Professional Aerobics Exercise and Fitness Service	90,000
Program Guide for Recreation and Parks	310,170
Real & Personal Property Boiler & Machinery Insurance	1,011,661
Recycled Oil	0
Red Light Camera Video System	168,000
Reforestation Projects	95,140

APPENDIX 'B' cont.

FORMAL BIDS
COMMODITIES AND SERVICES

DESCRIPTION	AWARD AMOUNT
RENTAL OF CHEMICAL TOILETS	$43,037
SCHOOL THERAPY SERVICES	135,200
SENIOR NUTRITION PROGRAM TITLE III	982,633
TELEPHONE VOICE MAIL SYSTEM	64,712
TEMPORARY LABORERS	725,488
TILE REPLACEMENT AT ORCHARD BEACH FIRE STATION	28,220
TRAILER 12 TON TANDEM AXLE	47,546
TRAILER 50-TON LOWBOY	54,238
TREE, TRIMMING & REMOVAL SERVICES	516,591
TROMMEL SCREEN	325,000
TRUCK ARTICULATED END PUMP	172,700
TRUCK CONVENTIONAL CAB TANDEM AXLE CONTAINER	135,743
TRUCK PLATFORM BODY	45,367
TRUCK UTILITY BODY & COMPRESSOR	76,792
TRUCKS DUMP 3-5 CY	555,615
UNDERGROUND FIRE SUPPRESSION TANK	19,975
UTILITY MUD HOG	22,800
VALK SNOW PLOW	39,100
VEHICLE TRANSPORTATION SERVICE FOR YOUTH PROGRAM	12,900
VEHICLES & EQUIPMENT MAINTENANCE & REPAIRS	335,640
VIBRATOR ROLLERS	96,075
WELL REPAIR	35,700
WHEELED EXCAVATOR CATERPILLAR	216,115
WHITMORE PARKING GARAGE MANAGEMENT	232,414
YARD WASTE MATERIALS, ACCEPTING, PROCESSING & MARK.	651,428
TOTAL	**$37,775,973**

APPENDIX 'C'

AGREEMENTS
ARCHITECT/ENGINEERING SERVICES
AND
OPEN END SERVICES

DESCRIPTION	AWARD AMOUNT
ARDMORE ROAD & SOUTHWELL ROAD REHABILITATION C/M	$57,670
ARNOLD WATER TREATMENT PLANT EXPANSION	1,728,950
ARUNDEL ON THE BAY ROAD C/M	68,241
BEN OAKS SEWER FORCE MAIN REPLACEMENT	149,900
BEN OAKS SEWER SPS MODIFICATIONS C/M	98,925
BIG CYPRESS SPS RETROFIT	113,538
CAPE ST. CLAIRE ROAD WIDENING AND WATER TM	119,756
CENTRAL SANITATION FACILITY	595,869
CHESAPEAKE CENTER DRIVE EXTENSION	160,074
CROWNSVILLE HOSPITAL PROPERTY INFASTRUCTURE STUDY	228,763
CYPRESS CREEK RETROFIT PROJECT	75,029
DEALE ROAD SEWER EXTENSION	186,627
EAST PARK AQUATIC CENTER II C/M	249,749
ELEVATED WATER STORAGE TANKS - FT. SMALLWOOD TANK	42,842
FACILITIES MASTER PLAN	190,499
FREETOWN ROAD SIDEWALK PHASE 2	68,332
FURNACE BRANCH SEWER REPLACEMENT	38,821
GEOGRAPHIC INFORMATION SYSTEMS - OPEN END (4 CONTRACTS AWARDED)	0
GLEN BURNIE FAC. EOC REPL & REGIONAL 911 CENTER	99,407
HERALD HARBOR WTP UPGRADE C/M	100,971
MANSION ROAD RECONSTRUCTION	169,775
MARLEY SPS RETROFIT	133,198

APPENDIX 'C' cont.

AGREEMENTS ARCHITECT/ENGINEERING SERVICES AND OPEN END SERVICES

DESCRIPTION	AWARD AMOUNT
MARYLAND CITY ES DRIVEWAYS & PARKING LOT	$56,770
MD214 @ MD468 IMPROVEMENTS C/M	119,483
PASADENA ROAD SIDEWALK & SPRUCE AVENUE ALIGNMENT	136,538
SOUTH DOWN SHORES SD IMPROVEMENTS	86,776
SPS EMERGENCY GENERATORS	55,704
SPS WETWELL ENTRY LADDERS, LANDINGS & VENTS	121,771
STREAM & ECOLOGICAL RESTORATION SERVICES - OPEN END (3 CONTRACTS AWARDED)	0
TM ODENTON TO GLEN BURNIE HIGH ZONE PH1 C/M	75,655
UPGRADE/RETROFIT SPS STANDBY POWER	191,577
WATER SYSTEM SECURITY	836,157
WELLHAM AVENUE - ROAD RECONSTRUCTION	313,528
WEST EDGEVALE ROAD RECONSTRUCTION C/M	57,670
WEST MAPLE ROAD SIDEWALK RECONSTRUCTION	92,463
TOTAL:	**$6,821,028**

Recycled Paper

APPENDIX 'D'

AGREEMENTS
MISCELLANEOUS CONSULTANT SERVICES

DESCRIPTION	AWARD AMOUNT
ADOLESCENT PREGNANCY PREVENTION CONSULTANT SERVICES	$43,095
AFTER SCHOOL PROGRAM	18,470
AIR CONDITIONING EQUIPMENT SERVICE MAINTENANCE AGREEMENT	4,332
APPLICANT MANAGEMENT SERVICES - ONLINE SERVICE AGREEMENT	19,000
ARCHAEOLOGICAL SERVICES	7,540
AUTISM PROJECT	48,000
AUTOMATED FUEL CONTROL SYSTEM TURNKEY MAINTENANCE SERVICE	30,797
BIOSOLIDS MANAGEMENT PROGRAM	28,367,256
BOAT RENTAL CONCESSION OPERATOR	0
CENTRAL MAINTENANCE MANAGEMENT SERVICES	24,780
COIN OPERATED VENDING MACHINE SERVICE	0
COMPUTER MODELING SOFTWARE	10,000
COUNTY CODE BOOK PUBLICATION	67,000
COUNTY E911 SELECTIVE ROUTING DATABASE SERVICE	45,560
COUNTY FORESTRY PROGRAM ECOLOGICAL RESOURCES	8,840
COX CREEK WRF FEEDER REPLACEMENT	128,293
CP EVALUATION OF THE COMMUNITY PARTNERSHIP PROGRAMS	35,000
CUSTOMIZED WRITTEN EXAMINATIONS FOR PUBLIC SAFETY CLASSIFICATIONS	63,200
DISEASE MANAGEMENT PROGRAMS & SERVICES	227,000
DISPROPORTION MINORITY REPRESENTATION (DMR) PROJECT	14,727
DOMESTIC VIOLENCE SHELTER	75,000
DPPB NEEDS ASSESSMENT GRANT	4,450
EARTH DAY CONCESSION	0
ELECTRICITY CONSULTING SERVICE	26,125
ELECTRONIC CLAIMS TRANSACTION SERVICES FOR HEALTH DEPARTMENT	3,000
ELEVATOR SERVICES	59,316
EMERGENCY NEEDS TO SENIORS GRANT	30,000
E-TIME TESTING AND TRAINING	88,400
EXCEL/ITA TRAINING	17,995
FAMILY PRESERVATION SERVICES (MOU)	300,958

APPENDIX 'D' cont.

AGREEMENTS
MISCELLANEOUS CONSULTANT SERVICES

DESCRIPTION	AWARD AMOUNT
FIBERNET SYSTEMS INTEGRATOR SERVICES	$347,390
FIDELITY GROUP TRUST FOR EMPLOYEE BENEFIT PLANS	35,000
FINANCIAL ADVISORY SERVICES	30,000
FRIENDS OF ARUNDEL SENIORS GRANT	5,000
FRONTRANGE SOFTWARE MAINTENANCE & SUPPORT AGREEMENT	14,400
GREENBURY POINT TOWER SITE SINGLE PHASE ELECTRIC FACILITIES	97,730
HEALTH CARE CONSULTING SERVICES	125,000
HISTORIC PRESERVATION SERVICES	35,000
HUMAN SERVICES GRANT	166,500
INMATE MONIES PUBLIC PERFORMANCE LICENSE AGREEMENT	2,031
KEEP A CLEAR MIND PROJECT	45,531
LANDFILL GAS SERVICES	265,047
LIEBERT EQUIPMENT MAINTENANCE AGREEMENT	99,993
MAINTENANCE SUPPORT FEES FOR ONE WORLD SYSTEM	367,610
MATERNITY PROGRAM	36,000
MEDICAL ASST. PERSONAL CARE CASE MONITORING SVCS. (2 CONTRACTS AWARDED)	29,800
MOTOROLA SERVICE AGREEMENT	649,759
NETWORKED ACCESS CONTROL SYSTEM	58,402
OFFICE TRAILER	12,111
PETS ON WHEELS GRANT	5,000
PRE EMPLOYMENT SCREENING BACKGROUND INVESTIGATION	25,000
PRESCRIPTION BENEFIT SERVICES AGREEMENT	0
PROFESSIONAL AUDITING SERVICES	2,000
PROGRAMMER/ANALYST SERVICES	300,000
QUIET WATERS PARK SUMMER CONCERT SERIES 2005 CONCESSIONS	0
REGIONAL 911 CTR-OPT61C INSTALLATION	373,648
RISK MANAGEMENT INFORMATION SYSTEM MAINTENANCE AGREEMENT	68,625
RIVIERA BEACH ES GRANT	2,600
SEAGRAVE FIRE TRUCK - 2005 GRANT	339,000

APPENDIX 'D' cont.

AGREEMENTS
MISCELLANEOUS CONSULTANT SERVICES

DESCRIPTION	AWARD AMOUNT
SEXUAL ASSAULT CRISIS & HOTLINE SERVICES	240,670
SOFTWARE PROGRAMS & MAINTENANCE LICENSE FEE	52,364
SOFTWARE SUPPORT SERVICES	17,000
SUMMER COMPUTER CLASSES FOR CHILDREN	6,800
TELECOMMUNICATION ASSESSMENT PROJECT	168,288
TICK NECK PARK GRANT	2,600
TITLE RESEARCH WORK	9,990
TRANSPORTATION PROGRAM FOR DEPARTMENT OF AGING	1,153,079
WATER QUALITY & BIOLOGICAL MONITORING SERVICES	68,120
WEBSITE/DATABASE - SINGLEPOINT	33,250
YARD WASTE PROCESSING	48,000
YW REGIONAL FACILITY OPERATION	0
TOTAL	**$35,106,472**

OFFICE OF CENTRAL SERVICES

FRED SCHRAM
CENTRAL SERVICES OFFICER

WILLIAM SCHULL
PURCHASING AGENT

ANNE ARUNDEL COUNTY GOVERNMENT
HERITAGE OFFICE COMPLEX
2660 RIVA ROAD, MS 9301
ANNAPOLIS, MARYLAND 21401

ANNE ARUNDEL COUNTY
MARYLAND
County Executive Janet S. Owens