



TOWN COUNCIL MEETING | JUNE 9, 2025

June 09, 2025 at 7:15 PM

4229 Edmonston RD, Bladensburg, MD 20710

AGENDA

Public Access Virtual via live stream of the Town's Facebook and YouTube pages:

<https://www.youtube.com/channel/UCoflhVTBeID3c9oH8GYSW0g>

<https://www.facebook.com/Bladensburgmd>

1. Call to Order – 1 min
2. Opening Prayer – 2 min
3. Pledge of Allegiance – 1 min
4. Approval of Agenda – 1 min
 - A. APPROVAL OF EXCUSED ABSENCES (2 minutes)
5. Presentations
 - A. Patriotic Committee Update | Renee Green (3 minutes)
 - B. Eagle Scholarship | Presentations (3 minutes)
 - C. Eagle Scout Recognition | Ethan Mendoza (3 minutes)
6. Approval of Minutes
 - [A.](#) Town Council Meeting Minutes | April 14, 2025 (2 minutes)
 - [B.](#) Special Council Meeting Minutes | April 14, 2025 (2 minutes)
 - [C.](#) Special Council Meeting Minutes | May 12, 2025 (2 minutes)
 - [D.](#) Town Council Meeting Minutes | May 12, 2025 (2 minutes)
7. Public Comments
8. Unfinished Business
9. Financial Business

- A. BUDGET ORDINANCE NO: 01 – 2026 | AN ORDINANCE TO LEVY THE REAL PROPERTY AND PERSONAL PROPERTY TAX RATES AND APPROPRIATE AND ADOPT THE OPERATING BUDGET OF THE MAYOR AND TOWN COUNCIL OF BLADENSBURG, MARYLAND, FOR THE 2026 FISCAL YEAR OF JULY 1, 2025, THROUGH JUNE 30, 2026. SECOND READING (5 minutes)**

10. New Business

- A. RESOLUTION 30-2025 | A resolution of support for the Town of Bladensburg and port towns' applications for DCHD funding to the National Capital Strategic Economic Development Fund (NED) for business assistance through a façade improvement grant program and wayfinding and branding with the State Revitalization Fund Grants. (2 minutes)**
- B. RESOLUTION 31-2025 | A Resolution authorizing the declaration of items surplus and the disposition of these items by the Police Department (3 minutes)**
- C. Community Presentation | Introducing the Bladensburg Community Garden: A Project of ECO City Farms (7 minutes)**
- D. CONTRACT APPROVAL| Approval for a Contract with Calvert Ready Mix, an amount not to exceed \$65,115.80 for Sidewalk and Curb Repairs using CDBG PY 50 Funds on Taussig Road (3 minutes)**
- E. CONTRACT APPROVAL| Approval of a contract for repairs to Bostwick House with Colossal Contractors, Inc.- Wash House Stabilization, using MNCPPC Historic Preservation funds (3 minutes)**
- F. CONTRACT APPROVAL| Approval to enter an agreement for Phase 2 of the 57th Avenue Lighting Project using CDBG PY 49 R Funds, Lighting Maintenance, Inc., in the amount of \$ 107,950.91 (2 minutes)**
- G. CONTRACT APPROVAL| Approval to enter into an agreement for Green Mechanics Benefit LLC to construct two green bus shelters using Maryland Energy Administration Funds for up to \$60,000. (2 minutes)**
- H. Award of Funds | Council approval of FY 2025 Community grants for \$2,000 to non-profit organizations serving Bladensburg residents. (2 minutes)**
- I. DISCRETIONARY FUNDS FY 2025 | Town Council Awards – June 2025 (2 minutes)**

11. Staff Reports (3 minutes each)

Treasurer; Public Safety and Code Enforcement; Town Clerk; Public Works; Town Administrator

A.

12. Mayor and Council Reports (3 minutes each)

Council Member Trina Brown – Ward 1

Council Member Kalisha Dixon – Ward 1

Council Member Carrol McBryde – Ward 2

Council Member Marilyn Blount – Ward 2

Mayor Takisha James

A. CM Marilyn Blount, Ward 2

CM Carrol McBryde, Ward 2

CM Trina Brown, Ward 1

CM Kalisha Dixon, Ward 1

Mayor Takisha James

13. Adjournment



TOWN OF BLADENSBURG COUNCIL MEETING | APRIL 14, 2025

April 14, 2025 at 7:15 PM

4229 Edmonston RD, Bladensburg, MD 20710

MINUTES

Public Access Virtual via live stream of the Town's Facebook and YouTube pages:

<https://www.youtube.com/channel/UCoflhVTBeID3c9oH8GYSW0g>

<https://www.facebook.com/Bladensburgmd>

1. Call to Order

Mayor James called the meeting to order at 7:24 pm.

2. Opening Prayer

Council Member Dixon led the prayer.

3. Pledge of Allegiance

Council Member Brown led the Pledge of Allegiance.

4. Approval of Agenda

Mayor James called for a motion to approve the agenda. CM Brown moved the motion; CM McBryde seconded it. Minor corrections were made to the agenda. The motion passed unanimously, 5-0.

5. Presentations

A. Announcement of Open Meetings Act (OMA) | Violation and Oral Summary of the Opinion

Mayor James read the full announcement regarding an Open Meetings Act (OMA) violation.

B. Congressional Update April 2025 | Nicholas Robinson, Community Liaison - Congressman Glen Ivey

Nicholas Robinson provided updates, including the relocation of the Congressman's office from Largo to New Carrollton. He discussed concerns related to Trump administration policies and stated that Congressman Ivey is working with the judicial branch and congressional colleagues to

address them. Resources are available at ivey.house.gov. He also mentioned that the portal for military service academy nominations will open in May.

C. Patriotic Committee | April 2025

Susan McCutcheon provided updates on behalf of Renee Green.

- Memorial Day Ceremony: May 26 at 11 AM, Bladensburg Memorial Park.
- Pearl Harbor Memorial: Rededication during the Memorial Day Ceremony.
- Independence Day Celebration: July 2 at 6:00–9:30 PM (rain date: July 3).
- Peace Cross 100th Anniversary Celebration: July 12 at 11 AM.

6. Approval of Minutes

A. Town Council Minutes | March 10, 2025

Mayor James called for a motion to approve the minutes. CM Dixon moved the motion; CM McBryde seconded. The motion passed unanimously, 5–0.

7. Public Comments

Ms. McCutcheon provided public comment opposing the Maglev train project and expressed disappointment with Governor Moore’s support during his Japan visit.

8. Financial Business

A. FY 2026 Budget and April Financials | Update

Town Administrator Bailey Hedgepeth and Treasurer Tinelli presented the FY2026 budget update, reporting that the initial \$1.5 million deficit has been reduced to approximately \$293,314 through a combination of cost-saving measures, including increased take-home vehicle deductions, the freezing of open staff positions, and a reduction in administrative hours. They also reviewed proposed tax rate options: maintaining the current rate of 74¢ for residential properties, 82¢ for commercial properties, and 85¢ for apartment properties. Key upcoming dates include the Final Budget Work Session on April 29, the Tax Rate Hearing on May 12, and the Final Budget Adoption on June 9.

9. New Business

- A. ORDINANCE 11-2025 | AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO AMEND § 76-4 OF THE TOWN CODE: BUSINESS LICENSE AND PERMIT FEES AND ADDS AN ALARM REGISTRATION FEE.**

The Town Administrator Bailey Hedgepeth introduced the ordinance, the first fee update in seven years. The ordinance includes the addition of a CPI-based adjustment mechanism and introduces an alarm monitoring fee. Chief Collington and Supervisor Rinehart provided additional context. This was the first reading.

- B. ORDINANCE 12-2025 | AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO REPEAL AND REENACT CHAPTER 50, “PROPERTY MAINTENANCE” IN ITS ENTIRETY, TO REPEAL CHAPTER 68, “HOUSING STANDARDS” IN ITS ENTIRETY, AND TO ADOPT CHAPTER 49 “RENTAL HOUSING”.**

The Town Administrator Bailey Hedgepeth, presented this update on property maintenance and housing standards, aligning with Prince George’s County Code. Supervisor Rinehart explained that this establishes a rental housing licensing program with inspection requirements. The Town Clerk Watson read the ordinance into the record.

- C. ORDINANCE 13-2025 | AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO AMEND CHAPTER 112, “VEHICLES AND TRAFFIC”. BY ADOPTING §112-14, “STOP SIGN MONITORING SYSTEMS IN SCHOOL ZONES” TO AUTHORIZE USE OF STOP SIGN MONITORING CAMERAS IN SCHOOL ZONES.**

Town Administrator Bailey Hedgepeth presented the ordinance, which authorized the use of stop sign monitoring cameras in school zones.

- D. RESOLUTION 18-2025 | A RESOLUTION OF THE TOWN COUNCIL OF BLADENSBURG APPOINTING MEMBERS TO THE BOARD OF SUPERVISORS OF ELECTION FOR A TERM BEGINNING APRIL 14, 2025, AND ENDING FEBRUARY 28, 2027.**

The Town Clerk Watson recommended the appointment of five members to the Board. Council agreed to review and decide at the April 29 Special meeting.

- E. RESOLUTION 19-2025 | A RESOLUTION RECOGNIZING ADMINISTRATIVE PROFESSIONALS WEEK, APRIL 20-26, 2025**

Town Administrator Bailey-Hedgepeth presented the resolution. Town Clerk Watson read an abbreviated version.

F. RESOLUTION 20-2025 | A RESOLUTION OF RECOGNIZING NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK, APRIL 13-19, 2025.

Town Administrator Bailey Hedgepeth presented the resolution. Town Clerk Watson read an abbreviated version.

G. RESOLUTION 23-2025 | A JOINT RESOLUTION OF THE MAYORS AND COUNCILS OF THE PORT TOWNS OF BLADENSBURG, COLMAR MANOR, COTTAGE CITY, AND EDMONSTON TO FORM A COMMUNITY DEVELOPMENT CORPORATION (CDC) AND ESTABLISH A GOVERNANCE STRUCTURE.

Town Administrator Bailey-Hedgepeth presented the resolution to establish a CDC with the Port Towns. The Town of Bladensburg will contribute \$30,000–\$35,000 for FY2026. CM Brown called for a motion. CM Blount moved the motion; CM Dixon seconded. The motion passed unanimously, 4–0.

H. CONTRACT APPROVAL | Approval of a Payment in lieu of taxes agreement (PILOT) with Osprey Development, LLC, as approved by the Town Attorney in its final form. (Development: Hamlet Woods II).

Item was postponed to the May 9, 2025 meeting.

I. CONTRACT APPROVAL | Authorization to enter into a Grant Agreement with the Prince George’s County Stormwater Stewardship Award Program (Chesapeake Bay Trust).

The Town Administrator presented the contract for a \$30,000 grant from the Prince George’s County Stormwater Stewardship Program to develop rain garden designs at Mango Café, the Fire Department, and Spring Avenue. CM Brown called for a motion. CM Dixon moved the motion; CM McBryde seconded it. The motion passed unanimously, 4-0.

J. CONTRACT APPROVAL | Approval for the Town Administrator to use grant funding to purchase six (6) license plate readers, related equipment, and warranties in an amount not to exceed \$50,536.09 from Motorola Solutions.

Town Administrator Bailey Hedgepeth presented the \$30,000 grant contract to support rain garden designs at Mango Café, the Fire Department, and Spring Avenue. CM Brown called for a motion. CM Dixon moved; CM McBryde seconded. The motion passed unanimously, 4–0.

K. Discretionary Funds FY 2025 | Town Council Awards - April 2025.

Item moved to the next Council meeting.

10. Staff Reports

Treasurer; Public Safety and Code Enforcement; Town Clerk; Public Works; Town Administrator

A. Town Clerk Report | March 2025

Town clerks report is available online.

- Ethics Commission Update - April 2025 - Information Only

B. Town Treasurer Report | March 2025

Town Treasurer's report is available online.

C. Public Works Department Report | March 2025

Public Works report is available online.

D. Police Department Report | March 2025

Public safety reports are available online.

- Chief Collington advised that the Eggstravaganza event is scheduled for Saturday April 19 from 10:00 AM to 1:00 PM.

E. Town Administrator Report | April 2025

The Town Administrators' report is available online.

- America In Bloom Update | April 2025 - Information Only
- Town Hall Update | April 2025 - Information Only
- Bostwick House | April 2025 - Information Only
- No Mow April | April 2025 - Information Only

11. Mayor and Council Reports

CM Trina Brown (Ward 1) – Mentioned several upcoming events.

CM Kalisha Dixon (Ward 1) – Attended COG and PGCC meetings.

CM Carrol McBryde (Ward 2) – Attended COG and PGCC meetings.

CM Marilyn Blount (Ward 2) – Read a message for the seniors.

12. Adjournment

CM Brown called for a motion to adjourn. CM Dixon moved the motion; CM Blount seconded. The meeting was adjourned at 8:39 PM.



SPECIAL TOWN COUNCIL MEETING | APRIL 14, 2025

April 14, 2025 at 7:00 PM

4229 Edmonston RD, Bladensburg, MD 20710

MINUTES

Public Access Virtual via live stream of the Town's Facebook and YouTube pages:

<https://www.youtube.com/channel/UCoflhVTBelD3c9oH8GYSW0g>

<https://www.facebook.com/Bladensburgmd>

1. Call to Order

Mayor James called the meeting to order at 7:02 pm.

2. Approval of Agenda

Mayor James called for a motion to approve the agenda. CM Dixon moved the motion; CM McBryde seconded. The motion passed unanimously, 5-0.

3. New Business

A. ANNEXATION PLAN | (AMENDING RES. 07-2025) Resolution 21 -2025 | FOR THE

ANNEXATION OF CERTAIN TAX-EXEMPT REAL PROPERTY LOCATED GENERALLY SOUTH OF THE PRESENT CORPORATE LIMITS OF THE TOWN OF BLADENSBURG INCLUDING A SEGMENT OF THE RIGHT OF WAY OF KENILWORTH AVENUE (MD 201) AND ABUTTING LAND OWNED BY THE WASHINGTON SUBURBAN SANITARY COMMISSION (PARCEL 156), THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION (PARCEL 155), AND THE SALVATION ARMY (LOT 4), AND A SEGMENT OF THE PUBLIC RIGHT OF WAY KNOWN AS LLOYD STREET (CO. ROUTE NO. 2773) CONTAINING A TOTAL OF 26 ACRES OF LAND MORE OR LESS AND INCLUDING ANY PUBLIC OR PRIVATE WAYS FOUND THEREIN AS FURTHER DESCRIBED BELOW IN THIS ANNEXATION PLAN.

Town Clerk Watson read the title of the resolution into the record. Mayor James called for a motion to waive the full reading and proceed directly to discussion and vote. CM Brown moved the motion; CM Blount seconded. Town Clerk Watson conducted a roll call vote. The motion passed unanimously, 5-0.

Mayor James then called for a motion to adopt the resolution. CM Brown moved the motion; CM Blount seconded. Town Clerk Watson conducted a roll call vote. The motion passed unanimously, 5-0.

B. ANNEXATION RESOLUTION NO. 01-2025A - INTRODUCTION | A RESOLUTION BY THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO AMEND ANNEXATION RESOLUTION 01-2025 TO EXCISE CERTAIN PROPERTIES AND ENLARGE THE CORPORATE BOUNDARIES OF THE TOWN BY ANNEXATION OF 26 ACRES OF LAND MORE OR LESS IN LIEU OF APPROXIMATELY 113 ACRES AS ORIGINALLY PROPOSED

Mayor James moved to waive the full reading. CM Dixon moved the motion; CM McBryde seconded. Town Clerk Watson conducted a roll call vote. The motion passed unanimously, 5-0.

Town Clerk Watson then read the title of the resolution into the record. This marked the first introduction of Resolution 01-2025A.

C. ANNEXATION PLAN | Resolution 22-2025 | FOR THE ANNEXATION OF CERTAIN TAX-EXEMPT OR OTHER PUBLICLY-OWNED REAL PROPERTY LOCATED GENERALLY EAST OF THE PRESENT CORPORATE LIMITS OF THE TOWN OF BLADENSBURG INCLUDING A SEGMENT OF THE RIGHT OF WAY KNOWN AS LANDOVER ROAD (MD 202), A SEGMENT OF 55TH AVENUE (COUNTY ROUTE INDEX NO. CO 897), AND A SEGMENT OF QUINCY STREET (COUNTY ROUTE INDEX NO. 330) ABUTTING AND NEAR CERTAIN PROPERTIES COMMONLY KNOWN AS THE PUBLIC PLAYHOUSE CULTURAL ARTS CENTER AND VILLA HEIGHTS – POWELL’S ADDITION, INCLUDING APPROXIMATELY FOUR PARCELS AND THREE LOTS LOCATED AT OR NEAR 5401, 5445, & 5503 LANDOVER ROAD AND 5450 QUINCY STREET, WHICH IS A TOTAL OF 7.0642 ACRES OF LAND MORE OR LESS, AS FURTHER DESCRIBED BELOW IN THIS ANNEXATION PLAN.

Town Clerk Watson read the title of the resolution into the record.

Mayor James moved to waive the full reading. CM Brown moved the motion; CM Dixon seconded. Town Clerk Watson conducted a roll call vote. The motion passed unanimously, 5-0.

Mayor James called for a motion to adopt the resolution. CM Dixon moved the motion; CM McBryde seconded. Town Clerk Watson conducted a roll call vote. The motion passed unanimously, 5-0.

D. ANNEXATION RESOLUTION NO. 02-2025 - INTRODUCTION | A RESOLUTION BY THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO ENLARGE THE CORPORATE BOUNDARIES OF THE TOWN BY ANNEXATION OF 7.0642 ACRES OF LAND MORE OR LESS

Mayor James moved to waive the full reading. CM Blount moved the motion; CM McBryde seconded. Town Clerk Watson conducted a roll call vote. The motion passed unanimously, 5-0.

This marked the first introduction of Resolution 02-2025.

4. Adjournment

Mayor James called for a motion to adjourn the meeting. CM Dixon moved the motion; CM McBryde seconded. The meeting was adjourned at 7:20 PM.



SPECIAL TOWN COUNCIL MEETING | MAY 12, 2025

May 12, 2025 at 7:00 PM

4229 Edmonston RD, Bladensburg, MD 20710

MINUTES

Public Access Virtual via live stream of the Town's Facebook and YouTube pages:

<https://www.youtube.com/channel/UCoflhVTBeID3c9oH8GYSW0g>

<https://www.facebook.com/Bladensburgmd>

1. Call to Order

Mayor James called the meeting to order at 7:07 pm

2. Approval of Agenda

Mayor James called for a motion to approve the agenda. Council Member McBryde made the motion, which was seconded by Council Member Brown. The motion passed unanimously with a vote of 5-0.

3. Unfinished Business

4. New Business

A. Tax Rate Hearing | FY 2025 -2026

i. Tax Rate Public Hearing - Reading

ii. Public Comments are limited to the Tax Rate for three minutes each speaker.

iii. Close Hearing

Town Administrator Bailey Hedgepath read the procedure for the tax rate. There were no comments from the public. Mayor James called for a motion to close the hearing; Council Member Dixon made the motion, which was seconded by Council Member McBryde. The motion passed unanimously with a vote of 5-0.

B. ANNEXATION RESOLUTION NO. 02-2025 | A RESOLUTION BY THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO ENLARGE THE CORPORATE BOUNDARIES OF THE TOWN BY

ANNEXATION OF 7.0642 ACRES OF LAND MORE OR LESS. **SECOND READING - PUBLIC HEARING.**

Mayor James read the Annexation Resolution. No representatives were present. Town Administrator Bailey Hedgepath read the public comments that had been submitted and entered the responses into the record.

Mayor James then called for a motion to approve the resolution. Council Member Brown made the motion, which was seconded by Council Member Dixon. Town Clerk Watson conducted a roll call vote, and the motion passed unanimously.

Following this, Mayor James called for a motion to conclude the public hearing. Council Member McBryde moved the motion, seconded by Council Member Dixon. The motion passed unanimously.

C. ANNEXATION PLAN Resolution 24- 2025 | FOR THE ANNEXATION OF CERTAIN TAX-EXEMPT OR OTHER PUBLICLY OWNED REAL PROPERTY LOCATED GENERALLY SOUTH AND WEST OF THE PRESENT CORPORATE LIMITS OF THE TOWN OF BLADENSBURG INCLUDING APPROXIMATELY FIVE PARCELS LOCATED AT OR NEAR BLADENSBURG WATERFRONT PARK ALONG THE ANACOSTIA RIVER, WHICH IS A TOTAL OF 31.032 ACRES OF LAND, MORE OR LESS, AS FURTHER DESCRIBED BELOW IN THIS ANNEXATION PLAN.

Town Clerk Watson read the short title of the resolution.

Mayor James called for a motion to waive the full reading and proceed to a vote. Council Member McBryde made the motion, which was seconded by Council Member Brown. Town Clerk Watson called the roll for the vote, and the motion passed unanimously.

Mayor James then called for a motion to adopt the resolution. Council Member Dixon made the motion, seconded by Council Member Blount. Town Clerk Watson called the roll for the vote, and the motion passed unanimously.

D. ANNEXATION RESOLUTION NO. 03-2025 - INTRODUCTION | A RESOLUTION BY THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO ENLARGE THE CORPORATE BOUNDARIES OF THE TOWN BY ANNEXATION OF 31.032 ACRES OF LAND MORE OR LESS.

Mayor James called for a motion to waive the full reading. Council Member Blount made the motion, which was seconded by Council Member McBryde. Town Clerk Watson called the roll for the vote, and the motion passed unanimously. This marked the first reading of the ordinance

5. Adjournment

Mayor James called for a motion to adjourn the meeting. CM Dixon moved the motion, and CM Brown seconded it. The meeting was adjourned at 7:29 pm.



TOWN COUNCIL MEETING | MAY 12, 2025

May 12, 2025 at 7:15 PM

4229 Edmonston RD, Bladensburg, MD 20710

MINUTES

Public Access Virtual via live stream of the Town's Facebook and YouTube pages:

<https://www.youtube.com/channel/UCoflhVTBeID3c9oH8GYSW0g>

<https://www.facebook.com/Bladensburgmd>

1. Call to Order

Mayor James called the meeting to order at 7:31 pm.

2. Opening Prayer

Council Member McBryde led the prayer.

3. Pledge of Allegiance

Mayor James led the pledge of allegiance.

4. Approval of Agenda

Mayor James called for a motion to approve the agenda. CM Dixon moved the motion; CM McBryde seconded it. The motion passed unanimously, 5-0.

5. Presentations

A. Recognition of Staff | Municipal Clerk Week, Police Week, and Public Works Week

Town Administrator Bailey Hedgepath presented three proclamations recognizing Municipal Clerks Week, Police Week, and Public Works Week.

B. Patriotic Committee | Renee Green

Ms. presented upcoming patriotic events, including the Memorial Day ceremony on May 26, 2025, at 11:00 a.m., featuring the Pearl Harbor Memorial rededication; the Independence Day celebration on July 2, 2025, from 6:00 to 9:30 p.m.; and the Peace Cross 100th Anniversary ceremony on July 12, 2025.

6. Approval of Minutes

A. Town Council Meeting Minutes | April 14, 2025

B. Town Council Special Meeting Minutes | April 14, 2025

Approval of the minutes was moved to the June 9th Council meeting

7. Public Comments

Mr. Weitz thanked the Town for hosting Bostwick Day and suggested improvements to accessibility.

8. Unfinished Business

A. ORDINANCE 11-2025 | AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO AMEND § 76-4 OF THE TOWN CODE: BUSINESS LICENSE AND PERMIT FEES AND ADDS AN ALARM REGISTRATION FEE. SECOND READING.

Mayor James called for a motion to adopt Ordinance 11-2025. Council Member Dixon moved to approve the ordinance, and Council Member Brown seconded the motion. The motion passed unanimously.

B. ORDINANCE 12-2025 | AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO REPEAL AND REENACT CHAPTER 50, "PROPERTY MAINTENANCE" IN ITS ENTIRETY, TO REPEAL CHAPTER 68, "HOUSING STANDARDS" IN ITS ENTIRETY, AND TO ADOPT CHAPTER 49 "RENTAL HOUSING". SECOND READING.

Mayor James called for a motion to adopt Ordinance 12-2025. Council Member McBryde moved the motion, which was seconded by Council Member Dixon. The motion passed unanimously.

C. ORDINANCE 13-2025 | AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BLADENSBURG TO AMEND CHAPTER 112, "VEHICLES AND TRAFFIC". BY ADOPTING §112-14, "STOP SIGN MONITORING SYSTEMS IN SCHOOL ZONES" TO AUTHORIZE USE OF STOP SIGN MONITORING CAMERAS IN SCHOOL ZONES. SECOND READING.

Mayor James called for a motion to adopt Ordinance 13-2025. Council Member Brown moved the motion, which was seconded by Council Member Blount. The motion passed unanimously.

9. Financial Business

- A. BUDGET ORDINANCE NO: 01 – 2026 |** AN ORDINANCE TO LEVY THE REAL PROPERTY AND PERSONAL PROPERTY TAX RATES AND APPROPRIATE AND ADOPT THE OPERATING BUDGET OF THE MAYOR AND TOWN COUNCIL OF BLADENSBURG, MARYLAND, FOR THE 2026 FISCAL YEAR OF JULY 1, 2025, THROUGH JUNE 30, 2026. **FIRST READING.**

Town Administrator Bailey Hedgepath read Budget Ordinance 01-2026, outlining the proposed budget for the upcoming fiscal year. This marked the first reading of the ordinance.

10. New Business

- A. Resolution 25-2025:** A Resolution of the Town of Bladensburg Celebrating Municipal Clerk’s Week from May 4, 2025, to May 10, 2025.

This was acknowledged during the opening presentations of the meeting.

- B. Resolution 26-2025:** A Resolution of the Town of Bladensburg Celebrating National Police Week, May 11 - 17, 2025 and Expressing Gratitude to the Bladensburg Police Department. (2 minutes)

This was acknowledged during the opening presentations of the meeting.

- C. Resolution 27-2025:** A Resolution of the Town of Bladensburg Recognizing Public Works Week, May 18 - 24, 2025.

This was acknowledged during the opening presentations of the meeting.

- D. Resolution 28-2025:** A Resolution of support for an application for grant funding from the National Fish and Wildlife Foundation for a Chesapeake Bay project.

Town Administrator Bailey Hedgepath provided an overview of Resolution 28-2025. Mayor James called for a motion to adopt the resolution. Council Member Dixon made the motion, which was seconded by Council Member McBryde. The motion passed unanimously.

- E. Resolution 29-2025:** A Resolution in support of the operating assistance grant application for technical assistance funding through the Maryland Department of Housing and Community Development (DHCD).

Town Administrator Bailey Hedgepath provided an overview of Resolution 29-2025. Mayor James called for a motion to approve the resolution. Council Member McBryde made the motion, which was seconded by Council Member Blount. The motion passed unanimously.

- F. CONTRACT APPROVAL:** Approval of a contract for repairs to Bostwick House - Wash House Stabilization, using MNCPPC Historic Preservation funds.

This item was moved to the June 9th Council meeting for further consideration.

- G. CONTRACT APPROVAL:** Approval for a contract with Hyp-Tro Building Services, LLC for Janitorial Services.

Mayor James called for a motion to approve the contract. Council Member Blount made the motion, which was seconded by Council Member McBryde. The motion passed unanimously.

- H. CONTRACT APPROVAL:** Approval of a contract with NovoaGlobal for Stop Sign Camera Program in the Town of Bladensburg.

Mayor James called for a motion to approve the contract. Council Member McBryde made the motion, which was seconded by Council Member Dixon. The motion passed unanimously.

- I. CONTRACT APPROVAL |** Approval of a contract with MuniCollect for Collection Services for the Town of Bladensburg.

Mayor James called for a motion to approve the contract. Council Member Dixon made the motion, which was seconded by Council Member McBryde. The motion passed unanimously.

- J. Discretionary Funds FY 2025 |** Town Council Awards – April / May 2025

Mayor James called for a motion to approve the use of her discretionary funds to support the ‘Lead by Example’ initiative. Council Member McBryde made the motion, which was seconded by Council Member Blount. The motion passed unanimously.

- K. Soaring Eagle Scholarship FY 2025 |** Town Council Awards – May 2025

Town Administrator Bailey Hedgepath provided an overview of the scholarship program and noted the students who were referred for the scholarship. Mayor James called for a motion to approve the scholarships. Council Member Dixon made the motion, which was seconded by Council Member McBryde. The motion passed unanimously.

11. Staff Reports

Treasurer; Public Safety and Code Enforcement; Town Clerk; Public Works; Town Administrator

A. Town Treasurer | April 2025

Town Treasurer Tinelli presented the financial report, noting that the Town is currently operating at a deficit and is awaiting upcoming tax disbursements.

B. Public Safety and Code Enforcement | April 2025

Chief Collington gave a speech thanking the officers. His complete report is available online.

C. Town Clerk | April 2025

Town Clerk Watson provided a brief update on the Board of Supervisors of Election and advised that her full report is available online.

D. Public Works | April 2025

Public Works Supervisor Hall provided an update on the Public Works building. His full report is available online.

E. Town Administrator | May 2025

Town Administrator Bailey Hedgepath provided an update on Town Hall and advised that her full report is available online.

12. Mayor and Council Reports

Council Member Kalisha Dixon – Ward 1

Council Member Dixon advised she attended the Eggstravaganza event.

Council Member Carrol McBryde – Ward 2

Council Member McBryde advised that she attended the Eggstravaganza event, the Bostwick House event, and the business owners meeting.

Council Member Marilyn Blount – Ward 2

Council Member Blount thanked everyone for the Easter Egg Hunt event and noted that she will be attending the upcoming safety meeting.

Mayor Takisha James

Mayor James attended several events, including the Port Towns meeting. She also encouraged everyone to attend the upcoming mental health event.

13. Adjournment

CM Brown called for a motion to adjourn. CM Blount moved the motion; CM Dixon seconded. The meeting was adjourned at 8:45 pm



Agenda Item Summary Report

Meeting Date: May 12, 2025 June 9, 2025	Submitted by: Michelle Bailey Hedgepeth Vito Tinelli, Treasurer
Item Title: BUDGET ORDINANCE NO: 01 – 2026 FY 2026 Budget and Tax Rate Adoption	
BUDGET ORDINANCE NO: 01 – 2026 AN ORDINANCE TO LEVY THE REAL PROPERTY AND PERSONAL PROPERTY TAX RATES AND APPROPRIATE AND ADOPT THE OPERATING BUDGET OF THE MAYOR AND TOWN COUNCIL OF BLADENSBURG, MARYLAND, FOR THE 2026 FISCAL YEAR OF <u>JULY 1, 2025</u>, THROUGH <u>JUNE 30, 2026</u>. SECOND READING	
Work Session Item [X] Council Meeting Item [X]	Documentation Attached: Ordinance No. 01-2026 Budget Document FY 2026
Recommended Action:	
Second Reading: Budget Ordinance No. 01-2026, this is the adoption and second reading of the budget ordinance,, which implements tax rates and assessments for Fiscal Year 2026.	
<p>Summary: The proposed FY 2026 Budget Ordinance No. 01–2026 establishes the official tax levies and appropriates the operating budget for the Town of Bladensburg for the fiscal year beginning July 1, 2025, and ending June 30, 2026. In accordance with Article 501 of the Town Charter, the budget outlines financial priorities and authorizes municipal operations across departments and services.</p> <p>Key Provisions Include:</p> <ul style="list-style-type: none"> • Real Property Tax Rates: <ul style="list-style-type: none"> ○ Residential: \$0.74 per \$100 of assessed value ○ Commercial: \$0.82 per \$100 of assessed value ○ Industrial: \$0.82 per \$100 of assessed value ○ Apartments: \$0.85 per \$100 of assessed value • Business Personal Property Tax Rates: <ul style="list-style-type: none"> ○ General Business Personal Property: \$2.50 per \$100 assessed ○ Public Utilities and Railroads: \$3.25 per \$100 assessed • The ordinance adopts the FY 2026 Operating Budget, which supports essential municipal functions, staff, capital projects, and community services. <p>Upon adoption, the ordinance will be authenticated by the Mayor and Town Clerk and posted at Town Hall for public inspection for no fewer than ten (10) days.</p> <p>This budget reflects the Town’s continued commitment to fiscal responsibility, high-quality services, and investment in community priorities. Staff will be available to answer any questions.</p>	
Budgeted Item: Yes [] No [] Budgeted Amount: One-Time Cost: Ongoing Cost:	Continued Date:
Council Priority: Yes [] No []	Approved Date:

TOWN OF BLADENSBURG

4229 Edmonston Road
Bladensburg, Maryland



First Reading: May 12, 2025

Second Reading: June 9, 2025

PROPOSED FY 2026 | BUDGET ORDINANCE NO: 01 – 2026

AN ORDINANCE TO LEVY THE REAL PROPERTY AND PERSONAL PROPERTY TAX RATES AND APPROPRIATE AND ADOPT THE OPERATING BUDGET OF THE MAYOR AND TOWN COUNCIL OF BLADENSBURG, MARYLAND, FOR THE 2026 FISCAL YEAR OF JULY 1, 2025, THROUGH JUNE 30, 2026.

BE IT ENACTED AND ORDAINED by the Mayor and Town Council of Bladensburg that pursuant to the authority contained in Article 501 of the Charter of the Town of Bladensburg, the Town Budget for the Fiscal Year 2026 is attached hereto and;

BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Town Council of Bladensburg that the **Residential Single Family property tax levy** for the fiscal year commencing July 1, 2025, be, and the same is hereby set, at \$0.74 per \$100 of full value assessment on all taxable real property located within the corporate limits of the Town of Bladensburg; and

BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Town Council of Bladensburg that the **Commercial property tax levy** for the fiscal year commencing July 1, 2025, be, and the same is hereby set, at \$0.82 per \$100 of full value assessment on all taxable real property located within the corporate limits of the Town of Bladensburg; and

BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Town Council of Bladensburg that the **Industrial property tax levy** for the fiscal year commencing July 1, 2025, be, and the same is hereby set, at \$0.82 per \$100 of full value assessment on all taxable real property located within the corporate limits of the Town of Bladensburg; and

BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Town Council of Bladensburg that the **Apartments property tax levy** for the fiscal year commencing July 1, 2025, be, and the same is hereby set, at \$0.85 per \$100 of full value assessment on all taxable real property located within the corporate limits of the Town of Bladensburg; and

BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Town Council of Bladensburg that the **Business Personal Property tax levy** for the fiscal year commencing July 1, 2025, be, and the same is hereby set, at \$2.50 per \$100 of full value assessment on all taxable business personal property within the corporate limits of the Town of Bladensburg, besides Public Utilities and Railroads; and

BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Town Council of Bladensburg that the **Business Personal Property tax levy for Public Utilities and Railroads** for the fiscal year commencing July 1, 2025, be, and the same is hereby set, at **\$3.25** per \$100 of full value assessment on all taxable business personal property within the corporate limits of the Town of Bladensburg; and

BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Town Council of Bladensburg that the general operating budget for Fiscal Year 2026 is attached and will be and is hereby adopted; and

BE IT FURTHER ENACTED AND ORDAINED that upon adoption of this Ordinance, the same shall be authenticated by the signature of the Mayor and Town Clerk to be recorded among the Town books and kept for that purpose, and that a certified copy of the Ordinance shall be posted in the Town Hall in public view for a period of not less than ten (10) days after its passage; and

BE IT FURTHER ENACTED AND ORDAINED that this Ordinance shall be effective on the first day of July 2025. The requirement for reading this Ordinance at two (2) separate meetings was fulfilled on May 12, 2025, and June 9, 2025.

INTRODUCED by the Mayor and Council of the Town of Bladensburg at a Town Council meeting on May 12, 2025, and thereafter, this Ordinance was prominently posted in the Town Hall and available for inspection by the public.

By Order of the Mayor and Town Council

Attest:

Regine Watson, Town Clerk

Takisha James, Mayor



FY2026 FINAL BUDGET

Prepared By:

Michelle Bailey-Hedgepeth
-Town Administrator

Vito Tinelli
-Town Treasurer

June 9, 2025



OPENING LETTER

FROM THE TOWN ADMINISTRATOR

Mayor, Council, and Residents of the Town of Bladensburg,
It is my honor to present the Fiscal Year 2026 Budget for the Town of Bladensburg. This budget reflects months of dedicated work by the Town's Leadership Team, particularly with the close collaboration with Mr. Vito Tinelli, Town Treasurer, with vital contributions from Chief Tyrone Collington, Ms. Regine Watson, Town Clerk, and other department heads. This marks the second year we have utilized the updated format recommended by the Government Finance Officers Association (GFOA) to enhance clarity,

transparency, and usability. We also held a series of budget sessions and frequent updates to align with best practices and ensure thoughtful decision-making throughout the process.

Commitment to Transparency and Fiscal Responsibility

The FY 2026 Budget underscores our continued commitment to fiscal stewardship, transparency, and public accountability. The full document will be published on the Town's website and shared across social media platforms and internal staff channels, ensuring accessibility for all stakeholders.

Since my arrival, I have observed a growing level of discipline and strategy in our budget process. We are continuously working to build a stronger foundation for long-term financial health and operational excellence.

Economic Conditions and Budget Realignment

The past year has brought significant economic challenges and structural financial pressures. Early in this cycle—and as far back as FY 2024—we identified several ongoing structural deficits, largely resulting from the expiration of American Rescue Plan Act (ARPA) funds. While ARPA provided much-needed support during the pandemic, it also led to expanded services that now require sustainable funding sources. Over the last two years, we have identified these sources, but it is an evolving issue due to the uncertainty of federal funding and its overall effect on the Maryland economy. This year's budget reflects our efforts to realign spending with the Town's core values:

- Public Safety
- Resident Services
- Economic Development
- Financial Sustainability



Furthermore, we looked at aligning our operations in the stead; We enacted the following measures:

- Reviewed and updated the Business License Fees and a new Municipal Fine Schedule
- Implementation of a Collection contract for past due fines and the implementation of online auctions to reduce surplus and forfeited items.
- Due to staffing decreases, we will rely more on technology to automate administrative functions and move some processes online.

We recognize that many residents and business owners are still coping with the impacts of layoffs, inflation, and global tariffs. In response, the Town has taken meaningful steps to reduce personnel, supply, and discretionary spending while avoiding passing additional burdens onto our residents whenever possible.

Grants, Capital Investments, and Strategic Partnerships

Despite operational constraints, we have made substantial strides in securing state and federal grants for critical infrastructure and public safety initiatives. These funds have allowed us to move forward on long-delayed capital projects. However, it is essential to note that such funds are restricted to capital use and do not resolve operational deficits. Additionally, we have engaged specialized consultants in key areas—Economic Development, Legislative Affairs, Grants, Human Resources, and Historic Preservation. These partnerships have begun delivering long-term value, positioning us to operate more efficiently while expanding our services and project delivery.

Looking Ahead: Conservative Forecasting, Strategic Growth

Our FY 2026 revenue projections follow a conservative approach, informed by both historical data and current economic forecasts. While we remain cautious, we are also optimistic about Maryland's ongoing economic growth.

We recognize that modest revenue enhancements, including tax increases, may be necessary to sustain essential services and meet future demands. These decisions will be made with care, transparency, and in accordance with the public interest.

The budget is a living document, and our commitment to responsible stewardship does not end with adoption. We will continue to monitor, adjust, and communicate financial changes with the Council throughout the fiscal year.

Closing Remarks

The FY 2026 Budget is the product of collaboration, accountability, and long-term planning. It reflects the evolving needs of our community, the realities of our financial landscape, and our unwavering commitment to the residents and businesses of Bladensburg.

I want to thank the Mayor and Town Council for their support and trust in both me and our staff. As we progress, I remain committed to strengthening the Town's fiscal foundation and ensuring we serve our community with integrity, empathy, and professionalism.

Michelle Bailey-Hedgepeth

Town Administrator

ABOUT BLADENSBURG

About us

Bladensburg, Maryland, is a historic residential suburb near Washington, D.C., located along the scenic Anacostia River. Founded in 1742 by Provincial Governor Thomas Bladen and incorporated in 1854, the town is a vibrant part of the Port Towns community group. Bladensburg operates under a Council-Town Administrator system with a mayor and four council members serving staggered four-year terms. The Honorable Takisha James currently serves as Mayor, alongside Council Members Trina Brown and Kalisha Dixon (Ward 1), and Carrol McBryde and Marilyn Blount (Ward 2). The Council acts as the legislative body, while the Town Administrator oversees daily operations.

The full-service Public Safety Department, led by the Police Chief, manages patrol, investigations, the Community Action Team, K-9 and Special Assignment Teams, along with Dispatch and Code Enforcement. The Town also includes departments for Public Works, a Town Treasurer, a Town Clerk, Special Events, and Public Information.

Bladensburg experienced notable growth in the early 20th century with the development of Decatur Heights (1914, 1917) and the Sunnybrook subdivision (1947). Its rich heritage and proximity to the Anacostia River have long made it a point of interest, highlighted through tours, preservation efforts, and historical signage.

According to the 2022 U.S. Census update, the town has 9,591 residents, with a median household income of \$54,208 and a median age of 35.3. Covering just one square mile, it lies only 8.6 miles from Washington, D.C., bordering the capital to the south. Bladensburg features a diverse population and workforce, including service providers, office workers, and professionals. Its historical roots, strategic location, and cultural richness make it a remarkable place to live, work, and visit.





TOWN

COUNCIL



Takisha James
Mayor



Trina Brown
Council Member, Ward 1



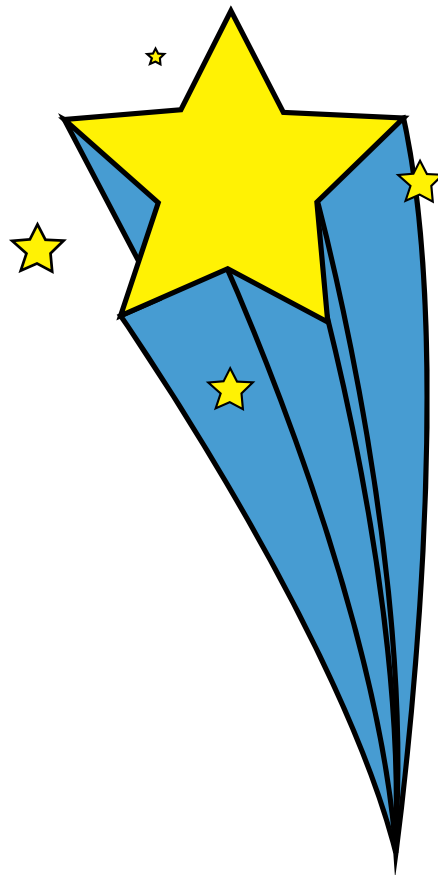
Kalisha Dixon
Council Member, Ward 1



Marilyn Blount
Council Member, Ward 2



Carrol McBryde
Council Member, Ward 2



The Town of Bladensburg Mayor and Council for FY 2026

ORGANIZATION CHART

Appointed Professionals

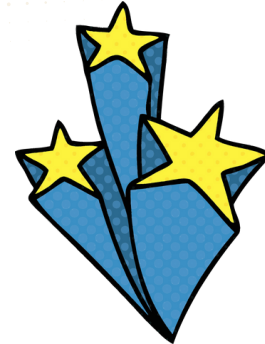
Town Attorney
Town Engineer
Auditor



Mayor and Council



Town Administrator
Michelle Bailey-Hedgepeth



Town Administration

Public Works

Public Safety



Town Clerk ■
Regine Watson



Town Treasurer ■
Vito Tinelli



Public Works Supervisor ■
Purnell Hall



Chief of Police ■
Tyrone Collington Sr.



Administrative Assistant
Jessica Amaya



Finance Clerk
Christina Daves



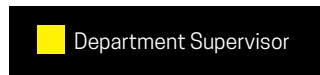
Public Works Staff



Code Enforcement Supervisor ■
Shaun Rinehart



Marketing Specialist
Ray Jefferies



Code Enforcement Staff



Command Staff



Interns/Cadets



Administrative Staff



Communications



Police Officers

FY 2026

BUDGET ASSUMPTIONS

The following Budget Assumptions were shared with the Town Council and at Public Meetings as part of the FY 2026 Budget Process.

Compensation

- NO COLA and Merit for Town Employees for Fiscal Year FY 2026
- Cost shift of .5 FTE to Green Coordinator Position
- Increased insurance contributions by employees
- Increased contributions for employees who have take-home vehicles
- Ongoing evaluation of staffing priorities and employee hours

Spending Cuts

- Reductions to Discretionary Spending, such as training and travel, reduction in spending on events, and supply budgets.
- Reductions to internal contracts and services
- Hiring Freeze | Freezing of vacant positions
- A suspension of Capital Spending that is not grant-funded.

Tax Increases and/or changes of Tax Rate to Reduce Fund Balance Transfer:**Tax Rate Increase FY 2026 Railroad and Public Utility Tax**

What is the Railroad and Public Utility Tax? In the State of Maryland, Public Utilities are regulated as “public service companies.” The Railroad and Public Utility assessments are certified by the Department of Assessments and Taxation, State of Maryland. The Public Utility and railroad property include all property needed to operate the business in the Town. It includes real property, such as lands and buildings. It also includes personal property such as telephone or electric poles, towers, lines, cables, meters, transmission, distribution mains, and other equipment used to operate the utility.

Current Rate: 2.75 per \$100 of Assessed valuation

Proposed Rate: 3.25 per \$100 of Assessed valuation



FY 2026

BUDGET ASSUMPTIONS**Tax Increase for Apartments, Commercial, and Industrial Properties within the Town.**

What does this mean? A real property tax is a local tax on the value of real estate. The property owner will receive a property tax bill each year. The property tax bills for the residents of the Town of Bladensburg are issued in July / August of each year by Prince George's County. The tax bill amount is determined by (1) the assessments and (2) the property taxes.

Tax Increase on Business Personal Property

What is this? In Maryland, a tax is imposed and collected by local governments on business-owned personal property. The Department of Assessments and Taxation is responsible for the assessment of all personal property throughout Maryland.

Personal property generally includes furniture, fixtures, office and industrial equipment, machinery, tools, supplies, inventory, and any other property not classified as real property. The Town bills and collects this Tax on an annual basis.

Current Tax Rate: 2.09 per 100 of assessed value (.0209) Proposed Tax: 2.50 per 100 of assessed value (.0250)

Increase of Apartment, Commercial, and Industrial Tax Rates

The Current Apartment Tax Rate is \$0.80 per \$100 of assessed value.

All other residential areas **will remain** at \$0.74 per \$100 of assessed value.

- Proposed Apartment Tax Rates: \$0.85 per \$ 100 of assessed value
- Proposed Commercial and Industrial Tax Rates: \$0.82 per 100 of assessed value

OVERALL TAX CHANGES FOR FY2026**Increase Utilities and Railroads Business Tax:**

Increasing Business Personal Property Tax on Utilities and Railroads from \$2.75 to \$3.25 per \$100

Total potential increase: \$60,000

Requires only a Mayor and Council Action –No Constant Yield Process

Increase Business Personal Property Tax:

Increasing Business Personal Property Tax from \$2.09 to \$2.50 per \$100

Total potential increase: \$150,000

Requires only a Mayor and Council Action –No Constant Yield Process

Increase Real Estate Tax for Apartments:

Increasing real estate tax rate from \$.80per \$100 to \$.85 per \$100

Total potential increase: approximately \$150,000

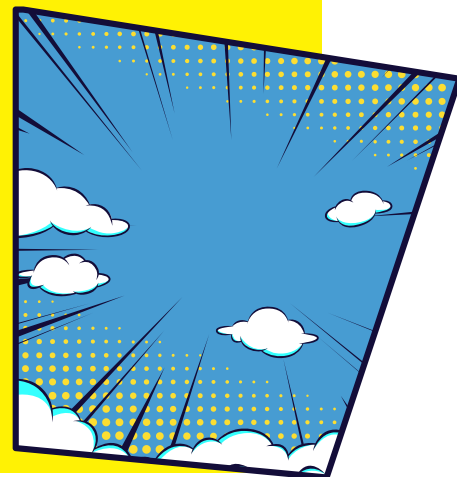
Advertised and posted as part of Constant Yield on May 12, 2025.

Increase Business and Industrial Real Estate Taxes:

Increasing real estate tax rate from \$.74 per \$100 to \$.82 per \$100

Total potential increase: approximately \$170,000

Advertised and posted as part of Constant Yield on May 12, 2025



FY 2026

BUDGET ASSUMPTIONS**Financial Stressors / Economic Conditions:**

In developing the Budget for FY 2026, management has identified several financial stressors and economic conditions that require consideration. These factors have been evaluated and may need further study for future fiscal planning.

Inflation:

As of April 2025, the annual inflation rate in the United States has risen to 3.1%, up from 2.8% in February 2025. (Source: BLS.gov) This increase reflects a continued upward trajectory in the general price level, affecting the purchasing power of both the Town's budget and its residents. Significant contributors to this inflation include rising costs in shelter, gasoline, and food. As inflation pressures persist, it becomes increasingly important to closely monitor these trends. They can have a profound impact on long-term financial projections, budgetary allocations, and the affordability of municipal services for residents.

Fuel Costs:

Fuel expenses are a key factor in the Town of Bladensburg's operational budget, directly impacting municipal transportation and various services. As of May 2025, the average price for regular gasoline in the United States stands at \$3.15 per gallon, marking a 2.0% increase from March 2025. While fuel prices have remained relatively stable with gradual increases, they still introduce an element of uncertainty into the budget. Predictable fuel costs help ensure smooth fiscal planning, but unexpected fluctuations, whether upwards or downwards, could significantly alter operational expenses. It is essential for the Town to continuously monitor fuel price trends to adjust forecasts and mitigate the financial impact.

Economic Growth and Trade Policies:

Global economic conditions and national trade policies continue to shape local economies in complex ways. Recent analyses suggest that ongoing trade tensions and shifting international relations may further dampen global growth projections, with the U.S. GDP growth now forecasted to slow to 2.0% in 2025, down from earlier estimates. These broader economic trends could have ripple effects on local economies, impacting revenue streams, employment rates, and the ability to attract investment in community projects. As these macroeconomic indicators evolve, it is crucial for the Town to factor them into financial planning and long-term budgeting strategies to ensure fiscal resilience amidst uncertainty.



FY 2026

BUDGET ASSUMPTIONS**Interest Rates and Monetary Policy:**

The Federal Reserve's monetary policy has a direct impact on borrowing costs and investment returns. While the Federal Reserve is currently maintaining its benchmark interest rate, there is a growing consensus that rate cuts may occur later in the year if economic conditions weaken.

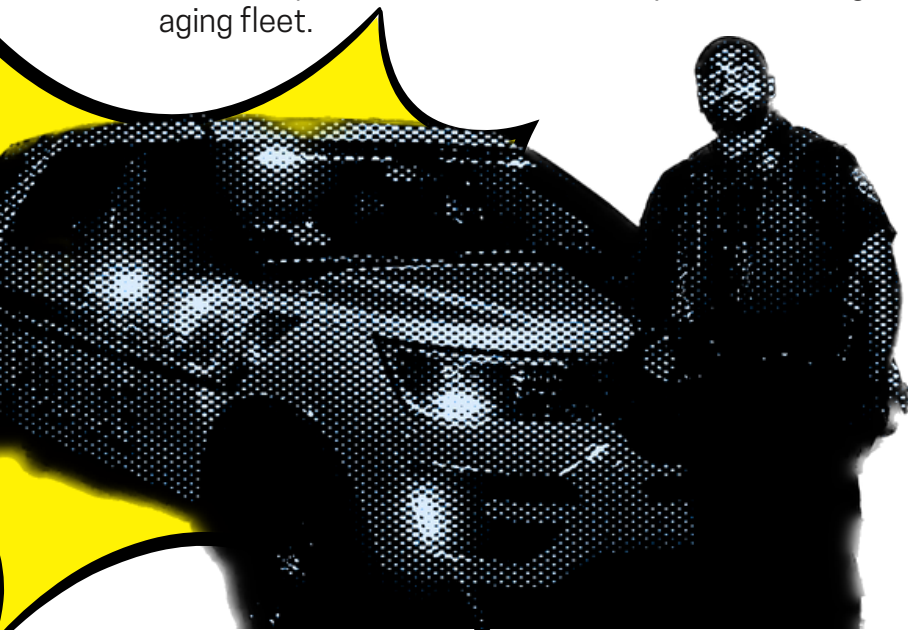
Changes in interest rates can influence the Town's ability to obtain affordable debt servicing costs when developing the Town Hall. It also may have an effect on investment income, necessitating vigilant monitoring to adjust financial strategies

Fleet Replacements:

In recent years, the Town of Bladensburg has adopted a pay-as-you-go approach to vehicle replacement, allowing for more flexible financial management. With the significant influx of funds from the American Rescue Plan Act (ARPA) and speed camera revenues over the past two years, the Town has successfully acquired over 20 new vehicles, effectively replacing one-third of its aging fleet. In FY 2025, we replaced four totaled cars and sold some of our current outdated fleet vehicles through an online auction service.

As we plan for the future, it is essential to establish a Vehicle and Equipment Replacement Fund (VERF) to ensure a sustainable long-term funding structure. This dedicated fund will provide a reliable financial foundation for ongoing fleet maintenance and replacement needs, enhancing the Town's ability to maintain a modern and efficient vehicle fleet. This year, we have started the strategic approach, which includes a thorough analysis to determine whether leasing or purchasing vehicles is the most cost-effective option. This evaluation will consider initial costs, long-term savings, vehicle usage, and maintenance requirements.

Staff recommends that Fleet replacements and additions be frozen in the first half of FY 2026 to allow the Town to build up reserves in the Automated Traffic Enforcement Funds. Vehicle replacement cannot be delayed for the long term due to service problems in an aging fleet.



FY 2026

BUDGET ASSUMPTIONS

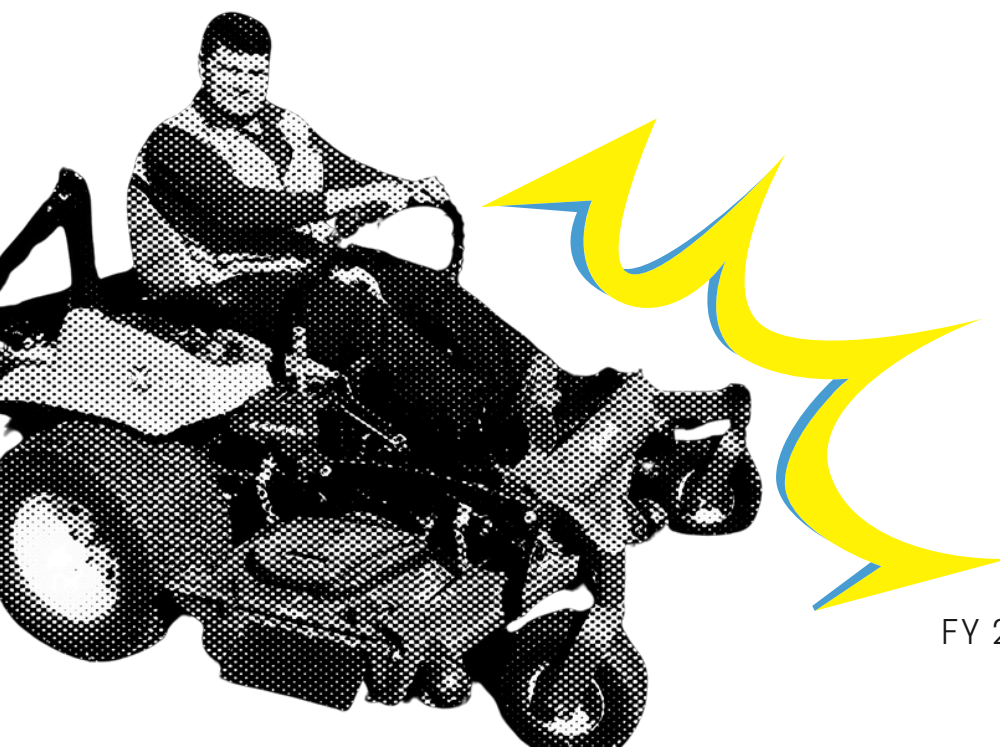
Insurance and Retirement Costs: Over the last several years, we have seen significant cost increases in our insurance premiums. Since FY 2021, these costs have doubled partly due to cost increases but also due to the number of new participants due to hiring. As a result of the over 17 % increase this year, we have raised the employee share of the health insurance cost to reduce the effect on the budget.

The Police Department has also requested that the Town investigate LEOPS as a retirement option for officers. In Fall 2025, Automated Enforcement Funds may be used to fund an actuarial study of this process. If this actuarial study is acceptable to the Town, it must act by Fall 2025 and apply to LEOPS for FY 2027 entrance.

If enacted by the Town Council for FY 2027, the Council may consider asking Public Safety employees to pay a portion of the increased benefit costs. Currently, other agencies are looking at 37-39 percent of the salaries as contributions; with the existing plan, the Town is currently paying close to 10 percent contribution rates.

Workers' Compensation: Despite seeing a return of premium in FY 2024 and FY 2025 for claims experience in calendar year 2022 and 2023, the number of claims submitted in calendar year 2024 increased. The Town received a rate increase in FY 2025 and expects a premium increase in FY 2026.

With the rise in staffing in Public Safety and Public Works, the Town may be more exposed to worker compensation claims despite safety training efforts. Increases may be a long-term factor and recurring cost for the Town. To quell these increases, we have increased our outreach and education to staff on safety.



BUDGET CALENDAR

Section 9, Item A.



The Maryland Statute states that the fiscal year for each municipal corporation in the state begins on July 1 of a calendar year and ends on June 30 of the following calendar year. The statute requires the Town Council to adopt an annual budget and submit it for certification to the County by June 30 of the year before the beginning of the fiscal year, which begins July 1 and ends June 30.

Nov 18, 2024	Ordinance Introduction	Budget Enactment Ordinance introduced at the regular Town Council Meeting, outlining steps for FY 2025-2026 budget cycle
Dec 9, 2024	Budget Calendar Finalization (Second Reading)	Town Council finalizes and approves the official budget calendar for all FY 2025-2026 related meetings.
Jan 13, 2025	Budget Review	Town Council Meeting
Feb 18, 2025	Budget Session #1	Town Council Budget & Town Events
Mar 10, 2025	Budget Session #2	Introduction & Public Safety
Mar 18, 2025	Budget Session #3	Finance, Clerk, and Administrator
Apr 1, 2025	Budget Session #4	Public Works & Public Safety
Apr 14, 2025	Budget Overview & Draft Ordinance Presented	Draft of the Proposed Budget Ordinance provided to Town Council during regular meeting.
Apr 29, 2025	Budget Session #5	Special Council Budget Meeting
May 12, 2025	Tax Hearing & Introduction of Budget Ordinance	Proposed Budget formally introduced for adoption during Town Council Meeting.
Jun 9, 2025	Budget Ordinance – Second Reading	Final adoption of the FY 2025-2026 Budget Ordinance, if no further revisions are required.
Jul 1, 2025	Budget Execution	Official start of the FY 2025-2026 budget cycle.

REVENUE ITEMS BY MAJOR CATEGORY

TAX REVENUES

Real Estate Taxes (Residential, Commercial, and Industrial – excludes Apartments)

- Real Property is assessed by the State Department of Assessments and Taxation (SDAT) every three years.
- The county bills and collects tax assessments and then remits them to the Town.

Business Personal Property Tax and Public Utilities and Railroads

- In Maryland, businesses pay an annual tax based on the value of their business personal property (furniture, fixtures, tools, machinery, inventory, equipment, etc.) to the County and Municipality in which they are located.

Income Tax

- Prince George's County imposes a local income tax on residents and corporations, which is collected by the Comptroller of the Treasury and disbursed to municipalities.
- The portion received by the Town is the greater of either (1) 0.37% of taxable income, (2) 8.% of State income tax liability, or (3) 17% of the County's income tax liability.
- The Town has budgeted for a decrease in Income Tax Revenues because of the economic downturn and high unemployment.

Admissions and Amusement Tax

- This is based on the revenues reported by businesses in the Town for vending machines, coin-operated machines, equipment rentals, and cover charges.
- The revenues are reported to the Comptroller of the Treasury where they assess and collect the tax and a portion is then remitted to the Town.

Local Business License

- Fees established for operating a business in Town and for apartments. This year, other local license fees and permits, which are minor amounts, will be included.
- Projecting: no changes since we will have the same amount of apartments and businesses.

County Trader's License

- Portion of fees received from the County for business licenses.



REVENUE ITEMS BY MAJOR CATEGORY

TAX REVENUES

Cable Franchise Fees

- Fees are remitted from Verizon and Comcast for subscription services within the town and to support the operations of our public broadcast channel.
- The Town receives a portion of the gross subscriber revenues generated within the Town. Over the past several years, the Town has experienced a significant decline in this revenue. This has resulted in a recurring loss of \$ 60,000 per year for the last two years.

Local Fines and Fees

- Code and Public Safety violations paid to the Town

Report Copy Fees

- Police Report copies, either subpoenaed or requested, and for other Public Information Act requests.

Finger Printing

- Service offered for background checks through Maryland's Criminal Justice Information Service

Reimbursements

- Funds from partner agencies for Public Safety manpower coverages and service rendered.

Automated Traffic Enforcement

- Fines are generated for automated traffic enforcement in school zones, stop sign, and red light cameras.



REVENUE ITEMS BY MAJOR CATEGORY

STATE & COUNTY FUNDING

Highway User Revenues

- Funding from the State of Maryland is based on the road miles maintained within the Town and also based on the number of vehicles registered in the Town
- The FY25 allocation increased due to more drivers on the road, fuel consumption, and fuel prices due to decreased demand, so fewer taxes were paid into the fund.
- \$150,000 allocated to road improvements/replacements under the Public Works budget, the balance used for road and walkway maintenance.

Police Grants and Town Grants

- Specialized grants for additional services such as increased patrols for school bus safety, gun violence, and our COPS programs for doing youth outreach activities.
- The Town has applied for and received numerous grants in FY 2024 and FY 2025 that will be spent in this Fiscal Year. These grants will fund Capital projects like “Green-related” projects, Road and Sidewalk repairs, Lighting, and Bostwick improvements.

Police Aid

- Municipal and County Police Agencies receive funding from the Governor’s Office of Crime Control and Prevention, which is the State Aid for Police Protection Grant.
- Funding is based on the Town’s budgeted expenditures for Public Safety and other factors.

County Disposal Fee Rebate

- Funding provided by the County for dumping items for the Public Works Department

Bank Stock

- Fixed amount received annually as part of an old hold harmless agreement to discontinue taxing bank shares. Minimal amount that does not change from year to year.



REVENUE ITEMS BY MAJOR CATEGORY

STATE & COUNTY FUNDING

Insurance Reimbursement

- Includes an annual rebate from our health insurance company for premiums paid in excess of claims
- Also include workers' compensation premiums refunded to us, and for direct payments of damages down to Town property

Property Rental

- Income received from the rental of the Mango Café Property

Vehicle Deployment

- Payroll deduction for the use of take-home police vehicles.

Misc. Revenues

- Small receipts or payments which do not fall into any of the above revenue accounts. These would include reimbursable expenses.

Interest Earned

- Earnings for fund balance invested in the Maryland Local Government Investment Pool.



MAYOR & COUNCIL

BUDGET DETAIL

Mayor and Council Information:

The Town of Bladensburg has a Council-Manager form of government. The Mayor and Town Council is the legislative body responsible for determining policies; ratifying and passing legislative ordinances; approving and adopting the annual budget; establishing the tax rate; undertaking public improvements; enacting local laws necessary for the protection of the public health, safety, and welfare of the community; and for developing the goals and vision for the Town.

The Town is divided into Ward I and Ward II, with two (2) representatives from each Ward, while the Mayor is elected at-large by the residents of the Town.

Day-to-day operations of the Town's various departments and implementation of policies established by the Mayor and Council are the responsibility of the Town Administrator, a professional administrator appointed by the Mayor and Town Council.

Duties and Responsibilities

The Town Council is the governing body of the Town of Bladensburg with direct responsibility for the formulation of Town Policy. General responsibilities of the Town Council include:

- Hearing views of the public on matters concerning Town operations
- Defining the Policy and Goals of the town
- Improving programs and organizations for achieving Town goals
- Deciding financial matters of the Town and the setting of a tax rate
- Communicating the Town's goals and concerns to other legislative bodies
- Enacting all ordinances



MAYOR & COUNCIL

COMMUNITY EVENTS



In FY25, the Town of Bladensburg hosted **17** impactful events that celebrated who we are—our culture, our values, and our connections to one another. From joyful festivals to meaningful community gatherings, each event was designed to entertain, educate, and bring people together around shared goals of sustainability, unity, and togetherness.

These moments weren't just about planning events—they were about creating experiences for neighbors to connect, learn, and celebrate side by side. Thanks to our dedicated team, community partners, and residents, we've built more than just events—we've built memories, relationships, and momentum. As we look to FY26, we're excited to keep that energy going and create even more opportunities to celebrate what makes Bladensburg so special: us.

Accomplishments

- Revived Bladensburg Day as both our Founders Day and an annual fall festival
- Reintroduced the community parade for the first time in decades
- Honored the 210th anniversary of the Battle of Bladensburg
- Hosted a powerful Domestic Violence/Mental Health Awareness Event
- Organized **3** green Green Events promoting sustainability
- Launched a new tradition: the Bladensburg Turkey Trot on Thanksgiving Day
- Coordinated **2** holiday meal distributions for Thanksgiving and the winter season
- Debuted Discover Bostwick, a community event focused on the historic Bostwick House, encouraging resident feedback for future site planning
- Bladensburg Fireworks continues to be a signature celebration—not only for our town but also as a standout event across the county
- 23rd Annual Yule Log made its festive return, proudly standing as Bladensburg's longest-running tradition

Collaborators

American Legion Colmar Manor - Anacostia Watershed Society - Bladensburg Branch Library - Bladensburg Volunteer Fire Department - Bladensburg Police Department - Bladensburg Community Center - Bladensburg Green Team - Bladensburg High School - Bladensburg Patriotic Committee - Bladensburg Waterfront Park - Elizabeth Seton High School - Friends of Quincy Run - Grace Victory Center - No Opportunity Wasted Foundation - Starbucks Capital Plaza - We Lead By Example Inc. - Prince George's County Planning Department - Port Towns

**Town of Bladensburg
Mayor and Council FY26 Budget**

	FY24 Budget	FY25 Budget	FY26 Budget	% inc.	Notes to Line Items
6000 · Compensation					
6010 · Regular Pay	60,008	62,708	61,568	-2%	Compensation for the Mayor and (4) Council Members
6030 · FICA	4,591	4,797	4,710	-2%	7.65% employer tax on total pay
6040 · Health Insurance	40,468	45,651	48,626	7%	Health, Dental, Vision insurance based upon enrollment in plans
6050 · Pension	6,559	6,854	5,384	-21%	Contribution to MD State Retirement System
6060 · Workers Comp	2,000	500	500	0%	Required liability insurance
Total 6000 · Compensation	113,626	120,510	120,788	0%	
6145 · Council Business Development	22,000	26,000	30,000	15%	Attendance for meetings and conferences to MML, NLC, PGCMA, AAMA
6160 · Employee Recognition	8,000	15,000	15,000	0%	Staff recognitions, lunches, awards, and Christmas.
6210 · Council Projects	2,500	2,500	2,500	0%	Discretionary funding for local organizations and projects
6225 · Community Grants					
6226 · Fire Department Donation	30,000	30,000	30,000	0%	Annual donation to Bladensburg VFD
6227 · Scholarships	5,000	5,000	5,000	0%	Bladensburg students to attend college or vocational school/studies
6225 · Community Grants - Other	12,000	12,000	12,000	0%	\$2,000 grants given on an application basis
Total 6225 · Community Grants	47,000	47,000	47,000	0%	
6230 · Community Events	66,000	66,000	70,000	6%	Events such as Fireworks, Yule Log, Black History Month Celebration, Food asst., etc.
6235 · Senior Citizen Projects	4,500	4,500	4,500	0%	\$1,500 donation given to the three Senior Housing Communities to fund events
6255 · Town Meetings	5,000	6,000	6,000	0%	Video production and recording of Town meetings and refreshments
6320 · Wireless Communications	4,800	0	-		\$80 monthly cell phone allotment - ceased during FY24
6420 · Computer Expense	-	-	-		
6550 · Insurance - Liability	3,000	2,000	4,000	100%	Elected official liability insurance through LGIT
6825 · Membership	13,000	20,000	20,000	0%	MML, National League of Cities, PGCMA, Metro Washington Council of Govts., etc.
6835 · Travel		14,000	14,000	0%	Travel and accommodations associated with meetings and conferences
Total Expense	289,426	323,510	333,788	3%	

TOWN ADMINISTRATOR

BUDGET DETAIL

Town Administrator

The Town Administrator serves as Town's Chief Administrative Officer, the Town Administrator is responsible for overseeing the day-to-day operations of the Town, setting goals, and providing administrative direction and oversight for all Town departments in full accordance with the policies, goals and vision established by the Mayor and Town Council.

Mission

To deliver excellent public service that enhances the quality of life for our residents and businesses; foster an informed and engaged community by effectively communicating the Town's goals and priorities to both internal and external stakeholders; develop and recommend policies to meet the needs of the community; and foster community pride through collaborative partnerships.

Goals

- Provide leadership and implement policies to support the goals and objectives of the Town's Strategic Plan, ensuring the needs of the citizens, businesses, and industries of Bladensburg are met.
- To provide high quality, innovative, and professional services to enhance the lives of our citizens and businesses.
- Encourage excellence throughout the organization to ensure the delivery of quality public services.
- Develop and implement sound fiscal policies and practices to ensure transparent and sustainable government operations and programs.
- Foster a mindset throughout the organization that strives to not only meet community expectations, but exceed them.
- Improve communication and the flow of information to the public by developing community outreach programs to enhance citizen awareness and engagement.
- Cultivate an innovative organization that encourages innovation and continuous improvement.
- Work collaboratively with our County, State and regional partners to identify and develop opportunities to promote economic and redevelopment in Bladensburg.
- Facilitate workforce opportunities to enhance the Quality of Life for Town residents.

Town of Bladensburg
Town Administrator FY26 Budget

	FY24 Budget	FY25 Budget	FY26 Budget	% inc.	Notes to Line Items
6000 · Compensation					
6010 · Regular Pay	150,613	156,760	156,853	0%	(1) Town Administrator
6030 · FICA	11,522	11,992	11,999	0%	7.65% employer tax on total pay
6040 · Health Insurance	14,686	24,557	26,479	8%	Health, Dental, and Vision insurance based upon enrollment
6050 · Pension	16,462	17,134	17,144	0%	Contribution to MD State Retirement System
6060 · Workers Comp	500	500	500	0%	Required liability insurance
Total 6000 · Compensation	193,783	210,943	212,975	1%	
6110 · Tuition Reimbursement	1,000	1,000	-	-100%	Continuing Education courses
6140 · Professional Development	4,000	4,000	3,000	-25%	Training and leadership conferences (MML, ICMA, etc.)
6255 · Town Meetings	-	5,000	5,000		Reclassified to Mayor and Council budget
6260 · Transportation	60,000	60,000	60,000	0%	Port Towns Call-a- Bus local transportation service
6320 · Wireless Communications	960	-	-		
6400 · Computer	-	-	-		
6560 · Legal	40,000	40,000	40,000	0%	Town Attorney fees and specialized legal counsel as/if needed
6580 · Contractual Services	100,000	125,000	125,000	0%	Lobbyist, Economic Development, HR Consultant, Grant writer, etc.
6810 · Advertising	30,000	30,000	30,000	0%	Quarterly newsletters and promotions
6820 · Website	4,000	4,000	4,000	0%	Website hosting and platform services
6825 · Membership	1,000	1,000	1,000	0%	Annual memberships for professional and trade organizations
6835 · Travel	3,000	5,000	4,000	-20%	Per diem and travel costs for attendance to seminars and conferences
Total Expense	437,743	485,943	484,975	0%	

TOWN ADMINISTRATOR

FY25 ACCOMPLISHMENTS

Town Administrator – FY 2025 Accomplishments

1. Strengthening Financial Stewardship

- Led the FY 2025 Budget Process with enhanced transparency and structure, following GFOA best practices, including the second year using a more resident-accessible format.
- Identified and addressed structural budget issues, initiating mid-year adjustments to align spending with long-term fiscal sustainability.
- Supported a smooth transition from ARPA-funded programs by recalibrating staffing and service levels.
- Collaborated with the Treasurer to prepare multi-year budget comparisons and increase Council and public understanding of long-term fiscal trends.

2. Advancing Strategic Capital Improvements

- Oversaw major capital initiatives, including:
- 57th Avenue Lighting Project – permitting, contractor coordination, and installation phase.
- Roadways & Bridge Repair Project (CDBG PY48R) – managed grant reimbursements and compliance.
- Sought and obtained grant funding for Capital projects for FY 2026
- Supported the completion of major Town infrastructure improvements such as Upshur Street repaving, LED crosswalk upgrades, and gateway signage.

3. Expanding Grant Capacity & Intergovernmental Partnerships

- Oversaw a significant increase in grant applications and awards, including public safety, infrastructure, and planning funds.
- Partnered with consultants to strategically expand grant-seeking capacity, helping the Town capture additional capital resources without increasing the operating burden.
- Worked collaboratively with regional and state stakeholders on legislative advocacy for Bladensburg's priorities.

4. Annexation & Economic Development Initiatives

- Revised the Town's 2025 Annexation Plan following legal and community considerations, leading to the development of the new Kenilworth Avenue Corridor proposal.
- Initiated direct outreach to property owners and businesses in the proposed annexation area, emphasizing ROI, security, and shared growth.
- Continued development of business support tools, including grant-funded economic development consultants, façade improvement grant exploration, and roundtables with the business community.

TOWN ADMINISTRATOR

FY25 ACCOMPLISHMENTS

5. Organizational Development & Staff Engagement

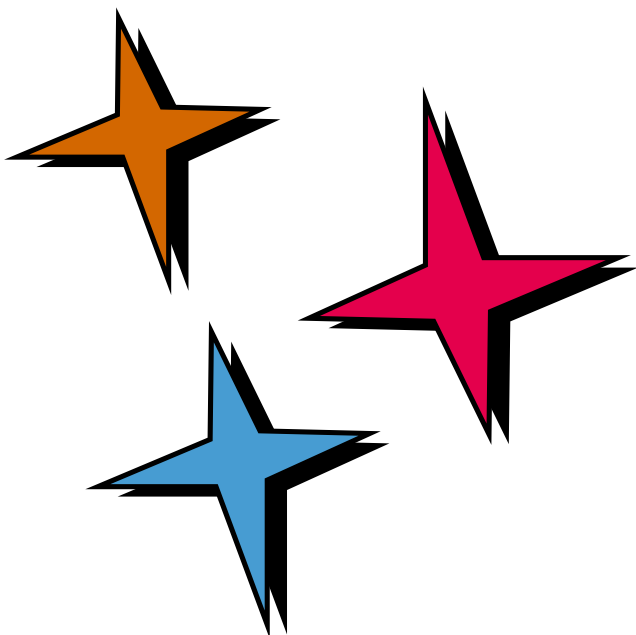
- Conducted strategic assessments of departmental performance, resulting in several organizational improvements.
- Supported professional development for key staff members, including PW Supervisor, Treasurer, and administrative personnel.
- Managed the transition of staff roles and responsibilities, including new Code Enforcement and Communications positions.
- Sought an RFP and awarded a contract for a Human Resources Consultant

6. Community Engagement and Communications

- Engaged with Community Partners and Port Towns on various projects.
- Led and coordinated the Urban Land Institute's Technical Assistance Panel for Bostwick House, as well and worked with the Aman Memorial Trust on Capital Improvement Projects for the site
- Oversaw public information and reporting for the America in Bloom program, Sustainable Maryland certification, and Town-sponsored events.

7. Governance and Council Support

- Served as a consistent and transparent liaison between Town Council and departmental leadership.
- Maintained the highest standards of professionalism and accountability, ensuring timely delivery of Council reports, meeting agendas, and follow-up items.
- Strengthened internal controls and procurement procedures with support from the Treasurer and Town Clerk.



TOWN TREASURER

BUDGET DETAIL

Town Treasurer

The Treasurer's Office is responsible for providing financial direction and managing Town assets, implementing the Town's financial policies and procedures, and monitoring financial performance against legally adopted budgets.

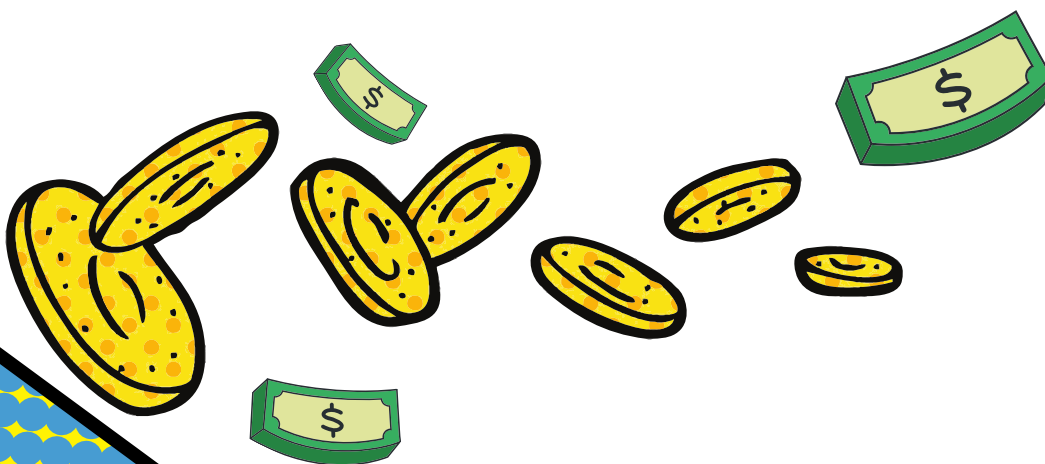
Mission Statement

The mission of the Treasurer's Office is to oversee the town's financial operations, implement sound fiscal policies to ensure the long-term financial sustainability of the community, maintain the public's trust through transparent and responsible accounting practices, and faithfully steward the taxpayer's funds.

Responsibilities of the Finance Department/Treasurer

Establishing and maintaining sound fiscal policies

- Producing and monitoring the Town's Annual Budget
- Preparing financial and administrative reports
- Accounts Payable and Fixed Assets
- Accounting and Financial Reporting
- Managing the annual audit
- Collecting and disbursing Town funds
- Collection of local taxes
- Maintaining vendor files and relationships
- Processing the payroll
- Issuance of business license
- Overseeing and monitoring all Town purchases and ensuring all purchases are in accordance with federal, state and Town laws
- Serving as the Custodian of all Town funds



FINANCE

FY25 ACCOMPLISHMENTS

Finance– FY 2025 Accomplishments

The Treasurer's Office, comprised of the Treasurer and a Finance Clerk, achieved several notable accomplishments in Fiscal Year 2025:

- Successfully completed another annual audit with no findings or recommendations.
- Implemented electronic payment processing for fines, fees, and taxes, resulting in faster receipt of funds and a reduction in collection activities.
- Executed contracts for new budgeting and reporting software, as well as accounts payable software, to streamline vendor invoice processing and improve operational efficiency.
- Successfully closed out all ARPA funds awarded by the State of Maryland, with a reserve allocated for a stormwater management project in collaboration with Prince George's County.
- Represented the Town on the Metropolitan Washington Council of Governments' Region Forward Coalition, supporting regional economic growth and development initiatives.
- Secured favorable Tax Differential results with the County, allowing Town residents to benefit from a reduced real property tax rate in recognition of locally provided services.
- Conducted a thorough analysis of tax rates and classifications to support the development of the FY26 budget.
- Provided training to administrative staff in the Town Clerk's Department to support the Treasurer's Office with accounts payable and payroll functions.

Town of Bladensburg Finance FY26 Budget

	FY24 Budget	FY25 Budget	FY26 Budget	% inc.	Notes to Line Items
6000 · Compensation					
6010 · Regular Pay	198,467	237,792	237,944	0%	<div style="display: flex; align-items: center;"> <div style="margin-right: 10px;"> <div style="width: 10px; height: 10px; border: 1px solid black; margin-bottom: 5px;"></div> <div style="width: 10px; height: 10px; border: 1px solid black; margin-bottom: 5px;"></div> <div style="width: 10px; height: 10px; border: 1px solid black; margin-bottom: 5px;"></div> <div style="width: 10px; height: 10px; border: 1px solid black; margin-bottom: 5px;"></div> <div style="width: 10px; height: 10px; border: 1px solid black; margin-bottom: 5px;"></div> <div style="width: 10px; height: 10px; border: 1px solid black;"></div> </div> <div> (1) Treasurer (1) Accounting Assistant Pension contribution + annual admin fee for all employees of \$7,800 </div> </div>
6020 · Overtime	1,000	1,000	1,000	0%	
6030 · FICA	15,259	18,191	18,207	0%	
6040 · Health Insurance	10,067	10,821	9,933	-8%	
6050 · Pension	24,871	25,991	26,013	0%	
6060 · Workers Comp	500	500	500	0%	
ARPA Funded	31,310				
Total 6000 · Compensation	<u>281,474</u>	<u>294,295</u>	<u>293,597</u>	0%	
6110 · Tuition Reimbursement	2,000	4,000	-	-100%	Continuing Education courses
6140 · Professional Development	2,000	2,000	2,000	0%	Training and leadership conferences to MDGFAO, MML, and MACO
6150 · Payroll Service	6,000	8,000	10,000	25%	Fees for payroll service, quarterly and annual tax filings, W-2's, and 1099's
6320 · Wireless Communications	960	-	-		
6400 · Computer	-	-	-	0%	
6460 · Software Contract	2,000	2,500	12,000	380%	Annual finance software licensing
6510 · Audit	17,000	15,000	15,000	0%	Annual audit plus single audit for ARPA funds - 4th year of 4 year contract
6520 · Bank Charges	5,000	5,000	5,000	0%	Banking fees
6530 · Bad Debts	6,000	8,000	8,000	0%	Write-off of uncollectable Personal Property taxes for businesses which closed
6550 · Insurance - Liability	10,000	10,000	15,000	50%	Liability and Umbrella Policies for Town, along with Fidelity and Crimes Coverage
6825 · Membership	500	500	500	0%	Annual memberships for professional and trade organizations
6835 · Travel	1,000	1,000	500	-50%	Per diem and travel costs for attendance to seminars and conferences
Subtotal	<u>333,934</u>	<u>350,295</u>	<u>361,597</u>	3%	
6950 · Debt Service	87,000	47,000	18,000	-62%	Principal and interest payments for leased body cameras and tasers
Total Expense	<u>420,934</u>	<u>397,295</u>	<u>379,597</u>	-4%	

TOWN CLERK

BUDGET DETAIL

Town Clerk's Office

The Town Clerk's Office serves as a vital link between the Town government and the community, ensuring transparency, accessibility, and efficient administration of public records, council meetings, and community engagement. The office is committed to upholding the highest standards of integrity and service to the residents of Bladensburg. FY 2025 marked a productive and transformative year for the Town Clerk's Office, following the onboarding of a new Town Clerk and Assistant Town Administrator, Regine Watson, in August 2024. The office has made significant progress across several core areas, supporting the Town's operational, governance, and community engagement priorities.

Staff Members

- Town Clerk/Assistant Town Administrator – Oversees the administration of the Town Clerk's Office, ensures compliance with public records laws, manages legislative functions, and supports Town operations.
- Marketing Specialist – Leads public communications, graphic design, photography, manages the Town's website and social media presence, and coordinates marketing efforts for Town initiatives and community events.
- Deputy Town Clerk/Administrative Assistant – Assists with maintaining public records, coordinating Town Council meetings, and supporting administrative functions within the department.



TOWN CLERK

FY25 ACCOMPLISHMENTS

Town Clerk – FY 2025 Accomplishments

Boards, Commissions, and Committee Support

- Green Team: Continued coordination of meetings and initiatives, including support for the Town's successful Sustainable Maryland Designation application.
- Patriotic Committee: Supported planning and execution of commemorative events such as the 210th Anniversary of the Battle of Bladensburg, Veterans Day, and Memorial Day.
- Board of Supervisors of Elections (BOSOE): Finalized key election governance documents (Internal Policy Manual, Election Judges Manual, and Candidate Certificate) for the October 2025 election; managed interviews and appointments.
- Ethics Commission: Oversaw a transparent screening and appointment process, resulting in a fully constituted Ethics Commission with three members and one alternate.

Records Management Modernization

- Records Retention Schedule: Initiated the first update since 1976 in partnership with the Maryland Department of General Services.
- Scanning Services: Sought companies and bids for scanning services; to be explored further in FY 2026 if funding allows.
- Certification: Both the Clerk and Deputy Clerk completed Maryland State Archives certification, earning 0.5 CMC credits.

Procurement and Vendor Engagement

- Vendor Expansion: Led the Town's registration and integration with eMaryland Marketplace Advantage (eMMA), expanding vendor access and increasing procurement transparency.
- Bid Management: Successfully managed and awarded bids for:
 - Engineering Services
 - HR Consultant
 - Stop Sign Camera Program
 - Janitorial Services
 - CDBG PY50 – Sidewalk Improvements
 - On-Call Plumbing Services
 - Bostwick House – Wash House Stabilization
- Surplus Vehicle Disposal: Oversaw sale of surplus vehicles, generating \$17,980 in revenue and reducing fleet maintenance burdens.
- Human Resources Program: Supported the selection and onboarding of an HR Consultant; an internal employee newsletter will launch in July 2025.



Town Clerk - FY 2025 Accomplishments

Communications and Marketing

- Keep Bladensburg Beautiful Campaign: Co-developed a student-centered initiative promoting civic pride and cleanliness.
- America in Bloom: Contributed to award-winning communications work recognized at the 2024-2025 Symposium.
- Economic Development Outreach: Launched the "Bladensburg New Business Roundtable: We Are Stronger Together" and published a new Economic Development webpage aligned with Council goals.

Community Campaigns:

- Boo-tiful Bladensburg & Bladensburg Spring Yard Signage: Seasonal yard and landscaping contests and signage to promote neighborhood pride.
- No Mow April (Year 2): Encouraged residents to refrain from mowing in April to benefit pollinators.
- Tree City Designation: Submitted Tree City paperwork and collaborated with a community organization on Arbor Day activities.

Web Services and Digital Modernization

- Public Information Act Portal: Implemented an online request system to streamline public records requests and enhance transparency.
- Website Payment Integration: Rolled out a new online payment system for credit card transactions, improving accessibility for residents and businesses.
- AI and Technology Use: Expanded AI note-taking for improved meeting documentation efficiency.
- Meeting Software: Continued integration of meeting management tools to ensure digital access to records and improved data continuity.

Town of Bladensburg Town Clerk FY26 Budget

	FY24 Budget	FY25 Budget	FY26 Budget	% inc.	Notes to Line Items
6000 · Compensation					
6010 · Regular Pay	203,803	255,963	265,574	4%	<div style="display: flex; align-items: center;"> <div style="font-size: 3em; margin-right: 5px;">}</div> <div> (1) Clerk (1) Deputy Clerk (1) Marketing Coordinator </div> </div>
6020 · Overtime	3,000	10,000	10,000	0%	
6030 · FICA	15,820	20,346	21,081	4%	
6040 · Health Insurance	22,574	29,078	51,938	79%	
6050 · Pension	24,728	27,977	29,027	4%	
6060 · Workers Comp	500	500	500	0%	
ARPA Funded	24,156				
Total 6000 · Compensation	294,581	343,864	378,120	10%	
6110 · Tuition Reimbursement	2,000	2,000	2,000	0%	Continuing Education courses
6140 · Professional Development	3,000	3,000	2,000	-33%	Training and leadership conferences
6240 · Memorials	2,000	2,000	2,000	0%	Condolence gifts
6270 · Historic Promotion	2,402	2,402	2,402	0%	Annual dues to Anacostia Trails Heritage Area
6320 · Wireless Communications	1,920	-	-		
6400 · Computer	-	-	-	0%	
6460 · Software Contract	10,000	15,000	15,000	0%	Annual licensing meeting, PIA, and scanning software
6570 · Equipment Lease	5,000	8,000	8,000	0%	Copier lease and usage costs and postage machine lease
6825 · Membership	500	500	500	0%	Annual memberships for professional and trade organizations
6835 · Travel	1,500	1,500	1,000	-33%	Per diem and travel costs for attendance to seminars and conferences
6850 · Office Supplies	8,000	8,000	10,000	25%	Office consumables
6855 · Postage	2,000	3,000	2,000	-33%	Town mailings
6880 · Election Costs	8,000	8,000	8,000	0%	Costs for machines and ballots in case of vacancy
6890 · Utilities	7,000	7,000	7,000	0%	30% of electric, water, gas, and sewer for Town Hall, balance to Public Safety
Total Expense	347,903	404,266	438,022	8%	

PUBLIC SAFETY

BUDGET DETAIL

Bladensburg Police Department

The Bladensburg Police Department is the primary law enforcement agency for the Town of Bladensburg, Maryland. We have 31 Police Officers and 13 civilian staff members, which includes a full-service emergency communications center. Public safety, which includes the operations of the Police Department, represents the largest portion of our budget, reflecting our commitment to ensuring the safety and security of our community. Under Chief Tyrone Collington's leadership, the Bladensburg Police Department (BPD) has achieved measurable progress in public safety, community engagement, and professional development. Below is an updated summary of key initiatives, incorporating verified statistics and legislative outcomes:

Mission Statement

The Bladensburg Police Department is dedicated to the protection and preservation of life and property, by the prevention, detection, investigation and reduction of crime in our community. The Bladensburg Police Department's mission is to improve the quality of life of the citizens; by recognizing and understanding the needs of the community, working with the community to solve problems, maintaining peace and good order and apprehending criminals.



PUBLIC SAFETY

FY25 ACCOMPLISHMENTS

Public Safety – FY 2025 Accomplishments

Community-Centric Policing Initiatives

- Chief Collington has prioritized transparency and trust through sustained community outreach. The Citizens Police Academy, relaunched in 2024, bi-annual sessions, offering residents firsthand insights into police operations. Events like National Night Out, Eggstravaganza, Independence Day Security Detail and Public Safety Participation, Car Show and Trunk or Treat have been well-attended, with the 2024 National Night Out, as well as other community outreach drawing significant community participation.

Youth Engagement and Mentorship

- The Police Explorer Program, targeting youth aged 10 to 18, has expanded its reach. An Open House in September 2024 highlighted the program's role in job readiness and youth development. The program's growth is evident through increased community engagement and participation. Our Explorers and Strait Talk with Teens students have volunteered for several of community events to show their community to providing excellent service to our residents and to the seniors.

Advocacy for Enhanced Retail Theft Legislation

- In January 2024, Chief Collington actively supported Maryland Senate Bill 11 and House Bill 179, known as the Organized Retail Theft Act of 2025. This legislation, approved by the Governor in April 2025, defines organized retail theft and enables prosecution across jurisdictions, addressing a critical gap in enforcement

Significant Crime Reduction

- In January 2024, Chief Collington actively supported Maryland Senate Bill 11 and House Bill 179, known as the Organized Retail Theft Act of 2025. This legislation, approved by the Governor in April 2025, defines organized retail theft and enables prosecution across jurisdictions, addressing a critical gap in enforcement
- BPD reported a 20.5% decrease in Part 1 offenses in 2024, encompassing both violent and property crimes. This reduction is attributed to enhanced patrol strategies, community reporting tools, and targeted surveillance efforts.

PUBLIC SAFETY

FY25 ACCOMPLISHMENTS

2024 CID Summary

Total Cases Assigned: 77

- Closed/Exceptionally Cleared: 54 (70.1%)
- Suspended: 15 (19%)
- Open: 8
- Arrests Made: 32 (41.5%)

Detective Case Breakdown:

- Det/Sgt. Maria Ramirez: 7 cases (4 closed, 2 suspended, 1 open)
- Det/Sgt. Mahir Ayoub: 35 cases (25 closed, 5 suspended, 5 open); 1,734 regular hrs, 268 OT hrs
- Det. Webb: 34 cases (25 closed, 6 suspended, 1 open); 1,859 regular hrs, 470 OT hrs
- Det. Porter: 1 misdemeanor case (open)

Year-over-Year Comparison:

- Felony Cases Assigned: Down 26.7% (2023: 105 → 2024: 77)
- Suspension Rate: Improved (2023: 23% → 2024: 19%)
- Clearance Rate: Increased (2023: 53.3% → 2024: 70.1%)

Notable Arrests (Selection)

- Armed Robberies: Multiple incidents including 7-Eleven, Save A Lot, Advanced Auto
- Carjackings & Shootings: Armed and strong-arm cases reported across town
- Major Crimes: Fatal hit and run, domestic cutting, attempted murders, 1st-degree assaults

Active Community Participation

- Under Chief Collington's leadership, BPD has actively participated in over 30 community events annually, including food distribution initiatives, holiday parades, and safety awareness campaigns. These engagements reinforce community relations and demonstrate the department's commitment beyond conventional policing

Support for Special Olympics Maryland

- In 2024, BPD participated in the Maryland State Police Polar Bear Plunge, contributing to the event's record-setting fundraising total of over \$4.4 million for Special Olympics Maryland. While specific departmental contributions are not publicly detailed, BPD's involvement underscores its commitment to community and charitable initiatives

Professional Development and Recognition

- Chief Collington has emphasized continuous professional development within BPD. In 2024, multiple officers were promoted to supervisory positions, reflecting the department's focus on career advancement and operational excellence.

**Town of Bladensburg
Public Safety FY26 Budget**

	FY25 Total	FY26 Operating	FY26 Traffic	FY26 Total	% inc.	Notes to Line Items
6000 · Compensation						
6010 · Regular Pay	3,804,792	3,428,874	-	3,236,082	-15%	<div>Funding for:</div> <div>Chief of Police and (28) Law Enforcement Officers</div> <div>(6) Communications/PIO</div> <div>(3) Code Enforcement</div> <div>(1) Cadet part-time</div> <div>(2) Community Coord. and Executive Asst.</div> <div>(40) Total employees to Public Safety</div>
6020 · Overtime	350,000	400,000	-	400,000	14%	
6030 · FICA	317,842	292,879	-	277,707	-13%	
6040 · Health Insurance	708,706	703,373	-	680,071	-4%	
6050 · Pension	415,864	374,733	-	349,622	-16%	
6060 · Workers Comp	250,000	250,000	-	230,000	-8%	
ARPA Funded	-			-		
Total 6000 · Compensation	5,847,204	5,449,859	-	5,173,482	-12%	
6110 · Tuition Reimbursement	20,000	10,000	10,000	20,000	0%	Reimbursement for new officers to attend training academy.
6120 · Uniforms	80,000	80,000	-	80,000	0%	Uniforms, new officer bullet proof vests and outer carry vests
6130 · Recruitment	16,000	16,000		16,000	0%	Background checks, investigations, and psychological evaluations for new hires
6140 · Professional Development	50,000	35,000	15,000	50,000	0%	Training and leadership opportunities
6160 · Employee Recognition	14,000	4,000	6,000	10,000	-29%	Commendations and recognitions
6230 · Community Events	20,000	20,000		20,000	0%	NNO, Movie in the Park, Shop w/Cop, Citizens Police Academy, Safe Streets, etc.
6310 · Telephone	32,000	32,000		32,000	0%	All Town phone services run through Communications
6320 · Wireless Communications	60,000	60,000		60,000	0%	Mobile Data Terminals on cruisers, T-Mobile hotspots, wireless phones
6330 · Communications Contracts	40,000	-	40,000	40,000	0%	Licensing of mobile radios and radio tower
6350 · Internet Access	7,000	7,000		7,000	0%	Broadband access for Town Hall and for COPS office
6420 · Computer Expense	40,000	20,000	20,000	40,000	0%	Hardware purchases and upgrades
6440 · IT Support	142,500	-	100,000	100,000	-30%	Contractual services to manage computers, servers, hardware, and software
6460 · Software Contract	60,000	35,000	25,000	60,000	0%	Barracuda backup, Trend Micro, SonicWall, LIPDR, Records Management, etc.
6545 · Insurance - Auto	50,000	60,000		70,000	40%	Insurance on Town vehicles
6550 · Insurance - Liability	50,000	50,000		60,000	20%	Police liability
6570 · Equipment Lease	10,000	10,000	-	10,000	0%	Monthly copier lease and usage charges for (2) copiers and postage meter
6580 · Contractual Services	120,000	20,000	100,000	120,000	0%	Equifax, Lexis Nexus, storage. Shot Spotter and Grants Mgr. under Speed Camera
6590 · Automated Traffic Enforcement	125,000	-	125,000	125,000	0%	Automated traffic enforcement service
6620 · Fuel	115,000	115,000		115,000	0%	Fuel for all Public Safety vehicles
6640 · Vehicle Repairs and Maintenance	40,000	40,000		40,000	0%	Maintenance and repairs to Public Safety vehicles
6650 · Vehicle Body Repairs	25,000	25,000		25,000	0%	Repairs paid for damage to vehicles, less deductible if applicable
6670 · Equipment Maintenance	-	-		-		Radar certification, reclassified to Contractual Services
6680 · Weapon Repairs and Supplies	15,000	15,000		15,000	0%	Firearm purchases and ammo for range
6825 · Membership	10,000	10,000		10,000	0%	Memberships to professional and trade organizations
6835 · Travel	8,000	8,000		8,000	0%	Lodging and per diem for conferences, trainings, and seminars
6850 · Office Supplies	15,000	15,000		15,000	0%	Office consumables for Public Safety
6855 · Postage	3,000	3,000		5,000	67%	Mailings for investigations, complaints, and tickets
6865 · Supplies	20,000	20,000		20,000	0%	Vehicle and safety supplies and investigation kits
6870 · K9 Supplies	15,000	15,000		15,000	0%	K9 Supplies and veterinarian care
6885 · Finger Printing	1,000	1,000		1,000	0%	Charges by CJIS to perform finger print scans
6890 · Utilities	20,000	20,000		20,000	0%	Utilities for Public Safety Office and Police Annex
Subtotal	7,070,704	6,195,859	441,000	6,382,482	-10%	
6970 · Capital Outlay						
6975 · Capital Outlay - Speed Camera						
6970 · Capital Outlay - Other	300,000		-	-		
Total 6970 · Capital Outlay	300,000	-	-	-	-100%	
Total Expense	7,370,704	6,195,859	441,000	6,382,482	-13%	
	TOTAL	Operations	Traffic Enf.	TOTAL		

PUBLIC WORKS

BUDGET DETAIL

Public Works:

The Public Works Department provides many essential town services, such as building maintenance, snow removal, street maintenance, street cleaning, and traffic sign repair. Additional responsibilities include oversight of street light repair and waste management. The Department of Public Works (DPW) had a productive and impactful year in FY2025, completing numerous infrastructure, beautification, and public safety initiatives throughout the Town. These accomplishments reflect the department's ongoing commitment to operational excellence, resident service, and long-term sustainability.

Mission Statement

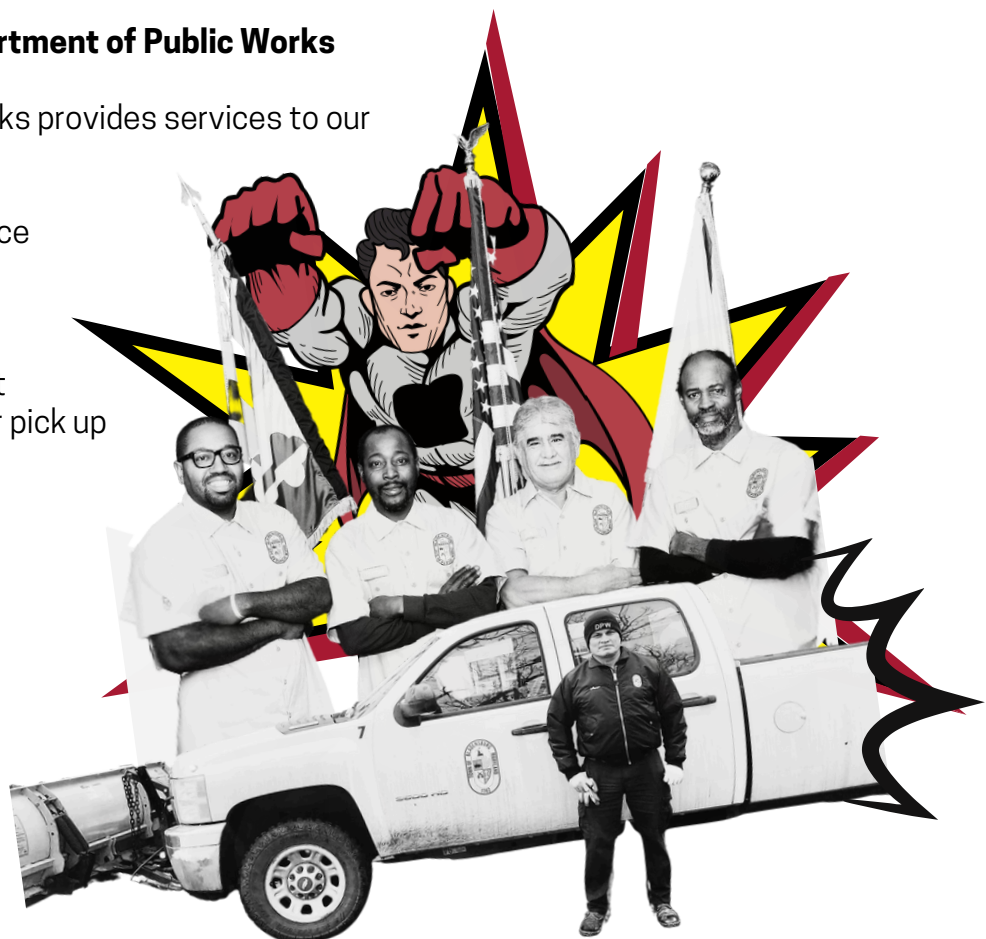
The Bladensburg Department of Public Works (DPW) mission is to keep the town clean and well-maintained. Our goal is to provide a wide range of environmentally friendly services to support and enhance the quality of life of our residents, businesses and visitors. We are committed to delivering prompt, efficient customer service with a positive attitude and working together collaboratively to ensure the Town of Bladensburg is a safe, secure, and thriving community.

Responsibilities of the Department of Public Works

The Department of Public Works provides services to our citizens through:

Building & Grounds Maintenance

- Seasonal Leaf Collection
- Signs
- Snow Removal
- Storm Water Management
- Street Maintenance/Litter pick up
- Waste Collection



PUBLIC WORKS

FY25 ACCOMPLISHMENTS

Public Works – FY 2025 Accomplishments

Road Improvements

- Upshur Street: Completed full milling and overlay, significantly improving driving conditions and extending the life of the roadway.

Sidewalk Repairs & ADA Compliance

- 57th Avenue: Installed new ADA-compliant sidewalk ramps, enhancing accessibility for all residents.
- Emerson Street: Repaired a small but critical portion of the sidewalk to ensure pedestrian safety and usability.

Building Maintenance and Repairs

- Police Station: Completed major sewer line repairs to address longstanding infrastructure issues.
- Town Hall & Police Station: Installed new vinyl plank flooring, modernizing interior spaces for both staff and visitors.
- CID Office: Fully remodeled the Criminal Investigations Division office, improving functionality and workspace conditions.
- Town Hall Exterior: Repainted all fascia boards for improved appearance and building preservation.
- Annex Building: Repainted the exterior to enhance curb appeal and maintain structural integrity.
- Flat Roof Repairs: Completed critical repairs to the flat roofs on both the Town Hall and the Annex to prevent future water damage.

Lighting Enhancements & Safety Improvements

- 57th Avenue Lighting Project: Installed 10 new LED pedestrian light poles to improve nighttime visibility and enhance public safety.
- Traffic Safety: Installed LED flashing stop signs and crosswalk signs throughout town to improve traffic control and pedestrian awareness.
- Town Hall Lighting: Added new exterior LED lights to improve safety and aesthetics after dark.

PUBLIC WORKS

FY25 ACCOMPLISHMENTS

Public Works – FY 2025 Accomplishments

Bridge Repairs

Repaired structural and surface elements on three key town bridges:

- Varnum Street
- Taylor Street
- Spring Road

These efforts ensure safe and reliable access for both vehicles and pedestrians.

Town Beautification & Signage

- Gateway Signage: Installed six new gateway signs at major entrances to the Town, reinforcing community identity and welcoming visitors.
- Tree Plantings: Planted 53 new trees across various public spaces; 47 have successfully taken root and are thriving.

Leaf Collection

- Seasonal Service: Collected approximately 40 tons of leaves using the vacuum system, ensuring cleaner streets and better stormwater flow.

New Equipment Acquisitions

- Crosswalk Maintenance: Purchased a thermoplastic machine to enhance the durability and visibility of crosswalk markings.
- Fleet Expansion: Added two new pickup trucks to the fleet, including a small dump truck equipped with a snow plow and salt spreader for winter operations.

Miscellaneous Achievements

- Curb Painting: Refreshed all yellow-painted curbs throughout Town to improve visibility and compliance with parking regulations.
- Trash Management: Installed five new public trash receptacles in high-traffic areas to support cleanliness and litter control.
- Team Growth: Welcomed two new employees to the DPW team, strengthening the department's capacity to serve residents.

Professional Development:

- Mr. Purnell Hall, PW Supervisor, attended his first America in Bloom symposium in Ohio, gaining insights into national beautification and sustainability practices.
- Mr. Hall also became a member of the American Public Works Association (APWA), expanding professional networks and access to industry best practices.

**Town of Bladensburg
Public Works FY26 Budget**

	FY24 Budget	FY25 Budget	FY26 Budget	% inc.	Notes to Line Items
6000 · Compensation					
6010 · Regular Pay	318,158	410,908	421,450	3%	(1) Supervisor (5) F/T Workers
6020 · Overtime	10,000	10,000	15,000	50%	
6030 · FICA	25,104	32,199	33,388	4%	
6040 · Health Insurance	69,282	86,499	107,361	24%	
6050 · Pension	39,224	44,912	46,054	3%	
6060 · Workers Comp	35,000	40,000	26,000	-35%	
ARPA Funded	44,974				Initial ARPA funding for Town Beautification teams
Total 6000 · Compensation	541,742	624,518	649,253	4%	
6110 · Tuition Reimbursement	3,500	3,500	1,000	-71%	Education opportunities
6120 · Uniforms	3,000	4,000	5,000	25%	Work and safety gear
6140 · Professional Development	2,000	2,000	2,000	0%	Training and leadership opportunities
6350 · Internet Access	3,000	3,000	3,000	0%	Internet access
6420 · Computer Expense	-	-	-		
6620 · Fuel	20,000	20,000	20,000	0%	Fuel for equipment and Public Safety trucks
6640 · Vehicle Repairs and Maint.	20,000	20,000	20,000	0%	Repairs and upkeep of trucks and attached equipment
6670 · Equipment Maintenance	10,000	10,000	10,000	0%	Repairs and upkeep of mowers and heavy equipment
6710 · Building Maintenance	50,000	50,000	50,000	0%	Repairs and upkeep of all Town facilities
6720 · Grounds Maintenance	30,000	30,000	30,000	0%	Upkeep of grounds around Town buildings, roads, parks, and right of ways
6740 · Street Lights	50,000	50,000	50,000	0%	Lighting costs for Town roads and paths
6750 · Sanitation Contract	300,000	250,000	300,000	20%	Contracted 2x weekly trash pickup and 1x weekly bulk trash and yard waste
6760 · Landfill Fees	16,000	15,000	15,000	0%	Disposal costs of street and roadway debris
6770 · Building Supplies	10,000	12,000	12,000	0%	Building consumables - paper towels, water, cleaning supplies, etc.
6790 · Janitorial Services	30,000	36,000	25,000	-31%	Contracted service for daily cleaning of Town buildings
6835 · Travel	500	500	1,500	200%	Costs associated with attending conferences and seminars
6860 · Shop Supplies	3,000	2,000	2,000	0%	Shop consumables
6890 · Utilities	28,000	28,000	28,000	0%	Electric, water, sewer, and gas for Public Works building and Bostwick
Subtotal	1,120,742	1,160,518	1,223,753	5%	
6970 · Capital Outlay					
6979 · Highway User Projects	150,000	150,000	150,000		Street repairs funded through Highway User Revenues
6970 · Capital Outlay - Other	58,000	-	-		
Total 6970 · Capital Outlay	208,000	150,000	150,000	0%	
Total Expense	1,328,742	1,310,518	1,373,753	5%	

**Town of Bladensburg
FY26 Budget**

	FY24 Budget	FY25 Budget	FY26 Budget	% of Total	Inc. over FY25
REVENUES					
Real Estate Taxes	4,179,813	4,560,000	5,034,415	42%	10%
Business Personal Property Taxes	1,045,000	1,125,000	1,340,000	11%	19%
Income Tax	600,000	650,000	650,000	5%	0%
Other Local Taxes	40,000	20,000	20,000	0%	0%
Licenses and Permits	205,000	215,000	205,000	2%	-5%
Federal Funding	2,438,133	1,200,000	1,500,000	12%	25%
State Funding	735,200	1,827,766	1,853,146	15%	1%
County Funding	24,856	24,856	24,856	0%	0%
Service Charges	1,312,418	2,081,000	1,044,000	9%	-50%
Other Revenues	193,000	351,000	372,200	3%	6%
Grants	300,000	489,500	49,000	0%	-90%
Transfer from Speed Camera Fund Bal.	684,999				
Transfer from Fund Balance	494,260	575,114	-	0%	-100%
TOTAL REVENUES	12,252,679	13,119,236	12,092,617	100%	-8%
EXPENDITURES BY DEPARTMENT					
Mayor and Council	289,426	323,510	333,788	3%	3%
Town Administrator	437,743	485,943	484,975	4%	0%
Clerk	347,903	404,266	438,022	4%	8%
Finance	420,934	397,295	379,597	3%	-4%
Subtotal Administration	1,496,006	1,611,014	1,636,382	14%	2%
Public Safety / Traffic Enforcement	7,181,931	7,370,704	6,382,482	53%	-13%
Public Works	1,328,742	1,310,518	1,373,753	11%	5%
ARPA Projects	1,646,000	200,000	500,000	4%	150%
Grants - Restricted	300,000	327,000	-	0%	-100%
Capital Projects - Federal/State Funds	300,000	2,300,000	2,200,000	18%	-4%
TOTAL EXPENDITURES	12,252,679	13,119,236	12,092,617	100%	-8%
Surplus/(Deficit)	-	-	-		

Town of Bladensburg
Administration Combined (Town Admin., Clerk, Finance)
FY26 Budget

	FY24 Budget	FY25 Budget	FY26 Budget	% inc.	Notes to Line Items
6000 · Compensation					
6010 · Regular Pay	552,883	650,515	660,371	2%	Town Administrator, Clerk, and Treasurer combined
6020 · Overtime	4,000	11,000	11,000	0%	Overtime incurred for clerical staff
6030 · FICA	42,601	50,529	51,287	2%	7.65% employer tax on total pay
6040 · Health Insurance	47,327	64,456	88,350	37%	Health, Dental, Vision insurance based upon enrollment in plans
6050 · Pension	66,061	71,102	72,184	2%	Contribution to MD State Retirement System
6060 · Workers Comp	1,500	1,500	1,500	0%	Required liability insurance
ARPA Funded	55,466				
Total 6000 · Compensation	769,838	849,102	884,692	4%	
6110 · Tuition Reimbursement	5,000	7,000	2,000	-71%	Continuing Education courses
6140 · Professional Development	9,000	9,000	7,000	-22%	Training and leadership conferences
6150 · Payroll Service	6,000	8,000	10,000	25%	Payroll service, tax filings, W-2's, and 1099's
6240 · Memorials	2,000	2,000	2,000	0%	Condolence gifts
6255 · Town Meetings	-	-	5,000		Refreshments for meetings
6260 · Transportation	60,000	60,000	60,000	0%	Transportation Service
6270 · Historic Promotion	2,402	2,402	2,402	0%	Annual dues to Anacostia Trails Heritage Area
6320 · Wireless Communications	3,840	-	-		Cell phone reimbursement ceased FY24
6400 · Computer	-	-	-		Replacement costs of workstation and peripherals for office
6460 · Software Contract	12,000	17,500	27,000	54%	Licensing costs for meeting, PIA, and accounting software and shredding svc.
6510 · Audit	17,000	15,000	15,000	0%	Annual audit expenses
6520 · Bank Charges	5,000	5,000	5,000	0%	Banking fees
6530 · Bad Debts	6,000	8,000	8,000	0%	Write-offs of uncollectable Personal Property taxes for businesses which have closed
6550 · Insurance - Liability	10,000	10,000	15,000	50%	Liability and Umbrella Policies for Town, along with Treasurer Bonds
6560 · Legal	40,000	40,000	40,000	0%	Town Attorney fees and Franchise Fee negotiations billed by County
6570 · Equipment Lease	5,000	8,000	8,000	0%	Copier lease and usage costs and postage machine lease
6580 · Contractual Services	100,000	125,000	125,000	0%	Lobbyist fees, HR Consultant, Annexation consultation
6810 · Advertising	30,000	30,000	30,000	0%	Quarterly newsletters and promotions
6820 · Website	4,000	4,000	4,000	0%	Website hosting and platform services
6825 · Membership	2,000	2,000	2,000	0%	Annual memberships for professional and trade organizations
6835 · Travel	5,500	7,500	5,500	-27%	Per diem and travel costs for attendance to seminars and conferences
6850 · Office Supplies	8,000	8,000	10,000	25%	Office consumables
6855 · Postage	2,000	3,000	2,000	-33%	Town mailings
6880 · Election Costs	8,000	8,000	8,000	0%	Costs for machines and ballots in case of need for special election
6890 · Utilities	7,000	7,000	7,000	0%	30% of electric, water, gas, and sewer for Town Hall, balance to Public Safety
Subtotal	1,119,580	1,235,504	1,284,594	4%	since not metered separately
6950 · Debt Service	87,000	47,000	18,000	-62%	Principal and interest payments for leased body cameras and tasers
Total Expense	1,206,580	1,282,504	1,302,594	2%	
	10%	10%	11%		

**Town of Bladensburg
FY26 Budgeted Revenues**

	FY24 Budget	FY25 Budget	FY26 Budget	% inc.	Notes to Line Items
4000 · Property Taxes					
4020 · Real Estate Taxes	4,179,813	4,560,000	5,034,415	10%	Residential @ \$.0074, Commercial and Industrial @ \$.0082, Apartments @ \$.0085
4040 · Business Personal Property Tax	1,045,000	795,000	950,000	19%	Assessed business personal property of \$38M x \$.0250 tax rate not inc. below
4060 · Personal Property Tax - Other		330,000	390,000	18%	Utility and Rail Road personal property assessments of \$12M x \$.0325
Total 4000 · Property Taxes	5,224,813	5,685,000	6,374,415	12%	
4100 · Income Tax	600,000	650,000	650,000	0%	Income Tax collected by the State and remitted to the Town
4200 · Other Local Taxes					
4220 · Admissions and Amusement Tax	40,000	20,000	20,000	0%	Tax collected by the State and remitted to the Town for rentals, cover charges,
Total 4200 · Other Local Taxes	640,000	670,000	670,000	0%	and coin operated machines
4300 · Licenses and Permits					
4310 · Local Business Licenses	80,000	80,000	110,000	38%	Business license and apartment rental license fees
4320 · County Traders License	15,000	15,000	15,000	0%	Share of County business licenses remitted to Town
4370 · Cable Franchise Fees	110,000	120,000	80,000	-33%	Fees based on subscribership of Comcast and Verizon
Total 4300 · Licenses and Permits	205,000	215,000	205,000	-5%	
4400 · Federal Funding (ARPA)	2,288,133	200,000	500,000	150%	ARPA funding partnership with County on Stormwater Project
4410 · Federal Earmark	150,000	1,000,000	1,000,000	0%	Senator Ben Cardin Earmark of \$1M
Total 4400 · Federal Funding	2,438,133	1,200,000	1,500,000		
4500 · State Funding					
4510 · Highway User Revenues	285,200	327,766	327,766	0%	State allocation for roads maintenance
4520 · Police Aid	300,000	300,000	325,380	8%	Annual grant from Governor's Office for Crime Control and Prevention
4550 · State Bond Bill	150,000	1,200,000	1,200,000		State Bond Bill for Bostwick
Total 4500 · State Funding	735,200	1,827,766	1,853,146	1%	
4600 · County Funding					
4620 · County Disposal Fee Rebate	22,484	22,484	22,484	0%	Rebate for using County dumps
4640 · Bank Stock	2,372	2,372	2,372	0%	Fixed amount received annually as part of a 1960's hold harmless agreement
Total 4600 · County Funding	24,856	24,856	24,856	0%	to discontinue taxing bank shares
4700 · Service Charges					
4720 · Local Fines/Fees	15,000	40,000	40,000	0%	Public Safety, Code, parking violations, and impound fees
4730 · Copier Fees	3,000	3,000	3,000	0%	Fees collected for Police Reports and Public Information Act requests
4740 · Fingerprinting	1,000	1,000	1,000	0%	Service offered through Maryland's Criminal Justice Information Service
4780 · Red Light Enforcement	-	537,000	-		Fines generated for red light enforcement
4770 · Automated Traffic Enforcement	1,293,418	1,500,000	1,000,000	-33%	Fines generated for automated traffic enforcement
Total 4700 · Service Charges	1,312,418	2,081,000	1,044,000	-50%	
4800 · Other Revenues					
4810 · Insurance Reimbursement	60,000	50,000	50,000	0%	Annual rebate from health insurance and reimbursed costs for insured losses
4820 · Bus Shelter Advertising	2,000	-	-		Revenues remitted to us for advertising contracts on bus shelters
4830 · Property Rental	42,000	42,000	42,000	0%	Rental of Mango Café
4840 · Vehicle Deployment	7,000	7,000	28,200	303%	Payroll deduction for Public Safety take home vehicles
4870 · Misc. Revenues	2,000	2,000	2,000	0%	Misc. receipts which do not fall in any above revenue accounts
4880 · Interest Earned	80,000	250,000	250,000	0%	Interest earned through MD Local Government Investment Pooled accounts
Total 4800 · Other Revenues	193,000	351,000	372,200	6%	
4900 · Restricted Revenues					
4950 · Community Legacy	290,000	150,000	-	-100%	
4960 · CDBG Construction Grant	-	167,000	-		
4970 · Other Grants	10,000	172,500	49,000		MEA Grant
Total 4900 · Restricted Revenues	300,000	489,500	49,000	-90%	
4998 · Transfer from Speed Camera Fund Balance	684,999				
4999 · Transfer from Fund Balance	494,260	575,114	-	-100%	Budget reconciliation to have a balanced budget when expenses > revenues
Total Revenues	12,252,679	13,119,236	12,092,617	-8%	

Town of Bladensburg
Budget Summary
July 2025 through June 2026

	Jul '25 - Jun 26
Ordinary Income/Expense	
Income	
4000 · Property Taxes	
4020 · Real Estate Taxes	5,034,415
4040 · Business Personal Property Tax	950,000
4060 · Personal Property Tax - Other	390,000
Total 4000 · Property Taxes	6,374,415
4100 · Income Tax	650,000
4200 · Other Local Taxes	
4220 · Admissions and Amusement Tax	20,000
Total 4200 · Other Local Taxes	20,000
4300 · Licenses and Permits	
4310 · Local Business Licenses	110,000
4320 · County Traders License	15,000
4370 · Cable Franchise Fees	80,000
Total 4300 · Licenses and Permits	205,000
4400 · Federal Funding	
4410 · Federal Earmark	1,000,000
4400 · Federal Funding - Other	500,000
Total 4400 · Federal Funding	1,500,000
4500 · State Funding	
4510 · Highway User Revenues	327,766
4520 · Police Aid	325,380
4550 · Bond Bill	1,200,000
Total 4500 · State Funding	1,853,146
4600 · County Funding	
4620 · County Disposal Fee Rebate	22,484
4640 · Bank Stock	2,372
Total 4600 · County Funding	24,856
4700 · Service Charges	
4720 · Local Fines/Fees	40,000
4730 · Copier Fees	3,000
4740 · Fingerprinting	1,000
4760 · Reimbursements	
4770 · Automated Traffic Enforcement	1,000,000
Total 4700 · Service Charges	1,044,000
4800 · Other Revenues	
4810 · Insurance Reimbursement	50,000
4830 · Property Rental	42,000
4840 · Vehicle Deployment	28,200
4870 · Misc. Revenues	2,000
4880 · Interest Earned	250,000
Total 4800 · Other Revenues	372,200
4900 · Restricted Revenues	49,000
4997 · Transfer from HUR Fund Balance	
4998 · Transfer from Speed Camera Fund	
4999 · Transfer from Fund Balance	
Total Income	12,092,617
Gross Profit	12,092,617
Expense	
6000 · Compensation	
6010 · Regular Pay	4,379,471
6020 · Overtime	426,000
6030 · FICA	367,092
6040 · Health Insurance	924,408
6050 · Pension	473,244
6060 · Workers Comp	258,000
Total 6000 · Compensation	6,828,215
6110 · Tuition Reimbursement	23,000
6120 · Uniforms	85,000
6130 · Recruitment	16,000
6140 · Professional Development	
6145 · Council Business Development	30,000
6140 · Professional Development - Other	59,000
Total 6140 · Professional Development	89,000


Town of Bladensburg
Budget Summary
July 2025 through June 2026

	Jul '25 - Jun 26
6150 · Payroll Service	10,000
6160 · Employee Recognition	25,000
6210 · Council Projects	2,500
6220 · Community Initiatives	
6225 · Community Grants	
6226 · Fire Department Donation	30,000
6227 · Scholarships	5,000
6225 · Community Grants - Other	12,000
Total 6225 · Community Grants	47,000
6230 · Community Events	90,000
6235 · Senior Citizen Projects	4,500
6240 · Memorials	2,000
6255 · Town Meetings	11,000
6260 · Transportation	60,000
6270 · Historic Promotion	2,402
6310 · Telephone	32,000
6320 · Wireless Communications	60,000
6330 · Communications Contracts	40,000
6350 · Internet Access	10,000
6360 · Data Fees	
6420 · Computer Expense	40,000
6440 · IT Support	100,000
6460 · Software Contract	87,000
6510 · Audit	15,000
6520 · Bank Charges	5,000
6530 · Bad Debts	8,000
6545 · Insurance - Auto	70,000
6550 · Insurance - Liability	79,000
6560 · Legal	40,000
6570 · Equipment Lease	18,000
6580 · Contractual Services	245,000
6590 · Automated Traffic Enforcement	125,000
6620 · Fuel	135,000
6640 · Vehicle Repairs and Maintenance	60,000
6650 · Vehicle Body Repairs	25,000
6670 · Equipment Maintenance	10,000
6680 · Weapon Repairs and Supplies	15,000
6710 · Building Maintenance	50,000
6720 · Grounds Maintenance	30,000
6740 · Street Lights	50,000
6750 · Sanitation Contract	300,000
6760 · Landfill Fees	15,000
6770 · Building Supplies	12,000
6790 · Janitorial Services	25,000
6810 · Advertising	30,000
6820 · Website	4,000
6825 · Membership	32,000
6835 · Travel	29,000
6850 · Office Supplies	25,000
6855 · Postage	7,000
6860 · Shop Supplies	2,000
6865 · Supplies	20,000
6870 · K9 Supplies	15,000
6880 · Election Costs	8,000
6885 · Finger Printing	1,000
6890 · Utilities	55,000
6900 · Grants - Restricted	
Total Expense	9,224,617
Net Ordinary Income	2,868,000
Other Income/Expense	
Other Income	
Other Expense	
6950 · Debt Service	18,000
6970 · Capital Outlay	
6972 · Long Term Capital Projects	2,200,000
6979 · Highway User Projects	150,000
6970 · Capital Outlay - Other	500,000
Total 6970 · Capital Outlay	2,850,000
Total Other Expense	2,868,000
Net Other Income	-2,868,000
Net Income	




DISCOVER **BLADENSBURG**

Thank you for reviewing the FY 2026 Final Budget. Stay connected and discover all that Bladensburg has to offer.

 Phone
(301) 927-7048

 Email
admin@bladensburgmd.gov

 Website
www.bladensburgmd.gov

 Office Address
**4229 Edmonston Road
Bladensburg, Maryland 20710**



Agenda Item Summary Report

Meeting Date: June 9, 2025	Submitted by: Michelle Bailey Hedgepeth, Town Administrator Regine Watson, Town Clerk
Item Title: Resolution 30-2025: A resolution of support for the Town of Bladensburg and port towns' applications for DCHD funding to the National Capital Strategic Economic Development Fund (NED) for business assistance through a façade improvement grant program and wayfinding and branding with the State Revitalization Fund Grants	
Resolution 30-2025: A resolution of support for the Town of Bladensburg and port towns' applications for DCHD funding to the National Capital Strategic Economic Development Fund (NED) for business assistance through a façade improvement grant program and wayfinding and branding with the State Revitalization Fund Grants	
Work Session Item [X] Council Meeting Item [X]	Documentation Attached: Resolution
Recommended Action: Staff recommends the passage of this support resolution.	
<p>Item Summary: The Town of Bladensburg, in coordination with the Towns of Colmar Manor, Cottage City, and Edmonston (collectively the Port Towns), seeks Council approval for Resolution 30-2025 in support of an application to the National Capital Strategic Economic Development Fund (NED) for business assistance through a façade improvement grant program.</p> <p>The Port Towns have formally established a Community Development Corporation (CDC) to promote joint economic and housing development initiatives across the region. The Port Towns have partnered with Common Resilience, an experienced economic development consultant, to provide assistance with capacity building, strategic planning, and implementation support. The NED Funding will support a Façade Improvement Program for the Port Towns.</p> <ul style="list-style-type: none">• The Town of Bladensburg formally supports the joint application of the Port Towns to the National Capital Strategic Economic Development Fund (NED) for the establishment of a Port Towns Façade Improvement Grant Program.• The Town of Bladensburg commits to working collaboratively with its partner municipalities and the Port Towns CDC in the planning, implementation, and oversight of this grant program, should funding be awarded.• The Town of Bladensburg further supports the development of an application by the Port Towns for State Revitalization Funds for branding, wayfinding, and signage to unite the Towns better and create a sense of place.• The Town further acknowledges that this program aligns with its strategic goals of local economic development, historic preservation, and sustainable revitalization. <p>The Town Administrator will be able to answer any questions on this matter.</p>	
Budgeted Item: Yes [] No [] NA Budgeted Amount: One-Time Cost: NA Ongoing Cost: NA	Continued Date:
Council Priority: Yes [] No []	Approved Date:



Town of Bladensburg, Maryland

RESOLUTION NO. 30-2025

Date Introduced: June 9, 2025

Date Adopted: June 9, 2025

Date Effective: June 9, 2025

A RESOLUTION OF SUPPORT FOR THE TOWN OF BLADENSBURG AND PORT TOWNS' APPLICATIONS FOR DCHD FUNDING TO THE NATIONAL CAPITAL STRATEGIC ECONOMIC DEVELOPMENT FUND (NED) FOR BUSINESS ASSISTANCE THROUGH A FAÇADE IMPROVEMENT GRANT PROGRAM AND FOR WAYFINDING AND BRANDING WITH THE STATE REVITALIZATION FUND

WHEREAS, the Port Towns communities—comprising the Towns of Bladensburg, Colmar Manor, Cottage City, and Edmonston—are designated as Sustainable Communities by the Maryland Department of Housing and Community Development (DHCD), and have a shared commitment to revitalizing their commercial corridors and enhancing the economic vitality of the region; and

WHEREAS, the Port Towns have recently formalized a joint Community Development Corporation (CDC) to collaboratively address economic development, redevelopment, and infrastructure investment in the region; and

WHEREAS, reinvestment in locally owned businesses is critical to the long-term health, sustainability, and vibrancy of the Port Towns' business districts, and supports the preservation and growth of community-serving enterprises; and

WHEREAS, the National Capital Strategic Economic Development Fund (NED), administered by DHCD, provides competitive funding in support of community revitalization in areas where modest investment and coordinated strategies can create meaningful impact; and

WHEREAS, the proposed Port Towns Façade Improvement Program will provide matching grants to eligible local businesses for enhancements such as façade rehabilitation, signage and awning upgrades, landscaping, and other visual and structural improvements that contribute to a more attractive and economically active commercial environment; and

WHEREAS, the State Revitalization Fund, administered by DHCD, provides competitive funding in support of community investment and coordinated strategies can create a meaningful impact the Port Towns are seeking grant funding for branding, signage, and wayfinding; and

WHEREAS, the Town of Bladensburg supports the Port Towns’ joint application for NED funds and recognizes the importance of leveraging this opportunity to catalyze local business investment and neighborhood revitalization.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Town Council of the Town of Bladensburg that:

1. The Town of Bladensburg formally supports the joint application of the Port Towns to the National Capital Strategic Economic Development Fund (NED) for the establishment of a Port Towns Façade Improvement Grant Program.
2. The Town of Bladensburg further supports the development of an application by the Port Towns for State Revitalization Funds for branding, wayfinding, and signage to unite the Towns better and create a sense of place.
3. The Town of Bladensburg commits to working collaboratively with its partner municipalities and the Port Towns CDC in the planning, implementation, and oversight of this grant program, should funding be awarded.
4. The Town further acknowledges that this program aligns with its strategic goals of local economic development, historic preservation, and sustainable revitalization.

BE IT FURTHER RESOLVED that this Resolution be and is hereby adopted this 9th Day of June 2025 and shall take effect immediately upon its adoption.

Attest:

Regine R. Watson, Town Clerk

Takisha D. James, Mayor

PORT TOWNS

Small Business Facade Improvement Program Policy

Effective Date: [Insert Date]

I. Purpose

The purpose of the Port Towns Business Assistance Façade Improvement Program is to strengthen the economic vitality and visual appeal of the Port Towns’ commercial districts—Bladensburg, Colmar Manor, Cottage City, and Edmonston—by supporting locally owned businesses in making exterior improvements to their properties. Through matching grant funding, the program aims to assist companies in enhancing storefront façades, signage, awnings, landscaping, and other visible building elements that contribute to a more attractive, welcoming, and vibrant commercial environment. This initiative is part of a broader revitalization strategy aimed at promoting small business retention, stimulating private investment, and enhancing the overall quality of life in the Port Towns communities.

II. Program Components

A. Storefront Improvements

1. Eligible Improvements:
- Painting

• Window repairs and replacements

• Awnings and canopies

• Exterior lighting

• Landscaping and Parking Lots
2. Design Guidelines and Standards:
- Compliance with the town's and county's architectural standards

• Encouragement of creativity and uniqueness

• Use of durable and high-quality materials

B. Signage Upgrades

1. Criteria for Eligible Signage:
- Replacement or enhancement of business signage

• Illuminated or non-illuminated signs

• Compliance with local sign ordinances
2. Emphasis on Visibility and Branding:
- Improved visibility for businesses

- Promotion of consistent branding within a shopping center or area to improve the overall look of the commercial center or building.

C. Monument Signage

1. Definition and Purpose:
 - Freestanding signage is located at the entrance of commercial areas.
 - Identification and wayfinding
 - Cohesive design
 - Enhanced landscaping to make a point of entry more attractive for customers and to improve the overall image of the c
2. Matching Funds Allocations:
 - Percentage-based matching funds for eligible monument signage improvements

Notes on Matching Funds: When determining the standard matching amount for a facade improvement program involves considering various factors such as the program's goals, available budget, and the level of financial commitment required from participating businesses. There isn't a one-size-fits-all answer, but here's a general guideline you might consider:

Percentage-Based Matching:

One common approach is to use a percentage-based matching formula. For example:

Standard Matching Amount: 50%

Example: If a business invests \$10,000 in facade improvements, the program contributes \$5,000, making the total investment \$15,000.

But this may range from 60/40 matches or smaller amounts for larger projects.

Maximum Matching Amount:

You may consider setting a maximum matching amount to encourage larger investments and more significant improvements. For instance:

Maximum Matching Amount: \$15,000

Example: If a business invests \$30,000 in facade improvements, the program contributes \$15,000, reaching the maximum matching amount.

Minimum Matching Amount:

To ensure a reasonable commitment from businesses, you might set a minimum matching amount:

Minimum Matching Amount: \$2,500

Example: If a business invests \$5,000 in facade improvements, the program contributes \$2,500, meeting the minimum matching amount.

Consideration for Different Elements:

You may also differentiate the matching percentages based on the type of improvement. For instance:

Storefront Improvements: 40% matching

Signage Upgrades: 40% matching

Monument Signage: 25% matching

Tiered Matching System:

Introduce a tiered system based on the total investment amount, encouraging businesses to make substantial improvements:

Investment Tier 1 (Low): Up to \$5,000 - 40% matching

Investment Tier 2 (Medium): \$5,001 to \$25,000 - 40% matching

Investment Tier 3 (High): Over \$25,000 - 25% matching

Flexibility:

Consider offering flexibility in the matching amount based on the business's financial capacity, the nature of improvements, and the perceived impact on the community.

It's crucial to strike a balance between encouraging meaningful investments and ensuring the program's accessibility for a diverse range of businesses. Regular assessments of the program's performance and adjustments to the matching amounts based on the outcomes may be necessary for ongoing success.

III. Funding Structure

A. Seed Funding – Town CDC

1. Develop a seed program
 - Allocation for program initiation
 - Distribution among eligible businesses based on approved applications.

B. Matching Funds

1. Calculation Formula:
 - X matching funds for eligible improvements
 - Maximum and minimum matching fund amounts
2. Incentives for Maximum Participation:

- Additional incentives for businesses contributing a certain threshold.

C. Application Process

1. Eligibility Criteria:

- Small businesses within the town limits
- Compliance with local regulations
- Submission of a detailed improvement plan

2. Submission Requirements:

- Completed application form
- Cost estimates and project timeline
- Approval from property owner (if applicable)

IV. Community Legacy Grant Program

A. Overview of Maryland DCHD Funding

1. Comparison with Other Towns:

- Learning from successful models in Laurel, Upper Marlboro, and Mount Airy
- Potential benefits and opportunities for collaboration

2. Application Procedure:

- Coordination with state agencies
- Timelines and deadlines for grant applications

V. Program Administration

A. Program Coordinator

1. Appointment and Responsibilities:

- Overseeing the application process
- Coordination with local businesses and stakeholders

B. Funding Allocation Committee

1. Establishment and Composition:

- Representation from relevant town departments and economic development partners
- Objective review of applications and allocation of funds

VI. Reporting and Evaluation

A. Metrics for Success

1. Increased Foot Traffic:
 - Monitoring foot traffic in the business district
2. Business Revenue Growth:
 - Gathering and analyzing financial data from participating businesses

B. Feedback Mechanisms

1. Surveys and Interviews:
 - Collecting feedback from participating businesses and the community
 - Identifying areas for program improvement

C. Continuous Improvement Strategies

1. Periodic Program Reviews:
 - Evaluating the effectiveness of the program
 - Implementing adjustments based on feedback and outcomes.

VII. Compliance and Monitoring

A. Compliance with Design Standards

1. Periodic Inspections:
 - Ensuring compliance with approved improvement plans and design guidelines.

B. Program Audits

1. Independent Audits:
 - Periodic audits to ensure transparent and accountable fund allocation.

VIII. Communication and Outreach

A. Community Engagement

1. Information Sessions:
 - Hosting sessions to educate businesses about the program.
2. Public Meetings:
 - Soliciting community input and addressing concerns

B. Marketing and Promotion

1. Awareness Campaigns:
 - Utilizing various channels to promote the program.

IX. Conclusion

The Small Business Facade Improvement Program is a crucial initiative for the Town of Bladensburg, reflecting our commitment to economic development and community vibrancy. We anticipate positive transformations in our business district, fostering a stronger sense of pride and prosperity.

Contact Information:

Program Coordinator Name and Contact Information -- Common Resilience

[Additional Resources]

This policy is a guideline for implementing and administering the Small Business Facade Improvement Program in the Port Towns. It is subject to periodic review and updates to ensure its effectiveness in achieving the program's goals.



Agenda Item Summary Report

Meeting Date: June 9, 2025	Submitted by: Michelle Bailey Hedgepeth, Town Administrator Tyrone Collington, Police Chief Regine Watson, Town Clerk
Item Title: 31-2025 A Resolution authorizing the declaration of items surplus and the disposition of these items by the Police Department	
A RESOLUTION AUTHORIZING THE DECLARATION OF ITEMS SURPLUS AND THE DISPOSITION OF THESE ITEMS BY THE POLICE DEPARTMENT	
Work Session Item [] Council Meeting Item [X]	Documentation Attached: Resolution 05-2025 List of Vehicles
Recommended Action:	
Approval of this resolution is required for the disposal of surplus item	
<p>Summary: The Town Administrator and the Police Chief ask the Council to declare certain items surplus and eligible for disposal due to forfeiture and related police seizure laws. The Town's Online vendor, GovDeals, is to provide the best possible value return to the Town.</p> <p>GovDeals has worked with numerous local, state and federal agencies on the disposal and sale of surplus items.</p> <p>The resolution will authorize the following actions:</p> <ol style="list-style-type: none">1. Authorization of Surplus Item Disposition The Town hereby declares the attached identified items as surplus property to be disposed of in accordance with this resolution.2. Designation of Disposal Method The Town Administrator is authorized to sell the surplus vehicles through a municipal auction vendor.3. Compliance with Legal Requirements The Town Administrator shall ensure that all surplus vehicles are disposed of in compliance with the applicable local, state, and federal laws governing municipal property disposition.4. Authorize Town Staff to seek appraisals for high-value items Town staff is authorized to seek an appraisal for high-value items or list them as lots if better suited.5. Financial Management All proceeds from the sale of the surplus vehicles shall be deposited into the appropriate Town accounts as determined by the Town's financial policies. <p>The disposal will allow the Town to raise additional funds to support Town operations.</p> <p>Attached is a copy of the list of surplus items for the Town. The items will be disposed of during FY 2026, and the proceeds will go into the MISC REVENUES Line item. If there are any questions, staff will be available to answer them.</p>	
Budgeted Item: Yes [] No [X] Budgeted Amount: \$ NA - Revenue Item One-Time Cost: Ongoing Cost:	Continued Date:
Council Priority: Yes [] No []	Approved Date:



Town of Bladensburg, Maryland

RESOLUTION NO. 31-2025

Date Introduced: June 9, 2025

Date Adopted: June 9, 2025

Date Effective: June 9, 2025

A RESOLUTION AUTHORIZING THE DECLARATION OF ITEMS SURPLUS AND THE DISPOSITION OF THESE ITEMS BY THE POLICE DEPARTMENT

WHEREAS, the Town of Bladensburg is the legal owner of various items through forfeiture or seizure; and

WHEREAS, the Town seeks to dispose of said surplus items in a manner that ensures the most efficient and transparent process, with the best possible return of value to the Town; and

WHEREAS, the use of an online or other municipal auction vendor has been identified as a suitable method to facilitate the sale, in compliance with applicable local, state, and federal laws; and

WHEREAS, the Town Administrator and Police Chief are tasked with overseeing the disposition of Town property in accordance with Town policies and ensuring that all surplus assets are disposed of appropriately;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Bladensburg, Maryland:

1. **Authorization of Surplus Item Disposition**
The Town hereby declares the items listed in the attached exhibit as surplus property and authorizes their disposal in accordance with this resolution.
2. **Designation of Disposal Method**
The Town Administrator is authorized to dispose of surplus items, including vehicles, through an online municipal auction vendor, such as GovDeals, or through another legally compliant method that ensures a fair and competitive process.
3. **Compliance with Legal Requirements**
The Town Administrator shall ensure that all disposals are carried out in compliance with all applicable local, state, and federal laws governing the disposition of municipal property, including those related to forfeiture and police seizure.

4. **Authorization to Seek Appraisals**

Town staff is authorized to obtain appraisals for high-value items and may group items into lots when appropriate to maximize sale value.

5. **Financial Management**

All proceeds from the sale of surplus items shall be deposited into the appropriate Town accounts, in accordance with the Town’s financial management policies. Proceeds from these sales during FY 2026 will be credited to the **Miscellaneous Revenues** line item.

BE IT FURTHER RESOLVED that the declaration and disposal of these surplus items will support the responsible stewardship of Town assets and contribute additional resources to Town operations.

BE IT FURTHER RESOLVED that this Resolution be and is hereby adopted this 9th Day of June 2025 and shall take effect immediately upon its adoption.

Attest:

Regine R. Watson, Town Clerk

Takisha D. James, Mayor



PROPERTY DESCRIPTION	DISPOSITION
SALOMAN BOOTS	ISSUED TO RESELL
ALTAMA BOOTS	ISSUED TO RESELL
BUD PANTS, JACKETS	ISSUED TO RESELL
DEWALT CHARGING PAD (2)	ISSUED TO RESELL
DEWALT CHARGING PAD (2)	ISSUED TO RESELL
RYOBI CHAIN SAW	ISSUED TO RESELL
RYOBI CHAIN SAW	ISSUED TO RESELL
RYOBI CHAIN SAW	ISSUED TO RESELL
MILWAUKEE FLOOD LIGHT	ISSUED TO RESELL
MILWAUKEE HAND SAW	ISSUED TO RESELL
JAVI SHOES	ISSUED TO RESELL
DEWALT TOOL KIT	ISSUED TO RESELL
HOMELITE TRIMMER	ISSUED TO RESELL
SINK FAUCET	ISSUED TO RESELL
DEWALT LEVEL	ISSUED TO RESELL
MILWAUKEE BLOWER	ISSUED TO RESELL
MILWAUKEE CHARGER	ISSUED TO RESELL
DEWALT BIT SET	ISSUED TO RESELL
HOME DEPOT BUCKET	ISSUED TO RESELL
DEWALT RATCHET STRAP SET	ISSUED TO RESELL
(18) MILWAUKEE SAW BLADES	ISSUED TO RESELL
(2) DIABLO BLADES	ISSUED TO RESELL
FILA	ISSUED TO RESELL
TOILETE PAPER	ISSUED TO RESELL
TRASH BAGS	ISSUED TO RESELL
WATCH / JEWELRY	ISSUED TO RESELL
WHITE IPHONE 4	ISSUED TO RESELL
BLACK HP LAPTOP	ISSUED TO RESELL
(2) GOLD RING	ISSUED TO RESELL
BLACK ACER LAPTOP	ISSUED TO RESELL
BLACK IPHONE 4	ISSUED TO RESELL
(2) DEWALT BATTERIES	ISSUED TO RESELL
MILWAUKEE BAG W/ HAND TOOLS / ATTACHMENTS	ISSUED TO RESELL
MILWAUKEE BAG EMPTY	ISSUED TO RESELL
CLEAR BOX W/ WRENCH	ISSUED TO RESELL
BLACK VERA BRADLEY WALLET / CHARGERS	ISSUED TO RESELL
BLUE LUNCH BOX	ISSUED TO RESELL
(2) CONCRETE TROWELS	ISSUED TO RESELL
MILWA. M8 15GAUGE NAILER	ISSUED TO RESELL
MILWA. RECIPRO. SAW	ISSUED TO RESELL
DEWALT 60V BATTERY	ISSUED TO RESELL
DEWALT OSCILLATING TOOL	ISSUED TO RESELL
UNBRANDED CAR SCREEN	ISSUED TO RESELL

DEWALT 20V DRILL	ISSUED TO RESELL
(2)DEWALT 20V BATTERY	ISSUED TO RESELL
DEWALT 20V 18 GA. NAILER	ISSUED TO RESELL
MILWAK. 30 DEG. FRAMING NAILER	ISSUED TO RESELL
MAKITA SAW	ISSUED TO RESELL
OZARK TRAIL PORTABLE STOVE	ISSUED TO RESELL
BLACK BAG W/ MISC HAND TOOLS	ISSUED TO RESELL
BLACK "SOUTH OXFORD" BAG W/ FASTNERS AND TOOLS	ISSUED TO RESELL
DEWALT TOOL BAG W/ MISC. HAND TOOLS	ISSUED TO RESELL
BROWN "M GROUP" BAG W/ HAND TOOLS	ISSUED TO RESELL
BLACK BAG W/ HAND TOOLS	ISSUED TO RESELL
PURPLE "IGLOO" BAG W/ HAND TOOLS	ISSUED TO RESELL
MILWA. IMPACT DRILL	ISSUED TO RESELL
TOPCON SOLUTIONS LASER	ISSUED TO RESELL
DEWALT SANDER	ISSUED TO RESELL
(2) BOSCH 18V BATTERY	ISSUED TO RESELL
DEWALT 18 GA NAILER	ISSUED TO RESELL
MILWA. HAMMER DRILL	ISSUED TO RESELL
MILWA. IMPACT DRILL	ISSUED TO RESELL
DEWALT DRILL	ISSUED TO RESELL
MILWAK. IMPACT DRIVER	ISSUED TO RESELL
MILWAK. MULTI-TOOL	ISSUED TO RESELL
MAKITA ROUTER	ISSUED TO RESELL
(2) MILWA. 4.0 AH BATTERY	ISSUED TO RESELL
MILWA. 3.0 AH BATTERY	ISSUED TO RESELL
(3) DEWALT 2.0 AH BATTER	ISSUED TO RESELL
DEWALT 4.0 AH BATTERY	ISSUED TO RESELL
DEWALT 12/20V CHARGER	ISSUED TO RESELL

Item #	Type	Year Issued	Denomination	Material/ Composition	Current Metal Value	Face Value	
1	Coin- Mercury Dime		1944 ten cents	90% silver		\$2.39	\$0.01
2	Coin-Morgan Dollar		1833	1 90% Silver		\$25.73	\$1.00
3	Bills-Silver Certificate (18) 1957, ((7) 1935, (1) 1934		(26) \$1.00	N/A	N/A		\$26.00
4	Bill-Silver Certificates		1923	\$1.00 N/A	N/A		\$1.00
5	Bill- Black Eagle Silver		1899	\$1.00 N/A	N/A		\$1.00
6	Bill- Red Seal		1966	\$100.00 N/A	N/A		\$100.00
7	Bill		1934	\$20.00 N/A	N/A		\$20.00
8	Bill		1934	\$20.00 N/A	N/A		\$20.00
9	Bill		1950	\$10.00 N/A	N/A		\$10.00
10	Bill		1950	\$10.00 N/A	N/A		\$10.00
11	Bill		1934	\$20.00 N/A	N/A		\$20.00
12	Bill		1950	\$10.00 N/A	N/A		\$10.00
13	Bill		1950	\$10.00 N/A	N/A		\$10.00
14	Bill		1934	\$10.00 N/A	N/A		\$10.00
15	Bill		1950	\$10.00 N/A	N/A		\$10.00
16	Bill		1950	\$10.00 N/A	N/A		\$10.00
17	Bill-Red Seal		1963	\$5.00 N/A	N/A		\$5.00
18	Bill- Red Seal		1963	\$5.00 N/A	N/A		\$5.00
19	Bill- Red Seal		1963	\$5.00 N/A	N/A		\$5.00
20	Bill		1950	\$5.00 N/A	N/A		\$5.00
21	Bill- Red Seal		1953	\$5.00 N/A	N/A		\$5.00
22	Bill- Red Seal		1953	\$5.00 N/A	N/A		\$5.00
23	Bill- Silver Certificate		1934	\$5.00 N/A	N/A		\$5.00
24	Bill- Silver Certificate		1934	\$5.00 N/A	N/A		\$5.00
25	Bill- Silver Certificate		1953	\$5.00 N/A	N/A		\$5.00
26	Bill- Red Seal		1963	\$5.00 N/A	N/A		\$5.00
27	Bill- Red Seal		1963	\$2.00 N/A	N/A		\$2.00
28	Bill- Red Seal		1953	\$2.00 N/A	N/A		\$2.00
29	Bill- Red Seal		1963	\$2.00 N/A	N/A		\$2.00
30	Bill- Red Seal		1935	\$2.00 N/A	N/A		\$2.00
31	Bill- Red Seal		1963	\$2.00 N/A	N/A		\$2.00
32	Coin- Peace Dollar		1922	\$1.00 90% Silver		\$25.51	\$1.00
33	Bill		1934	\$20.00 N/A	N/A		\$20.00
34	Coin		1943D	\$0.01 Steel	N/A		\$0.01
35	Coin		1910	\$0.01 N/A	N/A		\$0.01
36	Coin-Washington		1945	\$0.25 90% Silver		\$5.96	\$0.25
37	Coin- Peace Dollar		1923	\$1.00 90% Silver		\$25.51	\$1.00
38	Coin		1890	\$0.01 Copper/Zinc	N/A		\$0.01
39	Coin- Kennedy Half		1967	\$0.50 40% Silver		\$4.88	\$0.50
40	Coin- Kennedy Half		1966	\$0.50 40% Silver		\$4.88	\$0.50
41	Coin- Kennedy Half		1969	\$0.50 40% Silver		\$4.88	\$0.50
42	Coin- Kennedy Half		1968	\$0.50 40% Silver		\$4.88	\$0.50
43	Coin- Kennedy Half		1964	\$0.50 90% Silver		\$11.94	\$0.50
44	Coin- Kennedy Half		1969	\$0.50 40% Silver		\$4.88	\$0.50
45	Coin- Kennedy Half		1964	\$0.50 90% Silver		\$11.94	\$0.50
46	Coin- Kennedy Half		1964	\$0.50 90% Silver		\$11.64	\$0.50
47	Coin- Franklin		1963	\$0.50 90% Silver		\$11.94	\$0.50
48	Coin- Franklin		1958	\$0.50 90% Silver		\$11.94	\$0.50
49	Coin- Kennedy Half		1964	\$0.50 90% Silver		\$11.94	\$0.50
50	Coin- Kennedy Half		1968	\$0.50 40% Silver		\$4.88	\$0.50
51	Coin- Kennedy Half		1964	\$0.50 90% Silver		\$11.94	\$0.50
52	Coin- Kennedy Half		1964	\$0.50 90% Silver		\$11.94	\$0.50
53	Coin- Kennedy Half		1964	\$0.50 90% Silver		\$11.94	\$0.50
54	Coin- Kennedy Half		1964	\$0.50 90% Silver		\$11.94	\$0.50
55	Coin- Franklin		1953	\$0.50 90% Silver		\$11.94	\$0.50
56	Coins- Washington Qt Various 1964 or prior		(40) \$.25	90% Silver		\$238.79	\$10.00
57	Coins- Kennedy Half		1968	\$0.50 40% Silver		\$4.88	\$0.50
58	Coins- Columbia Expc		1892	\$0.50 90% Silver	Unk		\$0.50
59	Coin- Libery Head		1838	\$0.01 N/A	N/A		\$0.01
60	Coin- Buffalo		1936	\$0.05 N/A	N/A		\$0.05
61	Coin- Morgan Dollar		1900	\$1.00 90% Silver		\$25.51	\$1.00
62	Coin-Commemorative		1984 N/A	N/A	N/A	Unk	
63	Coin- Peace Dollar		1922	\$1.00 90% Silver		\$25.51	\$1.00
64	Coin- Kennedy Half		1967	\$0.50 40% Silver		\$4.88	\$0.50
65	Coin-Sunshine Mining		1983 N/A	1 oz silver		\$33.03	N/A
66	Coin- Shield Nickel		1868	\$0.05 Copper/Nickel	N/A		\$0.05
67	Coin- Canadian	Unk		\$0.01 N/A	N/A		\$0.01
							\$363.41



Agenda Item Summary Report

Meeting Date: June 9, 2025	Submitted by: Michelle Bailey Hedgepeth
Item Title: Community Presentation Introducing the Bladensburg Community Garden: A Project of ECO City Farms	
Community Presentation Introducing the Bladensburg Community Garden: A Project of ECO City Farms	
Work Session Item [X] Council Meeting Item [X]	Documentation Attached: Ordinance No. 01-2026 Budget Document FY 2026
Recommended Action:	
Public Information Item This is the community information item to announce the grant award and the community process.	
<p>Summary: ECO City Farms has been awarded a FY2025 Green Equity Grant from the Maryland Department of Natural Resources to develop a 10,000-square-foot Community Garden and outdoor classroom at 5801 Emerson Street, on Maryland-National Capital Park and Planning land in Bladensburg.</p> <p>The site, previously used by ECO for farmers markets and community events, is located adjacent to Port Towns ES, Rogers Heights ES, and across from Elizabeth Seton High School, with Bladensburg High School also nearby. The project aims to improve food access, nutrition education, and community cohesion through hands-on gardening and learning experiences.</p> <p>Key Features Include:</p> <ul style="list-style-type: none">• Installation of fencing, water/electric access, a teaching pavilion, picnic tables, and a tool shed• Approximately 8–10 large garden plots and 5–6 smaller plots• A flexible outdoor learning space for school and community use <p>The project will engage diverse residents, including immigrant populations (notably from Cameroon), and promote intergenerational and cross-cultural exchange. It builds on ECO City Farms' ongoing work and longstanding presence in the Port Towns.</p> <p>Timeline Highlights:</p> <ul style="list-style-type: none">• Spring–Summer 2025: Community engagement and design process• Fall 2025–Spring 2026: Garden construction• Summer 2026: Garden launch <p>This initiative represents a significant step toward strengthening local food systems and educational partnerships in Bladensburg.</p>	
Budgeted Item: Yes [] No [] Budgeted Amount: One-Time Cost: Ongoing Cost:	Continued Date:
Council Priority: Yes [] No []	Approved Date:

Introducing the Bladensburg Community Garden: A Project of ECO City Farms



ECO City Farms was awarded a State of Maryland, Department of Natural Resources Green Equity grant for FY2025 to convert a 1/2 acre plot of Maryland Capital Area Park and Planning land in Bladensburg into a Community Garden. ECO City Farms has previously used this land for a Farmers Market and event site. It is adjacent to three schools: Port Towns Elementary School and Rogers Heights Elementary School, both Prince George's County public schools. It is also across the street from Elizabeth Seton High School, a private All-Girls Catholic High School, and walking distance to PGCPs' Bladensburg High School.

With this funding, ECO seeks to take one more important step in advancing food security and systems change in the Port Towns. Far too many Bladensburg children and their families are removed from the growing, processing, and distribution of fresh, locally-grown food. In fact, according to a Capital Food Bank report in 2024, more than 50% of people in the County are food insecure and have limited access to fresh fruit and vegetables of any kind. Healthy food choices are dependent upon both access and familiarity. By introducing farming, gardening, and nutrition education into school and neighborhood centers near where people live, work, study, and play, there is a greater chance that more of the community will be able, and choose, to eat more healthily.

We intend to create a space where the community can converge, collaborate, and retool together, thereby strengthening unity, stability, and sustainability. The community garden and outdoor classroom will occupy 10,000 square feet of land at 5801 Emerson Street, Bladensburg, Maryland, potentially serving the nearby schools, a large multifamily apartment complex, a small Parks Department community center and two senior housing facilities.

Local demand for community gardening space has particularly been ignited by the large and growing African population of Bladensburg, particularly immigrants from the Cameroon, who find it especially difficult to access the healthy vegetables they are accustomed to eating in their homeland, and are willing to expend the energy to produce it here, were land made available to them. Currently, nine Cameroon adults farm at ECO's very nearby Bladensburg farm. Bringing these and other African adults together with the area's children and youth of diverse ethnicities and cultures presents a great opportunity for mutual learning and community-building.

The initial funding available to us with this grant will pay for the design and build out of the garden and enclosing the entire perimeter with fencing, water and electrical access, a teaching pavilion, picnic tables, and a tool shed. We anticipate that the project will be able to accommodate approximately 8-10 large plots for more experienced gardeners and 5-6 smaller plots for beginners.

The Community Garden offers a unique opportunity to combine a multi-generational growing space with an outdoor flexible learning space for local children, teachers, and parents of the two elementary schools adjacent to the site.

ECO City Farms already operates an already highly visible farm very near the Community Garden site that has provided hundreds of tours for school children, community members, businesses, municipalities and non-profit organizations over the years. We anticipate that this garden will similarly provide space for community nutrition, education, and engagement.

Project Timeline

- May - June 2025: Pre-award phase and making connections with key partners (Town of Bladensburg, PGCPs Schmidt Center, PGCPs Board of Ed, Port Towns and Rogers Heights ES, Elizabeth Seton HS, Neighborhood Design Center, Park & Planning)
- July 2025: Anticipated completion of award contract and final approval from MD DNR
- Summer - Fall 2025: Design process with NDC for conceptual design and community engagement process and a landscape architect for final work plan
- Fall 2025 - Spring 2026: Garden construction
- Spring 2026: Garden Plot application process
- Summer 2026: Expected garden launch





Agenda Item Summary Report

Meeting Date: June 9, 2024	Submitted by: Michelle Bailey Hedgepeth, Town Administrator Purnell Hall, Public Works Supervisor																				
Item Title: CONTRACT APPROVAL: Approval for a Contract with Calvert Ready Mix, an amount not to exceed \$65, 115.80 for Sidewalk and Curb Repairs using CDBG PY 50 Funds on Taussig Road																					
CONTRACT APPROVAL: Approval for a Contract with Calvert Ready Mix, an amount not to exceed \$65, 115.80 for Sidewalk and Curb Repairs using CDBG PY 50 Funds on Taussig Road.																					
Work Session Item <input type="checkbox"/> Council Meeting Item <input checked="" type="checkbox"/>	Documentation Attached: RFP & Map Quotes & Bid																				
Recommended Action:																					
Staff recommends the passage of this contract and allowing the Town Administrator to implement this project. The Town recommends the lowest and most responsive bidder.																					
Item Summary: The Town issued a bid for sidewalk, curb, and gutter repairs on Taussig. Due to the escalating nature of materials and contractor costs, the Town decided to split up the full CDBG PY 50 Project and bid each street separately to gauge the new market due to some commodity pricing fluctuations. A Bid Sheet and specifications were released on March 19, 2025. Bidders were given an opportunity to visit the site, and the town received 9 bids. Below is a listing of bidders and prices: <table><thead><tr><th>Bidder</th><th>Price</th></tr></thead><tbody><tr><td>Dir Construction Inc</td><td>\$96,449.00</td></tr><tr><td>Calvert Ready Mix & Concrete Supplies LLC</td><td>\$65,115.80</td></tr><tr><td>C&N Associates LLC</td><td>\$223,437.00</td></tr><tr><td>SFMS LLC</td><td>\$115,799.00</td></tr><tr><td>Santos Construction Co</td><td>\$127,247.00</td></tr><tr><td>INL Construction, LLC</td><td>\$131,063.00</td></tr><tr><td>Honey Cove</td><td>\$158,805.15</td></tr><tr><td>Alcoa Concrete & Masonry</td><td>\$101,073.23</td></tr><tr><td>Image Asphalt Maintenance Inc.</td><td>\$314,370.00</td></tr></tbody></table> The Town recommends Calvert Ready Mix & Concrete Supplies LLC as the lowest, most responsive, and responsible bidder. The Town will release another RFP later in the summer for any remaining work. Since these are federal funds, bidders must comply with Federal standards and requirements. The Town Administrator or Public Works Supervisor can answer questions on this project.		Bidder	Price	Dir Construction Inc	\$96,449.00	Calvert Ready Mix & Concrete Supplies LLC	\$65,115.80	C&N Associates LLC	\$223,437.00	SFMS LLC	\$115,799.00	Santos Construction Co	\$127,247.00	INL Construction, LLC	\$131,063.00	Honey Cove	\$158,805.15	Alcoa Concrete & Masonry	\$101,073.23	Image Asphalt Maintenance Inc.	\$314,370.00
Bidder	Price																				
Dir Construction Inc	\$96,449.00																				
Calvert Ready Mix & Concrete Supplies LLC	\$65,115.80																				
C&N Associates LLC	\$223,437.00																				
SFMS LLC	\$115,799.00																				
Santos Construction Co	\$127,247.00																				
INL Construction, LLC	\$131,063.00																				
Honey Cove	\$158,805.15																				
Alcoa Concrete & Masonry	\$101,073.23																				
Image Asphalt Maintenance Inc.	\$314,370.00																				
Budgeted Item: Yes <input type="checkbox"/> No <input type="checkbox"/> NA Budgeted Amount: XXXX CDBG Funding One-Time Cost: NA Ongoing Cost: NA	Continued Date:																				
Council Priority: Yes <input type="checkbox"/> No <input type="checkbox"/>	Approved Date:																				

TOWN OF BLADENSBURG

REQUEST FOR BIDS

CDBG PY 50 - TOWN OF BLADENSBURG

CDBG PY 50 SIDEWALK PROJECTS



Issued by:

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland 20710

Tel: 301-927-7048

RFP-10- 2025

Issue Date: March 19, 2025
Proposal Due Date: May 2, 2025, at 3:00 p.m.

Amended Advertisement

TOWN OF BLADENSBURG

RFB 10-2025 Request for Bids (RFB)

CDBG PY 50 | Town of Bladensburg

Sidewalk Projects

ISSUE DATE: MARCH 19, 2025

DUE DATE AND TIME: May 2, 2025 @ 3:00 PM

The Town of Bladensburg requests sealed bid proposals from qualified firms to provide Roadways and Sidewalks, as more fully described in these Request for Bids (“RFB”) documents.

Two (2) Electronic copies of the bid proposal must be submitted on the specified forms, in full compliance with the requirements specified in the Bid Documents, sent by email no later than May 2, 2025, at 3:00 p.m. EST.

Any questions about the RFB or the project services must be submitted to the Project Manager no later than April 25, 2025, at 5:00 p.m. EST.

There will be a **mandatory Pre-Bid Meeting** on **April 25th at 10:00 AM**. To register, please contact **Clerk@bladensburgmd.gov**.

Copies of the RFB Documents may be downloaded from the Town’s website at <https://bladensburgmd.gov>. Requests for printed copies should be directed to the Town of Bladensburg, 4229 Edmonston Road, Bladensburg, Maryland 20710, Monday through Friday, 8:00 a.m. to 5:00 p.m. (telephone 301-927-7048).

The Town of Bladensburg is an Equal Opportunity Employer. Unlawful discrimination based on race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or other unlawful basis is expressly prohibited.

The Town reserves the right to reject any and all bids based on the Town's best interest. The Project Manager for this contract is Purnell Hall, telephone 301-927-7048; e-mail: phall@bladensburgmd.gov and clerk@bladensburgmd.gov

TOWN OF BLADENSBURG

REQUEST FOR BIDS | CDBG PY 50 Sidewalks

RFB 10-2025

SECTION 1: SCOPE OF WORK AND TOWN BACKGROUND

1. Scope of Work

The Town of Bladensburg seeks a qualified individual or firm to complete sidewalks and curb and gutters for certain locations:

- 1. Taussig Road

Attachment A includes a copy of the project's engineering plans.

Please note that CDBG funds are being used for this project and bidders must comply with federal grant requirements, including wage and EEOC requirements. Vendors must attend the pre-construction conference with Prince George's County and Town staff.

2. Background and Resources – Town of Bladensburg

The Town of Bladensburg is located along the Anacostia River in Prince George’s County, Maryland, north and east of Washington, DC. Its roots reach as far back as the 1720s. The town has witnessed and played a major role in much of the history of colonial times and the United States. Population 2020 US Census – 9,657

Mission:

The Town of Bladensburg is a vibrant and exciting destination that offers superior services and opportunities to all community stakeholders in a clean and safe environment, promoting redevelopment, investment, and diversity.

Vision:

Bladensburg is an ethical and responsive government that provides high-quality customer service and is committed to creating a culturally and economically viable community.

Core values:

Bladensburg CARES exemplifies the values we hold in the delivery of excellent public service to residents, property owners, and stakeholders of the Town.

- **Collaboration:** We value effective partnerships.
- **Accountability:** We recognize our individual and collective roles and responsibility for service and program delivery.
- **Responsiveness:** We value prompt customer service.
- **Ethics and Efficiency:** We are ethical and efficient in our operations.
- **Service Excellence to the Community:** We value efficient, high-quality service in everything we do.

SECTION 2: RFB AND BID SUBMITTAL PROCESS

1. RFB Issuance

2. Proposal Submittal Requirements

All interested parties shall submit proposals by the submittal deadline. Responses must include the following:

1. **Cover Letter/Memo:** Briefly introduce your company and express interest in the project.
2. **Cost Estimate:** A detailed breakdown of labor, materials, and other relevant expenses (Engineer Bid Sheet).
3. **List of References:** From at least three similar projects.

2.3 RFB Addenda (if any)

If the Town must amend the RFB, either in response to submitted bidder questions (see section 3.1 above) or to clarify provisions in the RFB, any addenda issued will be posted on the Town’s website. It is the bidder’s responsibility to check whether any addenda have been issued and to comply with any provisions or changes contained in the addenda. Bidders will be asked to acknowledge receipt of any addenda on their bid submittal form.

2.4 Bid Submittal Requirements

Bidders may bid only on the entire contract. To be considered complete, all bid submittals must include the specified number of copies of the various forms in the Bid Documents, listed as follows:

Form	Quantity
Electronic Bid Proposal Packet	2
Information Regarding the Bidder Form	2
Affidavits	2
Non-Collusion Affidavit	2
Affidavit Concerning Non-Conviction, Non-Suspension, and False Pretenses	2

Bid proposals should be sent electronically and titled “CDBG PY 50 Sidewalks” and delivered to: phall@bladensburgmd.gov and clerk@bladensburgmd.gov

No later than **May 2, 2025, at 3:00 p.m. EST**. Late submittals will not be accepted.

The submittal shall include the specified documents, organized in the following manner to facilitate review:

- Bid Proposal Submittal Packet and supplemental documents (Bid Form with a detailed Cost Estimate, and the Bid Proposal Form)
- Information Regarding the Bidder (if submitted in a separate document, it should be clearly numbered)
- Affidavits

There will be a **mandatory Pre-Bid Meeting** on **April 25th at 10:00 AM**. To register, please contact **Clerk@bladensburgmd.gov**.

SECTION 3: BID EVALUATION

3.1 Evaluation Criteria

The Town will evaluate the responses received from each bidder. Prior to the selection of the apparent successful bidder, bidders shall be available to meet with the Town to discuss their responses to the RFB, inclusion of required criteria, and other items deemed appropriate by the Town. If an award is made as a result of this RFB, it shall be awarded to the bidder whose proposal is most advantageous to the Town. In determining which proposal is best, the Town will consider the bid price and the experience, qualifications, references, responsibility, and currently available facilities of the Bidder to perform the work.

1. **Experience and Qualifications:** Relevant experience in similar projects.
2. **Cost Competitiveness:** The reasonableness of the cost estimate.
3. **References:** Past client references and project success stories.

3.2 Right to Cancel

The Town reserves the right to change any aspect of, terminate, or delay this RFB process, and/or the program outlined within it at any time, and notice shall be given in a timely manner thereafter. The Town reserves the right to reject any or all proposals and to exercise its sole discretion to best serve the interests of the Town.

3.3 Other Provisions

- Responses to this RFB will become the property of the Town and will form the basis of negotiations of an agreement between the Town and the apparent selected bidder.
- The Town is not liable for any costs incurred by any bidder(s) for the preparation and delivery of the RFB responses.
- The Town reserves the right, at its sole discretion, to waive minor administrative irregularities contained in any proposal.
- The Town reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted initially with the bidder's most favorable terms.
- Bidder may withdraw a proposal at any time up to the RFB closing date and time with a signed written request.
- **A bid bond is not required.**
- **A performance bond is not required.**
- **A payment bond is not required.**

4. Contract Award

Following a staff recommendation, the Mayor and Council of the Town of Bladensburg will make a contract award at the earliest possible date after the date set for receipt of proposals. It is anticipated that the contract will be awarded on a lump sum basis, in the best interest of the Town.

The successful bidder shall be required to execute a contract in a form satisfactory to the Town, within 10 days of the award of the contract. The Town reserves the right to cancel the award of the contract at any time prior to execution of the contract without liability.

If the successful bidder fails to execute the contract, the award may be annulled, and the contract may be awarded to the second-lowest responsible bidder.

TO BE SUBMITTED WITH BID

BID SHEET

Project: Bladensburg | CDBG PY 50 Sidewalks Projects

Bid Due Date: May 2, 2025

Contact Person: Purnell Hall, phall@bladensburgmd.gov

Submission Instructions: Please submit bids via email to phall@bladensburgmd.gov and clerk@bladensburgmd.gov by **May 2, 2025, at 3:00 p.m. EST.**

BIDDER INFORMATION

Company Name:	
Contact Name:	
Address:	
Phone Number:	
Email Address:	
Alternate Contact:	

1. **Prevailing Wages Compliance** |Confirm compliance with prevailing wages based on Prince George's County Wage Determination: ☐ **Yes** ☐ **No**

2. **Pre-Construction Conference Compliance Forms for CDBG Projects** | Confirm that firm will complete the required forms and attend online conference call: ☐ **Yes** ☐ **No**

CATEGORY 1: PRELIMINARY

Item No.	Description	Unit	Quantity
1001	Portable Toilet, Per Month	EA	1
1002	Maintenance of Traffic	LS	1
1003	Temporary Traffic Signs (High Performance Wide Angle Retroreflective Sheeting)	SF	100
1004	Type III Barricade for Maintenance of Traffic	EA	4
1005	Cones for Maintenance of Traffic	EA	50

CATEGORY 2: GRADING

Item No.	Description	Unit	Quantity
2001	Class 1-A Excavation	CY	16
2002	Saw Cuts	LF	780
2003	Removal of Curb and Gutter	LF	780
2004	Removal of Existing Sidewalk	CY	54

CATEGORY 3: PAVING

Item No.	Description	Unit	Quantity
3001	Superpave Asphalt Mix 9.5mm for Surface, PG 64-22	TON	5
3002	4 Inch Graded Aggregate Base Course	SY	47

3003	6 Inch Portland Cement Concrete Pavement for Driveway Mix 3	SY	37
------	---	----	----

CATEGORY 4: SHOULDERS

Item No.	Description	Unit	Quantity
4001	Concrete Curb and Gutter	LF	780
4002	Concrete Curb	LF	34
4003	Concrete Sidewalk	SF	3,488
4004	Remove, Reset, or Dispose Chain-link Fence	LF	30
4005	Detectable Warning Surface	SF	23

CATEGORY 5: LANDSCAPING

Item No.	Description	Unit	Quantity
5001	Seed and Mulch	SY	150
5002	Tree Branch Pruning	LS	1

CATEGORY 6: TRAFFIC

Item No.	Description	Unit	Quantity
6001	Adjust Existing Handhole	EA	6

Attach a cost sheet listing this information.

Instructions for Vendors:

- Please provide your bid for each item listed above.
- The bid should include unit prices and total prices.

- Bidders must comply with federal grant requirements, including wage and EEOC requirements. Must attend pre-construction conference with Prince George's County.
- All work must comply with applicable regulations and industry standards.

TOTAL BID AMOUNT

- Total Bid Cost: \$_____

BIDDER CERTIFICATION

By signing below, the bidder certifies that they have reviewed the project requirements, visited the project site (if applicable), and agree to perform all work as specified in this RFP.

Signature: _____

Printed Name: _____

Title: _____ Date: _____

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG

Bid Proposal Form

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, MD 20710

BID DUE: May 2, 2025
TIME: 3:00 p.m. EST

(Name of Bidder)
hereby submits the following proposal for _____. Having carefully examined the Request for Proposals, related documentation, the proposed Consultant Agreement and Addenda Numbered _____ (indicate numbers or N/A if none issued), and having received clarification on all items of conflict or upon which any doubt arose, and understanding that all prices bid will remain in effect throughout the term of the contract, whether completed at one time or in interrupted phases, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents.
Provide unit pricing for specific tasks.

SPECIAL TERMS AND CONDITIONS

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. In addition to completing this Bid Proposal Form with bid price, Bidder should provide an estimate of budget and resources required.
- C. It is understood that the proposal price will be firm for a period of 90 calendar days from the proposal opening date, and that, if the undersigned is notified of acceptance of this proposal within this time period, the Bidder shall execute a contract for the above stated compensation.

Name of Bidder

Signature Date

Name and Title of Individual Authorized to Bind Bidder

TO BE SUBMITTED WITH PROPOSAL

Non-Collusion Affidavit

_____, being duly sworn on oath, deposes and says:
That he/she is the _____

(Owner, Partner, Title if on behalf of a Corporation)

of _____,

(Name of Business, Corporation or Partnership)

the party submitting the Proposal; that no officer of the said Corporation has nor has any person, firm or corporation acting on its behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Proposal being submitted herewith; and that the said Corporation has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Proposal Price of the Proposer herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the Proposal is submitted; that in making this Affidavit, the affiant represents that she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of her knowledge and information.

To be signed by a duly authorized Officer.

_____(SEAL)

Name

Title _____

Date: _____

TO BE SUBMITTED WITH PROPOSAL

AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES

I hereby affirm that:

1. I am the _____ (Title) and duly authorized representative of
_____ (Name of Business Entity) whose address is

_____ and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.

2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and
3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State or federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and
4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.
5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.
6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or associate thereof; nor any of its employees directly involved in obtaining contracts with the Town, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.
7. State “none” below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

I acknowledge that this affidavit is to be furnished, where appropriate, to the Town of Bladensburg under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Town of Bladensburg may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the Town.

I further affirm that the business entity is properly registered to do business in the State of Maryland, or is not required to be registered.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

Date

Signature

Printed Name

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG

NOTE: The information requested on this form may be submitted in a separate document as long as all requested information is provided and numbered according to this form.

1. Name of Bidder:
(Individual/Firm/Corporation)

Business Address: _____

Telephone Number: () _____

E-mail address: _____

2. Is the business incorporated? Yes No

Non-Corporation Business

3. If response to item #2 above is No, list the name and business and residence address of each individual having a 10% or greater financial interest in the business.

Name	Business Address	Residence Address
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Corporate Business Entities - Please answer items 4 and 5

4. List the names of all officers of the corporation, their business and residence addresses and the date on which they assumed their respective offices.

Name	Office	Residence and	Date
_____	Business Address	Assumed	Office
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5. List the names of all members of the current Board of Directors, and their business and residence addresses.

Name	Business Address	Residence Address
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. Please provide the following information concerning work that you have done within the last 5 years which is similar to the Bid work.

FOR WHOM PERFORMED	CONTRACT AMOUNT	DATE COMPLETED	CONTACT'S NAME/ TELEPHONE NUMBER
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

7. Bidders will answer the following questions: (The word “you” refers to any individual, partnership, partner and/or corporation and its officers.)

- a) Have you ever failed to complete any work awarded to you? _____
- b) If yes, state where and why: _____
- c) Have you ever been affiliated with some other organization that failed to complete a contract? _____
- d) If yes, state name of individual and reason therefor. _____
- e) _____
- f) With what other businesses are you affiliated? _____
- g) Please provide at least 3 references, including any Maryland governmental units or agencies for which you have worked on a similar project. Include the name and telephone number of your contact with each.

e. Identify all sub-successful bidders, materialmen, and suppliers that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

Dated this _____ day of _____, 20__.

Name of Bidder

By: _____

Printed Name:

Title: _____



- NOTES
1. STANDARD CONCRETE CURB & GUTTER REFER TO PRINCE GEORGE'S COUNTY STD.300.01
 2. MODIFIED TIE-IN INTO EXISTING RESIDENTIAL DRIVEWAY REFER TO PRINCE GEORGE'S COUNTY STD.200.02
 3. STANDARD CONCRETE SIDEWALK AT CURB AND RAMP LOCATION REFER TO PRINCE GEORGE'S COUNTY STD.300.06
 4. ANY REMOVAL OF CURB & GUTTER WILL BE PAID UNDER CLASS 1A EXCAVATION
 5. SIDEWALK, DRIVE WAY AND TIE-INS WILL BE PAID PER SQUARE YARD
 6. THE TOTAL AREA WITHIN LIMIT OF DISTURBANCE (LOD) IS 6848 SF

STATE OF MARYLAND
TOWN OF BLADENSBURG

SIDEWALK RECONSTRUCTION/REPLACEMENT
ON TAUSSIG ROAD FROM 54TH PLACE TO 55TH AVENUE
AND ON UPSHUR STREET FROM 54TH PLACE
TO 54TH STREET

ROADWAY LEGEND		REVISIONS	ROADWAY PLANS	
	DETECTABLE WARNING SURFACE		SCALE: 1" = 30' ADVERTISED DATE: TBD CONTRACT NO.: TBD	
	CONCRETE SIDEWALK		DESIGNED BY: JP	COUNTY: PRINCE GEORGE'S
	DRIVEWAY TIE IN USING ASPHALT		DRAWN BY: RM	LOGMILE:
	DRIVEWAY TIE IN USING PCC MIX 9		CHECKED BY: HM	HORIZONTAL SCALE:
	EXISTING TRAFFIC FLOW		MDE/PRD:	VERTICAL SCALE:
			DRAWING NO. PS-1	OF 2 SHEET NO. 1 OF 2

BY: jparker -



BRUDIS & ASSOCIATES, INC.
Consulting Engineers
11000 Broken Land Parkway, Suite 450
Columbia, Maryland 21044
Phone 410-884-3607
www.brudis.com

TOWN OF BLADENSBURG

REQUEST FOR BIDS

CDBG PY 50 - TOWN OF BLADENSBURG

CDBG PY 50 SIDEWALK PROJECTS



Issued by:

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland 20710

Tel: 301-927-7048

RFP-10- 2025

Issue Date: March 19, 2025
Proposal Due Date: May 2, 2025, at 3:00 p.m.

Bidder: Calvert Ready Mix & Concrete Supplies, LLC

Amended Advertisement

TOWN OF BLADENSBURG

RFB 10-2025 Request for Bids (RFB)

CDBG PY 50 | Town of Bladensburg

Sidewalk Projects

ISSUE DATE: MARCH 19, 2025

DUE DATE AND TIME: May 2, 2025 @ 3:00 PM

The Town of Bladensburg requests sealed bid proposals from qualified firms to provide Roadways and Sidewalks, as more fully described in these Request for Bids (“RFB”) documents.

Two (2) Electronic copies of the bid proposal must be submitted on the specified forms, in full compliance with the requirements specified in the Bid Documents, sent by email no later than May 2, 2025, at 3:00 p.m. EST.

Any questions about the RFB or the project services must be submitted to the Project Manager no later than April 25, 2025, at 5:00 p.m. EST.

There will be a **mandatory Pre-Bid Meeting** on **April 25th at 10:00 AM**. To register, please contact **Clerk@bladensburgmd.gov**.

Copies of the RFB Documents may be downloaded from the Town’s website at <https://bladensburgmd.gov>. Requests for printed copies should be directed to the Town of Bladensburg, 4229 Edmonston Road, Bladensburg, Maryland 20710, Monday through Friday, 8:00 a.m. to 5:00 p.m. (telephone 301-927-7048).

The Town of Bladensburg is an Equal Opportunity Employer. Unlawful discrimination based on race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or other unlawful basis is expressly prohibited.

The Town reserves the right to reject any and all bids based on the Town's best interest. The Project Manager for this contract is Purnell Hall, telephone 301-927-7048; e-mail: phall@bladensburgmd.gov and clerk@bladensburgmd.gov

Acknowledgment: Stephen E. Stanley

2

Date: 4/25/25

TO BE SUBMITTED WITH BID

Section 10, Item D.

BID SHEET

Project: Bladensburg | CDBG PY 50 Sidewalks Projects

Bid Due Date: May 2, 2025

Contact Person: Purnell Hall, phall@bladensburgmd.gov

Submission Instructions: Please submit bids via email to phall@bladensburgmd.gov and clerk@bladensburgmd.gov by **May 2, 2025, at 3:00 p.m. EST.**

BIDDER INFORMATION

Company Name:	Calvert Ready Mix & Concrete Supplies, LLC.
Contact Name:	Stephen Stanley
Address:	1180 White Sands Dr, Lusby, MD 20657
Phone Number:	301-300-5299
Email Address:	calvertreadymix@gmail.com
Alternate Contact:	Lisa DelRicco (301) 343-8761 Contract Manager

- Prevailing Wages Compliance** | Confirm compliance with prevailing wages based on Prince George's County Wage Determination: ☒ **Yes** ☐ **No**
- Pre-Construction Conference Compliance Forms for CDBG Projects** | Confirm that firm will complete the required forms and attend online conference call: ☒ **Yes** ☐ **No**
That he is the

BIDDER CERTIFICATION

By signing below, the bidder certifies that they have reviewed the project requirements, visited the project site (if applicable), and agree to perform all work as specified in this RFP.

Signature: 

Printed Name: Stephen Stanley

Title: Ceo, Owner Date: 4/18/2025

BIDDERS CHECKLIST		
PAGE NUMBER	DESCRIPTION	CHECK HERE
5	COVER LETTER/MEMO	✓
6 - 9	COST ESTIMATE - ITEMIZED PROPOSAL	✓
10	REFERNCES	✓
11 - 12	SIGNED ACKNOWLEDGEMENT OF FAQs	✓
13	BID PROPOSAL FORM	✓
13 - 14	NON-COLLUSION AFFIDAVIT	✓
14 - 16	NON-CONVICTION AFFIDAVIT	✓
17 - 19	BIDDERS QUESTIONNAIRE	✓
20 - 24	ASSURANCE OF COMPLIANCE	✓

NAME OF BIDDER: CALVERT READY MIX & CONCRETE SUPPLIES, LLC.

SIGNED BY: Stephen E. Stanley
(Signature of Person Submitting Bid)



Calvert Ready Mix
Concrete, Sand, Gravel, Mulch
USA Made

Dear Town of Bladensburg,

We, Calvert Ready Mix and Concrete Supplies, LLC., submit this bid proposal for the ‘CDBG PY 50 Sidewalk’ project, confident that our extensive experience in all the work proposed perfectly aligns with your requirements and ensures successful delivery moving forward if chosen as your contractor. We feel that our company and the Town of Bladensburg core values align with one another in regard to holding a higher standard in delivering excellent public services to all locals, whilst supporting and creating a culturally viable community for generations to come.

Our team has successfully completed an asphalt paving, concrete curb and gutter project where we provided additional concrete slab and storm water drains for Kalmia Construction at the Verizon Waldorf facility delivering efficient, on schedule, work through our expertise in paving and concrete.

Recently, we completed a complex three phase project for the City of Laurel Department of Public Works demonstrating our ability to navigate a moderately trafficked area, all while reinforcing safety for our crew and the surrounding community, staying on time and achieving completion ahead of schedule.

We currently have a permanent contract with Maryland National Park and Planning Commission in which we provide as needed services such as installation and/or repairs to asphalt and concrete works at their various locations across Prince George and Montgomery counties.

Our same team for the past ten years has a proven track record of full transparency, exceeding quality standards, meeting firm deadlines for past projects, which we believe to be invaluable to this project. Calvert Ready Mix is eager to discuss your specific needs further and demonstrate how our proven experience can deliver a successful outcome for the Town of Bladensburg in redevelopment, investing and diversity for the local community.

Sincerely,

Stephen E. Stanley
Stephen Stanley, CEO
(301) 300-5299

Cost Estimate-Itemized Proposal

CDBG PY 50 - "Town of Bladensburg - Sidewalk Projects", Town of Bladensburg, Maryland

ITEM	APPROXIMATE QUANTITY	ITEM WITH UNIT PRICE WRITTEN IN WORDS	UNIT PRICE DOLLARS/CENTS	AMOUNT DOLLARS/CENTS
CATEGORY 1: PRELIMINARY				
1001	1 EACH	Portable Toilet, Per Month FOR _____ DOLLAR CENTS	\$500.00	\$500.00
1002	LUMP SUM	Maintenance of Traffic FOR _____ DOLLAR CENTS	\$500.00	\$500.00
1003	100 SQUARE FOOT	Temporary Traffic Signs (High Performance Wide Angle Retroreflective Sheeting) FOR _____ DOLLAR CENTS	\$300.00	\$300.00
1004	4 EACH	Type III Barricade for Maintenance of Traffic FOR _____ DOLLAR CENTS	\$500.00	\$500.00
1005	50 EACH	Cones for Maintenance of Traffic FOR _____ DOLLAR CENTS	\$300.00	\$300.00
TOTAL CATEGORY 1 :				\$2,100.00

CATEGORY 2: GRADING

2001	793 LINEAR FEET	Saw Cuts FOR _____ DOLLAR CENTS	\$3.00	\$2,379.00
TOTAL CATEGORY 2:				\$2,379.00

CATEGORY 5: PAVING

5001	5 TONS	Superpave Asphalt Mix 9.5MM for Surface, PG 64S-22 Level 2 FOR _____ DOLLAR CENTS	\$200.00	\$1,000.00
5002	5 TONS	Superpave Asphalt Mix 19.0MM for Base, PG 64S-22 Level 2 FOR _____ DOLLAR CENTS	\$200.00	\$1,000.00
5003	165 SQUARE YARDS	4 Inch Graded Aggregate Base Course FOR _____ DOLLAR CENTS	\$5.02	\$828.30
5004	155 SQUARE YARDS	6 Inch Portland Cement Concrete Pavement for Driveway Mix 3 FOR _____ DOLLAR CENTS	\$72.00	\$11,160.00
TOTAL CATEGORY 5:				\$13,988.30

CATEGORY 6: SHOULDERS

6001	793 LINEAR FEET	Removal and Replacement of Concrete Curb & Gutter FOR _____ DOLLAR CENTS	\$32.00	\$25,376.00
6002	52 LINEAR FEET	Type A Curb Any Height or Depth FOR _____ DOLLAR CENTS	\$32.00	\$1,664.00

6003	2517 SQUARE FEET	Removing & Replacing Concrete Sidewalk FOR _____ DOLLAR CENTS	\$6.50	\$16,360.50
6004	350 LINEAR FEET	Remove Reset or Dispose Chainlink Fence FOR _____ DOLLAR CENTS	\$2.14	\$749.00
6005	26 SQUARE FEET	Detectable Warning Surface FOR _____ DOLLAR CENTS	\$29.00	\$754.00
TOTAL CATEGORY 6:				\$44,903.50
CATEGORY 7: LANDSCAPING				
7001	150 Square Yards	Seed & Mulch FOR _____ DOLLAR CENTS	\$2.30	\$345.00
7002	1 LUMP SUM	Tree Branch Pruning FOR _____ DOLLAR CENTS	\$500.00	\$500.00
TOTAL CATEGORY 7:				\$845.00
CATEGORY 8: TRAFFIC				
8001	6 EACH	Adjust Existing Handhole FOR _____ DOLLAR CENTS	\$150.00	\$900.00
TOTAL CATEGORY 8:				\$900.00
SUBTOTAL CATEGORIES 1-8:				\$65,115.80

TOTAL BID IN WORDS

SIXTY FIVE THOUSAND ONE HUNDRED FIFTEEN DOLLARS AND EIGHTY CENTS

TOTAL BID IN FIGURES \$ \$65,115.80

NAME OF BIDDER: CALVERT READY MIX & CONCRETE SUPPLIES, LLC.

ADDRESS OF BIDDER: 1180 WHITE SANDS DR, LUSBY, MD 20657

SIGNATURE OF BIDDER: *Stephen E. Stanley*
Stephen Stanley

# 6. Attachment						
City of Laurel Department of Public Works	Arman Safakhah	301-725-0088 #3214	Asafakhah@laurel.md.us	Municipal Building Improvements Project-Phase I,Phase II, Phase III	Phase I = \$12391.00 Phase 2 = \$25920.00 Phase 3 = \$10947.00	December 17 2024
City of Laurel Department of Public Works	Arman Safakhah	301-725-0088 #3214	Asafakhah@laurel.md.us	Morton Place Improvement Project	\$24,061.00	March 27th 2025
Reliable Contracting Company, Inc.	Larry Oates	443-520-8984	Loates@reliablecontracting.com	Anne Arundel County- Covington RD Install/Repairs (Phase I, Phase II)	Phase I = \$15297.00 Phase II = \$5815.00	November, 11 2024
Reliable Contracting Company, Inc.	Larry Oates	443-520-8984	Loates@reliablecontracting.com	Anne Arundel County- Housley RD Install/Repairs (Phase I, Phase II)	Phase I = \$19902.75 Phase II = \$25438.04	November, 22 2024
Quantum Real Estate Management Corporation	Dave Sullivan	301-440-1398	dsullivan@quantumco.net	Beltway Plaza Project	\$400,000.00	September 4,2024
Maryland Jockey Club - Laurel Park	Tony Edwards	443-250-9872	tony.edwards@marylandracing.com	Permanent Contract: Install/Repairs- Curb&Gutter- Asphalt/Concrete Works	Average \$500,000/Year	Ongoing

CDBG PY 50 Town of Bladensburg Sidewalk Projects Taussig Road

1. Section 1: Scope of Work – states that CDBG funds are being used for this project and bidders must comply with federal grant requirements, including wage and EEOC requirements. Can you please provide the wage determination to be used for this project, and provide the EEOC requirements, and copies of the required forms that will need to be completed? Is there a MBE / DBE / Local Business requirement? **The forms that are required from CDBG are Certification of Assurance of Compliance, Locally Based Business Equal Employment Opportunity, MBE Agreement, Assurance of Compliance, Contract/Subcontract Activity Report, Davis Bacon Wages. All forms and information can be found online.**
1. Section 4: Contract Award - states “It is anticipated that the Contract will be awarded on a lump sum basis”. Will the contract be paid as a lump sum, or will the contractor be paid per the schedule of values (unit prices) for work measured, completed and accepted? The quantities shown on the schedule included with the bid solicitation aren’t correct. **Paid per schedule of volume.**
2. The amended advertisement didn’t change the quantities on the schedule of values to match the changes made to the amended plan sheet. Also, the quantities don’t match the quantities listed on the Cost Estimate that was uploaded to the Town’s webpage. What quantities should bidder’s base their bid on? **Attach please find cost estimate and RFP that is being advertised on the Town website.**
3. Driveways are paid per SY for the 6” Concrete Mix 3, but the driveway tie-in is shown as Mix 9 Concrete. Can mix #3 be used for the tie-in? If not, how will the Mix 9 concrete be paid? **All mixture can be mixed 3**
4. Item 4004 covers the remove, reset or disposal of Chain Link Fence. The existing fences are a mixture of chain link, ornamental aluminum, PVC, and wood, and some are in an existing condition that may not allow for resetting. Also, is the intent to reset the entire length of fence across the property, or just the setback as shown on the plan set? If just the setback, additional fencing will be needed, and it will be virtually impossible to match what’s there now. **Just shown on plans**
5. The Bid Proposal form references the Proposed Consultant Agreement ... is there an Agreement that we need to read and if so, can it be included in the next Addendum? **There will be no new addendum , all agreements will be reviewed after award.**
6. Does the Town anticipate the Contractor needing to make more than one mobilization for this project? **This would be a question for the contractor to advise the Town**
7. Where the sidewalk widening is planned behind the existing poles, will the area behind the new sidewalk be graded to match existing? Some of these areas are much lower than the adjacent sidewalk, and fill may be required, and if so, to what limits and how will it be paid? Or will small retaining walls be needed? **No, to replace as is.**

8. Will the new curb be reinstalled in the same location as the old curb? **Yes** Who will provide construction stakeout? Will the existing curb on the SW corner of Taussig Road and 55th Avenue be reinstalled in the same location, or will the curb be realigned to widen the sidewalk area at the existing pole? **It will be widened to ADA compliance as discussed at pre-bid meeting.**
9. Is there any testing or inspections required by the Contractor? **No**
10. Please clarify that item 6001 Adjust Existing Handhole is only for the vertical adjustment of the existing water meter frame and covers, and does not include resetting the entire base or any service adjustment. **Only Vertical**
11. There is an existing gas line that runs under the existing sidewalk. Any idea the depth of the existing line? **No** Test pits will need to be completed to determine the depth of the line in numerous areas to make sure the area is clear for construction. Also need to worry about driving form pins through the line, and adjustments to existing valves.
12. The utility pole at 106+60 is leaning significantly. Also, the back of the sidewalk from this pole to the intersection is higher than the existing ground, and is greater than 5" in depth. How should this area be handled so that the stone doesn't come out from under the sidewalk, and the sidewalk is properly supported? **You will have to put a back stop so the stone does not run out.**
13. Will the Town allow the road to be closed (local traffic only) and clear of all vehicles (no parking) during the work day? The existing pavement is only 26' wide and there is currently parking on both sides. There isn't enough room, and it wouldn't be safe, to excavate and place the curb with cars parked and traffic flowing. **The town will work with the contractor to make sure the work is done safely and efficiently.**
14. With the existing asphalt adjacent to the curb in bad shape in some areas, what is the cutback required between the curb and the roadway? **12 inches.**

Acknowledgement Signature: *Stephen E. Stanley*

Bid Proposal Form

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, MD 20710

BID DUE: May 2, 2025
TIME: 3:00 p.m. EST

Calvert Ready Mix & Concrete Supplies, LLC.

(Name of Bidder)

hereby submits the following proposal for CDBG PY 50 Sidewalks. Having carefully examined the Request for Proposals, related documentation, the proposed Consultant Agreement and Addenda Numbered N/A (indicate numbers or N/A if none issued), and having received clarification on all items of conflict or upon which any doubt arose, and understanding that all prices bid will remain in effect throughout the term of the contract, whether completed at one time or in interrupted phases, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents.
Provide unit pricing for specific tasks.

SPECIAL TERMS AND CONDITIONS

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. In addition to completing this Bid Proposal Form with bid price, Bidder should provide an estimate of budget and resources required.
- C. It is understood that the proposal price will be firm for a period of 90 calendar days from the proposal opening date, and that, if the undersigned is notified of acceptance of this proposal within this time period, the Bidder shall execute a contract for the above stated compensation.

Calvert Ready Mix & Concrete Supplies, LLC.

Name of Bidder

4/18/2025

Signature

Stephen Stanley - CEO, Owner

Date

Name and Title of Individual Authorized to Bind Bidder

TO BE SUBMITTED WITH PROPOSAL

Non-Collusion Affidavit

Stephen Stanley, being duly sworn on oath, deposes and says:
That he/she is the
That he is the Owner

(Owner, Partner, Title if on behalf of a Corporation)

of Calvert Ready Mix & Concrete Supplies, LLC.

(Name of Business, Corporation or Partnership)

the party submitting the Proposal; that no officer of the said Corporation has nor has any person, firm or corporation acting on its behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Proposal being submitted herewith; and that the said Corporation has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Proposal Price of the Proposer herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the Proposal is submitted; that in making this Affidavit, the affiant represents that she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of her knowledge and information.

To be signed by a duly authorized Officer.

 (SEAL)

Name Lisa DelRicco

Title Office Manager / Accountant

Date: 4/18/2025



TO BE SUBMITTED WITH PROPOSAL

AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES

I hereby affirm that:

1. I am the Owner (Title) and duly authorized representative of

Calvert Ready Mix & Concrete Supplies, LLC. (Name of Business Entity) whose address is

1180 White Sands Dr, Lusby, MD 20657 and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.

2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and

3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State or federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and

4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.

5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.

6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or associate thereof; nor any of its employees directly involved in obtaining contracts with the Town, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.

7. State "none" below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

none

I acknowledge that this affidavit is to be furnished, where appropriate, to the Town of Bladensburg under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Town of Bladensburg may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the Town.

I further affirm that the business entity is properly registered to do business in the State of Maryland, or is not required to be registered.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

4/18/2025

Date

Signature 

Stephen Stanley

Printed Name

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG

NOTE: The information requested on this form may be submitted in a separate document as long as all requested information is provided and numbered according to this form.

1. Name of Bidder:
(Individual/Firm/Corporation)

Business Address: 1180 White Sands Dr, Lusby, MD 20657

Telephone Number: (443) 936-4948

E-mail address: calvertreadymix@gmail.com

2. Is the business incorporated? Yes No

Non-Corporation Business

3. If response to item #2 above is No, list the name and business and residence address of each individual having a 10% or greater financial interest in the business.

Name	Business Address	Residence Address
Stephen Stanley	100%	1180 White Sands Dr, Lusby, MD 20657

Corporate Business Entities - Please answer items 4 and 5

4. List the names of all officers of the corporation, their business and residence addresses and the date on which they assumed their respective offices.

Name	Office Business Address	Residence and Assumed	Date Office

5. List the names of all members of the current Board of Directors, and their business and residence addresses.

Name	Business Address	Residence Address

6. Please provide the following information concerning work that you have done within the last 5 years which is similar to the Bid work.

FOR WHOM PERFORMED	AMOUNT	CONTRACT COMPLETED	DATE TELEPHONE NUMBER	CONTACT'S NAME/
See Attached Document Titled #6.				

7. Bidders will answer the following questions: (The word “you” refers to any individual, partnership, partner and/or corporation and its officers.)

- a) Have you ever failed to complete any work awarded to you? No.
- b) If yes, state where and why:
- c) Have you ever been affiliated with some other organization that failed to complete a contract? No.
- d) If yes, state name of individual and reason therefor.
- e)
- f) With what other businesses are you affiliated? None.
- g) Please provide at least 3 references, including any Maryland governmental units or agencies for which you have worked on a similar project. Include the name and telephone number of your contact with each.

City of Laurel Department of Public Works - (301) 523-5358 - Arman Safakhah

M-NCPPC (Maryland National Capital Park and Planning Commission) - (240) 882 - 8838 - Darryl Gannt

e. Identify all sub-successful bidders, materialmen, and suppliers that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

Dated this 18 day of April, 2025.

Calvert Ready Mix & Concrete Supplies, LLC.

Name of Bidder

By:

Printed Name: Stephen Stanley

Title: Owner, CEO

APPLICATION FOR CERTIFICATE OF COMPLIANCE

INSTRUCTIONS: Please review the instructions in next page completely prior to completing this application.

Name of Business: Calvert Ready Mix
Fein : 873912630

Address: 1180 White Sands Dr
State: MD

City: Lusby
Zip Code: 20657

Mailing Address: 1180 White Sands Dr
State: MD

City: Lusby
Zip Code: 20657

Close Corporation
Farm Corporation
Limited Liability Corporation

General Corporation
Professional Corporation

I, Alyssa Lopez DelRicco, Estimator, of the above-named business hereby affirm, under the penalties of perjury, that workers' compensation is not required pursuant to Labor and Employment Article : §9-206(b)

Name of Owner(s) or Member(s):

Alyssa Lopez DelRicco

WORKERS' COMPENSATION COMMISSION
EXCLUSION FORM

INSTRUCTIONS : Pursuant to Labor & Employment Article §9-206, Annotated Code of Maryland, officers or members of certain business entities may elect to be exempt from workers' compensation insurance coverage by filing this Exclusion Form with the Commission. To exercise this option, the officer or member making the election must sign this document.

Company Name : Calvert Ready Mix
Company Fein : 873912630

Address : 1180 White Sands Dr
City : Lusby **State :** MD **Zip Code:** 20657

Close Corporation **General Corporation** **Farm Corporation**
Professional Corporation **Limited Liability Corporation**

Insurance Company Name: Chesapeake Employers Insurance
Date Insurance Company Notified: 03/19/2024

Name of the Officer or Member Electing Exclusion	% of Ownership	Personal Signature
Stephen Stanley	0	

Note : By Signing this Exclusion Form, each officer or member affirms under the penalties of perjury that the information contained in this form is true and correct as to that officer or member, to the best of the officer's or member's knowledge, information, and belief.

CERTIFICATE OF COMPLIANCE
Application Instructions**NOTE:**

Md. Code Ann., Lab. & Empl. §9-201 requires an employer with one or more employees to carry workers' compensation insurance.

The purpose of this Certificate of Compliance is to identify those employers that are not required to carry workers' compensation insurance coverage and to enable that employer to apply for, and obtain, a license or permit from a government agency that requires proof of workers' compensation insurance coverage. **A Certificate of Compliance is not workers' compensation insurance and is not binding on the Workers' Compensation Commission under any circumstances.**

Before a governmental unit may issue a license or permit to an employer to engage in an activity in which the employer might employ a covered employee, the employer shall submit to the governmental unit:

- (1) a certificate of compliance with this title; or
- (2) the number of a workers' compensation insurance policy or binder.

If an employer is not covered by a workers' compensation insurance policy, an application to secure a Certificate of Compliance must be submitted to the Worker's Compensation Commission pursuant to Labor & Employment Article §9-105.

Eligibility:

An employer may secure a Certificate of Compliance in the name of the employer, only if the employer is an entity set forth in Labor and Employment Article, §9-206(b)(1) (b)(5) with no covered employees other than corporate officers or limited liability company members who have elected to be exempt from workers' compensation coverage.

Sole Proprietors, Partners and Individuals who are owner/operators of a *Class F Vehicle*, and are not employers, are not eligible to receive a Certificate of Compliance. For the above business types, a letter of exemption will be supplied that can be submitted to the licensing agency.

An applicant who receives notice of disapproval may: (1) re apply for a certificate of compliance or (2) appeal the rejection in accordance with § 10-222 and § 10-223 of the State Government Article,



U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES

ASSURANCE OF COMPLIANCE

Under the Paperwork Reduction Act of 1995, as amended, and 5 C.F.R. § 1320.5(b)(2)(i), persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The OMB control number for this collection is 0945-0008. In lieu of completing this hard copy form and mailing it in, the Applicant may provide this assurance via the U.S. Department of Health and Human Services' Assurance of Compliance online portal at <https://ocrportal.hhs.gov/ocr/aoc/instruction.jsf>.

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE DISCRIMINATION ACT OF 1975, SECTION 1557 OF THE PATIENT PROTECTION AND AFFORDABLE CARE ACT, AND FEDERAL CONSCIENCE AND NONDISCRIMINATION LAWS

The Applicant provides this assurance in consideration of and for the purpose of obtaining Federal grants, loans, contracts, property, discounts or other Federal financial assistance from the U.S. Department of Health and Human Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

1. Title VI of the Civil Rights Act of 1964, as amended (codified at 42 U.S.C. § 2000d *et seq.*), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 80), to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin (including limited English proficiency) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
2. Section 504 of the Rehabilitation Act of 1973, as amended (codified at 29 U.S.C. § 794), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 84), to the end that, in accordance with Section 504 of that Act and the Regulation, no otherwise qualified individual with a disability in the United States shall, solely by reason of their disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
3. Title IX of the Education Amendments of 1972, as amended (codified at 20 U.S.C. § 1681 *et seq.*), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 86), to the end that, in accordance with Title IX and the Regulation, no person in the United States shall, on the basis of sex (including pregnancy, sexual orientation, and gender identity), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity for which the Applicant receives Federal financial assistance from the Department.
4. The Age Discrimination Act of 1975, as amended (codified at 42 U.S.C. § 6101 *et seq.*), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 91), to the end that, in accordance with the Act and the Regulation, no person in the United States shall, on the basis of age, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
5. Section 1557 of the Patient Protection and Affordable Care Act, as amended (codified at 42 U.S.C. § 18116), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 92), to the end that, in accordance with Section 1557 and the Regulation, no person in the United States shall, on the ground of race, color, national origin (including limited English proficiency), age, disability, or sex (including pregnancy, sexual orientation, and gender identity) be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any health program or activity for which the Applicant receives Federal financial assistance from the Department.

As applicable, the Church Amendments, as amended (codified at 42 U.S.C. § 300a-7), the Coats-Snowe Amendment (codified at 42 U.S.C. § 238n), the Weldon Amendment (e.g., Consolidated Appropriations Act, 2022, Pub. L. No.

117-103, Div. H, Title V § 507(d), 136 Stat 49, 496 (Mar. 15, 2022)) as extended by the Continuing Appropriations and Ukraine Supplemental Appropriations Act, 2023, Pub. L. No. 117-180, Div. A, § 101(8) (Sep. 30, 2022); , Section 1553 of the Patient Protection and Affordable Care Act, as amended (codified at 42 U.S.C. § 18113), and Section 1303(b)(4) of the Patient Protection and Affordable Care Act, as amended (codified at 42 U.S.C. § 18023(b)(4)), and 45 C.F.R. Part 88, to the extent that the rights of conscience are protected and associated discrimination and coercion are prohibited, in any program or activity for which the Applicant receives Federal financial assistance. Consistent with applicable court orders, the version of Part 88 in effect as of [October 20, 2022] is found at 76 Fed. Reg. 9968-9977 (Feb. 23, 2011).

The Applicant agrees that compliance with this assurance constitutes a material condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees, and assignees for the period during which such assistance is provided.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.

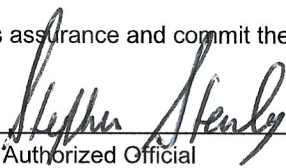
The person whose signature appears below is authorized to sign this assurance and commit the Applicant to the above provisions.

4/30/2025

Date

Please mail form to:

U.S. Department of Health & Human
Services Office for Civil Rights
200 Independence Ave., S.W. Room
509F Washington, D.C. 20201


Signature of Authorized Official

Stephen Stanley - Owner

Name and Title of Authorized Official (please print or type)

Town Of Bladensburg - CDBG PY 50 Sidewalks

Name of Agency Receiving/Requesting Funding

4229 Edmonston Road

Street Address

Bladensburg, MD 20710

City, State, Zip Code

The Applicant may provide this assurance via the U.S. Department of Health and Human Services' Assurance of Compliance online portal at <https://ocrportal.hhs.gov/ocr/aoc/instruction.jsf> in lieu of mailing it to the address provided.

TOWN OF BLADENSBURG

REQUEST FOR BIDS

CDBG PY 50 - TOWN OF BLADENSBURG

CDBG PY 50 SIDEWALK PROJECTS



Issued by:

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland 20710

Tel: 301-927-7048

RFP-10- 2025

Issue Date: March 19, 2025
Proposal Due Date: May 2, 2025, at 3:00 p.m.

Bidder: Calvert Ready Mix & Concrete Supplies, LLC

Amended Advertisement

TOWN OF BLADENSBURG

RFB 10-2025 Request for Bids (RFB)

CDBG PY 50 | Town of Bladensburg

Sidewalk Projects

ISSUE DATE: MARCH 19, 2025

DUE DATE AND TIME: May 2, 2025 @ 3:00 PM

The Town of Bladensburg requests sealed bid proposals from qualified firms to provide Roadways and Sidewalks, as more fully described in these Request for Bids (“RFB”) documents.

Two (2) Electronic copies of the bid proposal must be submitted on the specified forms, in full compliance with the requirements specified in the Bid Documents, sent by email no later than May 2, 2025, at 3:00 p.m. EST.

Any questions about the RFB or the project services must be submitted to the Project Manager no later than April 25, 2025, at 5:00 p.m. EST.

There will be a **mandatory Pre-Bid Meeting** on **April 25th at 10:00 AM**. To register, please contact **Clerk@bladensburgmd.gov**.

Copies of the RFB Documents may be downloaded from the Town’s website at <https://bladensburgmd.gov>. Requests for printed copies should be directed to the Town of Bladensburg, 4229 Edmonston Road, Bladensburg, Maryland 20710, Monday through Friday, 8:00 a.m. to 5:00 p.m. (telephone 301-927-7048).

The Town of Bladensburg is an Equal Opportunity Employer. Unlawful discrimination based on race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or other unlawful basis is expressly prohibited.

The Town reserves the right to reject any and all bids based on the Town's best interest. The Project Manager for this contract is Purnell Hall, telephone 301-927-7048; e-mail: phall@bladensburgmd.gov and clerk@bladensburgmd.gov

Acknowledgment: Stephen E. Stanley

2

Date: 4/25/25

TO BE SUBMITTED WITH BID

Section 10, Item D.

BID SHEET

Project: Bladensburg | CDBG PY 50 Sidewalks Projects

Bid Due Date: May 2, 2025

Contact Person: Purnell Hall, phall@bladensburgmd.gov

Submission Instructions: Please submit bids via email to phall@bladensburgmd.gov and clerk@bladensburgmd.gov by **May 2, 2025, at 3:00 p.m. EST.**

BIDDER INFORMATION

Company Name:	Calvert Ready Mix & Concrete Supplies, LLC.
Contact Name:	Stephen Stanley
Address:	1180 White Sands Dr, Lusby, MD 20657
Phone Number:	301-300-5299
Email Address:	calvertreadymix@gmail.com
Alternate Contact:	Lisa DelRicco (301) 343-8761 Contract Manager

- Prevailing Wages Compliance** | Confirm compliance with prevailing wages based on Prince George's County Wage Determination: ☒ **Yes** ☐ **No**
- Pre-Construction Conference Compliance Forms for CDBG Projects** | Confirm that firm will complete the required forms and attend online conference call: ☒ **Yes** ☐ **No**

That he is the

BIDDER CERTIFICATION

By signing below, the bidder certifies that they have reviewed the project requirements, visited the project site (if applicable), and agree to perform all work as specified in this RFP.

Signature: 

Printed Name: Stephen Stanley

Title: Ceo, Owner Date: 4/18/2025

BIDDERS CHECKLIST		
PAGE NUMBER	DESCRIPTION	CHECK HERE
5	COVER LETTER/MEMO	✓
6 - 9	COST ESTIMATE - ITEMIZED PROPOSAL	✓
10	REFERNCES	✓
11 - 12	SIGNED ACKNOWLEDGEMENT OF FAQs	✓
13	BID PROPOSAL FORM	✓
13 - 14	NON-COLLUSION AFFIDAVIT	✓
14 - 16	NON-CONVICTION AFFIDAVIT	✓
17 - 19	BIDDERS QUESTIONNAIRE	✓
20 - 24	ASSURANCE OF COMPLIANCE	✓

NAME OF BIDDER: CALVERT READY MIX & CONCRETE SUPPLIES, LLC.

SIGNED BY: Stephen E. Stanley
(Signature of Person Submitting Bid)



Calvert Ready Mix
Concrete, Sand, Gravel, Mulch
USA Made

Dear Town of Bladensburg,

We, Calvert Ready Mix and Concrete Supplies, LLC., submit this bid proposal for the ‘CDBG PY 50 Sidewalk’ project, confident that our extensive experience in all the work proposed perfectly aligns with your requirements and ensures successful delivery moving forward if chosen as your contractor. We feel that our company and the Town of Bladensburg core values align with one another in regard to holding a higher standard in delivering excellent public services to all locals, whilst supporting and creating a culturally viable community for generations to come.

Our team has successfully completed an asphalt paving, concrete curb and gutter project where we provided additional concrete slab and storm water drains for Kalmia Construction at the Verizon Waldorf facility delivering efficient, on schedule, work through our expertise in paving and concrete.

Recently, we completed a complex three phase project for the City of Laurel Department of Public Works demonstrating our ability to navigate a moderately trafficked area, all while reinforcing safety for our crew and the surrounding community, staying on time and achieving completion ahead of schedule.

We currently have a permanent contract with Maryland National Park and Planning Commission in which we provide as needed services such as installation and/or repairs to asphalt and concrete works at their various locations across Prince George and Montgomery counties.

Our same team for the past ten years has a proven track record of full transparency, exceeding quality standards, meeting firm deadlines for past projects, which we believe to be invaluable to this project. Calvert Ready Mix is eager to discuss your specific needs further and demonstrate how our proven experience can deliver a successful outcome for the Town of Bladensburg in redevelopment, investing and diversity for the local community.

Sincerely,

Stephen E. Stanley
Stephen Stanley, CEO
(301) 300-5299

Cost Estimate-Itemized Proposal

CDBG PY 50 - "Town of Bladensburg - Sidewalk Projects", Town of Bladensburg, Maryland

ITEM	APPROXIMATE QUANTITY	ITEM WITH UNIT PRICE WRITTEN IN WORDS	UNIT PRICE DOLLARS/CENTS	AMOUNT DOLLARS/CENTS
CATEGORY 1: PRELIMINARY				
1001	1 EACH	Portable Toilet, Per Month FOR _____ DOLLAR CENTS	\$500.00	\$500.00
1002	LUMP SUM	Maintenance of Traffic FOR _____ DOLLAR CENTS	\$500.00	\$500.00
1003	100 SQUARE FOOT	Temporary Traffic Signs (High Performance Wide Angle Retroreflective Sheeting) FOR _____ DOLLAR CENTS	\$300.00	\$300.00
1004	4 EACH	Type III Barricade for Maintenance of Traffic FOR _____ DOLLAR CENTS	\$500.00	\$500.00
1005	50 EACH	Cones for Maintenance of Traffic FOR _____ DOLLAR CENTS	\$300.00	\$300.00
TOTAL CATEGORY 1 :				\$2,100.00

CATEGORY 2: GRADING

2001	793 LINEAR FEET	Saw Cuts FOR _____ DOLLAR CENTS	\$3.00	\$2,379.00
TOTAL CATEGORY 2:				\$2,379.00

CATEGORY 5: PAVING

5001	5 TONS	Superpave Asphalt Mix 9.5MM for Surface, PG 64S-22 Level 2 FOR _____ DOLLAR CENTS	\$200.00	\$1,000.00
5002	5 TONS	Superpave Asphalt Mix 19.0MM for Base, PG 64S-22 Level 2 FOR _____ DOLLAR CENTS	\$200.00	\$1,000.00
5003	165 SQUARE YARDS	4 Inch Graded Aggregate Base Course FOR _____ DOLLAR CENTS	\$5.02	\$828.30
5004	155 SQUARE YARDS	6 Inch Portland Cement Concrete Pavement for Driveway Mix 3 FOR _____ DOLLAR CENTS	\$72.00	\$11,160.00
TOTAL CATEGORY 5:				\$13,988.30

CATEGORY 6: SHOULDERS

6001	793 LINEAR FEET	Removal and Replacement of Concrete Curb & Gutter FOR _____ DOLLAR CENTS	\$32.00	\$25,376.00
6002	52 LINEAR FEET	Type A Curb Any Height or Depth FOR _____ DOLLAR CENTS	\$32.00	\$1,664.00

6003	2517 SQUARE FEET	Removing & Replacing Concrete Sidewalk FOR _____ DOLLAR CENTS	\$6.50	\$16,360.50
6004	350 LINEAR FEET	Remove Reset or Dispose Chainlink Fence FOR _____ DOLLAR CENTS	\$2.14	\$749.00
6005	26 SQUARE FEET	Detectable Warning Surface FOR _____ DOLLAR CENTS	\$29.00	\$754.00
TOTAL CATEGORY 6:				\$44,903.50
CATEGORY 7: LANDSCAPING				
7001	150 Square Yards	Seed & Mulch FOR _____ DOLLAR CENTS	\$2.30	\$345.00
7002	1 LUMP SUM	Tree Branch Pruning FOR _____ DOLLAR CENTS	\$500.00	\$500.00
TOTAL CATEGORY 7:				\$845.00
CATEGORY 8: TRAFFIC				
8001	6 EACH	Adjust Existing Handhole FOR _____ DOLLAR CENTS	\$150.00	\$900.00
TOTAL CATEGORY 8:				\$900.00
SUBTOTAL CATEGORIES 1-8:				\$65,115.80

TOTAL BID IN WORDS

SIXTY FIVE THOUSAND ONE HUNDRED FIFTEEN DOLLARS AND EIGHTY CENTS

TOTAL BID IN FIGURES \$ \$65,115.80

NAME OF BIDDER: CALVERT READY MIX & CONCRETE SUPPLIES, LLC.

ADDRESS OF BIDDER: 1180 WHITE SANDS DR, LUSBY, MD 20657

SIGNATURE OF BIDDER: *Stephen E. Stanley*
Stephen Stanley

# 6. Attachment						
City of Laurel Department of Public Works	Arman Safakhah	301-725-0088 #3214	Asafakhah@laurel.md.us	Municipal Building Improvements Project-Phase I,Phase II, Phase III	Phase I = \$12391.00 Phase 2 = \$25920.00 Phase 3 = \$10947.00	December 17 2024
City of Laurel Department of Public Works	Arman Safakhah	301-725-0088 #3214	Asafakhah@laurel.md.us	Morton Place Improvement Project	\$24,061.00	March 27th 2025
Reliable Contracting Company, Inc.	Larry Oates	443-520-8984	Loates@reliablecontracting.com	Anne Arundel County- Covington RD Install/Repairs (Phase I, Phase II)	Phase I = \$15297.00 Phase II = \$5815.00	November, 11 2024
Reliable Contracting Company, Inc.	Larry Oates	443-520-8984	Loates@reliablecontracting.com	Anne Arundel County- Housley RD Install/Repairs (Phase I, Phase II)	Phase I = \$19902.75 Phase II = \$25438.04	November, 22 2024
Quantum Real Estate Management Corporation	Dave Sullivan	301-440-1398	dsullivan@quantumco.net	Beltway Plaza Project	\$400,000.00	September 4,2024
Maryland Jockey Club - Laurel Park	Tony Edwards	443-250-9872	tony.edwards@marylandracing.com	Permanent Contract: Install/Repairs- Curb&Gutter- Asphalt/Concrete Works	Average \$500,000/Year	Ongoing

CDBG PY 50 Town of Bladensburg Sidewalk Projects Taussig Road

1. Section 1: Scope of Work – states that CDBG funds are being used for this project and bidders must comply with federal grant requirements, including wage and EEOC requirements. Can you please provide the wage determination to be used for this project, and provide the EEOC requirements, and copies of the required forms that will need to be completed? Is there a MBE / DBE / Local Business requirement? **The forms that are required from CDBG are Certification of Assurance of Compliance, Locally Based Business Equal Employment Opportunity, MBE Agreement, Assurance of Compliance, Contract/Subcontract Activity Report, Davis Bacon Wages. All forms and information can be found online.**
1. Section 4: Contract Award - states “It is anticipated that the Contract will be awarded on a lump sum basis”. Will the contract be paid as a lump sum, or will the contractor be paid per the schedule of values (unit prices) for work measured, completed and accepted? The quantities shown on the schedule included with the bid solicitation aren’t correct. **Paid per schedule of volume.**
2. The amended advertisement didn’t change the quantities on the schedule of values to match the changes made to the amended plan sheet. Also, the quantities don’t match the quantities listed on the Cost Estimate that was uploaded to the Town’s webpage. What quantities should bidder’s base their bid on? **Attach please find cost estimate and RFP that is being advertised on the Town website.**
3. Driveways are paid per SY for the 6” Concrete Mix 3, but the driveway tie-in is shown as Mix 9 Concrete. Can mix #3 be used for the tie-in? If not, how will the Mix 9 concrete be paid? **All mixture can be mixed 3**
4. Item 4004 covers the remove, reset or disposal of Chain Link Fence. The existing fences are a mixture of chain link, ornamental aluminum, PVC, and wood, and some are in an existing condition that may not allow for resetting. Also, is the intent to reset the entire length of fence across the property, or just the setback as shown on the plan set? If just the setback, additional fencing will be needed, and it will be virtually impossible to match what’s there now. **Just shown on plans**
5. The Bid Proposal form references the Proposed Consultant Agreement ... is there an Agreement that we need to read and if so, can it be included in the next Addendum? **There will be no new addendum , all agreements will be reviewed after award.**
6. Does the Town anticipate the Contractor needing to make more than one mobilization for this project? **This would be a question for the contractor to advise the Town**
7. Where the sidewalk widening is planned behind the existing poles, will the area behind the new sidewalk be graded to match existing? Some of these areas are much lower than the adjacent sidewalk, and fill may be required, and if so, to what limits and how will it be paid? Or will small retaining walls be needed? **No, to replace as is.**

8. Will the new curb be reinstalled in the same location as the old curb? **Yes** Who will provide construction stakeout? Will the existing curb on the SW corner of Taussig Road and 55th Avenue be reinstalled in the same location, or will the curb be realigned to widen the sidewalk area at the existing pole? **It will be widened to ADA compliance as discussed at pre-bid meeting.**
9. Is there any testing or inspections required by the Contractor? **No**
10. Please clarify that item 6001 Adjust Existing Handhole is only for the vertical adjustment of the existing water meter frame and covers, and does not include resetting the entire base or any service adjustment. **Only Vertical**
11. There is an existing gas line that runs under the existing sidewalk. Any idea the depth of the existing line? **No** Test pits will need to be completed to determine the depth of the line in numerous areas to make sure the area is clear for construction. Also need to worry about driving form pins through the line, and adjustments to existing valves.
12. The utility pole at 106+60 is leaning significantly. Also, the back of the sidewalk from this pole to the intersection is higher than the existing ground, and is greater than 5" in depth. How should this area be handled so that the stone doesn't come out from under the sidewalk, and the sidewalk is properly supported? **You will have to put a back stop so the stone does not run out.**
13. Will the Town allow the road to be closed (local traffic only) and clear of all vehicles (no parking) during the work day? The existing pavement is only 26' wide and there is currently parking on both sides. There isn't enough room, and it wouldn't be safe, to excavate and place the curb with cars parked and traffic flowing. **The town will work with the contractor to make sure the work is done safely and efficiently.**
14. With the existing asphalt adjacent to the curb in bad shape in some areas, what is the cutback required between the curb and the roadway? **12 inches.**

Acknowledgement Signature: *Stephen E. Stanley*

Bid Proposal Form

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, MD 20710

BID DUE: May 2, 2025
TIME: 3:00 p.m. EST

Calvert Ready Mix & Concrete Supplies, LLC.

(Name of Bidder)

hereby submits the following proposal for CDBG PY 50 Sidewalks. Having carefully examined the Request for Proposals, related documentation, the proposed Consultant Agreement and Addenda Numbered N/A (indicate numbers or N/A if none issued), and having received clarification on all items of conflict or upon which any doubt arose, and understanding that all prices bid will remain in effect throughout the term of the contract, whether completed at one time or in interrupted phases, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents.
Provide unit pricing for specific tasks.

SPECIAL TERMS AND CONDITIONS

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. In addition to completing this Bid Proposal Form with bid price, Bidder should provide an estimate of budget and resources required.
- C. It is understood that the proposal price will be firm for a period of 90 calendar days from the proposal opening date, and that, if the undersigned is notified of acceptance of this proposal within this time period, the Bidder shall execute a contract for the above stated compensation.

Calvert Ready Mix & Concrete Supplies, LLC.

Name of Bidder

4/18/2025

Signature

Stephen Stanley - CEO, Owner

Date

Name and Title of Individual Authorized to Bind Bidder

TO BE SUBMITTED WITH PROPOSAL

Non-Collusion Affidavit

Stephen Stanley, being duly sworn on oath, deposes and says:
That he/she is the
That he is the Owner

(Owner, Partner, Title if on behalf of a Corporation)

of Calvert Ready Mix & Concrete Supplies, LLC.

(Name of Business, Corporation or Partnership)

the party submitting the Proposal; that no officer of the said Corporation has nor has any person, firm or corporation acting on its behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Proposal being submitted herewith; and that the said Corporation has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Proposal Price of the Proposer herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the Proposal is submitted; that in making this Affidavit, the affiant represents that she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of her knowledge and information.

To be signed by a duly authorized Officer.

 (SEAL)

Name Lisa DelRicco

Title Office Manager / Accountant

Date: 4/18/2025



TO BE SUBMITTED WITH PROPOSAL

AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES

I hereby affirm that:

1. I am the Owner (Title) and duly authorized representative of

Calvert Ready Mix & Concrete Supplies, LLC. (Name of Business Entity) whose address is

1180 White Sands Dr, Lusby, MD 20657 and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.

2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and

3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State or federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and

4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.

5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.

6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or associate thereof; nor any of its employees directly involved in obtaining contracts with the Town, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.

7. State "none" below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

none

I acknowledge that this affidavit is to be furnished, where appropriate, to the Town of Bladensburg under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Town of Bladensburg may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the Town.

I further affirm that the business entity is properly registered to do business in the State of Maryland, or is not required to be registered.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

4/18/2025

Date



Signature

Stephen Stanley

Printed Name

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG

NOTE: The information requested on this form may be submitted in a separate document as long as all requested information is provided and numbered according to this form.

1. Name of Bidder:
(Individual/Firm/Corporation)

Business Address: 1180 White Sands Dr, Lusby, MD 20657

Telephone Number: (443) 936-4948

E-mail address: calvertreadymix@gmail.com

2. Is the business incorporated? Yes No

Non-Corporation Business

3. If response to item #2 above is No, list the name and business and residence address of each individual having a 10% or greater financial interest in the business.

Name	Business Address	Residence Address
Stephen Stanley	100%	1180 White Sands Dr, Lusby, MD 20657

Corporate Business Entities - Please answer items 4 and 5

4. List the names of all officers of the corporation, their business and residence addresses and the date on which they assumed their respective offices.

Name	Office	Residence and	Date
	Business Address	Assumed	Office

5. List the names of all members of the current Board of Directors, and their business and residence addresses.

Name	Business Address	Residence Address

6. Please provide the following information concerning work that you have done within the last 5 years which is similar to the Bid work.

FOR WHOM PERFORMED	AMOUNT	CONTRACT COMPLETED	DATE TELEPHONE NUMBER	CONTACT'S NAME/
See Attached Document Titled #6.				

7. Bidders will answer the following questions: (The word “you” refers to any individual, partnership, partner and/or corporation and its officers.)

- a) Have you ever failed to complete any work awarded to you? No.
- b) If yes, state where and why:
- c) Have you ever been affiliated with some other organization that failed to complete a contract? No.
- d) If yes, state name of individual and reason therefor.
- e)
- f) With what other businesses are you affiliated? None.
- g) Please provide at least 3 references, including any Maryland governmental units or agencies for which you have worked on a similar project. Include the name and telephone number of your contact with each.
City of Laurel Department of Public Works - (301) 523-5358 - Arman Safakhah
M-NCPPC (Maryland National Capital Park and Planning Commission) - (240) 882 - 8838 - Darryl Gannt

e. Identify all sub-successful bidders, materialmen, and suppliers that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

Dated this 18 day of April, 2025.

Calvert Ready Mix & Concrete Supplies, LLC.

Name of Bidder

By:

Printed Name: Stephen Stanley

Title: Owner, CEO

APPLICATION FOR CERTIFICATE OF COMPLIANCE

INSTRUCTIONS: Please review the instructions in next page completely prior to completing this application.

Name of Business: Calvert Ready Mix
Fein : 873912630

Address: 1180 White Sands Dr
State: MD

City: Lusby
Zip Code: 20657

Mailing Address: 1180 White Sands Dr
State: MD

City: Lusby
Zip Code: 20657

Close Corporation
Farm Corporation
Limited Liability Corporation

General Corporation
Professional Corporation

I, Alyssa Lopez DelRicco, Estimator, of the above-named business hereby affirm, under the penalties of perjury, that workers' compensation is not required pursuant to Labor and Employment Article : §9-206(b)

Name of Owner(s) or Member(s):

Alyssa Lopez DelRicco

WORKERS' COMPENSATION COMMISSION
EXCLUSION FORM


INSTRUCTIONS : Pursuant to Labor & Employment Article §9-206, Annotated Code of Maryland, officers or members of certain business entities may elect to be exempt from workers' compensation insurance coverage by filing this Exclusion Form with the Commission. To exercise this option, the officer or member making the election must sign this document.

Company Name : Calvert Ready Mix
Company Fein : 873912630

Address : 1180 White Sands Dr
City : Lusby **State :** MD **Zip Code:** 20657

Close Corporation **General Corporation** **Farm Corporation**
Professional Corporation **Limited Liability Corporation**

Insurance Company Name: Chesapeake Employers Insurance
Date Insurance Company Notified: 03/19/2024

Name of the Officer or Member Electing Exclusion	% of Ownership	Personal Signature
Stephen Stanley	0	

Note : By Signing this Exclusion Form, each officer or member affirms under the penalties of perjury that the information contained in this form is true and correct as to that officer or member, to the best of the officer's or member's knowledge, information, and belief.

CERTIFICATE OF COMPLIANCE
Application Instructions**NOTE:**

Md. Code Ann., Lab. & Empl. §9-201 requires an employer with one or more employees to carry workers' compensation insurance.

The purpose of this Certificate of Compliance is to identify those employers that are not required to carry workers' compensation insurance coverage and to enable that employer to apply for, and obtain, a license or permit from a government agency that requires proof of workers' compensation insurance coverage. **A Certificate of Compliance is not workers' compensation insurance and is not binding on the Workers' Compensation Commission under any circumstances.**

Before a governmental unit may issue a license or permit to an employer to engage in an activity in which the employer might employ a covered employee, the employer shall submit to the governmental unit:

- (1) a certificate of compliance with this title; or
- (2) the number of a workers' compensation insurance policy or binder.

If an employer is not covered by a workers' compensation insurance policy, an application to secure a Certificate of Compliance must be submitted to the Worker's Compensation Commission pursuant to Labor & Employment Article §9-105.

Eligibility:

An employer may secure a Certificate of Compliance in the name of the employer, only if the employer is an entity set forth in Labor and Employment Article, §9-206(b)(1) (b)(5) with no covered employees other than corporate officers or limited liability company members who have elected to be exempt from workers' compensation coverage.

Sole Proprietors, Partners and Individuals who are owner/operators of a *Class F Vehicle*, and are not employers, are not eligible to receive a Certificate of Compliance. For the above business types, a letter of exemption will be supplied that can be submitted to the licensing agency.

An applicant who receives notice of disapproval may: (1) re apply for a certificate of compliance or (2) appeal the rejection in accordance with § 10-222 and § 10-223 of the State Government Article,



U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES

ASSURANCE OF COMPLIANCE

Under the Paperwork Reduction Act of 1995, as amended, and 5 C.F.R. § 1320.5(b)(2)(i), persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The OMB control number for this collection is 0945-0008. In lieu of completing this hard copy form and mailing it in, the Applicant may provide this assurance via the U.S. Department of Health and Human Services' Assurance of Compliance online portal at <https://ocrportal.hhs.gov/ocr/aoc/instruction.jsf>.

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE DISCRIMINATION ACT OF 1975, SECTION 1557 OF THE PATIENT PROTECTION AND AFFORDABLE CARE ACT, AND FEDERAL CONSCIENCE AND NONDISCRIMINATION LAWS

The Applicant provides this assurance in consideration of and for the purpose of obtaining Federal grants, loans, contracts, property, discounts or other Federal financial assistance from the U.S. Department of Health and Human Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

1. Title VI of the Civil Rights Act of 1964, as amended (codified at 42 U.S.C. § 2000d *et seq.*), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 80), to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin (including limited English proficiency) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
2. Section 504 of the Rehabilitation Act of 1973, as amended (codified at 29 U.S.C. § 794), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 84), to the end that, in accordance with Section 504 of that Act and the Regulation, no otherwise qualified individual with a disability in the United States shall, solely by reason of their disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
3. Title IX of the Education Amendments of 1972, as amended (codified at 20 U.S.C. § 1681 *et seq.*), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 86), to the end that, in accordance with Title IX and the Regulation, no person in the United States shall, on the basis of sex (including pregnancy, sexual orientation, and gender identity), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity for which the Applicant receives Federal financial assistance from the Department.
4. The Age Discrimination Act of 1975, as amended (codified at 42 U.S.C. § 6101 *et seq.*), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 91), to the end that, in accordance with the Act and the Regulation, no person in the United States shall, on the basis of age, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
5. Section 1557 of the Patient Protection and Affordable Care Act, as amended (codified at 42 U.S.C. § 18116), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 92), to the end that, in accordance with Section 1557 and the Regulation, no person in the United States shall, on the ground of race, color, national origin (including limited English proficiency), age, disability, or sex (including pregnancy, sexual orientation, and gender identity) be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any health program or activity for which the Applicant receives Federal financial assistance from the Department.

As applicable, the Church Amendments, as amended (codified at 42 U.S.C. § 300a-7), the Coats-Snowe Amendment (codified at 42 U.S.C. § 238n), the Weldon Amendment (e.g., Consolidated Appropriations Act, 2022, Pub. L. No.

117-103, Div. H, Title V § 507(d), 136 Stat 49, 496 (Mar. 15, 2022)) as extended by the Continuing Appropriations and Ukraine Supplemental Appropriations Act, 2023, Pub. L. No. 117-180, Div. A, § 101(8) (Sep. 30, 2022); , Section 1553 of the Patient Protection and Affordable Care Act, as amended (codified at 42 U.S.C. § 18113), and Section 1303(b)(4) of the Patient Protection and Affordable Care Act, as amended (codified at 42 U.S.C. § 18023(b)(4)), and 45 C.F.R. Part 88, to the extent that the rights of conscience are protected and associated discrimination and coercion are prohibited, in any program or activity for which the Applicant receives Federal financial assistance. Consistent with applicable court orders, the version of Part 88 in effect as of [October 20, 2022] is found at 76 Fed. Reg. 9968-9977 (Feb. 23, 2011).

The Applicant agrees that compliance with this assurance constitutes a material condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees, and assignees for the period during which such assistance is provided.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.


The person whose signature appears below is authorized to sign this assurance and commit the Applicant to the above provisions.

4/30/2025

Date

Please mail form to:

U.S. Department of Health & Human
Services Office for Civil Rights
200 Independence Ave., S.W. Room
509F Washington, D.C. 20201


Signature of Authorized Official

Stephen Stanley - Owner

Name and Title of Authorized Official (please print or type)

Town Of Bladensburg - CDBG PY 50 Sidewalks

Name of Agency Receiving/Requesting Funding

4229 Edmonston Road

Street Address

Bladensburg, MD 20710

City, State, Zip Code

The Applicant may provide this assurance via the U.S. Department of Health and Human Services' Assurance of Compliance online portal at <https://ocrportal.hhs.gov/ocr/aoc/instruction.jsf> in lieu of mailing it to the address provided.



Agenda Item Summary Report

Meeting Date: May 12, 2025		Submitted by: Michelle Bailey Hedgepeth, Town Administrator	
Item Title: CONTRACT APPROVAL: Approval of a contract for repairs to Bostwick House - Wash House Stabilization, using MNCPPC Historic Preservation funds			
Work Session Item [X] Council Meeting Item [X]		Documentation Attached: RFP Bostwick House – Wash House Site Photos Proposals	
Recommended Action: Staff recommends that the Council approve an agreement for stabilization work and repairs to the Bostwick House – Wash House. This project is partially funded by \$50,000 from MNCPPC Historic Preservation Funds.			
Purpose & Summary: Here is a Summary of the RFB and information regarding the repairs to the Bostwick House Wash House, which is funded for up to \$50,000 from MNCPPC Historic Preservation Funds.			
Bid Release Date: April 17, 2025 Submittal Due Date: May 5, 2025			
Background: Constructed in 1746 by Christopher Lowndes, the Bostwick House is one of Bladensburg’s few remaining pre-revolutionary structures and a significant piece of the Town's heritage. It was later home to Benjamin Stoddert, former Secretary of War and Secretary of the Navy. The Town of Bladensburg acquired the property in 1997 and entered into a perpetual historic preservation easement with the Maryland Historical Trust (MHT) and the MNCPPC Historic Preservation Commission (HPC). The site has since served educational, environmental, and public engagement purposes.			
Project Scope: This project focuses on rehabilitating and stabilizing the Wash House, a historic outbuilding adjacent to the main structure. To ensure compliance with preservation standards, all work will be performed under the oversight of MHT.			
Key Work Items Include: <ul style="list-style-type: none">• Window/Door Rehabilitation:<ul style="list-style-type: none">○ Removal and restoration of existing sashes/doors○ Rebuilding one double-hung window to match original design○ Reinstallation with new sash cords and priming for final painting• Exterior Trim and Woodwork:			

- Removal of rotted wood, restoration/replacement of eaves, fascia, cornices, and dentil trim
- Flashing replacement where missing or damaged
- **Painting:**
 - Scraping and preparation of all painted surfaces
 - Three-coat paint application using Sherwin-Williams materials
 - Full caulking and puttying prior to finish coats
- **Masonry Repairs:**
 - Repointing and replacement of cracked or missing bricks at door and window areas
 - Removal and replacement of failed grout along the east elevation

This project is essential in preserving the integrity of Bostwick’s historic assets and ensuring their continued use for educational and community programming.

Winning Proposal Summary:

The Town received two proposals, and at the time of posting, staff were still reviewing the bids. Both bidders information has been posted as hold for this item.

If you have any questions regarding this matter, the Town Administrator can answer them.

Budgeted Item: Yes [<input type="checkbox"/>] No [<input checked="" type="checkbox"/>] Budgeted Amount: \$ One-Time Cost: NA Ongoing Cost:	Continued Date:
Council Priority: Yes [<input type="checkbox"/>] No [<input type="checkbox"/>]	Approved Date:

Site Photos:







Agenda Item Summary Report

Meeting Date: May 12, 2025 June 9, 2025		Submitted by: Michelle Bailey Hedgepeth, Town Administrator	
Item Title: CONTRACT APPROVAL: Approval of a contract for repairs to Bostwick House with Colossal Contractors, Inc.- Wash House Stabilization, using MNCPPC Historic Preservation funds			
Work Session Item [X] Council Meeting Item [X]		Documentation Attached: RFP Bostwick House – Wash House Site Photos Proposals	
Recommended Action: Staff recommends that the Council approve an agreement for stabilization work and repairs to the Bostwick House – Wash House. This project is funded by \$50,000 from MNCPPC Historic Preservation Funds.			
Purpose & Summary: Here is a Summary of the RFB and information regarding the repairs to the Bostwick House Wash House, which is funded for up to \$50,000 from MNCPPC Historic Preservation Funds.			
Bid Release Date: April 17, 2025 Submittal Due Date: May 5, 2025			
Background: Constructed in 1746 by Christopher Lowndes, the Bostwick House is one of Bladensburg’s few remaining pre-revolutionary structures and a significant piece of the Town's heritage. It was later home to Benjamin Stoddert, former Secretary of War and Secretary of the Navy. The Town of Bladensburg acquired the property in 1997 and entered into a perpetual historic preservation easement with the Maryland Historical Trust (MHT) and the MNCPPC Historic Preservation Commission (HPC). The site has since served educational, environmental, and public engagement purposes.			
Project Scope: This project focuses on rehabilitating and stabilizing the Wash House, a historic outbuilding adjacent to the main structure. To ensure compliance with preservation standards, all work will be performed under the oversight of MHT.			
Key Work Items Include: <ul style="list-style-type: none">• Window/Door Rehabilitation:<ul style="list-style-type: none">○ Removal and restoration of existing sashes/doors○ Rebuilding one double-hung window to match original design○ Reinstallation with new sash cords and priming for final painting• Exterior Trim and Woodwork:			

- Removal of rotted wood, restoration/replacement of eaves, fascia, cornices, and dentil trim
- Flashing replacement where missing or damaged
- **Painting:**
 - Scraping and preparation of all painted surfaces
 - Three-coat paint application using Sherwin-Williams materials
 - Full caulking and puttying prior to finish coats
- **Masonry Repairs:**
 - Repointing and replacement of cracked or missing bricks at door and window areas
 - Removal and replacement of failed grout along the east elevation

This project is essential in preserving the integrity of Bostwick’s historic assets and ensuring their continued use for educational and community programming.

Winning Proposal Summary:

The Town received two proposals, and the team found that Colossail Contractors, Inc was the most responsive and responsible bidder. Their contracted price is \$49,500.

If you have any questions regarding this matter, the Town Administrator can answer them.

Budgeted Item: Yes [<input type="checkbox"/>] No [<input checked="" type="checkbox"/>] Budgeted Amount: \$ One-Time Cost: NA Ongoing Cost:	Continued Date:
Council Priority: Yes [<input type="checkbox"/>] No [<input type="checkbox"/>]	Approved Date:

Site Photos:





TOWN OF BLADENSBURG
(in Partnership with The Aman Trust)

REQUEST FOR BID
Bostwick House Wash House Rehabilitation Project



Issued by:

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland 20710

Tel: 301-927-7048

RFB

Issue Date: April 17, 2025
Proposal Due Date: May 5, 2025

Advertisement

TOWN OF BLADENSBURG

BOSTWICK HOUSE WASH HOUSE REHABILITATION

BOSTWICK HOUSE
3901 48TH St, BLADENSBURG, MARYLAND 20710

ISSUE DATE: April 17, 2025

DUE DATE AND TIME: May 5, 2025

The Town of Bladensburg and Aman requests bid proposals from qualified firms to provide Bostwick House – Wash House repairs items, as more fully described in these Request for Bid (“RFB”) documents.

The project is funded through a grant from M-NCCPC from its Historic Preservation Program. Proposals must be emailed before **May 5, 2025**, to Cawood Architecture, care of William Cawood at william@cawoodarch.com. For a proposal packet, contact William Cawood at william@cawoodarch.com or (240)876-9172 or check the Town’s website at www.bladensburgmd.gov for more information.

Contract awarded to the lowest proposal from a qualified firm conforming to the project schedule. The Town of Bladensburg is an Equal Opportunity Employer. Unlawful discrimination based on race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or other unlawful basis is expressly prohibited is expressly prohibited.

The Town reserves the right to reject any and all bids based on the best interest of the Town. For questions, please also contact the Town of Bladensburg @ clerk@bladensburgmd.gov or William Cawood at william@cawoodarch.com or (240)876-9172.

**Contractor / Builder
Request for Proposals**

BOSTWICK HOUSE WASH HOUSE STABILIZATION

**BOSTWICK HOUSE
3901 48TH St, BLADENSBURG, MARYLAND 20710**

ISSUE DATE: April 17, 2025

DUE DATE AND TIME: May 5, 2025

The Aman Trust and the Town of Bladensburg invites interested and qualified firms to submit proposals for contracting services associated with the wash house of the Bostwick house located at 3901 48th St, Bladensburg, Maryland 20710.

Proposals must be emailed with a read receipt no later than May 5, 2025.

INTRODUCTION/ BACKGROUND

Bostwick was constructed in 1746 by Christopher Lowndes, a prominent citizen of colonial Bladensburg, and is one of the few surviving pre-revolutionary structures in the town. Later, it was the home of Benjamin Stoddert, who served as Secretary of War and Secretary of the Navy. In 1997, the house and its property were acquired by the Town of Bladensburg and entered into a historic easement with the Maryland Historical Trust and the MNCPPC Historic Preservation Commission (HPC) to protect the property. More recently, the building was a study site for the University of Maryland’s Graduate Program in Historic Preservation, a site for environmental programs for the Anacostia Watershed Society, as well as a museum and event site for the Town. The Aman Memorial Trust was formed in 1984 to promote the preservation of historic structures in Bladensburg. The project will be executed with the involvement and oversight of the State Historic Preservation Office (the Maryland Historical Trust, “MHT”).

The Maryland Historical Trust and MNCPPC HPC hold a perpetual preservation easement on the property, which restricts alterations to all structures and archeology on the site.

SCOPE OF SERVICES

Project work includes rehabilitating and stabilizing the Wash House, which is adjacent to the main home. Photos are included as part of **Attachment A**. The scope will consist of:

Window / Door Rehabilitation

- Remove sash / doors, strip, repair damaged wood, and repair hardware.
- Remake one double-hung window milling to match the existing windows.
- Reinstall with new sash cords.
- Prime windows, final painting to be completed in field.

Eaves, Fascia, Cornices, and Dentil trim/woodwork:

- Paint scraping, rotted/damaged wood removal, restoration/replacement of damaged wood, and repainting for exterior trim at the wash house.
- Replacement of missing or damaged flashing.

Painting

- Scrape existing painted surfaces to remove all loose material.
- All wood trim and masonry to receive three (3) coats of paint, one coat of primer, and two coats of acrylic satin paint.
- All work is to be puttied and caulked as needed and sanded before and between coats of paint.
- Material: Per specifications, Sherwin-Williams

Masonry:

- Cracked masonry in several places at the entry door to the building. General repointing required, and cracked or missing masonry requires replacement with similar brick.
- Missing/failed grout below east elevation window. Remove failed grout and repoint. Cracked or missing masonry requires replacement with similar brick.

MHT and MNCPPC Requirements:

Woodwork, Windows, Doors

The existing wood trim, windows, and doors must be salvaged to the greatest extent possible for use in the reconstruction. Full stripping of the woodwork is not permitted, and woodwork should be scraped back as required to remove loose or damaged paint.

Contractor to identify sub-contractor responsible for providing and repairing/restoring the woodwork for the project during the bid process. They should be experienced in the analysis, fabrication, and repair of historic woodwork, and with a minimum of 5 years field experience. Contractor to protect existing woodwork and trim during the project.

- Existing glazing in windows and doors to be retained, with new glazing for missing or damaged pieces to be fabricated from historical restoration glazing. Provide sample for Architect/MHT review. Two windows and one door are currently damaged and will need replacement woodwork and glazing.
- Existing caulking and glazing putty to be removed down to bare wood and replaced where deteriorated or failed due to age. Replace with similar materials.

- Fabrication of replacement woodwork to match existing, and should be limited to items that are damaged or rotted beyond salvaging or patching with dutchmen or epoxy resin.

Brick

The existing bricks must be salvaged to the greatest extent possible for use in the reconstruction. Any new replacement bricks must match the historic bricks in-kind, matching the size, texture, finish, color, and scale. Photographs of the proposed new brick against the existing masonry must be submitted for comparison for review and approval by the project Architect and MHT prior to any replacement.

Contractor to identify sub-contractor responsible for providing and installing brick for the project during the bid process. The masonry installer should be experienced in the analysis, fabrication, and installation of historic brickwork, and with a minimum of 5 years field experience. Reinstall existing clay brick units as shown on the drawings. Existing brick has been separated and stored onsite for inspection during bid, and installation during the project. Contractor to verify that amount of brick onsite is sufficient for proposed scope of work, and to notify architect in writing if additional brick is required to complete the work. Additional brick required for the project to be reclaimed historic clay brick of similar dimensions, texture, and color, with preference given to local brick. It is intended that the original brick from the building will be used as face/finish brick and that additional non-historic brick to be used as backup units. Reproduction brick will be considered on a case-by-case basis and will be used in less visible areas first. Contractor to protect salvaged brick units during the project. Construct 2 separate mockups of proposed brickwork for Architect's and MHT and MNCPPC HPC review at least 10 working days prior to the commencement of brick installation. Samples of existing historic brick are available for analysis and matching. Brickwork shall be protected during installation from extremes of temperature and humidity, in accordance with accepted masonry practices-see BIA technical notes #1, latest addition.

Mortar

Contractor to identify sub-contractor responsible for providing and installing mortar for the project during the bid process. The masonry installer should be experienced in the analysis, fabrication, and installation of historic mortar, and with a minimum of 5 years field experience. Provide and install lime-based mortar, suitable for use with historic clay brick, as shown on the drawings. ASTM C270 and U.S. Dept. of Interior Preservation Brief #2 Historic Masonry Buildings are to be used as reference for this project. Repointing mortar must match the existing historic mortar in size, design, color, texture, composition, vapor permeability, strength, joint width, joint profile, and other visual qualities of the remaining buttress. New mortar shall be lime based (Portland cement mixtures are not acceptable). Natural sand of comparable color and texture to historic brick to be used. Samples of existing historic mortar are available for analysis and matching. Provide actual sample for Architect's and MHT and MNCPPC HPC review and approval before work begins. Mortar shall be protected during installation from extremes of temperature and humidity, in

accordance with accepted masonry practices. Tenting and supplemental heating/cooling may be required for installation and should be included in bid.

- Pointing: Joints to be cut back, approximately 2 times the depth of the mortar from the brick face, with matching joint striking (samples provided for approval)
- Remove previous parging as found on façade and repoint joints.

Paint

The existing paint should be evaluated for condition, and stable painted surfaces must be salvaged to the greatest extent possible. Full-stripping of the woodwork is not permitted, and woodwork should be scraped back as required to remove loose or damaged paint. Contractor to identify sub-contractor responsible for painting during the bid process. They should be experienced in the analysis and repainting of historic structures, with a minimum of 5 years’ field experience. Contractor to protect existing surfaces from paint and debris during the project, and should assume lead safe precautions be utilized during the project, taking care to protect existing ground and landscaping from lead paint contamination.

- The removal of paint should be evaluated based on the Technical Preservation Brief no. 10, which classifies the severity of paint deterioration into Class I (least severe) to Class III (most severe).
- Only approved cleaners and strippers should be used. Any removal materials that are not on the approved list should be submitted for approval from MHT and the Architect at least 10 working days prior to use on the project.
- Only approved paint as noted in the Easement Request Application will be utilized, and requests for substitutions should follow the above procedure for approval.

The contractor is responsible for obtaining any permits required for the work.

All work must be executed in accordance with the Secretary of the Interior’s *Standards for Rehabilitation*. The contractor must be familiar with these *Standards* and must be willing to work with The Aman Trust, the project Architect, William H. Cawood of Cawood Architecture, and MHT and MNCPPC HPC to resolve all unanticipated conditions.

Please provide cost proposal using the attached financial proposal form and breakdown. Provide unit prices for additional work using the attached form. The Contractor may submit their standard quote sheet but must ALSO submit the filled out and signed cost proposal and unit prices forms.

The contract that results from this RFP will be a fixed-price contract.

Bid, performance, and payment bonds will be required if the contract price exceeds \$100,000.00.

PRE-PROPOSAL CONFERENCE / SITE VISIT

An optional pre-proposal conference can be arranged by contacting William Cawood. For more information, contact William H. Cawood, Cawood Architecture, 35 E. Main Street, Berryville, VA 22611, or email: william@cawoodarch.com

TIMETABLE

The contractor should expect to begin the project immediately upon notification of contract award, anticipated no later than the third week of June 2025. It is anticipated that work should be substantially complete by September 30, 2025.

QUALIFICATIONS

- The contractor and any relevant subcontractors must demonstrate experience working with existing buildings, particularly historic buildings, and historic brickwork.
- The contractor and any relevant subcontractors must demonstrate experience working with historic windows, doors, and woodwork.
- The contractor and any subcontractors must hold a current license, applicable to the nature of the work.
- Please provide qualifications and references for contractor and any subcontractors on the attached form.
- The contractor and any subcontractors must be Equal Opportunity Employers.
- Contractors and any subcontractors will be required to be insured.

SELECTION CRITERIA

The contractor will be selected by a committee of stakeholders, based on the following factors, in order of descending importance:

1. Qualifications and references.
2. Ability to complete the project within the time allotted.
3. Cost.

The contract will be awarded to the lowest proposal from a qualified firm which can complete the project within the time allotted. The Town reserves the right to waive irregularities and to reject proposals.

RFP PACKAGE

The RFP package consists of:

1. This “Request for Proposals” document
2. “Contractor / Subcontractor Qualifications Statement” blank form
3. “Financial Proposal” blank form
4. “Conflict of Interest Affidavit and Disclosure” blank form
5. Town of Bladensburg BID Forms

Documents may be obtained electronically from the Architect. Please contact William H. Cawood, email: william@cawoodarch.com.

PROPOSAL SUBMISSION

Proposals must be sent by email with a read receipt (email preferred) no later than May 5, 2025.

Late submissions will not be considered.

A complete proposal submission consists of the following:

- 1. A completed and signed “Financial Proposal” form (one copy).
- 2. A completed “Contractor / Subcontractor Qualifications Statement” with no more than five pages of project-related supporting materials attached (one copy).
- 3. Completed “Conflict of Interest Affidavit and Disclosure”
- 4. Consultant’s estimate of start date and time frame for project (may be included in cover letter).
- 5. Copy of current license for contractor and any relevant subcontractors (one copy).
- 6. Copy of current insurance certificate for contractor and any relevant subcontractors (one copy).

Submit all proposal materials to the Architect: William H. Cawood, Cawood Architecture, email: william@cawoodarch.com with a copy being sent to clerk@bladensburgmd.gov

ATTACHMENT A

Photos





Bostwick House Wash House RFB – Town of Bladensburg

**FAILURE TO INCLUDE ALL REQUIRED INFORMATION WILL RENDER THE PROPOSAL
NON-RESPONSIVE.**

NOTICES

Offerors should give specific attention to the identification of those portions of their proposals that they deem to be confidential, proprietary information or trade secrets and provide any justification why such materials, upon request, should not be disclosed by the State under the Access to Public Records Act, State Government Article, Title 10, Subtitle 6, Annotated Code of Maryland.

MBE / WBE firms are encouraged to respond to this solicitation.

The Consultant and any Subconsultants must be Equal Opportunity Employers.

By submitting a response to this solicitation, a vendor shall be deemed to represent that it is not in arrears in the payment of any obligation due and owing the State of Maryland, including the payment of taxes and employee benefits, and that it shall not become so in arrears during the term of the contract if selected for contract award

Right to Cancel

The Town reserves the right to change any aspect of, terminate, or delay this RFP, the RFP process, and/or the program outlined within it at any time, and notice shall be given in a timely manner thereafter. The Town reserves the right to reject any or all proposals and to exercise its sole discretion to best serve the interests of the Town.

Contract Award

Following a staff and consultant recommendation, the Mayor and Council of the Town of Bladensburg will make an award at the earliest possible date after the date set for receipt of proposals.

The successful bidder shall be required to execute a contract in a form satisfactory to the Town, in substantially the same form as attached hereto, within 20 days of the award of the contract. The Town reserves the right to cancel the award of the contract at any time prior to execution of the contract without liability on the part of the Town.

If the successful bidder fails to execute the contract as required, the award may be annulled and the contract awarded to the second lowest responsible bidder, and such bidder shall

fulfill every stipulation embraced herein, as if he were the original party to whom the award was made, or the Town may reject all of the bids, as its interest may require.

Contractor / Builder Financial Proposal Form

REQUEST FOR PROPOSALS: BOSTWICK HOUSE WASH HOUSE STABALIZATION

FIRM / TEAM NAME:	
Description	Cost
BOSTWICK HOUSE WEST FAÇADE STABALIZATION AND REHABILITATION	
TOTAL	

ADDENDA: Please fill in and initial to acknowledge receipt of RFP Addenda, if applicable.

Addendum Number and Date	Initials

We hereby submit our proposal to the ***Aman Trust and Town of Bladensburg*** for the ***BOSTWICK HOUSE WEST FAÇADE STABALIZATION AND REHABILITATION.***

1. I/We have received, read, and fully understand the drawings /specifications for the project, the Request for Proposals, and the Addenda.
2. I/We have examined the site, existing structures, access roads, existing utilities, and all existing conditions which affect the construction proposal.
3. I/We are able to provide all the materials, products, labor, equipment, supervision, managerial and professional services necessary for the project, and are able to construct the project as intended by the above-mentioned specifications.
4. I/We are able to complete this project within the stipulated calendar days and/or critical completion dates specified by the Owner.
5. I/We clearly understand that this Construction Proposal Form must be completed and submitted in its entirety to be considered a responsive proposal. Failure to completely fill in all blanks may be cause for rejection of this proposal.
6. I/We clearly understand that the proposal price will be firm for a time period of 60 calendar days from the proposal opening date.
7. The firm represents, and it is a condition precedent to acceptance of this proposal, that the firm has not been a party to any agreement to propose a fixed or uniform price.

Proposal submitted by representative hereby designated as project contact:

NAME:	
TITLE & FIRM NAME:	
ADDRESS:	
PHONE:	
E-MAIL:	
FEDERAL EIN #	
DATE:	
SIGNATURE:	

Contractor / Subcontractor Qualifications Statement

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter.

Project Identification: BOSTWICK HOUSE WASH HOUSE

Company Name	
Contact Name	
Contact Title	
Address, City, State, ZIP	
Phone / Fax	
Email	
Website	

1.	How many years has your organization been in business?	
2.	How many years under your present name?	
3.	What time periods under a previous business name? (List below)	
	Company Name	Dates
	Company Name	Dates
	Company Name	Dates
	Company Name	Dates
4.	Is your organization licensed to do business in the State of Maryland?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.	Do you have a professional license in the State of Maryland?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Type of license	License Number
	Expiration date	
8.	Is your firm certified MBE in the State of Maryland?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.	Have you in the previous five years, been denied a contract award on which you submitted the low bid/proposal in competitive bidding, or been refused pre-qualification?	<input type="checkbox"/> Yes <input type="checkbox"/> No

	If yes, please explain:	
10.	List four or more projects executed by your firm within the past five years that were similar in nature and scope to this project, and were in compliance with the Secretary of the Interior's Standards (if applicable). Attach photographic documentation of these projects, or refer us to your website. We may contact your references.	
	a.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available
	b.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available
	c.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available
	d.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available
	e.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available

11.	Provide names of key personnel to be involved in this project. Indicate the projects listed above with which they were involved. <i>On attached sheets, give brief resumes of each person, describing specific experience and qualifications that will indicate ability to perform work required on this project.</i>		
	a.	Name	
		Specialty / Trade	
		Project Role	
		Years of experience	
		Years with this firm	
		Involved in projects listed above?	
	b.	Name	
		Specialty / Trade	
		Project Role	
		Years of experience	
		Years with this firm	
		Involved in projects listed above?	
	c.	Name	
		Specialty / Trade	
		Project Role	
		Years of experience	
		Years with this firm	
		Involved in projects listed above?	
	d.	Name	
		Specialty / Trade	
		Project Role	
		Years of experience	
		Years with this firm	
		Involved in projects listed above?	
12.	Please indicate which portions of the work you will subcontract and the names of the subcontractors. <i>Please attach brief resumes of each subcontractor firm, describing</i>		

	<i>specific experience and qualification that will indicate ability to perform work required on this project.</i>		
	a.	Firm Name	
		Specialty / Trade	
		Address, City, State, Zip	
		Phone	
		Email	
		Website	
		Years in business	
		Involved in projects listed above?	
		MBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	b.	Firm Name	
		Specialty / Trade	
		Address, City, State, Zip	
		Phone	
		Email	
		Website	
		Years in business	
		Involved in projects listed above?	
		MBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	c.	Firm Name	
		Specialty / Trade	
		Address, City, State, Zip	
		Phone	
		Email	
		Website	
		Years in business	
		Involved in projects listed above?	
		MBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	d.	Firm Name	
		Specialty / Trade	
		Address, City, State, Zip	

		Phone	
		Email	
		Website	
		Years in business	
		Are you involved in the projects listed above?	
		MBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
The undersigned certifies the truth and correctness of all statements.			
		Prepared by:	
		Title:	
		Signature:	

Contractor / Builder
Conflict of Interest Affidavit and Disclosure Form

A. "Conflict of interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the State, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.

B. "Person" has the meaning stated in COMAR 21.01.02.01B(64) and includes a bidder, offeror, contractor, consultant, or subcontractor or subconsultant at any tier, and also includes an employee or agent of any of them if the employee or agent has or will have the authority to control or supervise all or a portion of the work for which a bid or offer is made.

C. The bidder or offeror warrants that, except as disclosed in §D, below, there are no relevant facts or circumstances now giving rise or which could, in the future, give rise to a conflict of interest.

D. The following facts or circumstances give rise or could in the future give rise to a conflict of interest (explain detail—attach additional sheets if necessary):

E. The bidder or offeror agrees that if an actual or potential conflict of interest arises after the date of this affidavit, the bidder or offeror shall immediately make a full disclosure in writing to the procurement officer of all relevant facts and circumstances. This disclosure shall include a description of actions which the bidder or offeror has taken and proposes to take to avoid, mitigate, or neutralize the actual or potential conflict of interest. If the contract has been awarded and performance of the contract has begun, the contractor shall continue performance until notified by the procurement officer of any contrary action to be taken.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date: _____

By: _____ (Authorized Representative and Affiant)

EGG Construction

1805 August Drive
Silver Spring, MD 20902
202.286.2464

Section 10, Item E.

Estimate

Date	Estimate #
3/31/2025	844

Name / Address
Bostwick House 3901 48th Street Bladensburg, MD 20710

Project	
Description	Total
Wash House Repairs	
Division 1: General Site Conditions	9,000.00
1. Supervision for original contract.	
2. Provide site labor for maintaining property throughout course of project.	
3. Contractor supplied Sanitation Facilities throughout course of Project.	
4. Provide trash removal throughout course of Project -- dumpsters in driveway.	
5. Provide / maintain protection as needed.	
6. Test areas affected by construction for the presence of lead to improve compliance with EPA regulations and provide clearance test once project is complete.	
7. General conditions.	
NOTES:	
1. Excludes performance bonds.	
2. Assumes no permits required or sediment control measures.	
Roofing	5,000.00
1. Repair / replace copper gutters throughout.	
2. Repair flashing as needed throughout.	
Total	

EGG Construction
1805 August Drive
Silver Spring, MD 20902
202.286.2464

Section 10, Item E.

Estimate

Date	Estimate #
3/31/2025	844

Name / Address
Bostwick House 3901 48th Street Bladensburg, MD 20710

Project	
Description	Total
Window / Door Rehabilitation (allowance) 1. Remove sash / doors, strip, repair damaged wood, and repair hardware. 2. Remake one double hung window (milling to match existing windows) 3. Reinstall with new sash cords. 4. Prime windows, final painting to be completed in field.	18,900.00
Total	

EGG Construction

1805 August Drive
Silver Spring, MD 20902
202.286.2464

Section 10, Item E.

Estimate

Date	Estimate #
3/31/2025	844

Name / Address
Bostwick House 3901 48th Street Bladensburg, MD 20710

Project	
Description	Total
Masonry Rehabilitation	6,000.00
Scope of Work:	
2.2 Cracked masonry in several places at entry door to building. General repointing required, and cracked or missing masonry requires replacement with similar brick.(Photos 2.5-2.7)	
2.3 Missing/failed grout below east elevation window. Remove failed grout and repoint. Cracked or missing masonry requires replacement with similar brick.(Photo 2.8)	
NOTES:	
Flaking and peeling paint shall be gently scraped and new uncovered cracking or structural de-stabilization be reported to Architect and Structural Engineer for review. Repoint existing open joints and excessively eroded joint work, after review by others. Damaged/missing brick masonry to be replaced with bricks matching existing in overall dimensions and layout. Stabilize cracked/shifted masonry, coordinate with Structural Engineer to install crack monitors to monitor movement. Mortar type,mix, and widths/striking/tooling patterns to match existing, and grout analysis to be provided for approval, with a 4' x 4' mockup provided for review.	
As the masonry issues raised are unknown conditions as of the writing, no price for the remediation specified can be provided with any accuracy until substantial paint removal has been conducted and the Structural Engineer and/or Architect have reviewed the structure to provided further guidance. Once additional guidance is provided a separate estimate will be generated for the additional masonry remediation needed. The additional estimate will include the construction of the mockup specified.	
Carpentry	4,500.00
1. Repair fascia / rake boards throughout Wash House. 2. Dutchman made with Sapele.	
Total	

1805 August Drive
Silver Spring, MD 20902
202.286.2464

Estimate

Date	Estimate #
3/31/2025	844

Name / Address
Bostwick House 3901 48th Street Bladensburg, MD 20710

		Project
Description		Total
Painting 1. Scrape existing painted surfaces to remove all loose material. 2. All wood trim and masonry to receive three (3) coats of paint (one coat of primer and two coats of acrylic satin paint). 3. All work is to be puttied and caulked as needed and to be sanded before and between coats of paint. 4. Material: Per specifications Sherwin Williams 5. Cost doesn't include stripping paint. 6. Windows / door to be removed and stripped off site.		10,000.00
Subtotal		53,400.00
Overhead		2,670.00
Profit		5,340.00
Total		61,410.00
Total		\$61,410.00

Contractor / Builder Financial Proposal Form

REQUEST FOR PROPOSALS: BOSTWICK HOUSE WASH HOUSE STABALIZATION

FIRM / TEAM NAME:	Colossal Contractors, Inc.
Description	Cost
BOSTWICK HOUSE WEST FAÇADE STABALIZATION AND REHABILITATION	\$49,700.00
TOTAL	\$49,700.00


ADDENDA: Please fill in and initial to acknowledge receipt of RFP Addenda, if applicable.

Addendum Number and Date	Initials

We hereby submit our proposal to the *Aman Trust and Town of Bladensburg* for the **BOSTWICK HOUSE WEST FAÇADE STABALIZATION AND REHABILITATION**.

1. I/We have received, read, and fully understand the drawings /specifications for the project, the Request for Proposals, and the Addenda.
2. I/We have examined the site, existing structures, access roads, existing utilities, and all existing conditions which affect the construction proposal.
3. I/We are able to provide all the materials, products, labor, equipment, supervision, managerial and professional services necessary for the project, and are able to construct the project as intended by the above-mentioned specifications.
4. I/We are able to complete this project within the stipulated calendar days and/or critical completion dates specified by the Owner.
5. I/We clearly understand that this Construction Proposal Form must be completed and submitted in its entirety to be considered a responsive proposal. Failure to completely fill in all blanks may be cause for rejection of this proposal.
6. I/We clearly understand that the proposal price will be firm for a time period of 60 calendar days from the proposal opening date.
7. The firm represents, and it is a condition precedent to acceptance of this proposal, that the firm has not been a party to any agreement to propose a fixed or uniform price.

Proposal submitted by representative hereby designated as project contact:

NAME:	Juan R. Navarro
TITLE & FIRM NAME:	President Colossal Contractors, Inc.
ADDRESS:	4601 Sandy Spring Rd. Burtonsville, MD 20866
PHONE:	(301) 476-9060
E-MAIL:	amedina@colossalcontractors.com
FEDERAL EIN #	52-2262833
DATE:	05/02/2025
SIGNATURE:	

Contractor / Subcontractor Qualifications Statement

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter.

Project Identification: BOSTWICK HOUSE WASH HOUSE


Company Name	Colossal Contractors, Inc.
Contact Name	Juan R. Navarro
Contact Title	President
Address, City, State, ZIP	4601 Sandy Spring Rd. Burtonsville, MD 20866
Phone / Fax	(301) 476-9060 / (301) 476-9064
Email	amedina@colossalcontractors.com
Website	www.colossalcontractors.com

1.	How many years has your organization been in business?	25 Years	
2.	How many years under your present name?	25 Years	
3.	What time periods under a previous business name? (List below)		
	Company Name	N/A	Dates
	Company Name		Dates
	Company Name		Dates
	Company Name		Dates
4.	Is your organization licensed to do business in the State of Maryland?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5.	Do you have a professional license in the State of Maryland?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Type of license	Home Improvement	License Number
			122805
	Expiration date	08-09-2026	
8.	Is your firm certified MBE in the State of Maryland?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9.	Have you in the previous five years, been denied a contract award on which you submitted the low bid/proposal in competitive bidding, or been refused pre-qualification?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	If yes, please explain:	
10.	List four or more projects executed by your firm within the past five years that were similar in nature and scope to this project, and were in compliance with the Secretary of the Interior's Standards (if applicable). Attach photographic documentation of these projects, or refer us to your website. We may contact your references.	
a.	Project Name	Interior and Exterior Modifications to Brookside Nature Center
	Project Address	1400 Gallan Ave. Wheaton, MD 20902
	Years of Construction	approximately 5 months
	Client / Reference Name	MNCPPC / David Linton
	Client / Reference Phone or Email	(301) 495-2597 / david.linton@montgomeryparks.org
	Web link if available	
b.	Project Name	Health Suite Renovation at Beechfield E/M School
	Project Address	301 S. Beechfield Ave. Baltimore, MD 21229
	Years of Construction	approximately 2 months
	Client / Reference Name	Baltimore City Public Schools / Larry Conner
	Client / Reference Phone or Email	(443) 301-6425 / LWConner@bcps.md.us
	Web link if available	
c.	Project Name	Time & Materials Building & Grounds Improvement Services
	Project Address	Various Historic Mansions of the City of Rockville
	Years of Construction	2016 - On Going
	Client / Reference Name	City of Rockville / Noel Gonzalez
	Client / Reference Phone or Email	(240) 314-8728 (240) 383-6693 / ngonzalez@rockvillemd.gov
	Web link if available	
d.	Project Name	Building and Grounds Improvements Services
	Project Address	1700 E. Cold Spring Ln. Baltimore, MD 21251
	Years of Construction	2015 - On-Going
	Client / Reference Name	Morgan State University / Westley Sievers
	Client / Reference Phone or Email	(443) 885-3591 (410) 649-9474 / westley.sievers@morgan.edu
	Web link if available	
e.	Project Name	Building & Grounds Improvements Services
	Project Address	Various location in Montgomery County and Prince George's County
	Years of Construction	2020 - On-Going
	Client / Reference Name	MNCPPC / Yaneth Galindo
	Client / Reference Phone or Email	(301) 780-2391 (240) 832-8034 / yaneth.galindo@pgparks.com
	Web link if available	

11.	Provide names of key personnel to be involved in this project. Indicate the projects listed above with which they were involved. <i>On attached sheets, give brief resumes of each person, describing specific experience and qualifications that will indicate ability to perform work required on this project.</i>		
a.	Name	Juan R. Navarro	
	Specialty / Trade	Project Coordinator	
	Project Role	Project Coordinator	
	Years of experience	35 Years	
	Years with this firm	25 Years	
	Involved in projects listed above?	Yes	
b.	Name	Ariel Rodriguez	
	Specialty / Trade	Architect	
	Project Role	Field Superintendent	
	Years of experience	35 Years	
	Years with this firm	18 Years	
	Involved in projects listed above?	Yes	
c.	Name	Silvio Aguirre	
	Specialty / Trade	Supervisor	
	Project Role	Supervisor	
	Years of experience	35 Years	
	Years with this firm	12 Years	
	Involved in projects listed above?	No	
d.	Name	Juan Carlos Torres	
	Specialty / Trade	Carpenter	
	Project Role	Carpenter	
	Years of experience	27 Years	
	Years with this firm	22 Years	
	Involved in projects listed above?	Yes	
12.	Please indicate which portions of the work you will subcontract and the names of the subcontractors. <i>Please attach brief resumes of each subcontractor firm, describing</i>		

	<i>specific experience and qualification that will indicate ability to perform work required on this project.</i>	
a.	Firm Name	N/A
	Specialty / Trade	
	Address, City, State, Zip	
	Phone	
	Email	
	Website	
	Years in business	
	Involved in projects listed above?	
	MBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b.	Firm Name	
	Specialty / Trade	
	Address, City, State, Zip	
	Phone	
	Email	
	Website	
	Years in business	
	Involved in projects listed above?	
	MBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
c.	Firm Name	
	Specialty / Trade	
	Address, City, State, Zip	
	Phone	
	Email	
	Website	
	Years in business	
	Involved in projects listed above?	
	MBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
d.	Firm Name	
	Specialty / Trade	
	Address, City, State, Zip	

		Phone	
		Email	
		Website	
		Years in business	
		Are you involved in the projects listed above?	
		MBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
The undersigned certifies the truth and correctness of all statements.			
		Prepared by:	Juan R. Navarro
		Title:	President
		Signature:	

Contractor / Builder
Conflict of Interest Affidavit and Disclosure Form

A. "Conflict of interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the State, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.

B. "Person" has the meaning stated in COMAR 21.01.02.01B(64) and includes a bidder, offeror, contractor, consultant, or subcontractor or subconsultant at any tier, and also includes an employee or agent of any of them if the employee or agent has or will have the authority to control or supervise all or a portion of the work for which a bid or offer is made.

C. The bidder or offeror warrants that, except as disclosed in §D, below, there are no relevant facts or circumstances now giving rise or which could, in the future, give rise to a conflict of interest.

D. The following facts or circumstances give rise or could in the future give rise to a conflict of interest (explain detail—attach additional sheets if necessary):

E. The bidder or offeror agrees that if an actual or potential conflict of interest arises after the date of this affidavit, the bidder or offeror shall immediately make a full disclosure in writing to the procurement officer of all relevant facts and circumstances. This disclosure shall include a description of actions which the bidder or offeror has taken and proposes to take to avoid, mitigate, or neutralize the actual or potential conflict of interest. If the contract has been awarded and performance of the contract has begun, the contractor shall continue performance until notified by the procurement officer of any contrary action to be taken.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date: 05/02/2025

By: Juan R. Navarro, President (Authorized Representative and Affiant)



CERTIFICATE OF LIABILITY INSURANCE

Section 10, Item E.

DATE (MM/DD/YYYY)

2/19/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
HMS Insurance Associates, Inc.
20 Wight Ave Suite 300
Hunt Valley MD 21030

CONTACT NAME: Jeremy Teets

PHONE (A/C No. Ext): 410-785-1611

FAX (A/C No.): 443-632-3472

E-MAIL ADDRESS: Jeremy.Teets@marshmma.com

INSURED
Colossal Contractors Inc.
4601 Sandy Spring Rd
Burtonsville MD 20866

COLOCON-01

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : Harford Mutual Insurance Co

14141

INSURER B : Chesapeake Employers Insurance

11039

INSURER C : Zurich American Insurance

16535

INSURER D : Nautilus Insurance Company

17370

INSURER E : Princeton Excess

10786

INSURER F :

COVERAGES

CERTIFICATE NUMBER: 1952679603

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF MM/DD/YYYY	POLICY EXP MM/DD/YYYY	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 5,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		MP10721889	3/1/2025	3/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		CA104592710	3/1/2025	3/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$		CU10306553	3/1/2025	3/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ \$
B C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input checked="" type="checkbox"/> N / A	4544154 WC6733151-10	12/18/2024 12/18/2024	12/18/2025 12/18/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D E	Pollution Liability Professional Liability Excess 5x5		CPP2042744-10 CPP2042744-10 82A3FF0004478-01	3/29/2024 3/29/2024 3/1/2025	3/29/2025 3/29/2025 3/1/2026	Each Occurrence/Agg \$1M/\$3M Each Claim 1,000,000 Limit 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

United States Environmental Protection Agency

This is to certify that

Colossal Contractors, Inc

has fulfilled the requirements of the Toxic Substances Control Act (TSCA) Section 402, and has received certification to conduct lead-based paint activities pursuant to 40 CFR Part 745.226

In the Jurisdiction of:

All EPA Administered Lead-based Paint Activities Program States, Tribes and Territories

This certification is valid from the date of issuance and expires June 03, 2026

LBP-66617-2

Certification #

February 28, 2023

Issued On



Michelle Price, Chief

Lead, Heavy Metals, and Inorganics Branch

United States Environmental Protection Agency

This is to certify that



Colossal Contractors, Inc.

has fulfilled the requirements of the Toxic Substances Control Act (TSCA) Section 402, and has received certification to conduct lead-based paint renovation, repair, and painting activities pursuant to 40 CFR Part 745.89

In the Jurisdiction of:

All EPA Administered States, Tribes, and Territories

This certification is valid from the date of issuance and expires July 09, 2025

NAT-66617-3

Certification #

May 20, 2020

Issued On

A handwritten signature in black ink, appearing to read "Michelle Price".

Michelle Price, Chief

Lead, Heavy Metals, and Inorganics Branch

United States Environmental Protection Agency

This is to certify that



Colossal Contractors, Inc

has fulfilled the requirements of the Toxic Substances Control Act (TSCA) Section 402, and has received certification to conduct lead-based paint renovation, repair, and painting activities pursuant to 40 CFR Part 745.89

In the Jurisdiction of:

All EPA Administered States, Tribes, and Territories

This certification is valid from the date of issuance and expires July 09, 2030

NAT-66617-4

Certification #

February 28, 2023

Issued On

A handwritten signature in black ink that reads "Michelle Price".

Michelle Price, Chief

Lead, Heavy Metals, and Inorganics Branch



06/25/2024

Section 10, Item E.

MARYLAND HOME IMPROVEMENT COMMISSION

08 05 122805
MESSAGE(S):

COLOSSAL CONTRACTORS INC

6354 06-18-2024



LICENSE * REGISTRATION * CERTIFICATION * PERMIT

STATE OF MARYLAND

MARYLAND DEPARTMENT OF LABOR

MARYLAND HOME IMPROVEMENT COMMISSION

CERTIFIES THAT:

COLOSSAL CONTRACTORS INC

COLOSSAL CONTRACTORS INC
05-122805
4601 SANDY SPRING ROAD
BURTONSVILLE MD 20866

Wes Moore
Governor
Aruna Miller
Lt. Governor
Portia Wu
Secretary

IS AN AUTHORIZED: 05 - CONTRACTOR/SALESMAN (CORP/PART)

LIC/REG/CERT
122805

EXPIRATION
08-09-2026

EFFECTIVE
N/A

CONTROL NO
6279980

Signature of Bearer

Secretary

WHERE REQUIRED BY LAW THIS MUST BE CONSPICUOUSLY DISPLAYED IN OFFICE TO WHICH IT APPLIES

08 05 122805

6,279,980

08 05 122805
MARYLAND HOME IMPROVEMENT COMMISSION
1100 N. EUTAW STREET
BALTIMORE, MD 21201

COLOSSAL CONTRACTORS INC
COLOSSAL CONTRACTORS INC
05-122805
4601 SANDY SPRING ROAD
BURTONSVILLE MD 20866

		LICENSE * REGISTRATION * CERTIFICATION * PERMIT		STATE OF MARYLAND		MARYLAND DEPARTMENT OF LABOR		Wes Moore Governor Aruna Miller Lt. Governor Portia Wu Secretary	
MARYLAND HOME IMPROVEMENT COMMISSION									
CERTIFIES THAT:									
COLOSSAL CONTRACTORS INC									
IS AN AUTHORIZED: 05 - CONTRACTOR/SALESMAN (CORP/PART)									
LIC/REG/CERT	EXPIRATION	EFFECTIVE	CONTROL NO						
122805	08-09-2026	N/A	6279980						
Signature of Bearer				Secretary					

90 County

State of Maryland
License

15354947

15237791

10253719

25



COLOSSAL CONTRACTORS INC
4601 SANDY SPRING RD
BURTONSVILLE MD 20866

COLOSSAL CONTRACTORS INC
4601 SANDY SPRING RD
BURTONSVILLE MD 20866

CODE	UNIT	TYPE OF LICENSE	NO OF LIC	COST
77	015	CONSTRUCTION FIRM (NOT FOR HOME IMPROVEMENT)	1	15.00

DATE OF ISSUE
MO DAY YR
03/25/2025

MONTHS PAID
12

Karen A Bushell

THIS LICENSE MUST BE PUBLICLY DISPLAYED
AND EXPIRES ON **APRIL 30, 2026**

ISSUING FEES	2.00
TOTAL	17.00
AMOUNT PAID	17.00

ISSUED BY
KAREN A. BUSHELL, CLERK OF CIRCUIT COURT
50 MARYLAND AVENUE, ROOM 1300
ROCKVILLE, MARYLAND 20850 (240)777-9460

DAO

The information below is for the Clerk's Office use only, customers can disregard.
These barcodes are for use with the new Cashiering System. When your site is upgraded, you will be given instructions for their use.

These barcodes must be scanned in order for RCS:

Scan this one first



15\$150\$T15237791\$T15354947

Scan this one second



15.00\$M0.00\$M0.00\$M2.00



4601 Sandy Spring Road Burtonsville, Md 20866 • Tel: 301-476-9060 • Fax: 301-476-9064
www.colossalcontractors.com

**Town of Bladensburg
4229 Edmonston Rd
Bladensburg MD 20710**

RE: Bostwick House Wash House Rehabilitation Project

May 5, 2025 @3:00 PM



4601 Sandy Spring Road Burtonsville, Md 20866 • Tel: 301-476-9060 • Fax: 301-476-9064
www.colossalcontractors.com

May 2, 2025

**Town of Bladensburg
4229 Edmonston Rd
Bladensburg MD 20710**

RE: Bostwick House Wash House Rehabilitation Project

Dear Sir or Madam:

In regards to the above referenced project, Colossal Contractors is pleased to present our Technical Proposal package for your consideration.

The following is our principal information:

1. Contact Information
Colossal Contractors, Inc
4601 Sandy Spring Rd, Burtonsville MD 20866
Tel: 301-476-9060 Fax 301-476-9064
Authorized Persons:
Juan R. Navarro, President rnavarro@colossalcontractors.com
Ramon A. Cruz, Vice President acruz@colossalcontractors.com
Carlos A. Tabares, Sec/Treasurer ctabares@colossalcontractors.com
2. FEI# 52-2262833
3. eMM # 127711

Colossal Contractors, Inc, has thoroughly familiarized with the technical requirements of the **Bostwick House Wash House Rehabilitation Project**. We hereby acknowledge our clear understanding of all proposed scope of work.

Thank you for the attention given to our proposal.

Sincerely,

**Juan R. Navarro
President**



COMPANY PROFILE

Colossal Contractors, Incorporated was founded in May 2000 under the Laws of the State of Maryland by Juan R. Navarro, Ramon A. Cruz and Carlos A. Tabares. The company is registered as a "C" corporation. Its headquarters are in Montgomery County at 4601 Sandy Spring Rd, Burtonsville, MD 20866, with contact numbers (301) 476-9060 and fax (301) 476-9064.

Over the past twenty-five years, Colossal Contractors Inc. has offered a variety of services for Government, Commercial, Educational, and Residential markets including renovations, painting, carpentry, masonry services, temporary staffing and snow removal services. In all projects Colossal Contractors, Inc. has evolved into a professionally managed company with the objective of providing quality jobs on time. Our team of professionals has an average of 30 years of experience and about 50 skilled employees in various trades.

The bonding capacity has grown considerably, which has allowed us to undertake more complex projects. With current bonding up to One Million, for an individual job, and Two Million aggregate.

Minority Status

Colossal Contractors, Inc. is currently a fully certified with Maryland State agencies including Maryland Department of Transportation, Prince Georges County, Montgomery County, Baltimore City and Virginia Small, Woman and Minority Program as Minority Small company.



Our Vision

Offer the best quality services to obtain satisfied customers.

Our Mission

Provide the best service at the most competitive prices focusing in quality work and customer service, while maintaining our professionalism and pride in our performance and been socially and environmentally conscious for the benefit our community.

Objectives

Completed all contracts with 100% satisfaction within the contractual requirements.

Safety

Colossal Contractors, Inc. conducts all operations safely to prevent accidents, injuries to persons, and to prevent damage to property. The company is proud of its high standards for our work, our people, and our efforts in providing a safe working environment.



Minority Participation Plan

As a minority owned company, Colossal Contractors values the utilization of minority firms in any field.

We have participated in both sides of the procurement process both as Prime and Subcontractors in various local and State funded projects including agencies such as the Maryland State Highway Administration, Washington Suburban Sanitary Commission, City of Baltimore, and Anne Arundel County Public Schools, among others.

As source, we will utilize the DMBE directory to located firms willing to participate in the projects, providing them with all necessary technical and general information needed to create a working relationship beneficial for Maryland Stadium Authority, the minority contractor, and our company.

Colossal will provide and file all necessary paper work to document the participation of minority firms in our projects.



Experience and Past Performance

The following are current and past contracts for work performed by Colossal Contractors involving multiple projects being carried out simultaneously at various locations.

1. Maryland Department of General Services

301 West Preston Street, Baltimore MD 21201

Contact Person: Craig Haynie 443-550-6248(office)

Craig.haynie@maryland.gov

Title: Project Manager

Contracts: Renovation services at Jefferson Patterson Park and Museum

Scope of Work: Provide labor and materials to perform demo and install new cement lap siding, install new vapor barrier and new flashing at Jefferson Patterson Park and Museum.

Contract Dates: June 2017

Contract Amount: \$58,700.00

Performance Objectives satisfied: All projects were completed in a timely and satisfactory fashion.

Numbers of Employees: Crew 4 People in average

2. St. Mary's College of Maryland

1301 Seven Locks Road, Rockville, MD 20854

Contact Person: James S. Gott 240-895-4287

Title: Project Manager

Contracts: ARC Copper Siding

Scope of Work: Provide labor, materials and equipment to repair and replace damaged vertical copper siding panels at two locations at the ARC.

Contract Dates: May 2017

Contract Amount: \$20,000.00

Performance Objectives satisfied: All projects were completed in a timely and satisfactory fashion.

Numbers of Employees: Crew 4 People in average



4601 Sandy Spring Road Burtonsville, Md 20866 • Tel: 301-476-9060 • Fax: 301-476-9064

www.colossalcontractors.com

3. **Baltimore City Public Schools**

2221. Garret Avenue

Baltimore MD 22218

Contact Person: Mike Rozier 443-904-8530
mdrozier@bcps.k12.md.us

Contracts: On Call General Services

Scope of Work: Renovation services at various schools of Baltimore City Public Schools.

Dates: March 2016 on Going

Contract Amount: \$250,000.00



Past Projects & Similar Contracts

Colossal Contractors has experience to perform On Call General Contracting Services work with local government agencies, schools, and colleges. Please see below past and similar projects contracts.

AGENCY	CONTRACT Number	PROJECT NAME
BALTIMORE COUNTY	B-1391	On Call General Services
CITY OF ROCKVILLE UNDER BALTIMORE COUNTY CONTRACT	B50004645	Masonry and Concrete Repairs Services
HOWARD COUNTY PUBLIC SCHOOLS SYSTEM	No. 003.14.B3	On Call Concrete Services
MARYLAND STADIUM AUTHORITY	15-023	Camden Yards Sports Complex: Concrete Maintenance and Repairs
MONTGOMERY COUNTY, MD	IFB # 1090023	Restoration in Parking Facilities
Towson University	TU1945-19	On- Call General Contracting
CALVERT COUNTY PUBLIC SCHOOLS	04.000.17 SC	On Call General Contracting
HOWARD COUNTY, MD	No. 4400003150	Bus Shelter Installation and Related Services



References

The following are current work performed by Colossal Contractors.

1. The Housing Authority of Prince Georges County

9200 Basil Court, Suite 500 Largo MD 20774

Contact Person: Michael Jackson 240-893-8110

mjackson2@co.pg.md.us

Contracts: Kitchen and Bath Renovation at various housing units

Scope of Work: Provided labor, materials and equipment to renovate bathrooms and kitchen to made them ADA compliant.

2. Charles County Public Schools

Contact Person: Kimberly A. Hill 301-934-7410

Project: Painting & Carpentry Services-Time & Materials Task Order Contract

Contract Dates: July 1, 2022 to June 30th, 2026

Contract Amount: \$500,000.00

3. Morgan State University

Contact Person: Premdat Kikilepersaud 443-885-3407

Contract No. Under B995

Project: Carpentry Services-On Call

Contract Dates: August 1, 2020 to August 1, 2025

Contract Amount: \$1,000,000.00



4601 Sandy Spring Road Burtonsville, Md 20866 • Tel: 301-476-9060 • Fax: 301-476-9064

www.colossalcontractors.com

4.University of Maryland at College Park

1602 Service Bldg, College Park, MD 20742

Contact Person: Rolando Melendez 301-405-7097

Title: Project Manager

Contract: On Call Painting Contracting services for the University of Maryland

Scope of Work Provide all labor, materials and equipment to perform interior and exterior painting services thru the Campus Building services.

Contract Dates: April 2016 thru Present

Amount: \$1,000,000.00

Geographic Area: Prince George's County

Performance Objectives satisfied: Maintenance of Academic, Residential and Faculty Facilities.

Numbers of Employees: Crew 4 People in average.

5.The Maryland National Capital Park & Planning Commission

4200 Ritchie Road Upper Marlboro MD 20722

Contact Person: Yaneth Galindo 301-780-2391 -240-832-8034

yaneth.galindo@pgparks.com

Title: Project Manager

Contracts: Time and material painting services, and Building and ground improvement services

Scope of Work: Renovation, painting including wall covering and Improvements services at MNCPPC locations in Montgomery and Prince George's Counties.

Contract Dates: November 2020 thru Present

Amount: \$2,500,000.00

Geographic Area: Montgomery County and Prince George's County

Performance Objectives satisfied: Beautification of recreational facilities

Numbers of Employees: Crew 4 People in average



KEY PERSONNEL FORM

Proposer: Colossal Contractors, Inc.

1. **Person's Name:** Juan R. Navarro
2. **Position to be Assigned:** President – Project Coordinator
3. **Educational Background:** Montgomery College
 - 3.1 **Institution:** Montgomery College
 - 3.2 **Degree/Diploma/Certificate Major (if any):** Business Administration
4. **Employment History:**
 - 4.1 **Current Employer's Name:** Colossal Contractors, Inc.
Dates of Employment: May 2000 – Present
Position Held: President/Director of Operations
 - 4.2 **Prior Employer's Name:** Tito Contractors, Inc.
Dates of Employment: 1989 – 2000
Position Held: Director of Operations
Duration by Date: 11 years
5. **Similar Project/Contract Experience**
 - 5.1 **Project Title:** Fleet Street Renovation of Houses
Project Description: Perform complete renovation of houses 107, 105, 103, 101
Value of Project: \$1,000,000.00
Start and Complete Dates: 2019
Key Person's Role on the Project: Project Manager
Owner Contact Person: Tom Lyons
Telephone Number/ Email: (301) 279- 8097
tom.lyons@montgomerycountymd.gov
Owner (Organization/Company Name): Montgomery County, MD



5.2 **Project Title:** Dawson Farm Park

Project Description: Repair wooden bridge at Dawson Farm Park

Value of Project: \$200,000.00

Start and Complete Dates: March 2020

Key Person's Role on the Project: Project Manager

Owner Contact Person: Noel Gonzalez

Telephone Number: (240)314-8728 ngonzalez@rockvillemd.gov

Owner (Organization/Company Name): City of Rockville

5.3 **Project Title:** Sugar Ray Gym

Project Description: Renovation: Doors, floors, ceilings, electrical, painting

Value of Project: \$125,000.00

Start and Complete Dates: June 1, 2019 to September 30, 2019

Key Person's Role on the Project: Project Manager

Owner Contact Person: Kurk Hess

Telephone Number: 240-508-0251 or 301-780-2447 kurk.hess@pgparks.com

Owner (Organization/Company Name): Maryland National Capital Park and Planning Commission



4601 Sandy Spring Road Burtonsville, Md 20866 • Tel: 301-476-9060 • Fax: 301-476-9064
www.colossalcontractors.com

5.4 Project Title: Show Place Arena

Project Description: Renovation

Value of Project: \$250,000.000

Start and Complete Dates: February 2020 to June 2020

Key Person's Role on the Project: Project Manager

Owner Contact Person: Sulaimen Williams

Telephone Number: 301-78-2351 – 202-439-0245

Sulaimen.williams@pgparks.com

Owner (Organization/Company Name): Maryland National Capital Park and Planning Commission

5.5 Project Title: Exterior Painting of Memorial Chapel – Lead Abatement

Project Description: Painted all previously painted surfaces that include wood and masonry trim, fascia, rake boards, overhands, keys, ceilings, handrails, bike racks, porticos, columns, and pilasters.

Value of Project: \$174,350.00

Start and Complete Dates: May 2019

Key Person's Role on the Project: Project Manager

Owner Contact Person: Rolando Mendez

Telephone Number: 301-405-7097 rmendez@umd.edu

Owner (Organization/Company Name): University of Maryland



KEY PERSONNEL FORM

Proposer: Colossal Contractors, Inc.

- 1. Person's Name:** Ariel Alfredo Rodríguez Cardenas
- 2. Position to be Assigned:** Field superintendent
- 3. Educational Background:** Architect

3.1 **Institution:** Colombia Nat. University

3.2 **Degree/Diploma/Certificate Major (if any):** Architecture

3.3 **Date of Degree:** 1990

4. Employment History:

4.1 **Current Employer's Name:** Colossal Contractors, Inc.

Dates of Employment: 2007 – Present

Position Held: Project Manager

4.2 **Prior Employer's Name:** KeyStone Plus Construction

Dates of Employment: 2005 – 2007

Position Held: Project Manager

Duration by Date: 2 years

4.3 **Prior Employer's Name:** R & P General Contractors

Dates of Employment: 2003 – 2005

Position Held: Vice President

Duration by Date: 2 years



5. Similar Project/Contract Experience

5.1 Project Title: Bus Shelter Installation and Related Services

Project Description: Assembly and installation of transit shelters, pedestrian access improvements, sidewalk installations, curbs, ADA curbs, ramps with truncated domes, and concrete pads for shelters.

Value of Project: \$1,200,000.00

Start and Complete Dates: October 01, 2015 to September 30, 2021

Key Person's Role on the Project: Project Manager

Owner Contact Person: Carrie Anderson-Watters

Telephone Number/E-mail: (410) 313- 3442 / (301) 503- 1227 /
bmuldoon@howardcountymd.gov

Owner (Organization/Company Name): Howard County, MD

5.2 Project Title: Interior & Exterior Modifications of Brookside Nature Center

Project Description: Widen existing road for fire department access, provide new stair connection, renovate men's and women's restrooms, office and reception areas at Brookside Nature Center.

Value of Project: \$225,355.52

Start and Complete Dates: December 2021 thru April 2022

Key Person's Role on the Project: Project Manager

Owner Contact Person: Project Manager

Telephone Number/ E-mail: (301) 495- 2597 / (240) 676-6842
David.linton@montgomeryparks.org

Owner (Organization/Company Name): Maryland National Capital Park & Planning Commission



5.3 Project Title: Renovation Men's and Women's Restrooms

Project Description: Provide labor, materials, and equipment to complete demolition, rebuilding of men's and women's restrooms, and bring up to ADA Requirements.

Value of Project: \$95,629.00

Start and Complete Dates: September 2020 thru November 2020

Key Person's Role on the Project: Project Manager

Owner Contact Person: James Delaney

Telephone Number/E-mail: (443) 510-2827 / jdelaney@menv.com

Owner (Organization/Company Name): Maryland Environmental Services

5.4 Project Title: Reasonable Modification Updates to Housing Units

Project Description: Complete renovation of different units to bring up to current ADA Requirements.

Value of Project: \$3000,000.00

Start and Complete Dates: January 2020 to Present

Key Person's Role on the Project: Project Manager

Owner Contact Person: Michael Jackson

Telephone Number/ E-mail: (240) 893- 8110 / mjackson2@co.pg.md.us

Owner (Organization/Company Name): Housing Authority of Prince George's County



4601 Sandy Spring Road Burtonsville, Md 20866 • Tel: 301-476-9060 • Fax: 301-476-9064
www.colossalcontractors.com

5.5 Project Title: Society for Human Resource Management- Restroom Renovation

Project Description: Complete renovation of women's and men's first floor restroom including demolition, plumbing, electrical, carpentry, flooring, and painting.

Value of Project: \$300,000.00

Start and Complete Dates: May 2020 – February 2021

Key Person's Role on the Project: Project Manager

Owner Contact Person: Sulaimen Williams

Telephone Number: (202) 439-0245

Owner (Organization/Company Name): The Williams Group

5.6 Project Title: Park Water Treatment Plant Window Restoration and Office Construction

Project Description: Restoration of windows (exterior), construction of 2 new small offices, wood frame, drywall, ceiling tile system, carpet flooring, two wall mounted HVAC units, two windows, and 3 doors.

Value of Project: \$129,971.80

Start and Complete Dates: February 2022 – April 2022

Key Person's Role on the Project: Project Manager

Owner Contact Person: Charles Kulp

Telephone Number: (410) 548- 3170 / ckulp@salisbury.md

Owner (Organization/Company Name): City of Salisbury



KEY PERSONNEL FORM

Proposer: Colossal Contractors, Inc.

1. **Person's Name:** Silvio H. Aguirre
2. **Position to be Assigned:** Supervisor
3. **Educational Background:** High School

3.1 **Institution:**

3.2 **Degree/Diploma/Certificate Major (if any):**

4. **Employment History:**

4.1 **Current Employer's Name:** Colossal Contractors, Inc.

Dates of Employment: April 2013 - Present

Position Held: Project Manager

4.2 **Prior Employer's Name:** Tito Contractors

Dates of Employment: 1990 thru 2013

Position Held: Project Supervisor, Project Manager, Director of Operations

Duration by Date: 23 years

5. **Similar Project/Contract Experience**

5.1 **Project Title:** Interior & Exterior Painting

Project Description: Prepare and patch drywall. Patch wood. Apply primer and two finish coats of paint to various facilities.

Value of Project: \$350,000.00

Start and Complete Dates: April 1, 2018 thru August 30, 2018

Key Person's Role on the Project: Project Manager

Owner Contact Person: Jose Fontana

Telephone Number / E-mail: (301) 206- 4202 / jose.fontana@wsscwater.com

Owner (Organization/Company Name): Washington Suburban Sanitary Commission



5.2 **Project Title:** Carpentry Services

Project Description: Built new drywall partitions. Installed vent, acoustical ceiling, and new doors and frames.

Value of Project: \$786,389.00

Start and Complete Dates: July 2019 to Present

Key Person's Role on the Project: Project Manager

Owner Contact Person: Al Lopez

Telephone Number/ E-mail: (703) 228- 3126 / Alopez2@arlingtonva.us

Owner (Organization/Company Name): Arlington County, VA

5.3 **Project Title:** Interior & Exterior Painting

Project Description: Prepare and paint entire school buildings' interior and exterior for various schools.

Value of Project: \$341,300.00

Start and Complete Dates: June 2019 to August 2019

Key Person's Role on the Project: Project Manager

Owner Contact Person: Salvatore Passaro

Telephone Number/ E-mail: (757) 263- 2500 /
Salvatore.passaro@vbschools.com

Owner (Organization/Company Name): Virginia Beach City Public Schools



4601 Sandy Spring Road Burtonsville, Md 20866 • Tel: 301-476-9060 • Fax: 301-476-9064
www.colossalcontractors.com

5.4 **Project Title:** Concrete & Masonry Services

Project Description: Pour new sidewalk concrete, build new masonry walls, repair pavers sidewalk, and install new metal doors and frames.

Value of Project: \$157,014.00

Start and Complete Dates: 2019

Key Person's Role on the Project: Project Manager

Owner Contact Person: Robert Goff

Telephone Number/ E-mail: (571) 238- 5127 / goff@fallschurchva.gov

Owner (Organization/Company Name): City of Falls Church

5.5 **Project Title:** Pump Station Painting

Project Description: Prep and paint pump metal pipes in various pumping stations

Value of Project: \$250,000.00

Start and Complete Dates: 2019

Key Person's Role on the Project: Project Manager

Owner Contact Person: Daniel Drallmeier

Telephone Number/E-mail: (240) 636- 2396 /
daniel.drallmeier@wsscwater.com

Owner (Organization/Company Name): Washington Suburban Sanitary Commission



5.6 Project Title: Upper Malboro District Court Paint

Project Description: Paint Walls, Doors, Door Trim and Ceiling

Value of Project: \$ 76,000.00

Start and Complete Dates: July 2023/August 2023

Key Person's Role on the Project: Project Manager

Owner Contact Person: Victoria Nellis

Telephone Number/E-mail: 410 260 1263/Victoria.Nellis@mdcourts.gov

Owner (Organization/Company Name): Maryland Judiciary

5.7 Project Title: Apple Pie Ridge ES Painting

Project Description: Labor and Material. interior & exterior Painting Services

Value of Project: \$ 60,080.00

Start and Complete Dates: May 2022/July 2022

Key Person's Role on the Project: Project Manager

Owner Contact Person: Delbert Whitacre

Telephone Number/E-mail: 540 303 1116/Whitacde@fcpsk12.net

Owner (Organization/Company Name): Frederick County Public School

5.8 Project Title: Metal Roof Repainting

Project Description: Removal Existing Paint and Applying Primer and Applying New Paint for 3 Roofs

Value of Project: \$ 57,900

Start and Complete Dates: 03/22/22 / 05/22/22.

Key Person's Role on the Project: Project Manager



4601 Sandy Spring Road Burtonsville, Md 20866 • Tel: 301-476-9060 • Fax: 301-476-9064

Owner Contact Person: James Martinez www.colossalcontractors.com

Telephone Number/E-mail: 540 222 2317/Jmartinez@culpepercounty.gov

Owner (Organization/Company Name): Culpeper County

5.9 **Project Title: PWCS Kerrydale ES HIGH Project Completion**

Project Description: Provide and Install a Secured entrance, welding, Paint Walls, and doors and install new doors and Windows.

Value of Project: \$ 149,600

Start and Complete Dates: 03/23/23-08/18/23.

Key Person's Role on the Project: Project Manager

Owner Contact Person: Carrol Clark

Telephone Number/E-mail: 703 906 7228/Clarkecp@PWCS.edu

Owner (Organization/Company Name): Prince William County Public School



KEY PERSONNEL FORM

Proposer: Colossal Contractors, Inc.

- 1. Person's Name:** Juan Carlos Torres
- 2. Position to be Assigned:** Carpenter
- 3. Educational Background:**
 - 3.1 Institution:**
 - 3.2 Degree/Diploma/Certificate Major (if any):**
 - 3.3 Additional Certifications:**
OSHA 10 HOUR
- 4. Employment History:**
 - 4.1 Current Employer's Name:** Colossal Contractors, Inc.

Dates of Employment: 2003 - Present

Position Held: Mason Foreman
 - 4.2 Prior Employer's Name:** Tito Contractors

Dates of Employment: 1998 - 2003

Position Held: Construction Worker (Carpentry)

Duration by Date: 5 years
- 5. Similar Project/Contract Experience**
 - 5.1 Project Title:** Masonry Wall Opening Closeout

Project Description: Provide labor and materials to close out with cinder block, the existing garage door opening. Provide and install new metal door, frame, and hardware. Prep and paint new door and frame.

Value of Project: \$50,000.00

Start and Complete Dates: April 2020

Key Person's Role on the Project: Superintendent

Owner Contact Person: Robert Goff

Telephone Number/ Email: (571) 238- 5127 / rgoff@fallschurchva.gov
Owner (Organization/Company Name): City of Falls Church



5.2 **Project Title:** Garage 11

Project Description: Provide labor and materials to route and seal open SOG Cracks. Repair damaged concrete wall. Perform tuckpointing and full depth repair, mobilization, and scaffolding.

Value of Project: \$160,000.00

Start and Complete Dates: August 2019

Key Person's Role on the Project: Superintendent

Owner Contact Person: Timothy O'Gwin

Telephone Number/ Email: (240) 777- 8724 /
Tim.O'Gwin@montgomerycountymd.gov

Owner (Organization/Company Name): Montgomery County Government, MD

5.3 **Project Title:** Minor Building Repair and Construction at Stafford Park

Project Description: Install new Rip Rap Swale with #57 Stone and fill existing hole under concrete sidewalk with gravel. Install new concrete channel with drainage matching the existing one.

Value of Project: \$50,000.00

Start and Complete Dates: May 2020- June 2020

Key Person's Role on the Project: Mason Foreman

Owner Contact Person: Fernando Buena Ventura

Telephone Number/ Email: (571) 237- 1787 / fbuenaventura@arlingtonva.us

Owner (Organization/Company Name): Arlington County, VA

5.4 **Project Title:** Essex Police Precinct #11 Basement Water Infiltration Project



Colossal Contractors, Inc.

Section 10, Item E.

4601 Sandy Spring Road Burtonsville, Md 20866 • Tel: 301-476-9060 • Fax: 301-476-9064

www.colossalcontractors.com

Project Description: Set up temporary barrier & signage, excavate wall at the NE Corner of the building, backfill area where waterproofing is complete, and create a slope away from structure.

Value of Project: \$30,000.00

Start and Complete Dates: May-June 2020

Key Person's Role on the Project: Mason Foreman

Owner Contact Person: Brian McKinley

Telephone Number/ Email: (410) 887- 2915 /
BMckinley@baltimorecountymd.gov

Owner (Organization/Company Name): Baltimore County Government



Agenda Item Summary Report

Meeting Date: June 9, 2025	Submitted by: Michelle Bailey Hedgepeth, Town Administrator Purnell Hall, Public Works Supervisor Regine Watson, Town Clerk								
Item Title: CONTRACT APPROVAL Approval to enter an agreement for Phase 2 of the 57 th Avenue Lighting Project using CDBG PY 49 R Funds, Lighting Maintenance, Inc., in the amount of \$ 107,950.91									
Approval to enter an agreement for Phase 2 of the 57 th Avenue Lighting Project using CDBG PY 49 R Funds, Lighting Maintenance, Inc., in the amount of \$ 107,950.91									
Work Session Item [X] Council Meeting Item [X]	Documentation Attached: RFP and Quote								
Recommended Action:									
Staff recommends the passage of this contract and allowing the Town Administrator to implement this project. The Town recommends the lowest and most responsive bidder.									
Item Summary: The Town of Bladensburg requested sealed bid proposals for Phase 2 of the Lighting Project 57th Avenue for a reduced scope to place a portion of the originally proposed scope released in March 2025. This scope was amended because we required additional plans from the lighting engineering firm, and the bid was extended two times, with a final due date of May 23, 2025. This scope included installing four (4) to six (6) new fixtures to partially complete the project. The Town Administrator applied for CDBG Funding in Spring 2024 to complete the lighting project in this key area. The Town received the following responses to the RFB: <table><tr><th>Bidder</th><th>Price</th></tr><tr><td>Lighting Maintenance</td><td>5 Pole - 104,115.83</td></tr><tr><td>Lighting Maintenance</td><td>6 Poles - 107,950.91</td></tr><tr><td>No other bidders</td><td></td></tr></table> Due to the slight price difference, staff is recommending the six (6) pole version so that we can cover more of the need for the community. The Town Administrator or Public Works Supervisor can answer questions on this project.		Bidder	Price	Lighting Maintenance	5 Pole - 104,115.83	Lighting Maintenance	6 Poles - 107,950.91	No other bidders	
Bidder	Price								
Lighting Maintenance	5 Pole - 104,115.83								
Lighting Maintenance	6 Poles - 107,950.91								
No other bidders									
Budgeted Item: Yes [] No [] NA Budgeted Amount: \$100,000 CDBG PY 49 R / Hwy user One-Time Cost: NA Ongoing Cost: NA	Continued Date:								
Council Priority: Yes [X] No []	Approved Date: June 10, 2024								

TOWN OF BLADENSBURG

REQUEST FOR PROPOSALS

LIGHTING PROJECT 57TH AVENUE

CDBG PY 49R – PHASE 2



Issued by:

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland 20710

Tel: 301-927-7048

RFP -011 - 2025

Phase 2 – 5-6 Light Fixtures

Issue Date: March 10, 2025
AMENDED RFP Due Date: May 23, 2025, at 3:00 p.m.

AMENDED RFP ADVERTISEMENT
TOWN OF BLADENSBURG
REQUEST FOR PROPOSALS – LIGHTING PROJECT 57TH AVENUE
RFP 011-2025 – Phase 2 (5-6 Light Fixtures)

AMENDMENT NOTICE: The submission deadline has been amended.

The Town of Bladensburg is requesting sealed bid proposals from qualified vendors to install lighting for Phase 2 of the Lighting Project on 57th Avenue.

Two (2) electronic copies of the bid proposal must be submitted on the specified forms, in full compliance with the requirements outlined in the Bid Documents, and sent via email no later than **MAY 23, 2025, at 3:00 p.m. EST.**

Copies of the RFP Documents may be downloaded from the Town’s website at <https://bladensburgmd.gov>. Requests for printed copies should be directed to the Town of Bladensburg, 4229 Edmonston Road, Bladensburg, Maryland 20710, Monday - Friday, 8:00 a.m. - 5:00 p.m. (telephone: 301-927-7048).

The Town of Bladensburg is an Equal Opportunity Employer. Unlawful discrimination based on race, religion, sex, age, ethnicity, ancestry, national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation, or any other unlawful basis is expressly prohibited.

The Town reserves the right to reject any and all bids in the best interest of the Town. The Project Manager for this contract is Purnell Hall. For inquiries, please contact him at telephone 301-927-7048 or email: phall@bladensburgmd.gov and clerk@bladensburgmd.gov.

TOWN OF BLADENSBURG

REQUEST FOR PROPOSALS – LIGHTING PROJECT 57TH AVENUE

RFP 11-2025 – Phase 2 | CDBG PY 49 R

SECTION 1: SCOPE OF WORK AND TOWN BACKGROUND

1.1 Scope of Work

The Town of Bladensburg seeks a qualified individual or firm to install lighting for Phase 1 of the 57th Avenue Lighting Project. A successful proposal should demonstrate the firm's ability to meet the following objectives:

- A. Install lighting as described in **Attachment 1 – E-2 Diagram** (5-6 fixtures/Poles).
- B. Supplying and installing energy-efficient lighting fixtures and associated equipment.
- C. Ensuring compliance with local regulations and standards.
- D. Test and commission the new lighting systems.
- E. Provide training to our staff on the operation and maintenance of the installed systems.
- F. Comply with federal grant requirements, including wage and EEOC requirements. Must attend pre-construction conference with Prince George's County.

SECTION 2: RFP AND BID SUBMITTAL PROCESS

2.1 RFP Issuance

Upon issuance, the RFP will be posted to the Town’s website at <https://bladensburgmd.gov> as well as other RFB distribution websites. The Town may send notification of the issuance of the Lighting Project for 57th Avenue| Phase 2 – CDBG PY 49R RFP to certain potential bidders. This notification does not in any way indicate prequalification of said bidders. No pre-bid meeting is scheduled. Potential bidders with questions about the RFP or its process may contact Purnell Hall, Project Manager, no later than **April 25, 2025**, at 3:00 p.m. EST. Contact information is: 301-927-7048; e-mail: phall@bladensburgmd.gov. For questions received by the deadline, we anticipate issuance of an addendum by March 20, posting the responses on the Town’s website.

2.2 Proposal Submittal Requirements

All interested parties shall submit proposals by the submittal deadline. Responses must include the following:

- 1. Cover Letter/Memo: Briefly introduce your company and express interest in the project.
- 2. Cost Estimate| Bid Form: A detailed labor, materials, and other relevant expenses breakdown. Please outline the cost for compliance with Federal Grant requirements, including wage reporting.

2.3 RFB Addenda (if any)

In the event that the Town must amend the RFB, either in response to submitted bidder questions (see section 3.1 above) or to clarify provisions in the RFB, any addenda issued will be posted on the Town’s website. It is the bidder’s responsibility to check whether any addenda have been issued and to comply with any provisions or changes contained in the addenda. Bidder will be asked to acknowledge receipt of any addenda on their bid submittal form.

2.4 Bid Submittal Requirements

Bidders may bid only on the entire contract. In order to be considered complete, all bid submittals must include the specified number of copies of the various forms in the Bid Documents, listed as follows:

Form	Electronic
Bid Proposal Submittal Packet (Cover Letter, Bid Form and Fees Schedule)	2
Information Regarding the Bidder Form	2
Affidavits:	2
Non-Collusion Affidavit	2
Affidavit With Respect To Non-Conviction, Non- Non-Suspension And False Pretenses	2

Bid proposals should be sent electronically and titled **Phase 2: PY 49R - Lighting Project 57th Avenue**, and delivered to:
phall@bladensburgmd.gov and clerk@bladensburgmd.gov

no later than **May 23, 2025, at 3:00 p.m. EST**. Late submittals will not be accepted.

The submittal shall include the specified documents, organized in the following manner to facilitate review:

- a. Bid Proposal Submittal Packet and supplemental documents
- b. Information Regarding the Bidder
NOTE: The information requested on this form may be submitted in a separate document as long as it is provided and numbered according to the form.
- c. Affidavits

SECTION 3: BID EVALUATION

3.1 Evaluation Criteria

The Town will evaluate the responses received from each bidder. Prior to the selection of the apparent successful bidder, bidders shall be available to meet with the Town to discuss their responses to the RFB, inclusion of required criteria, and other items deemed appropriate by the Town. If an award is made as a result of this RFB, it shall be awarded to the bidder whose proposal is most advantageous to the Town. In determining which proposal is best, the Town will consider the bid price and the experience, qualifications, references, responsibility, and currently available facilities of the Bidder to perform the work.

- 1. Experience and Qualifications: Relevant experience in similar projects.
- 2. Cost Competitiveness: The reasonableness of the cost estimate.

3.2 Right to Cancel

The Town reserves the right to change any aspect of, terminate, or delay this RFP, the RFP process, and/or the program that is outlined within this RFP at any time, and notice shall be given in a timely manner thereafter. The Town reserves the right to reject any or all proposals, and to exercise its sole discretion to best serve the interests of the Town.

3.3 Other Provisions

- a. Responses to this RFP will become the property of the Town and will form the basis of negotiations of an agreement between the Town and the apparent selected bidder.
- b. The Town is not liable and will not be responsible for any costs incurred by any bidder(s) for the preparation and delivery of the RFP responses, nor will the Town be liable for any costs incurred prior to the execution of an agreement, including, but not limited to, presentations by RFP finalists to the Town.
- c. The Town reserves the right, at its sole discretion, to waive minor administrative irregularities contained in any proposal.
- d. The Town reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted initially with the bidder's most favorable terms.
- e. Bidder may withdraw a proposal submitted at any time up to the RF closing date and time. A written request signed by an authorized bidder representative must be submitted to the Project Manager to accomplish this. The bidder may submit another proposal at any time up to the RFP closing date and time. Bidders will be held to the terms of the bid for 90 days.

- f. As a result of the selection of a bidder to supply products and/or services, the Town is neither endorsing nor suggesting that the bidder's product or services are the best or only solution. The bidder agrees to make no reference to the Town in any literature, promotional material, brochures, sales presentation or the like without the express written consent of the Town.
- g. Any information contained in the proposal that is proprietary must be clearly designated. Marking the entire proposal as proprietary will be neither accepted nor honored.
- h. A bid bond is not required.
- i. A performance bond is not required.
- j. A payment bond is not required.
- k. Throughout this RFP, associated documents and sample consultant agreement, the title "bidder", "bidder" and/or "consultant" may be used interchangeably. Each of these terms refers to the individual or firm submitting a bid proposal to the Town of Bladensburg in response to this RFB.
- l. The Town's payment terms are net 30 days. It is anticipated that progress payments under the contract will be made based on measurable milestones.
- m. The selected Vendor must be a current, participating contractor in Pepco Commercial Energy Efficiency Rebate Program. The vendor shall be responsible for managing all aspects of rebate application(s) related to this Program, including but not limited to: initial submission, required updates, and any supplemental documentation necessary to meet Program requirements. Whenever applicable to the scope of work, the Vendor shall ensure successful completion of the application process and verify that all qualifying project components adhere to Pepco Program standards in order to secure eligible incentives. The Vendor shall coordinate directly with the utility and/or its designated Program implementor and shall promptly provide the Owner with copies of all application materials, approval notices, and rebate confirmations. Failure to comply with these obligations may be considered a material breach of contract and may subject the Vendor to penalties, including but not limited to withholding of payment or contract termination.

3.4 Contract Award

Following a staff recommendation, the Mayor and Council of the Town of Bladensburg will make a contract award at the earliest possible date after the date set for receipt of proposals. It is anticipated that the contract will be awarded on a lump sum basis, in the best interest of the Town.

The successful bidder shall be required to execute a contract in a form satisfactory to the Town, in substantially the same form as attached hereto, within 10 days of the award of the contract. The Town reserves the right to cancel the award of the contract at any time before execution of the contract without liability on the part of the Town.

If the successful bidder fails to execute the contract as required, the award may be annulled and the contract awarded to the second lowest responsible bidder, and such bidder shall fulfill every stipulation embraced herein as if he were the original party to whom the award was made, or the Town may reject all of the bids, as its interest may require.

TO BE SUBMITTED WITH BID

Town of Bladensburg Bid Form | CDBG PY 49R - 57th Avenue Lighting Project

BIDDER INFORMATION

Company Name:	
Contact Name:	
Address:	
Phone Number:	
Email Address:	
Company Name:	

PROJECT SCOPE

The undersigned proposes to furnish all labor, materials, equipment, and services required to complete the following work by the Town of Bladensburg's specifications:

BID ITEMS

1. **Prevailing Wages Compliance** | Confirm compliance with prevailing wages based on Prince George's County Wage Determination: ☐ Yes ☐ No
2. **Pre-Construction Conference Compliance Forms for CDBG Projects** | Confirm that firm will complete the required forms and attend online conference call: ☐ Yes ☐ No
3. **Installation of Pole Foundations**

○ Install **(5)** or **(6)** pole foundations per drawing E2 detail

○ 5 Poles - Proposed Cost: \$_____

○ 6 Poles - Proposed Cost: \$_____
4. **Furnish & Install Light Poles and Fixtures** | Furnish and install **(5)** or **(6)** light poles and fixtures

○ 5 Poles - Proposed Cost: \$_____

○ 6 Poles - Proposed Cost: \$_____
5. **PEPCO Lateral Electrical Service** | Install PEPCO lateral electrical service

○ 5 Poles - Proposed Cost: \$_____

○ 6 Poles - Proposed Cost: \$_____

6. **Electrical Service Equipment and Housekeeping Pad** | Install new electrical service equipment and housekeeping pad
- Proposed Cost: \$ _____
7. **Conduit Installation via Directional Drilling** |Furnish & install new conduit via directional drilling, including:
- **5” HDPE** at road crossings

▪ Junction boxes on either side

○ 5 Poles - Proposed Cost: \$ _____

○ 6 Poles - Proposed Cost: \$ _____
8. **XHHW Conductors and Termination** : Furnish & install XHHW conductors and terminate
- 5 Poles - Proposed Cost: \$ _____

○ 6 Poles - Proposed Cost: \$ _____
9. **3rd Party Inspections** : Conduct required 3rd party inspections
- 5 Poles - Proposed Cost: \$ _____

○ 6 Poles - Proposed Cost: \$ _____

TOTAL BID AMOUNT

- 5 Poles - Proposed Cost: \$ _____
- 6 Poles - Proposed Cost: \$ _____

BIDDER CERTIFICATION

By signing below, the bidder certifies that they have reviewed the project requirements, visited the project site (if applicable), and agree to perform all work as specified in this RFP.

Signature: _____

Printed Name: _____

Title: _____ Date: _____

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG

Lighting Project 57th Avenue

Bid Proposal Form – CDBG PY 49 R | Phase 2 (5 -6 Light Fixtures)

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, MD 20710

BID DUE: May 23, 2025
TIME: 3:00 p.m. EST

(Name of Bidder)

hereby submits the following proposal for the Lighting Project 57th Avenue – Phase 2. Having carefully examined the Request for Proposals, related documentation, and **Addenda Numbered** _____ (indicate numbers or N/A if none issued), and having received clarification on all items of conflict or upon which any doubt arose, and understanding that all prices bid will remain in effect throughout the term of the contract, whether completed at one time or in interrupted phases, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents.

Provide unit and hourly pricing for specific tasks and personnel.

SPECIAL TERMS AND CONDITIONS

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. In addition to completing this Bid Proposal Form with bid price, Bidder should provide an estimate of budget and resources required.
- C. It is understood that the proposal price will be firm for a period of 90 calendar days from the proposal opening date, and that, if the undersigned is notified of acceptance of this proposal within this time period, the Bidder shall execute a contract for the above stated compensation.

Name of Bidder

Signature

Date

Name and Title of Individual Authorized to Bind Bidder

TO BE SUBMITTED WITH PROPOSAL

Non-Collusion Affidavit

_____, being duly sworn on oath, deposes and says:

That he/she is the

(Owner, Partner, Title if on behalf of a Corporation)

of _____,
(Name of Business, Corporation or Partnership)

the party submitting the Proposal; that no officer of the said Corporation has nor has any person, firm or corporation acting on its behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Proposal being submitted herewith; and that the said Corporation has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Proposal Price of the Proposer herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the Proposal is submitted; that in making this Affidavit, the affiant represents that she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of her knowledge and information.

To be signed by a duly authorized Officer.

_____(SEAL)

Name

Title _____

Date: _____

TO BE SUBMITTED WITH PROPOSAL

AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES

I hereby affirm that:

1. I am the _____ (Title) and duly authorized representative of

_____ (Name of Business Entity) whose address is

_____ and that I possess the legal authority to make
this affidavit on behalf of myself and the firm for which I am acting.
2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and
3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State or federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and
4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.
5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.
6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or

associate thereof; nor any of its employees directly involved in obtaining contracts with the Town, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.

7. State “none” below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

I acknowledge that this affidavit is to be furnished, where appropriate, to the Town of Bladensburg under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Town of Bladensburg may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the Town.

I further affirm that the business entity is properly registered to do business in the State of Maryland, or is not required to be registered.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

Date

Signature

Printed Name

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG
LIGHTING PROJECT 57TH AVENUE – Phase 2 – (5-6 Light Fixtures)
Information Regarding the Bidder

NOTE: The information requested on this form may be submitted in a separate document as long as all requested information is provided and numbered according to this form.

1. Name of Bidder: _____
(Individual/Firm/Corporation)

Business Address: _____

Telephone Number: (____) _____

E-mail address: _____

2. Is the business incorporated? _____ Yes _____ No

Non-Corporation Business

3. If response to item #2 above is No, list the name and business and residence address of each individual having a 10% or greater financial interest in the business.

<u>Name</u>	<u>Business Address</u>	<u>Residence Address</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Corporate Business Entities - Please answer items 4 and 5

4. List the names of all officers of the corporation, their business and residence addresses and the date on which they assumed their respective offices.

<u>Name</u>	<u>Office</u>	<u>Residence and Business Address</u>	<u>Date Office Assumed</u>
-------------	---------------	---	--------------------------------

5. List the names of all members of the current Board of Directors, and their business and residence addresses.

<u>Name</u>	<u>Business Address</u>	<u>Residence Address</u>

6. Please provide the following information concerning work that you have done within the last 5 years which is similar to the Bid work.

<u>FOR WHOM PERFORMED</u>	<u>CONTRACT AMOUNT</u>	<u>DATE COMPLETED</u>	<u>CONTACT’S NAME/ TELEPHONE NUMBER</u>

7. Bidders will answer the following questions: (The word “you” refers to any individual, partnership, partner and/or corporation and its officers.)

- a. Have you ever failed to complete any work awarded to you?

If yes, state where and why:
- b. Have you ever been affiliated with some other organization that failed to complete a contract?

If yes, state name of individual and reason therefor.
- c. With what other businesses are you affiliated?
- d. Please provide at least 3 references, including any Maryland governmental units or agencies for which you have worked on a similar project. Include the name and telephone number of your contact with each.

e. Identify all unsuccessful bidders, materialmen, and suppliers that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

Dated this _____ day of _____, 20__.

Name of Bidder

By: _____

Printed Name: _____

Title: _____



7462 Railroad Ave.
Harmans, MD 21077
877-279-7373

www.LightingMaintenance.com

Customer:

Att:Purnell Hall
Town of Bladensburg
4229 Edmonston Rd
Bladensburg, MD 20710
cdaves@bladensburgmd.gov

PROPOSAL

To approve and schedule please sign below and email to:

WKowaleski@lightingmaintenance.com

VA – 2705032746 MD – 02176537
DC – ECC900315 DE - 2004205945



Number: **P25-1693**

Date: 6/2/2025

Valid Through: **7/1/2025**

Estimator: William Kowaleski

Estimator Ph:

Job Number:

PO Number: ,

Section 10, Item F.

Location:

57th Ave
Bladensburg MD 20710

Lighting Maintenance inc (LMI) Proposes the following options to install (6) or (5) new pedestrian lighting poles at the 57th Ave street lighting project,

Pricing Includes the following:

- Furnish and Install (5) or (6) new pedestrian poles to match existing
- Removal of existing plywood back board and 6x6 post service
- Furnish and install (1) New stainless steel lockable enclosure
- Spoil removal off site
- 3rd Party Inspections
- Concrete Testing
- Permits

Exclusions:

- Bonds
- Prevailing Wages
- Liquidated Damages
- Rock/ Cassion Drilling
- Track Matting, Ground protection, Erosion control
- Lift Plan/ Crane Plan
- Private Locates
- Sodding/ Hydro Seeding
- Engineered Drawings
- Tree Trimming

Quantity	Description	Unit Price	Extend
1	6 Pole Option	107,950.91	107,950.91 *
1	5 Pole Option	104,115.83	104,115.83 *

Total 212,066.74

Notes: * means item is non-taxable

ACCEPTANCE OF PROPOSAL: The prices, job description, specifications, and twenty-eight (28) terms and conditions on this page and the following page are hereby accepted. You are authorized to proceed with the work as specified.

Print Name

Title

Date

Signature

TERMS AND CONDITIONS

Section 10, Item F.

1. Lighting Maintenance, Inc. (LMI) warrants that the workmanship provided under this agreement shall be free from defects for lifetime. If any replacement item LMI provides Customer proves defective, LMI will extend to the Customer the benefits of any warranty LMI receives from the manufacturer for new equipment. Replacement components are not warranted as new equipment. LMI charges labor to replace defective material unless it is reasonably determined that LMI incorrectly or improperly installed said material, at LMI's sole discretion.
2. If this is a proposal for repairs- due to the nature of service work there may be unknown damage or costly obstacles that must be addressed and may not be covered in this proposal.
3. Customer shall permit LMI free access to, and control over, the equipment and site as necessary to perform required services. LMI requires reasonable access for backhoes, cranes, bucket trucks, or man lift equipment to service the lighting system or construct same. LMI will not be responsible for damage from operating equipment on the property and/or site when the equipment is operated in the specified manner over the designated access route. Maintenance of Traffic (MOT) is not included with this proposal unless specified.
4. Unless stated otherwise, all work under this Agreement will be performed during LMI's normal working hours and limited to 40 hours per week. This Agreement assumes no living, prevailing, Davis Bacon, or standard wage requirements apply, unless otherwise informed by the Customer in writing.
5. Customer agrees to pay invoices within thirty calendar (30) days of receipt. Should payment become delinquent by fifteen (15) or more calendar days, LMI may stop all work under this Agreement without notice and/or terminate this agreement. LMI reserves the right to add 1.5 percent per month service charge to any account outstanding over thirty (30) calendar days.
6. Unforeseen or unanticipated conditions may result in additional charges. Any alteration to, or deviation from, this agreement involving extra labor or material will become the basis of an extra charge over the sum stated in this Agreement. LMI will notify Customer prior to performing any work that could result in additional charges.
7. To the extent LMI is found liable for any and all claims under this Agreement, LMI's liability shall not exceed the total sum of the amount paid to LMI under this Agreement.
8. The Customer shall make all claims promptly to LMI for backcharges, set-off, recoupment, and damages for delays or any other claims within two (2) business days of Customer's notice of the same. Customer expressly recognizes and agrees that failure of Customer to make such a timely claim shall act as an absolute bar to recovery from LMI for such claims.
9. Under no circumstance, whether arising in contract, tort (including negligence), equity or otherwise, will LMI be responsible for loss of use, loss of profit, increased operating or maintenance expenses, claims of customer's tenants, clients, or third-party beneficiaries, or any special, indirect, punitive or consequential damages, or damages arising from LMI's review and use of architectural plans, including damages under the Copyright Act, 17 U.S.C. § 501 *et seq.*
10. In any event LMI must initiate legal action in order to recover an amount due under this Agreement, or that arises out of or is related to performance of this Agreement, Customer agrees to pay LMI's court costs and reasonable attorney's fees. Any such action must be brought in the state courts of Anne Arundel County, Maryland, or the U.S. District Court for the District of Maryland, Greenbelt Division, if federal jurisdiction exists. Any legal action relating to this Agreement, or the breach thereof, shall be commenced within six (6) months from the date of completion of the work. This Agreement and all work thereunder shall be governed by the laws of the State of Maryland.
11. In the event this Agreement is terminated or otherwise breached by the Customer, without default on the part of LMI, the Customer shall be liable, at LMI's option, for LMI's incurred cost and such profit as would have been realized had the Agreement not been breached by the Customer.
12. This document and any document incorporated by reference therein constitute the entire Agreement between the parties and it may only be amended in a writing signed by both parties.
13. Trade permit costs are not included in this Agreement and will be charged at an additional fee unless otherwise stated above. Drawings to obtain permits are not included unless otherwise stated above. Engineer stamped drawings are not included unless otherwise stated above.
14. This proposal does not include cost of painting, patching, core drilling, restoration (straw/seed or sod) or sealing, unless specifically mentioned above.
15. If excavation, trenching, or Directional Drilling are required to complete this project, normal soil conditions are assumed. If rock or other than normal soil is encountered such as sand and/or ground water causing cave-ins, additional charges will apply. Excavation, trenching, and directional drilling are assumed to be on bare earth (not covered by asphalt, concrete, etc.) unless specifically noted above.
16. If a surface "humps up" or breaks while LMI is directional drilling or boring and LMI is at least 24" deep, LMI assumes no responsibility for repair. When potholing is required, LMI charges \$150.00 per occurrence in addition to above quote unless specifically included in above proposal. If potholing is required through asphalt or concrete, LMI will backfill with cold patch. The permanent repairs are to be performed by others, the cost of which is not included in this proposal unless specifically listed above.
17. Proposal assumes all excavation is to be performed with mechanized equipment if utility or other conflicts require hand digging or vacuum excavation an extra charge will apply. Additionally an extension to the schedule, and increase in cost may be necessary depending upon the extent of hand digging required.
18. Location of all private utilities is the responsibility of the owner; any damage to unmarked or mis-marked private utilities must be repaired at the owners' expense. Location of all public utilities is LMI's responsibility of LMI; LMI will notify Miss Utility before any excavation begins as required by law.
19. If LMI is installing owner provided materials new or used, no warranty is given as to its condition, reliability, or appropriateness. LMI does warranty the workmanship of the installation for 365 days. Should owner provided material require alteration or modification before installation, additional charges will apply.
20. All panelboards, load centers, contactors, switches, and conductors are assumed to be capable of carrying the additional load as described above if other supply means or heavy up are determined to be necessary, a change order will be issued.
21. If any provision of this Agreement is held by a court to be unenforceable, invalid, or illegal, said provision shall be deemed to be deleted and shall not affect the validity of the remaining provisions of the Agreement.
22. This proposal shall be valid for thirty (30) days from the "Proposal Date" first set forth on page 1 of the proposal. If the proposal is not accepted by both parties within this time, it shall be considered expired. This proposal may be withdrawn by LMI any time before LMI receives Customer's acceptance of LMI's proposal.
23. Delay: LMI will be excused for any delay beyond our control. These delays may include, but are not limited to Acts of God, labor disputes, inclement weather, acts of owner or public authority, or any unforeseen contingencies.
24. Right to Stop Work: If any payment under this Agreement is not made when due, LMI may suspend work on the job until such time as all payments have been made. Any failure to make payments is subject to a claim and/or lien against the underlying property.
25. Any power company (Utility) permits, drawings, or required work is not included in this proposal unless specifically listed in the scope of work. All utility company charges are to be paid by the owner. Any "right of way" permits are excluded unless specifically included. Any and all power company charges are excluded from this proposal.
26. Geo-technical reports and or structural engineering are not included in this proposal unless specifically stated in the scope of work. Geo-technical reports if required normally take 4-6 weeks.
27. Stake out of light pole, boxes, and other critical items is to be provided by others. LMI does not have included in this proposal the cost of a surveyor unless specifically listed above.
28. If the project requires reusing the existing poles or foundations, it is assumed the structural integrity of both is adequate to support the new fixture(s), service platforms etc. If this is not true, additional charges will apply.
29. Notwithstanding any provision herein to the contrary, in the event that, during the performance of this Agreement, the price of copper wire and cables, aluminum wire and cables, steel conduit and/or any other necessary commodities significantly increases, through no fault of electrical contractor, the price of any materials, components, or goods to be furnished under this Agreement shall be equitably adjusted by an amount reasonably necessary to cover any such significant price increases. As used herein, a significant price increase shall mean any increase in price exceeding three percent (3%) experienced by electrical contractor from the date of the execution of this Agreement. Such price increases shall be documented through commercial quotes, invoices, receipts or other such documentation. Where the delivery of materials, components, or goods required under this agreement is delayed, through no fault of electrical contractor, as a result of the shortage or unavailability of commodities, raw materials, components and/or products, electrical contractor shall not be liable for any additional costs or damages associated with such delay(s).

TOWN OF BLADENSBURG

REQUEST FOR PROPOSALS

LIGHTING PROJECT 57TH AVENUE

CDBG PY 49R – PHASE 2



Issued by:

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland 20710

Tel: 301-927-7048

RFP -011 - 2025

Phase 2 – 5-6 Light Fixtures

Issue Date: March 10, 2025
AMENDED RFP Due Date: May 23, 2025, at 3:00 p.m.

**AMENDED RFP ADVERTISEMENT
TOWN OF BLADENSBURG
REQUEST FOR PROPOSALS – LIGHTING PROJECT 57TH AVENUE
RFP 011-2025 – Phase 2 (5-6 Light Fixtures)**

AMENDMENT NOTICE: The submission deadline has been amended.

The Town of Bladensburg is requesting sealed bid proposals from qualified vendors to install lighting for Phase 2 of the Lighting Project on 57th Avenue.

Two (2) electronic copies of the bid proposal must be submitted on the specified forms, in full compliance with the requirements outlined in the Bid Documents, and sent via email no later than **MAY 23, 2025, at 3:00 p.m. EST.**

Copies of the RFP Documents may be downloaded from the Town's website at <https://bladensburgmd.gov>. Requests for printed copies should be directed to the Town of Bladensburg, 4229 Edmonston Road, Bladensburg, Maryland 20710, Monday - Friday, 8:00 a.m. - 5:00 p.m. (telephone: 301-927-7048).

The Town of Bladensburg is an Equal Opportunity Employer. Unlawful discrimination based on race, religion, sex, age, ethnicity, ancestry, national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation, or any other unlawful basis is expressly prohibited.

The Town reserves the right to reject any and all bids in the best interest of the Town. The Project Manager for this contract is Purnell Hall. For inquiries, please contact him at telephone 301-927-7048 or email: phall@bladensburgmd.gov and clerk@bladensburgmd.gov.

TOWN OF BLADENSBURG

REQUEST FOR PROPOSALS – LIGHTING PROJECT 57TH AVENUE

RFP 11-2025 – Phase 2 | CDBG PY 49 R

SECTION 1: SCOPE OF WORK AND TOWN BACKGROUND

1.1 Scope of Work

The Town of Bladensburg seeks a qualified individual or firm to install lighting for Phase 1 of the 57th Avenue Lighting Project. A successful proposal should demonstrate the firm's ability to meet the following objectives:

- A. Install lighting as described in **Attachment 1 – E-2 Diagram** (5-6 fixtures/Poles).
- B. Supplying and installing energy-efficient lighting fixtures and associated equipment.
- C. Ensuring compliance with local regulations and standards.
- D. Test and commission the new lighting systems.
- E. Provide training to our staff on the operation and maintenance of the installed systems.
- F. Comply with federal grant requirements, including wage and EEOC requirements. Must attend pre-construction conference with Prince George's County.

SECTION 2: RFP AND BID SUBMITTAL PROCESS

2.1 RFP Issuance

Upon issuance, the RFP will be posted to the Town’s website at <https://bladensburgmd.gov> as well as other RFB distribution websites. The Town may send notification of the issuance of the Lighting Project for 57th Avenue | Phase 2 – CDBG PY 49R RFP to certain potential bidders. This notification does not in any way indicate prequalification of said bidders. No pre-bid meeting is scheduled. Potential bidders with questions about the RFP or its process may contact Purnell Hall, Project Manager, no later than **April 25, 2025**, at 3:00 p.m. EST. Contact information is: 301-927-7048; e-mail: phall@bladensburgmd.gov. For questions received by the deadline, we anticipate issuance of an addendum by March 20, posting the responses on the Town’s website.

2.2 Proposal Submittal Requirements

All interested parties shall submit proposals by the submittal deadline. Responses must include the following:

- 1. Cover Letter/Memo: Briefly introduce your company and express interest in the project.
- 2. Cost Estimate | Bid Form: A detailed labor, materials, and other relevant expenses breakdown. Please outline the cost for compliance with Federal Grant requirements, including wage reporting.

2.3 RFB Addenda (if any)

In the event that the Town must amend the RFB, either in response to submitted bidder questions (see section 3.1 above) or to clarify provisions in the RFB, any addenda issued will be posted on the Town’s website. It is the bidder’s responsibility to check whether any addenda have been issued and to comply with any provisions or changes contained in the addenda. Bidder will be asked to acknowledge receipt of any addenda on their bid submittal form.

2.4 Bid Submittal Requirements

Bidders may bid only on the entire contract. In order to be considered complete, all bid submittals must include the specified number of copies of the various forms in the Bid Documents, listed as follows:

Form	Electronic
Bid Proposal Submittal Packet (Cover Letter, Bid Form and Fees Schedule)	2
Information Regarding the Bidder Form	2
Affidavits:	2
Non-Collusion Affidavit	2
Affidavit With Respect To Non-Conviction, Non- Non-Suspension And False Pretenses	2

Bid proposals should be sent electronically and titled **Phase 2: PY 49R - Lighting Project 57th Avenue**, and delivered to:
phall@bladensburgmd.gov and clerk@bladensburgmd.gov

no later than **May 23, 2025, at 3:00 p.m. EST**. Late submittals will not be accepted.

The submittal shall include the specified documents, organized in the following manner to facilitate review:

- a. Bid Proposal Submittal Packet and supplemental documents
- b. Information Regarding the Bidder
NOTE: The information requested on this form may be submitted in a separate document as long as it is provided and numbered according to the form.
- c. Affidavits

SECTION 3: BID EVALUATION

3.1 Evaluation Criteria

The Town will evaluate the responses received from each bidder. Prior to the selection of the apparent successful bidder, bidders shall be available to meet with the Town to discuss their responses to the RFB, inclusion of required criteria, and other items deemed appropriate by the Town. If an award is made as a result of this RFB, it shall be awarded to the bidder whose proposal is most advantageous to the Town. In determining which proposal is best, the Town will consider the bid price and the experience, qualifications, references, responsibility, and currently available facilities of the Bidder to perform the work.

- 1. Experience and Qualifications: Relevant experience in similar projects.
- 2. Cost Competitiveness: The reasonableness of the cost estimate.

3.2 Right to Cancel

The Town reserves the right to change any aspect of, terminate, or delay this RFP, the RFP process, and/or the program that is outlined within this RFP at any time, and notice shall be given in a timely manner thereafter. The Town reserves the right to reject any or all proposals, and to exercise its sole discretion to best serve the interests of the Town.

3.3 Other Provisions

- a. Responses to this RFP will become the property of the Town and will form the basis of negotiations of an agreement between the Town and the apparent selected bidder.
- b. The Town is not liable and will not be responsible for any costs incurred by any bidder(s) for the preparation and delivery of the RFP responses, nor will the Town be liable for any costs incurred prior to the execution of an agreement, including, but not limited to, presentations by RFP finalists to the Town.
- c. The Town reserves the right, at its sole discretion, to waive minor administrative irregularities contained in any proposal.
- d. The Town reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted initially with the bidder's most favorable terms.
- e. Bidder may withdraw a proposal submitted at any time up to the RF closing date and time. A written request signed by an authorized bidder representative must be submitted to the Project Manager to accomplish this. The bidder may submit another proposal at any time up to the RFP closing date and time. Bidders will be held to the terms of the bid for 90 days.

- f. As a result of the selection of a bidder to supply products and/or services, the Town is neither endorsing nor suggesting that the bidder's product or services are the best or only solution. The bidder agrees to make no reference to the Town in any literature, promotional material, brochures, sales presentation or the like without the express written consent of the Town.
- g. Any information contained in the proposal that is proprietary must be clearly designated. Marking the entire proposal as proprietary will be neither accepted nor honored.
- h. A bid bond is not required.
- i. A performance bond is not required.
- j. A payment bond is not required.
- k. Throughout this RFP, associated documents and sample consultant agreement, the title "bidder", "bidder" and/or "consultant" may be used interchangeably. Each of these terms refers to the individual or firm submitting a bid proposal to the Town of Bladensburg in response to this RFB.
- l. The Town's payment terms are net 30 days. It is anticipated that progress payments under the contract will be made based on measurable milestones.
- m. The selected Vendor must be a current, participating contractor in Pepco Commercial Energy Efficiency Rebate Program. The vendor shall be responsible for managing all aspects of rebate application(s) related to this Program, including but not limited to: initial submission, required updates, and any supplemental documentation necessary to meet Program requirements. Whenever applicable to the scope of work, the Vendor shall ensure successful completion of the application process and verify that all qualifying project components adhere to Pepco Program standards in order to secure eligible incentives. The Vendor shall coordinate directly with the utility and/or its designated Program implementor and shall promptly provide the Owner with copies of all application materials, approval notices, and rebate confirmations. Failure to comply with these obligations may be considered a material breach of contract and may subject the Vendor to penalties, including but not limited to withholding of payment or contract termination.

3.4 Contract Award

Following a staff recommendation, the Mayor and Council of the Town of Bladensburg will make a contract award at the earliest possible date after the date set for receipt of proposals. It is anticipated that the contract will be awarded on a lump sum basis, in the best interest of the Town.

The successful bidder shall be required to execute a contract in a form satisfactory to the Town, in substantially the same form as attached hereto, within 10 days of the award of the contract. The Town reserves the right to cancel the award of the contract at any time before execution of the contract without liability on the part of the Town.

If the successful bidder fails to execute the contract as required, the award may be annulled and the contract awarded to the second lowest responsible bidder, and such bidder shall fulfill every stipulation embraced herein as if he were the original party to whom the award was made, or the Town may reject all of the bids, as its interest may require.

TO BE SUBMITTED WITH BID

Town of Bladensburg Bid Form | CDBG PY 49R - 57th Avenue Lighting Project

BIDDER INFORMATION

Company Name:	Lighting Maintenance Inc.
Contact Name:	Will Kowaleski
Address:	7462 Railroad Ave
Phone Number:	(443) 962-3008
Email Address:	WKowaleski@lightingmaintenace.com
Company Name:	

PROJECT SCOPE

The undersigned proposes to furnish all labor, materials, equipment, and services required to complete the following work by the Town of Bladensburg's specifications:

BID ITEMS

1. Prevailing Wages Compliance | Confirm compliance with prevailing wages based on Prince George's County Wage Determination: ☒ Yes ☐ No
2. Pre-Construction Conference Compliance Forms for CDBG Projects | Confirm that firm will complete the required forms and attend online conference call: ☒ Yes ☐ No
3. Installation of Pole Foundations
 - Install (5) or (6) pole foundations per drawing E2 detail
 - 5 Poles - Proposed Cost: \$ 19,627.12
 - 6 Poles - Proposed Cost: \$ 20,402.12
4. Furnish & Install Light Poles and Fixtures | Furnish and install (5) or (6) light poles and fixtures
 - 5 Poles - Proposed Cost: \$ 15,860.71
 - 6 Poles - Proposed Cost: \$ 17,980.71
5. PEPCO Lateral Electrical Service | Install PEPCO lateral electrical service
 - 5 Poles - Proposed Cost: \$
 - 6 Poles - Proposed Cost: \$

6. **Electrical Service Equipment and Housekeeping Pad** | Install new electrical service equipment and housekeeping pad
- Proposed Cost: \$ 32,402.83
7. **Conduit Installation via Directional Drilling** | Furnish & install new conduit via directional drilling, including:
- 5" HDPE at road crossings

▪ Junction boxes on either side

○ 5 Poles - Proposed Cost: \$ 14,725.66

○ 6 Poles - Proposed Cost: \$ 14,773.36
8. **XHHW Conductors and Termination** : Furnish & install XHHW conductors and terminate
- 5 Poles - Proposed Cost: \$ 6,240.71

○ 6 Poles - Proposed Cost: \$ 6,323.21
9. **3rd Party Inspections** : Conduct required 3rd party inspections
- 5 Poles - Proposed Cost: \$ 5000.00

○ 6 Poles - Proposed Cost: \$ 5000.00

TOTAL BID AMOUNT

- 5 Poles - Proposed Cost: \$ 104,115.83
- 6 Poles - Proposed Cost: \$ 107,950.91

BIDDER CERTIFICATION

By signing below, the bidder certifies that they have reviewed the project requirements, visited the project site (if applicable), and agree to perform all work as specified in this RFP.

Signature: 

Printed Name: William Kowaleski

Title: Project Manager Date: 6/2/2025

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG
Lighting Project 57th Avenue
Bid Proposal Form – CDBG PY 49 R | Phase 2 (5 -6 Light Fixtures)

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, MD 20710

BID DUE: May 23, 2025
TIME: 3:00 p.m. EST

Lighting Maintenance Inc.

(Name of Bidder)

hereby submits the following proposal for the Lighting Project 57th Avenue – Phase 2. Having carefully examined the Request for Proposals, related documentation, and **Addenda Numbered** _____ (indicate numbers or N/A if none issued), and having received clarification on all items of conflict or upon which any doubt arose, and understanding that all prices bid will remain in effect throughout the term of the contract, whether completed at one time or in interrupted phases, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents.

Provide unit and hourly pricing for specific tasks and personnel.

SPECIAL TERMS AND CONDITIONS

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. In addition to completing this Bid Proposal Form with bid price, Bidder should provide an estimate of budget and resources required.
- C. It is understood that the proposal price will be firm for a period of 90 calendar days from the proposal opening date, and that, if the undersigned is notified of acceptance of this proposal within this time period, the Bidder shall execute a contract for the above stated compensation.

Lighting Maintenance Inc.

Name of Bidder



Signature

Will Kowaleski Project Manager

6/2/2025

Date

Name and Title of Individual Authorized to Bind Bidder

TO BE SUBMITTED WITH PROPOSAL

Non-Collusion Affidavit

Leon W. Bromley, being duly sworn on oath, deposes and says:

That he/she is the Chief Operations Officer
(Owner, Partner, Title if on behalf of a Corporation)
of Lighting Maintenance Inc.
(Name of Business, Corporation or Partnership)

the party submitting the Proposal; that no officer of the said Corporation has nor has any person, firm or corporation acting on its behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Proposal being submitted herewith; and that the said Corporation has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Proposal Price of the Proposer herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the Proposal is submitted; that in making this Affidavit, the affiant represents that she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of her knowledge and information.

To be signed by a duly authorized Officer.

Leon W. Bromley (SEAL)
Name
Title COO
Date: 6-3-2025



TO BE SUBMITTED WITH PROPOSAL

AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES

I hereby affirm that:

1. I am the Chief Operations Officer (Title) and duly authorized representative of Lighting Maintenance Inc. (Name of Business Entity) whose address is 7462 Railroad Ave, Harmans, MD, 21077 and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.
2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and
3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State or federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and
4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.
5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.
6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or

associate thereof; nor any of its employees directly involved in obtaining contracts with the Town, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.

7. State "none" below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

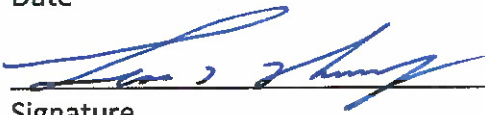
"NONE"

I acknowledge that this affidavit is to be furnished, where appropriate, to the Town of Bladensburg under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Town of Bladensburg may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the Town.

I further affirm that the business entity is properly registered to do business in the State of Maryland, or is not required to be registered.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

6-3-2025
Date


Signature

Leon W. Bromley
Printed Name

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG
LIGHTING PROJECT 57TH AVENUE – Phase 2 – (5-6 Light Fixtures)
Information Regarding the Bidder

NOTE: The information requested on this form may be submitted in a separate document as long as all requested information is provided and numbered according to this form.

1. Name of Bidder: Lighting Maintenance Inc.
(Individual/Firm/Corporation)

Business Address: 7462 Railroad Ave, Harmans, MD, 21077

Telephone Number: (877) 279-7373

E-mail address: WKowaleski@lightingmaintenance.com

2. Is the business incorporated? ☒ Yes ☐ No

Non-Corporation Business

3. If response to item #2 above is No, list the name and business and residence address of each individual having a 10% or greater financial interest in the business.

<u>Name</u>	<u>Business Address</u>	<u>Residence Address</u>

Corporate Business Entities - Please answer items 4 and 5

4. List the names of all officers of the corporation, their business and residence addresses and the date on which they assumed their respective offices.

<u>Name</u>	<u>Office</u>	<u>Residence and Business Address</u>	<u>Date Office Assumed</u>
-------------	---------------	---	--------------------------------

5. List the names of all members of the current Board of Directors, and their business and residence addresses.

<u>Name</u>	<u>Business Address</u>	<u>Residence Address</u>

6. Please provide the following information concerning work that you have done within the last 5 years which is similar to the Bid work.

FOR WHOM PERFORMED	CONTRACT AMOUNT	DATE COMPLETED	CONTACT'S NAME/ TELEPHONE NUMBER
Town of Bladensburg	\$192,827.47	04/2025	Purnell Hall (301) 792-0134
E & R Services	\$998,860.00	03/2023	Erick Guajardo (443) 805-8394
J Villa Construction	\$732,253.00	12/2022	Jimmy Villa (443) 755-8918

7. Bidders will answer the following questions: (The word “you” refers to any individual, partnership, partner and/or corporation and its officers.)

a. Have you ever failed to complete any work awarded to you? No

If yes, state where and why: _____

b. Have you ever been affiliated with some other organization that failed to complete a contract? _____

If yes, state name of individual and reason therefor. _____

c. With what other businesses are you affiliated? _____

d. Please provide at least 3 references, including any Maryland governmental units or agencies for which you have worked on a similar project. Include the name and telephone number of your contact with each. _____

e. Identify all unsuccessful bidders, materialmen, and suppliers that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

Schuster Concrete, Victory Steel Rebar, NJ Sullivan Cabinet, Dominion
Electric Supply , Sheppard Electric Supply

Dated this 5 day of June, 2025


Lighting Maintenance Inc.

Name of Bidder

By: Will Kowaleski

Printed Name: Will Kowaleski

Title: Project Manager

<div></div> <div>Agenda Item Summary Report</div>	
Meeting Date: June 9, 2025	Submitted by: Michelle Bailey Hedgepeth, Town Administrator Regine Watson, Town Clerk
Item Title: CONTRACT APPROVAL Approval to enter into an agreement for Green Mechanics Benefit LLC to construct two green bus shelters using Maryland Energy Administration Funds for up to \$60,000.	
CONTRACT APPROVAL Approval to enter into an agreement for Green Mechanics Benefit LLC to construct two green bus shelters using Maryland Energy Administration Funds for up to \$60,000	
Work Session Item <input checked="" type="checkbox"/> Council Meeting Item <input checked="" type="checkbox"/>	Documentation Attached: RFP, Quotes, and Design Documents
Recommended Action:	
Staff recommends the passage of this contract and allowing the Town Administrator to implement this project. The Town recommends the lowest and most responsive bidder.	
<div>Item Summary:</div> <p>The Town of Bladensburg requested Bids in April 2025. The Maryland Energy Administration funded the development of green bus shelters in the Town. The Town sought out vendors for this task and only received a single bidder.</p> <p>Locations:</p> <ol style="list-style-type: none">Annapolis and EdmonstonEdmonston Road in front of the Town Hall <p>This project will construct two covered bus shelters featuring green roofs and provide complimentary charging for residents.</p> <p>The Town Administrator or the Town Clerk can answer questions on this project.</p>	
Budgeted Item: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA Budgeted Amount: 60,000 MEA Funds One-Time Cost: NA Ongoing Cost: NA	Continued Date:
Council Priority: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Approved Date:



GREEN MECHANICS



Our Resilient Team

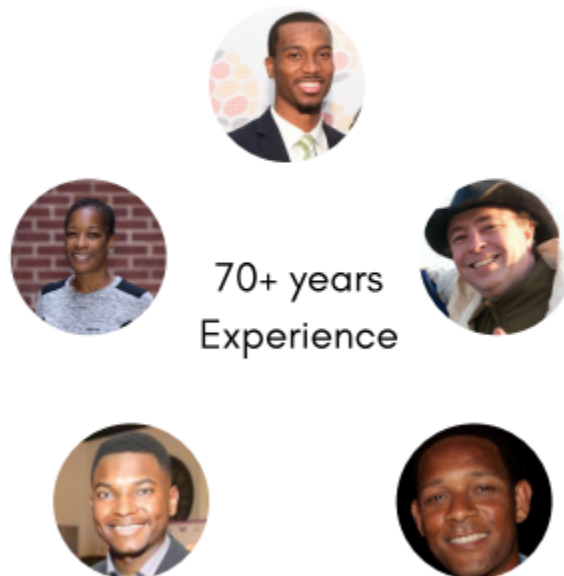


Table of Contents

Cover Letter3

Executive Summary.....4

Project Description5

The Team6

Installation Methods and Compliance Approach.....6-7

Budget.....8

Appendix

Forms.....9-20



115 Centerway
P.O Box 217
Greenbelt, MD 20770
www.greenmechanics.co

Mr. Purnell Hall
Public Works Supervisor
TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland 20710
phall@bladensburgmd.gov

Dear Mr. Hall

May 1, 2025

Green Mechanics Benefit LLC is pleased to provide a cool green bus shelter implementation approach to the town of Bladensburg .

We are a team of dedicated professionals working in Maryland’s green economy. We include Ecological Engineers, Landscape Architects, Environmental Educators and Innovators. Collectively we have great local knowledge, strong working municipal relationships and have carried out multiple similar projects for the public and private sectors. We are extremely well suited to deliver the services outlined in this proposal. The team will be led by myself, Larry Davis.

The project requires a diverse combination of skills and experience from the team and staffing resources. To respond to this challenge, our team is made up of diverse specialists with a deep partnering history working together on sustainable planning including living shorelines and other innovative stormwater management technologies. This gives us the expertise to integrate the goals of Bladensburg compliance goals.

We are grateful for this opportunity to present our proposal to you on this important project and are very happy to discuss any aspects of our proposal.

Yours sincerely,

Larry X. Davis
Lead & Co-Founder

Green Mechanics Benefit LLC

Executive Summary

Green Mechanics Benefit LLC, in partnership with Collins and Sons LLC, is proud to submit this proposal to deliver the Town of Bladensburg’s Green Bus Shelter project. Together, our team combines award-winning expertise in sustainable infrastructure design, community-focused project management, and precision technical installation.

Green Mechanics will lead project oversight, grant compliance, and municipal coordination, ensuring that all federal, state, and local requirements are met with transparency and excellence. Collins and Sons LLC, under the leadership of Master Plumber and Eco Building Specialist Daniel Collins, will provide skilled field execution — installing reinforced concrete bases, assembling green-roof shelter structures, integrating solar panel systems, and establishing thriving vegetated roofs. Our combined strengths ensure a seamless, accountable, and high-quality build that not only meets the Town’s sustainability goals but sets a new standard for community-centered green infrastructure. We are committed to delivering this project on schedule, on budget, and with the highest standards of craftsmanship, stewardship, and care.

Green Mechanics Benefit LLC – Prime Contractor

Proposal for Installation of Green Bus Shelters with Solar Green Roofs

Company Overview:

Green Mechanics Benefit LLC is a mission-driven environmental consulting and project management firm specializing in sustainable infrastructure, water management, and community-focused green initiatives. With extensive experience managing federally funded projects and facilitating public-private partnerships, Green Mechanics is uniquely positioned to deliver the Town of Bladensburg’s Green Bus Shelter project with excellence, transparency, and innovation.

Installation Partner – Collins and Sons LLC (Subcontractor: Daniel Collins)

To ensure expert execution on-site, Green Mechanics is proud to partner with **Daniel Collins of Collins and Sons LLC**, a licensed Master Plumber, General Contractor, and Eco Building Specialist with over a decade of hands-on sustainable infrastructure experience. As a subcontractor, Daniel brings a rare combination of technical mastery, field leadership, and systems-level thinking essential for delivering this project efficiently, safely, and in full compliance with federal and local guidelines.

Subcontractor Capabilities:

- **Versatile Leadership:** Adept at interfacing with municipal leadership, engineers, tradespeople, and community stakeholders to keep projects aligned and moving forward.

- **Hands-On Technical Skill:** Proficient in all phases of construction including reinforced concrete foundations, structural assemblies, solar panel integration, and green roof establishment.
- **Problem-Solving Excellence:** Identifies and resolves field bottlenecks proactively, ensuring seamless coordination between design intent and field realities.
- **Communication & Team Building:** Skilled at setting up site teams for success, translating technical documents into actionable site operations, and maintaining a positive, professional environment under project deadlines.
- **Applied Innovation:** Brings emerging eco-construction techniques and applied materials science into real-world projects, enhancing system resilience and long-term performance.
- **Compliance and Federal Project Experience:** Experienced in federally funded environmental projects, familiar with reporting, compliance, and QA/QC procedures.

Role in the Green Bus Shelter Project:

Daniel Collins and Collins and Sons LLC will act as the **Lead Installation Subcontractor**, responsible for:

- Installation of reinforced concrete bases per project specifications
- Assembly and secure installation of green roof shelter structures
- Solar panel mounting and integration (non-electrical connections)
- Vegetation installation and green roof establishment
- Site compliance with permitting, safety, and disruption minimization requirements
- Coordinating closely with Green Mechanics Benefit LLC and Town representatives to ensure project timelines, standards, and reporting needs are met

Short Bio for Insertion

Daniel Collins, Collins and Sons LLC — Licensed Master Plumber, General Contractor, Eco Building Specialist. Over a decade of experience delivering sustainable infrastructure projects including stormwater management systems, water filtration facilities, eco retrofits, and public green infrastructure. Skilled in field leadership, technical installations, project troubleshooting, and cross-sector communication.

Team Experience Overview

The collaboration between **Green Mechanics Benefit LLC** and **Collins and Sons LLC** creates a uniquely capable, full-spectrum project team for the Town of Bladensburg’s Green Bus Shelter installation. Green Mechanics brings strategic project management expertise, grant compliance oversight, and a proven track record of delivering sustainable infrastructure projects in partnership with municipalities and community organizations. Collins and Sons LLC, led by Daniel Collins, provides the technical and field-based leadership critical for success at the installation phase — ensuring that designs are translated into durable, high-performance structures. Together, the team combines strategic vision, technical precision, regulatory compliance, and hands-on implementation. This partnership ensures a seamless execution of the Green Bus Shelter project: proactive problem-solving, clear communication with Town representatives, timely progress tracking, and a shared commitment to sustainability and public service.

Installation Methods and Compliance Approach

Green Mechanics Benefit LLC and Collins and Sons LLC will collaborate to ensure full compliance with all project specifications, federal funding requirements, and local regulations throughout the Green Bus Shelter installation. Prior to ground-breaking, the team will conduct a final pre-construction review of site conditions, permitting statuses, and plan alignment. Installation will proceed in the following phases:

- 1. Site Preparation and Layout**
 - Marking shelter locations and ensuring clearance from utilities and traffic pathways.
 - Site signage and safety protocols established.
- 2. Foundation Installation**
 - Formwork and reinforcement installation for the concrete bases, poured and cured to meet specified load-bearing requirements.
- 3. Shelter Assembly**

- Delivery coordination and secure assembly of structural components.
- Precise anchoring to concrete base to ensure long-term stability and wind-load compliance.

4. **Green Roof Establishment**

- Installation of green roof modules with appropriate growing medium and vegetation.
- Initial establishment watering and stabilization measures.

5. **Solar Panel Installation**

- Mounting solar arrays according to manufacturer specifications (electrical connections to be completed by licensed electricians per code).

6. **Site Finishing and Compliance Verification**

- Final inspection for ADA compliance, structural integrity, vegetation viability, and minimal site disturbance.
- Submittal of as-built documentation and maintenance guidance to Town representatives.

Throughout the project, Daniel Collins will serve as the on-site lead for installation coordination, ensuring that field teams work in alignment with design intent and compliance requirements. Green Mechanics Benefit LLC will oversee project reporting, grant compliance, and communication with Town officials.

Budget

Item Description	Quantity	Unit Cost	Total Cost
Green Roof System	2	\$3,300.00	\$6,600.00
Solar Panel System	2	\$600.00	\$1,200.00
Shelter Structure (Materials & Labor)	2	\$1,2000.00	\$24,000.00
Reinforced Concrete Base	2	\$1,500.00	\$3,000.00
Installation Costs	2	\$9,500.00	\$19,000.00
Permitting & Compliance	2	\$2,175.00	\$4,350.00
Maintenance & Warranty (1 year maintenance)	2	\$925.00	\$1,850.00
Total Bid Amount	2	\$30,000.00	\$60,000.00

Appendix Forms - References

Project Summary:
Green Roof Bus Shelter – Town of Edmonston, Maryland (Commissioned October 28, 2022)

In 2022, Daniel James Collins of Collins and Sons LLC was commissioned by the Town of Edmonston, Maryland to design and build a custom Green Roof Bus Shelter as part of their sustainable infrastructure initiatives. This project exemplified innovative green design principles tailored to an urban environment with a focus on functionality, environmental stewardship, and community identity.

The bus shelter features:

- A fully integrated green roof system planted with native pollinator species.
- 100% recycled acrylic paneling for durability, transparency, and sustainability.
- Off-grid solar lighting, providing safety and visibility while minimizing energy consumption.
- Sustainable construction practices including high-permeability foundation design and environmentally friendly materials.

Scope of Work:

Daniel personally led the project through all phases:

- Conceptual Design and Stakeholder Consultation
- Technical Specifications and Engineering Coordination
- Custom Fabrication, Site Preparation, and Installation
- Project Management, QA/QC, and Municipal Coordination

The shelter was dedicated by Mayor Tracy Gant on October 28, 2022, and has become a visible symbol of Edmonston’s commitment to sustainable community development.

Project Outcomes:

- Increased urban green space in a heavily developed area.
- Improved stormwater management and urban heat island mitigation through green roofing.
- A model for future green infrastructure integration into municipal public spaces.
- Enhanced community engagement and education on sustainable practices.

Key Skills and Deliverables:

- Green Infrastructure Planning and Execution
- Sustainable Materials Specification and Procurement
- Low-Impact Site Development
- Municipal Collaboration and Public Dedication Event Support

- Long-term Maintenance Planning for Living Roof Systems

This project demonstrates Daniel’s ability to work collaboratively with local governments, innovate solutions for green urban infrastructure, and deliver projects that align environmental goals with community needs. It serves as a tangible example of how sustainable design can be integrated into everyday civic structures to improve resilience and livability.

Design-

■ Greenroof bus stop 4 Front View.jpg

Completed-

■ green roof bus plants sunset good ad image.jpg

Client	Contract Amount	Completion Date	Name and Telephone contact
Town of Edmonston, MD	\$19,000	10-28-2022	Mayor Tracy Gant / (301) 699-8806

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG
Bid Proposal Form

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, MD 20710

BID DUE: May 2, 2025
TIME: 3:00 p.m. EST

Larry Davis
(Name of Bidder)

hereby submits the following proposal for Green Mechanics Benefit LLC. Having carefully examined the Request for Proposals, related documentation, the proposed Consultant Agreement and Addenda Numbered NA (indicate numbers or N/A if none issued), and having received clarification on all items of conflict or upon which any doubt arose, and understanding that all prices bid will remain in effect throughout the term of the contract, whether completed at one time or in interrupted phases, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents.

Provide unit pricing for specific tasks.

SPECIAL TERMS AND CONDITIONS

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. In addition to completing this Bid Proposal Form with bid price, Bidder should provide an estimate of budget and resources required.
- C. It is understood that the proposal price will be firm for a period of 90 calendar days from the proposal opening date, and that, if the undersigned is notified of acceptance of this proposal within this time period, the Bidder shall execute a contract for the above stated compensation.

Green Mechanics Benefit LLC

Name of Bidder

May 1, 2025

Signature Date

Larry Davis

Name and Title of Individual Authorized to Bind Bidder

**TOWN OF BLADENSBURG – RFP GREEN BUS SHELTERS 8
TO BE SUBMITTED WITH PROPOSAL**

Non-Collusion Affidavit

Larry Davis, being duly sworn on oath, deposes and says:

That he/she is the

Lead & CoFounder
(Owner, Partner, Title if on behalf of a Corporation)
of Green Mechanics Benefit LLC
(Name of Business, Corporation or Partnership)

the party submitting the Proposal; that no officer of the said Corporation has nor has any person, firm or corporation acting on its behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Proposal being submitted herewith; and that the said Corporation has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Proposal Price of the Proposer herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the Proposal is submitted; that in making this Affidavit, the affiant represents that she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of her knowledge and information.

To be signed by a duly authorized Officer.

 (SEAL)

Name
Title Lead
Date: May 1, 2025

**TOWN OF BLADENSBURG – RFP GREEN BUS SHELTERS 9
TO BE SUBMITTED WITH PROPOSAL AFFIDAVIT WITH RESPECT TO
NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES**

I hereby affirm that:

1. I am the Lead & Co-Founder (Title) and duly authorized representative of Green Mechanics Benefit LLC (Name of Business Entity) whose address is 115 Centerway POBOX 217, Greenbelt MD 20770 and that I possess the legal authority to make this Affidavit on behalf of myself and the firm for which I am acting.

2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an under oath investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and

3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State or federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and

4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.

5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.

6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or

TOWN OF BLADENSBURG – RFP GREEN BUS SHELTERS 10

associate thereof; nor any of its employees directly involved in obtaining contracts with the Town, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.

7. State “none” below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

NONE

I acknowledge that this affidavit is to be furnished, where appropriate, to the Town of Bladensburg under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Town of Bladensburg may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the Town. I further affirm that the business entity is properly registered to do business in the State of Maryland, or is not required to be registered. I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

May 1, 2025
Date


Signature

Larry Davis
Printed Name

TOWN OF BLADENSBURG – RFP GREEN BUS SHELTERS 11
TO BE SUBMITTED WITH BID TOWN OF BLADENSBURG

NOTE: The information requested on this form may be submitted in a separate document as long as all requested information is provided and numbered according to this form.

1. Name of Bidder: **Green Mechanics Benefit LLC** (Individual/Firm/Corporation)
Business Address: **115 Centerway POBOX 217, Greenbelt MD 20770**
Telephone Number: **(443)- 802-4458**
E-mail address: **ldavis@greenmechanics.co**

2. Is the business incorporated? **X** Yes No
Non-Corporation Business

3. If response to item #2 above is No, list the name and business and residence address of each individual having a 10% or greater financial interest in the business.
Name Business Address Residence Address

N/A

Corporate Business Entities - Please answer items 4 and 5

4. List the names of all officers of the corporation, their business and residence addresses and the date on which they assumed their respective offices.
Name Office Residence and Date Office
Business Address Assumed

- 1. Larry Davis (40% Owner; 3947 Nemo Road, Randallstown MD 21133; Role Date: 04/11/2019)
- 2. Dr. Peter May (10% Owner; 19Q Ridge Road Greenbelt MD, 20770; Role Date: 04/11/2019)
- 3. Kelly Fleming (10% Owner; 19Q Ridge Road Greenbelt MD, 20770; Role Date: 04/11/2019)
- 4. Michael Carmichael (10% Owner; 3005 Tremont Avenue Cheverly MD 20785; Role Date: 04/11/2019)
- 5. Justan Randolph (30% Owner; 9370 Pep Rally Lane Waldorf, MD 20603; Role Date: 04/11/2019)

TOWN OF BLADENSBURG – RFP GREEN BUS SHELTERS 12



5. List the names of all members of the current Board of Directors, and their business and residence addresses.

Name Business Address Residence Address
NA

6. Please provide the following information concerning work that you have done within the last 5 years which is similar to the Bid work.

FOR WHOM CONTRACT DATE CONTACT’S NAME/
PERFORMED AMOUNT COMPLETED TELEPHONE NUMBER

	<p>Project: Port of Baltimore Algal Turf Scrubber</p> <p>Location: Baltimore</p> <p>Client: Port of Baltimore</p> <p>Services: Installation of Algal Turf Scrubber adjacent to the Baltimore Harbor</p> <p>Description: A 2 x 50 meter flowway was installed to capture nutrient loads from the impervious surfaces in the port of Baltimore entering the Patapsco River.</p>
<div></div>	<p>Project: Bladensburg Waterfront Park Ecotechnology Demonstration</p> <p>Location: Bladensburg</p> <p>Client: Maryland-National Capital Park and Planning Commission</p> <p>Description: Green Mechanics is installing two novel ecotechnologies at the historic Bladensburg Waterfront Park to provide environmental educational experiences to the youth; Mitigation of over 1.5 impervious acres in Prince Georges County.</p>

	<p>Project: Smart Sensor Deployment Location: Washington, DC Client: Department of Energy and Environment (DOEE) Services: Scientific Data Monitoring through Sensor Technology Description: Green Mechanics installed 10 sensors throughout DC’s stormwater facilities to provide monitoring metrics and cost effective solutions for DOEE stormwater management efforts. This is the first pilot project in the district in efforts to cost effective data driven consultancy for stormwater management sustainability.</p>
	<p>Project: Greenbelt Forest Preserve Deer Exclosure Science Study Location: Greenbelt Client: Greenbelt Forest Preserve Advisory Board (FPAB) Services: Scientific Experimental Ecology Research Description: Green Mechanics was the first to win FPAB’s Science fund to conduct a 3 year long experimental ecology study. Efforts will help FPAB to develop better deer management protocol for their 1,600+ acre forest preserve. 10 volunteers were engaged in this project</p>

	<p>Project: Stream Restoration Planting</p> <p>Location: Glen Dale, Maryland</p> <p>Client: Prince George's Clean Water Partnership</p> <p>Services: Planting (Tree seedlings and livestakes)</p> <p>Description: Green Mechanics was subcontracted by TCG PropertyCare to plant a total of 2,712 seedlings and 2,616 live-stakes along a stream that was recently restored in Glen Arden, Maryland</p>
	<p>Project: Dora Kennedy French Immersion School</p> <p>Location: Greenbelt Maryland</p> <p>Client: Prince George's Clean Water Partnership</p> <p>Services: Maintain Bioretention</p> <p>Description: Green Mechanics was subcontracted by TCG PropertyCare to maintain stormwater facilities located within the school and recreation center.</p>
	<p>Project: Green Infrastructure Project Management Portfolio</p> <p>Location: Washington DC</p> <p>Client: Green Compass LLC</p> <p>Services: Project Management</p> <p>Description: Green Mechanics managed a \$75,000 grant for outreach, site visit and savings feasibility studies to commercial owners</p>

 	<p>Project: Grey Water Bioreactor Install</p> <p>Location: Washington DC</p> <p>Client: University of District of Columbia (UDC)</p> <p>Services: Design Build & Project Management</p> <p>Description: Green Mechanics designed and installed Washington DC's first set of Greywater bioreactor boxes at UDC's Bertie Backus Urban Farm site.</p>
	<p>Project: Green Infrastructure Project Management</p> <p>Location: Washington DC</p> <p>Client: Clean Rivers DC LLC</p> <p>Services: Project Management</p> <p>Description: Green Mechanics secured and manages a \$75,000 grant for outreach, site visit and savings feasibility studies to commercial owners in DC. Currently overseeing up to five (5) voluntary green infrastructure installs</p>

7. Bidders will answer the following questions: (The word “you” refers to any individual, partnership, partner and/or corporation and its officers.)

- a. Have you ever failed to complete any work awarded to you? NO
If yes, state where and why: NA
- b. Have you ever been affiliated with some other organization that failed to complete a contract? NO
If yes, state name of individual and reason therefor. NA

c. With what other businesses are you affiliated? Academic, Cool Green Bus Shelters/ Living Canopies

d. Please provide at least 3 references, including any Maryland governmental units or agencies for which you have worked on a similar project. Include the name and telephone

- 1. **Environmental Finance Center (POC- Michelle Kokolis; (301) 405.3577)**
- 2. **Bladensburg Waterfront Park (POC -Robert Walker; (301.779.0371)**
- 3. **Baltimore Social Environmental Collaboration (POC - Mateusz Rozanki; (443.469.4158)**

TOWN OF BLADENSBURG – RFP GREEN BUS SHELTERS 13
number of your contact with each.

e. Identify all sub successful bidders, materialmen, and suppliers that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

- Maryland Port Authority - Sourcing Metal
- GPINet (Structural Engineer) - Structural Stamping
- Cool Green Bus Shelters - Licensing Sustainable Bus Shelter

Dated this 1 day of May, 2025.

Larry Davis

Name of Bidder

By: Green Mechanics Benefit LLC

Printed Name:

Title: Lead

FY 2025 Community Grants Summary Sheet

CARECEN | The Central American Resource Center (CARECEN) fosters the comprehensive development of the Latino and immigrant populations in the Washington metropolitan region. Founded in 1981, CARECEN provides direct services, including low-to-no-cost legal assistance, housing counseling, citizenship assistance, and educational workshops, while promoting grassroots empowerment, civic engagement, and human rights advocacy.

Recognizing the growing number of clients relocating to Prince George’s County due to rising housing costs in DC, CARECEN established a Maryland office in January 2025 to meet the evolving needs of the community. The grant funds will be used to provide legal services to at least 20 residents of Bladensburg. These brief legal services include assistance with FOIA requests, work permits, DACA and TPS renewals, green card replacements, and citizenship applications.

In addition to legal services, CARECEN will host both virtual and in-person Know Your Rights (KYR) workshops aimed at educating immigrant communities about their constitutional rights during encounters with ICE enforcement and review family preparedness measures to at least 100 individuals.

ECO City Farms | ECO City Farms is seeking an operating grant from the Town of Bladensburg to sustain its mission of promoting food security, community health, and environmental stewardship through urban farming. Intentionally located in Prince George’s County, ECO aims to serve the community of Bladensburg by providing access to affordable, local, and chemical-free produce, educating beginner farmers in sustainable farming practices, and fostering a deeper connection to our shared earth.

The grant funds will support critical aspects of ECO’s operations, including equipment for community events, water subsidies for local growers, and essential farm supplies. The primary beneficiaries include the hundreds of Bladensburg residents who participate in ECO’s programs and events. This encompasses the students who participate in our 6-week Summer Youth Program, 10-20 rising sophomores at Bladensburg High School; the community growers who call our Bladensburg Farm home, as well as their families and community; our farm staff; and our dozens of CSA members. Additionally, ECO will use this funding to support our Summer Open House, which connects hundreds of Bladensburg residents, especially our immediate neighbors, with our offerings, growing practices, and dialogues about our food system. We estimate that this funding will support us in serving 500 Bladensburg residents through fresh food access, farming education, and community events.

ECO City Farms has been a pioneer in urban agriculture for over 15 years, transforming underutilized suburban and industrial spaces into thriving farms that address food insecurity, soil remediation, and environmental education. Our Bladensburg Farm, where our farmers produce fresh vegetables, compost, and community on three and a half acres of previously vacant land, is the only urban farm in the Town of Bladensburg.

Through partnerships with local institutions and advocacy efforts, ECO has positioned itself as a leader in sustainable agriculture in Prince George’s County, contributing to policy change and increased community resilience. The grant will enable ECO to continue and expand upon these efforts.

GHEP | The Global Health and Education Projects, Inc. (GHEP) is a 501c3 nonprofit organization committed to advancing health and education equity in underserved communities. In FY25, GHEP will expand its Community Diaper Distribution Program to support low-income families living in the Town of Bladensburg. This project will provide essential baby supplies—primarily diapers and wipes—to families with infants and toddlers, helping to reduce economic hardship and promote healthy child development.

GHEP anticipates serving at least 50 Bladensburg residents, with a focus on families with children under age 3. If awarded, Town grant funds will be used to purchase diapers, hygiene items, and materials needed for monthly distribution events. This funding will directly improve the well-being of vulnerable families by addressing a critical, often overlooked need not covered by government assistance programs, and will help build a stronger, healthier Bladensburg community. Recently, GHEP partnered with the Town of Riverdale Park to provide baby diapers and baby products to families in the Town.

Good Intentions | The G.R.O.W.T.H. Youth Mentorship Series is a five-week summer program hosted by Good Intentions Foundation, designed to support the personal and academic development of youth ages 11–17. Held at the Bladensburg Fire Station workshop room, this initiative provides a safe and engaging environment where participants explore leadership, mental wellness, financial literacy, and career readiness through culturally responsive workshops and hands-on experiences.

The program will serve approximately 25 youth residents from the Town of Bladensburg and surrounding Port Towns. Each weekly session runs on Monday afternoons from July 14 to August 11, 2025. Youth will also attend an educational field trip and showcase their learning at a culminating Youth Summit in September.

The Town grant funds will support workshop materials, youth supplies (e.g., journals, t-shirts), and participation incentives such as healthy snacks and giveaways, ensuring access and engagement for all attendees.

This Goes Boom! This Could Go Boom! is a volunteer-led nonprofit working toward equality in the music industry by highlighting diverse voices. TCGB! has presented more than 350 artists in paid performance, has released two vinyl albums and one digital album for local artists, partnered with Smithsonian Folkways and The Hirshhorn, and has offered professional development and support for local music creatives for seven years.

This Could Go Boom! is presenting a music and culture festival during the week of July 21, culminating in a free community concert at Bladensburg Waterfront Park on Saturday, July 26th. On July 23rd, TCGB! will present 8 artists offering new works based on the book, *Light From Uncommon Stars* at Bladensburg Library. This program will be free to the public and will directly serve Bladensburg residents. The main stage of the festival will take place in Bladensburg Waterfront Park, serving hundreds of Bladensburg citizens with a free music concert featuring diverse genres of music representing many cultures. Programming will include activities for youth and families, learning opportunities about the rich music culture in the Bladensburg area, and opportunities for multigenerational conversations around music. Funding will be used to contract a local business to rent PA and sound equipment.

We Lead by Example | We Lead By Example, Inc., is a nonprofit organization set up to promote successful and meaningful futures for children, youth, and adults through teaching them about safety and practical methods of self-defense. Our organization serves 100 or more youth and adults in the Town of Bladensburg through our combined tae kwon do, muay thai kickboxing, and safety classes, and participation in community events (e.g., annual Walk and Rally for Bullying Prevention and Child Safety, Bladefest, Bladensburg International Day) throughout the year. Through this grant, we would like to provide a one-time stipend for our six-member volunteer teaching and administrative staff to acknowledge their dedication.



Agenda Item Summary Report

Meeting Date: June 9, 2025	Submitted by: Michelle Bailey Hedgepeth, Town Administrator Regine Watson, Town Clerk												
Item Title: FY 2025 Community Grant Awards June 2025													
Award of Funds Council approval of FY 2025 Community grants for \$2,000 to non-profit organizations serving Bladensburg residents.													
Work Session Item [X] Council Meeting Item [X]	Documentation Attached: Revised Grant Application FY 25												
Recommended Action:													
Town Staff recommends that the Council award the following organizations funding for Fiscal Year 2025.													
<p>Summary: The Town of Bladensburg is pleased to announced its FY 2025 Community Grant Program in March 2025, where nonprofit organizations could apply for funds to support operational and capital projects (Due April 30, 2025). These are operating grants to support the day-to-day expenses of running a nonprofit organization. A “capital grant” funds nonprofit organizations to purchase equipment and related supplies or make capital improvements (renovations, remodeling, etc.). – Maximum Award \$2,000</p> <p>Award Criteria:</p> <ol style="list-style-type: none">1. Organizations that provide services that sustain and empower youth, families, and individuals to move towards an improved quality of life and self-sufficiency.2. Organizations that provide programs that preserve and enhance a community’s character.3. Organizations that provide programs that contribute to a vibrant economy; or4. Programs that are integral to community revitalization, economic development, and environmental sustainability. <p>Below is the list of community organizations that are being recommended by staff:</p> <table><tr><th>Organization</th><th>Project</th></tr><tr><td>CARECEN The Central American Resource Center (CARECEN)</td><td>Legal Services</td></tr><tr><td>ECO City Farms</td><td>Bladensburg Farm Operations</td></tr><tr><td>GHEP The Global Health and Education Projects, Inc</td><td>Community Diaper Distribution Program</td></tr><tr><td>Good Intentions</td><td>The G.R.O.W.T.H. Youth Mentorship Series</td></tr><tr><td>This Goes Boom!</td><td>Bladensburg Events July 2025</td></tr></table> <p>The Town Administrator and Town Clerk can answer any questions about this item.</p>		Organization	Project	CARECEN The Central American Resource Center (CARECEN)	Legal Services	ECO City Farms	Bladensburg Farm Operations	GHEP The Global Health and Education Projects, Inc	Community Diaper Distribution Program	Good Intentions	The G.R.O.W.T.H. Youth Mentorship Series	This Goes Boom!	Bladensburg Events July 2025
Organization	Project												
CARECEN The Central American Resource Center (CARECEN)	Legal Services												
ECO City Farms	Bladensburg Farm Operations												
GHEP The Global Health and Education Projects, Inc	Community Diaper Distribution Program												
Good Intentions	The G.R.O.W.T.H. Youth Mentorship Series												
This Goes Boom!	Bladensburg Events July 2025												
Budgeted Item: Yes [X] No [] Budgeted Amount: \$ 12,000 One-Time Cost: \$2,000 per Awardee Ongoing Cost:	Continued Date:												
Council Priority: Yes [] No []	Approved Date:												



Agenda Item Summary Report

Meeting Date:

April 14, 2025
May 12, 2025
June 9, 2025

Submitted by:

Michelle Bailey Hedgepeth, Town Administrator
Vito Tinelli, Town Treasurer

Item Title: Discretionary Funds FY 2025 | Town Council Awards – June 2025

This item allows the Town Council to designate the organizations to which they would like to donate their annual discretionary funds.

Work Session Item ☒
Council Meeting Item ☒

Documentation Attached:

Recommended Action:

Approval and Town Council member input on groups to which each Council member will allocate their donation of \$500.00 each.

Town of Bladensburg | Town Council Discretionary Funds

Every year, each town Council member designates a group, activity, or charity to which they would like to donate \$500.00. Each member will note on the record the name of the organization and the amount up to \$500 per member.

Town Staff will issue a check for this donation. The Town Administrator and Treasurer will ensure that the funds are sent to the organization in a timely manner.

Council Member	Organization
Mayor Takisha James	Awarded: May 12 – We Lead by Example
Councilmember Trina Brown	
Councilmember Kalisha Dixon	
Councilmember Marilyn Blount	
Councilmember Carrol McBryde	

Budgeted Item: Yes ☒ No ☐
Budgeted Amount: \$ 2,500
One-Time Cost: \$500.00 per Awardee
Ongoing Cost:

Continued Date:

Council Priority: Yes ☐ No ☐

Approved Date:

Bladensburg Police

Department Monthly Report



***“Building Leadership and Partnerships
through the lenses of 21st Century
Community Policing and Engagement”***

May 2025

Find us on-line at

www.BladensburgMD.gov



Submitted by:

Tyrone Collington, Sr.
Chief of Police

Community Action Team’s Outreach, Announcements, and Upcoming Events

Our Community Action Team’s Mission is to stay connected to the community as a conduit to provide residents with the best resources to meet their needs. Especially during these tough Covid-19 pandemic challenges that are affecting families socially, economically, and financially. They do an impeccable job for our community and for the Town of Bladensburg!

Thursday, May 1, 2025 – Bladensburg Elementary Community and Business Partners Breakfast

Chief Collington, Command Staff, and the Community Action Team had the wonderful opportunity to attend the Bladensburg Elementary Bulldogs Community and Business Partners Breakfast. A few of our wonderful staff were recognized for their contributions to serving the community. Congratulations to Mayor Takisha James, Cpl. Tanksley, and Ms. Monfort (Community Action Team Coordinator)!



Friday, May 2, 2025 – Port Towns Elementary School & Templeton Elementary School – Career Day

The Bladensburg Police Department had a fantastic time hanging out with the amazing students at Port Towns Elementary School and Templeton Elementary School! The students even got to spend some time with Rocky!





Friday, May 2, 2025 – Dulaney Valley Memorial Gardens – Fallen Heroes Day

On Friday, May 2, 2025, the Bladensburg Ceremonial Honor Guard participated in the Fallen Heroes Day at Dulaney Valley Memorial Gardens.



Saturday, May 3, 2025 – Bladensburg Waterfront Park - Traumatic Brain Injury Awareness Walk

The Bladensburg Police Department had the honor of attending the Maryland Go Gray in May: Traumatic Brain Injury Awareness 5K. We teamed up with the amazing Latasha Ward, organizer and proud mother of a Traumatic Brain Injury survivor, to raise awareness for this vital cause.





Saturday, May 3, 2025 – David C. Harrington Park – Cinco de Mayo Celebration

Keeping in line with tradition, the Town of Bladensburg and the Bladensburg Police Department joined in on the fun at the annual Cinco de Mayo celebration. We are bursting with pride for the rich Mexican culture that thrives in Bladensburg! A massive shoutout to Eloisa Guzman for her tireless efforts in organizing this spectacular event that brings our town and community together every year!



Saturday, May 3, 2025 – Bostwick House – Discover Bostwick

The Town of Bladensburg kicked off a fun day at the Bostwick House! This was a fantastic chance to explore this historic site and share your visions for its future. There were engaging activities for all ages and live music! Chief Collington and the Bladensburg Police Department joined the festivities and enjoyed connecting with the community.





Sunday, May 4, 2025 - International Firefighters’ Day

Happy International Firefighters Day to all firefighters! We honor your courage and dedication. A special shout-out to our very own Bladensburg Volunteer Firefighters.



Tuesday, May 6, 2025 – City of Praise Family Ministries – Fallen Officers Memorial Service

The annual Fallen Officer Memorial Service, organized by the Police Chiefs Association of Prince George's County, was held on Tuesday, May 6, 2025. It was a solemn moment as we came together to honor the courageous officers from Maryland who made the ultimate sacrifice, leaving behind loved ones and a community that will forever remember their dedication to protecting and serving.





May 11-17, 2025 – Various Locations - National Police Week

During National Police Week, families travel from all corners of the country to Washington, DC, to honor their loved ones who have made the ultimate sacrifice in the line of duty. Officers from across the nation unite to warmly welcome and escort these families from the airport, escort them during the Candlelight vigil, and Stand Watch for the Fallen. It fills us with pride to be a part of such a meaningful and heartfelt event, commemorating the bravery and sacrifices of those we have lost.





Thursday, May 15, 2025 – Public Playhouse – Mental Health Awareness Film Screening & Panel
The Town of Bladensburg hosted a powerful evening at the Mental Health Awareness Month Event: Film Screening & Panel Discussion featuring “We Lead by Example: The Dr. Clifford Thomas Story” by Renee Green Productions. After the film, we discussed bullying and mental health.





Friday, May 16, 2025 – Bowlero College Park – Explorer Post 1745 Spring Trip

Our Explorers have been working hard! They continuously show up for the Town of Bladensburg at each event, ready and willing to help and doing it all with a smile. As a token of appreciation, we took a trip to Bowlero College Park for some friendly competition.



Saturday, May 17, 2025 – Robin Hill Farm – Bladensburg Police Department Annual Award Ceremony

The Bladensburg Police Department proudly recognized the dedication and hard work of our officers and civilian staff at our annual Award Ceremony. Congratulations to all award recipients.



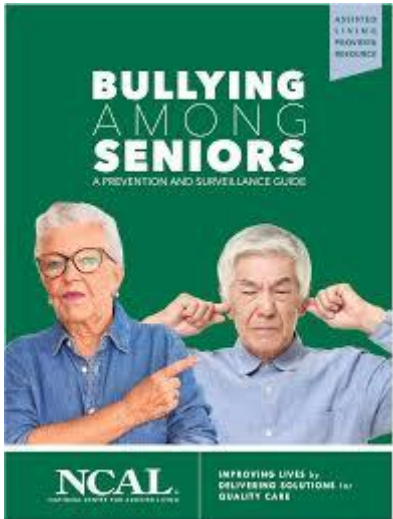
Wednesday, May 21, 2025 – Roger Heights Elementary School – Parent Enrichment Fair & Concert

The Bladensburg Police Explorer Post 1745 were invited to attend Roger Heights Elementary School's Parent Enrichment Fair & Concert. We were able to share information about program opportunities for youth, our Explorers program, and options for earning community service hours. Afterwards, we were honored to attend the Spring Concert where one of our very own explorers sang in the chorus.



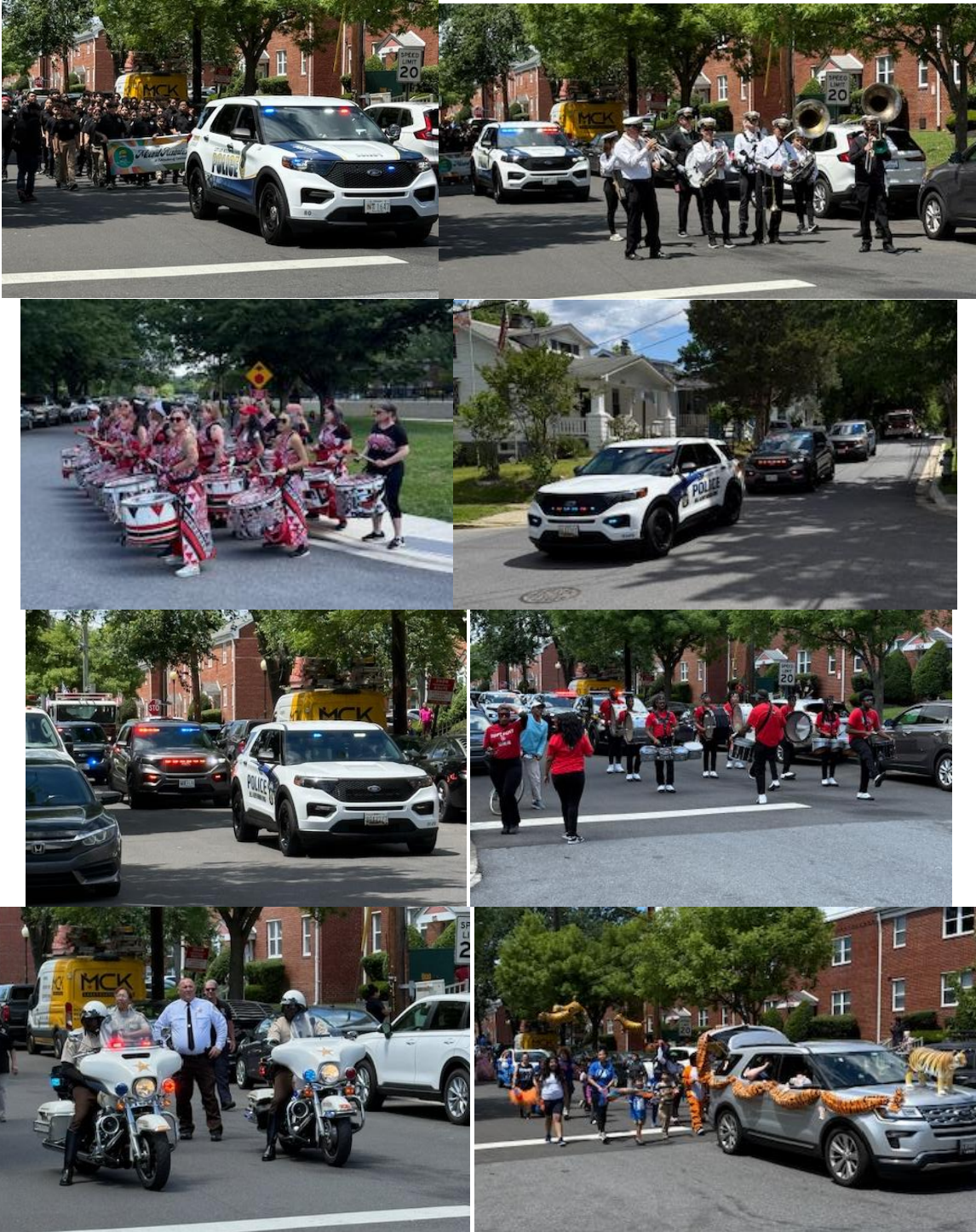
Thursday, May 22, 2025 – Emerson House Apartments – Anti-Bullying Event

The Bladensburg Police Department is hosting Senior Workshops at our local Senior homes, and the first topic was “Bullying Among Seniors ”at Emerson House Apartment. We will be making stops at our other locations, so please be on the lookout for the upcoming dates.



Saturday, May 24, 2025 – Mount Rainier, MD – Mount Rainer Day & Parade

On Saturday, May 24, the Bladensburg Police Department joined the city of Mount Rainier to celebrate its 115th Anniversary. They began the day with a parade and ended with a vibrant street festival with local vendors and live entertainment.



Wednesday, May 28, 2025 – Ernest Everett Just Middle School – Career Day

The Bladensburg Police Department participated in Career Day at Ernest Everett Just Middle School. We had a great time with the students, trying on QRT gear and answering their fantastic questions!



Thursday, May 29, 2025 – Bladensburg Town Hall – Global Entry with Custom Border and Protection

The U.S. Customs and Border Protection (CBP) hosted a Global Entry Enrollment event for all eligible individuals and their families at Bladensburg Town Hall on Thursday, May 29, 2025. They will be back again in July for interested parties.



Friday, May 30, 2025 – University of Maryland College Park – Bladensburg High School Graduation

Our Community Engagement Supervisor Monfort, was excited to attend Bladensburg High School's Graduation Ceremony on Friday, May 30th. Congratulations to our Explorers who graduated and to the entire Class of 2025!



Bladensburg Police Department
CALLS FOR SERVICE TOTALS

5/1/2025 To 5/31/2025

Incident Type	Total
911 DISCONNECT	25
ACCIDENT	37
ADDED INFORMATION	24
ANIMAL COMPLAINT	5
ARMED PERSON	1
ASSAULT	2
ASSAULT COMBINED	2
ASSAULT REPORT	2
ASSIST	27
ASSIST FIRE EMS	2
ATT SUICIDE COMBINED	1
BLS COMBINED	5
BREAK IN IN PROGRESS	5
BREAK IN REPORT	6
CDS COMPLAINT	4
CHECK WELFARE	15
CHECK WELFARE COMBINED	12
CHECK WELFARE VIOLEN	1
CHILD CUSTODY	2
CIT ROBBERY REPORT	2
CODE ENFORCEMENT	1
COMMUNITY MEETING	1
DEATH REPORT	1
DEATH REPORT COMBINED	1
DISORDERLY	32
DISPUTE W/ WEAPONS	1
DOMESTIC	27
DOMESTIC COMBINED	2
DOMESTIC STANDBY	1
ESCORT	1
FAMILY DISPUTE	8
FIELD OPS	2
FIGHT	6

FIGHT COMBINED	2
FOOT PATROL	3
FOUND	1
FRAUD	3
GUNSHOTS	6
HIT AND RUN	15
IMPOUND	6
JUVENILE COMPLAINT	8
LOITERING COMPLAINT	3
LOST PROPERTY	4
LOUD MUSIC COMPLAINT	16
MISC CALLS	6
MISC POLICE INCIDENT	24
MISSING PERSON	5
NOISE COMPLAINT	15
OVERDOSE ALS COMBINED	2
PARK CALLOUT	6
PARKING ENFORCMENT	8
PARTY COMPLAINT	1
PREMISE CHECK	628
PROPERTY ALARM	5
PROPERTY ALARM COMMERCIAL	13
PROPERTY DAMAGE	10
REPORTED CARJACKING	2
REPORTED CIT ROBBERY	1
RESIDENTIAL ALARM	5
RESIDENTIAL PANIC ALARM	1
ROBBERY	1
SCHOOL RESOURCE	6
SEXUAL ASALT REPORT	1
SHOOTING	1
SHOPLIFTING	1
SPECIAL ASSIGNMENT	3
STOLEN VEH	16
SUBJECT STOP	2
SUSPICIOUS AUTO	26
SUSPICIOUS OCC AUTO	5
SUSPICIOUS PERSON	32

TAMPERING	3
THEFT FROM AUTO	2
THEFT FROM AUTO J O	2
THEFT J O	2
THEFT REPORT	17
THREATS COMPLAINT	6
TRAFFIC ASSIGNMENT	1
TRAFFIC COMPLAINT	4
TRAFFIC HAZARD	1
TRAFFIC PURSUIT	1
TRANSFER TO BLADENSBURG CITY	31
TRESPASSING COMPL	10
UNKNOWN TROUBLE	17
VANDALISM	4
VEHICLE ACCIDENT COMBINED	4
WARRANT SERVICE	1
Total Calls -->	1263

Bladensburg Police
REPORT OF UCR PART 1 OFFENSES

5/1/2025 To 5/31/2025

UCR Offense Type	Total
Assault (Aggravated)	8
Burglary/Breaking and Entering	7
Carjacking	1
Motor Vehicle Theft	9
Robbery	2
Theft (From Building)	1
Theft (From Motor Vehicle)	4
Theft (Other)	1
Theft (Parts/Accessories From Motor Vehicle)	5
Theft (Shoplifting)	3
Total Part 1 Offenses >>	41

Bladensburg Police
REPORT OF UCR PART 1 OFFENSES

4/1/2025 To 4/30/2025

UCR Offense Type	Total
Assault (Aggravated)	2
Burglary/Breaking and Entering	5
Motor Vehicle Theft	10
Robbery	1
Theft (From Building)	1
Theft (From Motor Vehicle)	4
Theft (Other)	1
Theft (Package/Parcel)	2
Theft (Parts/Accessories From Motor Vehicle)	2
Theft (Shoplifting)	1
Total Part 1 Offenses >>	29



NEWS AND INFORMATION

Monday, May 26, 2025, Chief Collington and **The Bladensburg Police Department** Ceremonial Honor Guard had the honor of participating in the annual Memorial Day Ceremony hosted by the **American Legion Colmar Manor #131** at the Peace Cross in the **Town of Bladensburg**. This heartfelt event serves as a poignant reminder to honor our fallen soldiers and deeply resonates with everyone in attendance. This year, we witnessed a special moment as Eagle Scout candidate Ethan Mendoza unveiled the newly added Pearl Harbor memorial. His dedication added a meaningful layer to the ceremony, and we were truly grateful to be part of such a touching tribute.





MESSAGE FROM THE CHIEF



Strengthening Public Relations for a Safer, Vibrant Community

I would like to extend my deepest appreciation to the dedicated men and women of the Bladensburg Police Department for their unwavering commitment to delivering 21st Century police services to the residents of Bladensburg and the surrounding communities.

Our success in maintaining a safe and vibrant community is a direct result of the strong partnerships and lasting friendships we have built. These connections allow us to work together for the betterment of our town, and for that, I am profoundly grateful.

Serving as your Chief of Police is both a privilege and an honor. I am humbled by the opportunity to work in such a wonderful town—a place that embodies community spirit, where people live, work, and visit with pride. I look forward to continuing our collaborative efforts with the Town of Bladensburg Council, enhancing safety and fostering growth.

Since 2020, we have faced unprecedented challenges—first with the Covid-19 pandemic, and then with the economic, social, and financial hardships that affected both our department and the broader community. Many of us have experienced personal losses, and we continue to keep those who have lost loved ones in our thoughts and prayers.

In 2021, we also witnessed the shocking events at the U.S. Capitol, where an attack on democracy struck at the heart of our nation and our law enforcement community. We are forever grateful to the brave first responders who acted swiftly to protect lawmakers and staff during such a critical moment in our history.

As we look toward the future, our focus remains on strengthening our relationships with the community, our staff, and our law enforcement partners. The safety and well-being of our residents will always be our top priority, and we are committed to upholding the trust you have placed in us.

On behalf of the entire Bladensburg Police Department, I wish you and your family a safe, remaining year ahead. Together, we will continue building a stronger, safer, and more united community.

“Change is not for the faint of heart. Change requires tenacity, respect, trust, and a willingness to learn. Respect for those impacted by the change and trust that both the leader and the led are working together for the good of the organization.” (Author unknown)

Bladensburg Police Department's Internal Affairs Division Investigations and Patrol Statistics

It is the policy of the Bladensburg Police Department to deliver effective law enforcement services to the community, that fosters a relationship of mutual trust and confidence which must exist between the Police Department and the community. Actions of Departmental employees that conflict with the mission of the Department can erode trust and have a negative impact on the Department's standing in the community. The review or investigation of all public complaints of employee misconduct is vital to maintaining the relationship between the Department and the community. The Department recognizes its obligation to inform the public about its complaint filing procedures and acknowledges each individual's right to file a complaint against an employee. It is the policy of the Bladensburg Police Department to accept all complaints of employee misconduct at all levels of the Department, determine the validity of the allegation(s), investigate complaints in a fair and impartial manner, and to impose disciplinary action, if necessary, in a uniformed and timely fashion.

As Chief of Police, I want to remind our residents they can report their complaints or compliments to the Bladensburg Police Department several ways; email at: **BladensburgPolice@bladensburgmd.gov**, in-person at **4910 Tilden Rd. Bladensburg, MD. 20710**, My Bladensburg free app, or by telephone at **(301) 864-6080**.

Our Internal Affairs Commander will contact you in a timely manner and keep residents abreast of the process. We remind our residents that if you see something, say something!

Bladensburg Police Departmental Organization Structure

Office of the Chief

- Executive Assistant – **Vacant at this time**
- Custodian of Records / P.I.O. - **Ms. Kimberly Greene**
- Training Coordinator/Property and Evidence Custodian- **Commander-Lt. D. Frishkorn**
- Logistics
- Administrative Duties
- Payroll

Deputy Chief

Major C. Dickerson

- Manages the daily operations of the Police Department
- C.E.R.T. Coordinator

Operations Division / Internal Affairs

Lt. R. Poole

- Four Patrol Teams
- Traffic Officer – **Sgt. R. Harris** - Responsible for managing our Speed Camera Program
- Code Enforcement
- Canine **Officer C. Burnett** and Blood Hound Officer **T. Merrit**
- Bicycle Patrols
- Traffic Safety Program **Sgt. R. Harris**
- Fleet Management -**Shaun Rinehart**

Four Teams are supervised by four Sergeants.

- Shifts are 12 hours in duration.
- Daywork/Night rotation occurs every 8 weeks.
- Currently there is one opening for one Lieutenant
- Our Emergency Communications Center is currently fully staffed.

Support Services / Criminal Investigations Division Commander

Lt. B. Goins

- Criminal Investigator
- Property/Evidence
- Communications
- Community Action Team Coordinator – **Ms. L. Monfort**
- Special Assignment Team Coordinator – **A/Cpl. A. Thornton**
- Records
- Validations
- Vice/Narcotics Investigations
- Criminal Investigations



Highlights for Code Enforcement May 2025



There were **25** bulk trash reminder notices issued to residents for heavy trash at the curb.

1. Code Enforcement removed **-27** signs from poles, **19** from right of ways; total signs Removed year –to- date is **241**
2. There were **7** abandoned vehicles in the residential area, **6** in the business area, **10** in the apartment areas and vehicle were impounded. Year –to- date we have had **83** abandoned vehicles and **3** vehicles has been impounded.
4. There were **76** grass violation notices issued
5. Code Enforcement received **4** Graffiti complaint.

Other Code Enforcement Activities:

- Code Enforcement received 1 citizen concerns from the GO Gov. App.
- Code Supervisor assisted with career days at several schools.
- Code Supervisor installed cameras in Police Department lobby.
- Code Staff assisted with several community events during the month.
- Code Staff assisted Public Works with cleaning the Kenilworth Avenue ramp.
- Posted 5105/5109/5208 Upshur Street, 5302 Taylor Street and 5219 Varnum Street for Abatement.
- Code Supervisor Rinehart and Staff attended the following meetings / training:
 - Senior Staff Meeting's
 - Mayor and Council Meeting
 - Code and Parking Software
 - Several Code related trainings'
 - Budget Meeting's
 - Traumatic Brain 5K event.

If you have a question or concern, please feel free to contact our office at 301-927-0330



Town of Bladensburg
Town Clerk Report

Town Meetings & Town Community Events

Date Range: 6/1/2025 to 6/30/2025

Meeting / Event	Location / Date / Time
Work Session	June 9, 2025, at 5:30 pm
Town Council Meeting	June 9, 2025, at 7:00 pm
Juneteenth: Paint & Unity	June 20, 2025, at 5:00 pm

Clerk’s Department:

Personnel Files Update

All personnel files have been thoroughly updated and organized.

Public Information Act (PIA) Requests

The new CivicPlus online platform for managing PIA requests is up and we have been accepting requests.

General Code Project

We are working with the Town Attorney and Shuan to finalize the project, ensuring all editorial changes are approved. The goal is to have the updated software fully operational by August.

Procurement:

RFQ / RFP #	Description	Important Dates / Notes
RFP- 10-2025	CDBG PY 50 Sidewalk Project	We received a total of nine submissions and have made a recommendation to the council for consideration at the June 9th meeting

Grants:

Grant #	Description	Important Dates / Notes
---------	-------------	-------------------------

Marketing Department:

1. Honoring Heroes: Memorial Day & Pearl Harbor Dedication



Town of Bladensburg
Town Clerk Report

We partnered with American Legion Colmar Manor Post 131 to host a moving Memorial Day Ceremony at Bladensburg Memorial Park, where we unveiled the new Pearl Harbor Memorial, spearheaded by local Eagle Scout Ethan Mendoza. His dedication and vision brought a lasting tribute to our community, reminding us of the power of honoring the past.

2. Green Team Connections: UMD Summit

On May 29, we joined other municipalities at the Green Team Summit at the University of Maryland to share ideas for building greener, more sustainable communities. Let’s keep moving Bladensburg forward!

3. Congratulations, Class of 2025!

We proudly distributed yard signs to celebrate Bladensburg’s graduates and highlighted each local school on social media during their graduation days. Your success is our pride!

4. Student Success Spotlight: Bladensburg High Builders

Bladensburg High School’s student carpenters and electricians made headlines as part of the student-built house is on the market for an incredible \$749,000 in Bowie. We’re so proud of our future leaders and skilled trades!

5. A Month of Community Service: National Weeks

May was filled with important recognitions—Police Week, EMS Week, and Public Works Week—honoring those who keep our town safe, healthy, and running smoothly. Thank you for your service!

6. Promoting Port Towns Transportation Service

We helped get the word out: Bladensburg and Colmar Manor seniors can now call Town Hall (301-927-7048) to book their Port Towns bus rides. Same great service—new easy access!

7. Peace Cross 100th Anniversary Ceremony

Join us as we honor a century of remembrance at the Peace Cross 100th Anniversary on July 12, 2025, 11 AM at the Peace Cross Memorial. Let’s reflect on the past and inspire the future, followed by a light luncheon at the Cheverly American Legion.



Town of Bladensburg
Town Clerk Report

8. Bladensburg Fireworks Celebration: Honoring Our Heroes

The event of the Summer makes it return on July 2, 6-9:30 PM at Bladensburg Waterfront Park! Celebrate freedom, family, and our nation’s heroes with music, food, pony rides, and a spectacular fireworks finale.

9. Mental Health Awareness Month Event

Thank you to everyone who attended the May 15 Film Screening & Panel Discussion of *We Lead By Example*. With thought-provoking dialogue, a cultural performance, and a strong message on resilience, it was an inspiring night of learning and connection.

10. Coming up: Juneteenth Paint & Unity

Celebrate freedom and creativity at Juneteenth: Paint & Unity on June 20, 5-7 PM at David C. Harrington Park. Be among the first 30 guests for free ice cream, and help us create a beautiful community art project!

General Items:

Jessica and I attended the 79th Avenue IIMC Conference, which proved to be an excellent and enriching experience. The conference featured a variety of high-quality educational sessions and valuable networking opportunities with fellow municipal professionals.

Key takeaways from the sessions included strategies to prevent workplace burnout, effective techniques for managing interactions with irate or upset residents, and best practices for maintaining a respectful and collaborative work environment among colleagues.

In addition to the training sessions, we participated in the Region 2 meetings, where we discussed regional updates, shared challenges, and exchanged ideas relevant to our municipalities.

Overall, the conference provided practical tools and insights that will directly support our work here at Town Hall, and I look forward to applying what we learned to improve internal operations and resident interactions.

Regine R. Watson



TOWN ADMINISTRATOR MONTHLY MEMO

June 2025

Dear Town Council, Residents, Business owners, and Employees of the Town of Bladensburg;

June is here! Summer is finally here, and the Town is heating up with activities and opportunities. This month's message will center around some of the town's Major items and activities.

FY 2026 Budget | As we navigate ongoing economic and political shifts, I remain deeply committed to ensuring financial responsibility and community well-being guide our decisions. The rising costs of goods and services, coupled with anticipated utility rate adjustments, pose challenges but also present a valuable opportunity for us to reassess priorities, strengthen fiscal practices, and invest where it matters most.



Throughout April 2025, we diligently reviewed and revised the FY 2026 budget, including during the Special Work Session held on April 29. At that meeting, the Town Council introduced additional adjustments designed to address the projected shortfall. These changes reflect our shared commitment to balancing the budget while maintaining high-quality services for our residents.

From the outset of the budget process, we have intentionally weighed the need for increased revenues against the importance of sustaining essential operations and programs. While initial drafts incorporated cost-of-living and merit-based salary increases, we have since explored a range of responsible options — including targeted expenditure reductions, strategic use of available grant funding, and selective adjustments to revenue sources — to reduce financial pressure without compromising service levels.

One example includes carefully examining our grant activity to maximize reimbursements and refining approaches to property and business tax rates to ensure equity and fairness. The most recent draft, completed on June 4, maintains the residential property tax rate at \$0.74 while requiring more equitable contributions from commercial and multifamily properties. We have also enacted a freeze on non-essential hiring and capital purchases, adjusted health insurance deductions, cuts to discretionary spending, and managed some personnel costs. We are committed to retaining a high level of Public Safety coverage for the community.

With continued input and collaboration from the staff, Council, and our residents, I am confident our most recent budget reflects our values, sustains core services, and supports the Town’s future resilience.



Green Team Update | The Town will be approving a contract for two (2) green bus shelters in the Town. We are also working on several green projects that support our Sustainable Maryland agenda.

We’re grateful for the growing support from residents and community partners and look forward to continuing our sustainability work together throughout the year.

Business Roundtable: The Town will hold its Quarterly Business Roundtable in late July 2025. During this last meeting, we were able to attract some new businesses and discuss updates from the most recent State legislative session. We continue to work with the other Port Towns to partner with us on this project and create a Port Towns Business Roundtable as we develop the new Community Development Corporation (CDC) for the Port Towns.

COG Update: On June 4, 2025, I attended the Washington Council of Governments (COG) Chief Administrative Officers Meeting. At this month’s meeting, we heard a myriad of updates on grant programs and initiatives being offered to COG municipalities and others in the region. These meetings are helpful to provide the Town with exposure to regional issues and concerns.

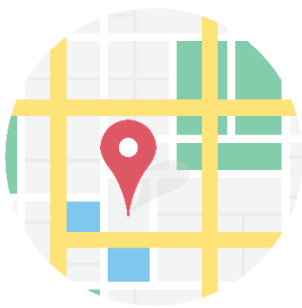


Upcoming Town Events: Below are the Town Events that will occur in June. Please look out for information on the various Town social media platforms:

Juneteenth: Paint & Unity

- Date: Friday, June 20
- Time: 5:00 pm to 7:00 pm
- Location: David C. Harrington Park

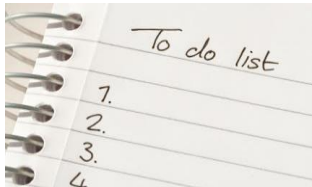
Town Annexation Update: The Town of Bladensburg is taking a bold step forward with its revised annexation plan, which reflects a focused and strategic approach to growth. While the Hospital Hill site is no longer part of the proposed area, the Town is actively finalizing a resolution to expand our municipal boundaries in alignment with community priorities and long-term planning goals. At the June 9, 2025, meeting, the Council will hold the final hearing on the annexation of Kenilworth Avenue and the adjoining parcels.



The Town remains committed to a transparent, inclusive, and forward-thinking approach to annexation. We invite all residents and stakeholders to stay engaged as we continue shaping a more connected, resilient, and prosperous Bladensburg.

More updates will follow as we make progress on this exciting initiative.

Items in Process for FY 2026: As we begin the new fiscal year in July 1, 2025, the Town is gearing up to start some key projects and make improvements:



1. CDBG Funding: On the June agenda, the Council will approve two contracts for Community Block Grant improvements that were approved by the County last year.
 - a. 57th Avenue Lighting: We are continuing to add lights on 57th Avenue to create a safer environment in the area.
 - b. Curb and Gutter project on Taussig: This bid came in lower than we expected, and we will be releasing more funds to cover additional streets.
2. America In Bloom: Have you noticed the flowers around Town? Our Public Works team has been sprucing up the town with new and improved public right of way landscaping and our banner program.
3. Technology Upgrades: Yes, it is 2025, and the Town will be moving many of its services online and moving away from manual processes. This will significantly enhance our ability to track and respond to issues, ultimately improving our service to the public.

There are just a few of the things planned for FY 2026, and I am excited to have been serving as your Town Administrator for almost two years.

If you have any questions, I am here to answer them!

Best Regards,

Michelle Bailey Hedgepeth,

Michelle Bailey-Hedgepeth, Town Administrator

Town Treasurer's Report – May FY25

This financial overview summarizes the Town's fiscal performance through May of Fiscal Year 2025. It outlines key trends and performance across major revenue and expenditure categories.

Revenues

Overall, revenues are trending below expectations, primarily due to delayed capital project activity and underperformance in Automated Traffic Enforcement programs. Below is a breakdown of key revenue categories:

- **Real Property and Business Personal Property Taxes:**
Most property tax revenue has already been collected, with receipts exceeding last year's figures because of higher assessments. Additional Business Personal Property Tax revenue is anticipated by year end, aligning with fiscal year-end filing deadlines.
- **Income and Other Taxes:**
Revenues are line with prior year's performance. The remaining income tax revenue attributable for this fiscal year is expected to be received over the next 90 days.
- **Licenses and Permits:**
Business License renewals occur in June so will see most of these revenues next month. Cable franchise fee revenues are tracking approximately \$40,000 below last year, reflecting ongoing declines in cable subscriptions.
- **Federal Funding:**
Federal are from \$79,000 in ARPA funds used for related expenditures up through the December deadline. The \$1 million federal earmark remains unused as of May, which skews revenue comparisons against the budget.
- **State and County Funding:**
 - **Highway User Revenues:** Just over 50% of the expected funds have been received with the balance typically arriving later in the year. The State's budget deficit is a concern with this being fully funded.
 - **Bond Bill:** \$1.2 million has been allocated, with \$500,000 earmarked for Bostwick House repairs. Approximately \$200,000 in work has been completed, with reimbursement expected in June.
- **Automated Traffic Enforcement (Speed Cameras):**
Revenue is significantly underperforming, with just over a quarter of the projected revenues realized for this fiscal year. This is also tracking almost one-half less of what was received at this time last year. This is resulting in a major impact on the overall financials.
- **Red Light Camera Program:**
Revenues are now expected to be realized next fiscal year for this program. These delays have materially impacted revenue and on the overall financials as well.

⚠ *Note:* Both traffic enforcement programs are intended to fully fund the Public Safety department. Underperformance in this area will have a substantial impact on year-end financials.

Expenses

Expenditures overall are under budget—primarily due to low capital project spending tied to federal and state funding. Department-level highlights include:

- **Mayor and Council:**
Spending remains within budget, with a small increase over last year due to expanded Town event programming.
 - **Administration:**
Spending is on track. Increases over last year are attributed to filling vacant clerical roles and higher legal and consulting costs related to annexation and capital planning.
 - **Public Safety and Traffic:**
This is operating just below budgeted expenditures which is helpful since Automated Traffic Revenues are underperforming this year.
 - **Public Works:**
Expenditures are above budget due to emergency repair costs and trailer rentals following damage to the building at the beginning of the fiscal year. All expenses have been submitted to the insurance company for reimbursement to be received next month.
 - **Capital Projects:**
Spending includes: 57th Avenue lighting upgrades (Community Legacy funding); Safety improvements near Bladensburg High School; Bridge work under the CDBG PY48R grant; and nearly \$200,000 in Bostwick House work (Bond Bill-funded)
 - **ARPA Funds:**
ARPA funds have been fully allocated, with \$500,000 reserved for a flood mitigation project to be completed in FY26.
-

Conclusion

The Town's financial position remains stable, with controlled spending offsetting delayed revenues. However, the significant underperformance of Automated Traffic Enforcement will have a significant impact as we close out the fiscal year.

For questions or further clarification, please contact the Finance Department.

Vito Tinelli

Treasurer

vtinelli@bladensburgmd.gov

Town of Bladensburg

FY25 Financial Report

	May YTD	FY25 Budget	Variance	Prev. Year	Diff.
REVENUES					
Real Property Tax	4,487,307	4,560,000	98%	4,175,877	7%
Business Pers. Property Tax	913,495	1,125,000	81%	879,898	4%
Income and Other Tax	472,843	670,000	71%	474,037	0%
Licenses and Permits	111,915	215,000	52%	142,231	-21%
Federal Funding (ARPA and Earmark)	79,124	1,078,491	7%	1,503,299	-95%
State and County (HUR, Police Aide, Bond Bill)	408,427	1,852,622	22%	380,120	7%
Service Charges	27,645	44,000	63%	29,024	-5%
Automated Traffic Enforcement (Speed and Red Light)	580,137	2,037,000	28%	1,077,903	-46%
Other Revenues	438,520	351,000	125%	596,491	-26%
Restricted Grants	465,850	489,500	95%	9,500	4804%
Fund Balance Transfer	-	575,114	0%		0%
Total Income	7,985,263	12,997,727	61%	9,268,380	-14%
EXPENSES by Dept and Major Category					
Mayor and Council					
Compensation	109,484	120,510	91%	95,059	15%
General Expenses	190,531	203,000	94%	177,124	8%
Subtotal Mayor and Council	300,015	323,510	93%	272,183	10%
Administration (Town Admin, Clerk, and Finance)					
Compensation	759,304	849,102	89%	548,006	39%
General Expenses	382,926	391,402	98%	225,625	70%
Debt Service/ Capital Outlay	35,355	47,000	75%	65,863	-46%
Subtotal Administration	1,177,585	1,287,504	91%	839,494	40%
Public Safety and Traffic Enforcement					
Compensation	4,964,694	5,847,204	85%	4,548,150	9%
General Expenses	1,010,698	1,223,500	83%	1,090,884	-7%
Capital	188,304	150,594	125%	1,151,067	-84%
Subtotal Public Safety	6,163,696	7,221,298	85%	6,790,101	-9%
Public Works					
Compensation	596,867	624,518	96%	408,100	46%
General Expenses	637,165	536,000	119%	563,115	13%
Capital	165,444	150,000	110%	268,643	-38%
Subtotal Public Works	1,399,476	1,310,518	107%	1,239,858	13%
Other					
ARPA Projects	247,082	227,897	108%	1,488,859	-83%
Grant Expenses (CDBG, Community Legacy, Other)	534,029	327,000	163%	39,443	1254%
Long Term Capital Projects	252,873	2,300,000	11%	15,324	1550%
Subtotal Other	1,033,984	2,854,897	36%	1,543,626	-33%
Total Expenses	10,074,756	12,997,727	78%	10,685,262	-6%
SURPLUS/(DEFICIT)	(2,089,493)	-	-16%	(1,416,882)	47%

Town of Bladensburg
Mayor and Council FY25
July 2024 through May 2025

	Jul '24 - May 25	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	54,464	62,708	87%
6030 · FICA	4,004	4,797	83%
6040 · Health Insurance	47,376	45,651	104%
6050 · Pension	3,640	6,854	53%
6060 · Workers Comp		500	
Total 6000 · Compensation	109,484	120,510	91%
6140 · Professional Development			
6145 · Council Business Developm...	20,189	26,000	78%
Total 6140 · Professional Developme...	20,189	26,000	78%
6160 · Employee Recognition	14,188	15,000	95%
6210 · Council Projects	1,000	2,500	40%
6225 · Community Grants			
6226 · Fire Department Donation	30,000	30,000	100%
6227 · Scholarships		5,000	
6225 · Community Grants - Other	2,000	12,000	17%
Total 6225 · Community Grants	32,000	47,000	68%
6230 · Community Events	81,295	66,000	123%
6235 · Senior Citizen Projects	4,500	4,500	100%
6255 · Town Meetings	6,441	6,000	107%
6320 · Wireless Communications			
6550 · Insurance - Liability	3,102	2,000	155%
6825 · Membership	18,973	20,000	95%
6835 · Travel	8,843	14,000	63%
Total Expense	300,015	323,510	93%
Net Ordinary Income	-300,015	-323,510	93%
Net Income	-300,015	-323,510	93%

Town of Bladensburg
Town Administrator FY25
July 2024 through May 2025

	<u>Jul '24 - May 25</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	139,129	156,760	89%
6030 · FICA	10,468	11,992	87%
6040 · Health Insurance	23,735	24,557	97%
6050 · Pension	13,656	17,134	80%
6060 · Workers Comp		500	
Total 6000 · Compensation	186,988	210,943	89%
6110 · Tuition Reimbursement		1,000	
6140 · Professional Developm...	2,186	4,000	55%
6160 · Employee Recognition	2,658		
6255 · Town Meetings	1,783	5,000	36%
6260 · Transportation	35,099	60,000	58%
6320 · Wireless Communicatio...			
6560 · Legal	85,317	40,000	213%
6580 · Contractual Services	106,899	125,000	86%
6810 · Advertising	25,523	30,000	85%
6820 · Website	2,700	4,000	68%
6825 · Membership	1,310	1,000	131%
6835 · Travel	2,759	5,000	55%
Total Expense	453,222	485,943	93%
Net Ordinary Income	-453,222	-485,943	93%
Net Income	<u>-453,222</u>	<u>-485,943</u>	<u>93%</u>

Town of Bladensburg
Town Clerk FY25
July 2024 through May 2025

	Jul '24 - May 25	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	219,776	255,963	86%
6020 · Overtime	8,746	10,000	87%
6030 · FICA	16,882	20,346	83%
6040 · Health Insurance	45,455	29,078	156%
6050 · Pension	18,206	27,977	65%
6060 · Workers Comp		500	
Total 6000 · Compensation	309,065	343,864	90%
6110 · Tuition Reimbursement		2,000	
6140 · Professional Development	7,971	3,000	266%
6240 · Memorials	316	2,000	16%
6270 · Historic Promotion		2,402	
6320 · Wireless Communications			
6460 · Software Contract	11,294	15,000	75%
6570 · Equipment Lease	5,751	8,000	72%
6825 · Membership	857	500	171%
6835 · Travel	2,911	1,500	194%
6850 · Office Supplies	11,352	8,000	142%
6855 · Postage	1,115	3,000	37%
6880 · Election Costs	4,174	8,000	52%
6890 · Utilities	6,609	7,000	94%
Total Expense	361,414	404,266	89%
Net Ordinary Income	-361,414	-404,266	89%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay	18,056		
Total Other Expense	18,056		
Net Other Income	-18,056		
Net Income	-379,470	-404,266	94%

Town of Bladensburg
Finance FY25
July 2024 through May 2025

	Jul '24 - May 25	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	210,783	237,792	89%
6020 · Overtime	2,040	1,000	204%
6030 · FICA	16,232	18,191	89%
6040 · Health Insurance	10,390	10,821	96%
6050 · Pension	23,807	25,991	92%
6060 · Workers Comp		500	
Total 6000 · Compensation	263,251	294,295	89%
6110 · Tuition Reimbursement		4,000	
6140 · Professional Developm...	1,920	2,000	96%
6150 · Payroll Service	9,327	8,000	117%
6320 · Wireless Communicatio...			
6460 · Software Contract	3,747	2,500	150%
6510 · Audit	25,000	15,000	167%
6520 · Bank Charges	5,312	5,000	106%
6530 · Bad Debts	882	8,000	11%
6550 · Insurance - Liability	17,825	10,000	178%
6825 · Membership	295	500	59%
6835 · Travel		1,000	
6855 · Postage	10		
Total Expense	327,569	350,295	94%
Net Ordinary Income	-327,569	-350,295	94%
Other Income/Expense			
Other Expense			
6950 · Debt Service	17,299	47,000	37%
Total Other Expense	17,299	47,000	37%
Net Other Income	-17,299	-47,000	37%
Net Income	-344,869	-397,295	87%

Town of Bladensburg
General and Administrative Combined
July 2024 through May 2025

	<u>Jul '24 - May 25</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	569,688	650,515	88%
6020 · Overtime	10,785	11,000	98%
6030 · FICA	43,581	50,529	86%
6040 · Health Insurance	79,580	64,456	123%
6050 · Pension	55,669	71,102	78%
6060 · Workers Comp		1,500	
Total 6000 · Compensation	759,304	849,102	89%
6110 · Tuition Reimbursement		7,000	
6140 · Professional Developm...	12,077	9,000	134%
6150 · Payroll Service	9,327	8,000	117%
6160 · Employee Recognition	2,658		
6240 · Memorials	316	2,000	16%
6255 · Town Meetings	1,783	5,000	36%
6260 · Transportation	35,099	60,000	58%
6270 · Historic Promotion		2,402	
6320 · Wireless Communicati...			
6460 · Software Contract	15,040	17,500	86%
6510 · Audit	25,000	15,000	167%
6520 · Bank Charges	5,312	5,000	106%
6530 · Bad Debts	882	8,000	11%
6550 · Insurance - Liability	17,825	10,000	178%
6560 · Legal	85,317	40,000	213%
6570 · Equipment Lease	5,751	8,000	72%
6580 · Contractual Services	106,899	125,000	86%
6810 · Advertising	25,523	30,000	85%
6820 · Website	2,700	4,000	68%
6825 · Membership	2,462	2,000	123%
6835 · Travel	5,671	7,500	76%
6850 · Office Supplies	11,376	8,000	142%
6855 · Postage	1,126	3,000	38%
6880 · Election Costs	4,174	8,000	52%
6890 · Utilities	6,609	7,000	94%
Total Expense	1,142,230	1,240,504	92%
Net Ordinary Income	-1,142,230	-1,240,504	92%
Other Income/Expense			
Other Expense			
6950 · Debt Service	17,299	47,000	37%
6970 · Capital Outlay	18,056		
Total Other Expense	35,355	47,000	75%
Net Other Income	-35,355	-47,000	75%
Net Income	<u>-1,177,585</u>	<u>-1,287,504</u>	<u>91%</u>

Town of Bladensburg
Public Safety and Automated Traffic Enforcement FY25
July through May 2025

	Jul '24 - May 25	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	3,057,740	3,804,792	80%
6020 · Overtime	393,481	350,000	112%
6030 · FICA	255,727	317,842	80%
6040 · Health Insurance	691,576	708,706	98%
6050 · Pension	318,671	415,864	77%
6060 · Workers Comp	247,500	250,000	99%
Total 6000 · Compensation	4,964,694	5,847,204	85%
6110 · Tuition Reimbursement		20,000	
6120 · Uniforms	45,431	80,000	57%
6130 · Recruitment	17,895	16,000	112%
6140 · Professional Development	27,967	50,000	56%
6160 · Employee Recognition	14,626	14,000	104%
6230 · Community Events	29,930	20,000	150%
6310 · Telephone	26,312	32,000	82%
6320 · Wireless Communications	59,436	60,000	99%
6330 · Communications Contracts	42,957	40,000	107%
6350 · Internet Access	4,764	7,000	68%
6360 · Data Fees			
6420 · Computer Expense	1,418	40,000	4%
6440 · IT Support	85,806	142,500	60%
6460 · Software Contract	54,766	60,000	91%
6545 · Insurance - Auto	66,741	50,000	133%
6550 · Insurance - Liability	55,163	50,000	110%
6570 · Equipment Lease	40,115	10,000	401%
6580 · Contractual Services	107,161	120,000	89%
6590 · Automated Traffic Enforcement	110,817	125,000	89%
6620 · Fuel	120,041	115,000	104%
6640 · Vehicle Repairs and Maintenance	36,153	40,000	90%
6650 · Vehicle Body Repairs	1,771	25,000	7%
6670 · Equipment Maintenance			
6680 · Weapon Repairs and Supplies	10,519	15,000	70%
6825 · Membership	3,812	10,000	38%
6835 · Travel	2,275	8,000	28%
6850 · Office Supplies	7,802	15,000	52%
6855 · Postage	4,103	3,000	137%
6865 · Supplies	1,629	20,000	8%
6870 · K9 Supplies	14,779	15,000	99%
6885 · Finger Printing	1,088	1,000	109%
6890 · Utilities	15,422	20,000	77%
Total Expense	5,975,392	7,070,704	85%
Net Ordinary Income	-5,975,392	-7,070,704	85%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay	188,304	150,594	125%
Total Other Expense	188,304	150,594	125%
Net Other Income	-188,304	-150,594	125%
Net Income	-6,163,695	-7,221,298	85%

Town of Bladensburg
Public Works FY25
July 2024 through May 2025

	Jul '24 - May 25	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	379,453	410,908	92%
6020 · Overtime	18,555	10,000	186%
6030 · FICA	30,154	32,199	94%
6040 · Health Insurance	104,786	86,499	121%
6050 · Pension	36,418	44,912	81%
6060 · Workers Comp	27,500	40,000	69%
Total 6000 · Compensation	596,867	624,518	96%
6110 · Tuition Reimbursement		3,500	
6120 · Uniforms	4,224	4,000	106%
6140 · Professional Development	140	2,000	7%
6350 · Internet Access	2,111	3,000	70%
6570 · Equipment Lease	45,787		
6620 · Fuel	17,990	20,000	90%
6640 · Vehicle Repairs and Maintena...	6,498	20,000	32%
6670 · Equipment Maintenance	1,387	10,000	14%
6710 · Building Maintenance	162,711	50,000	325%
6720 · Grounds Maintenance	24,201	30,000	81%
6740 · Street Lights	17,625	50,000	35%
6750 · Sanitation Contract	274,693	250,000	110%
6760 · Landfill Fees	13,704	15,000	91%
6770 · Building Supplies	9,747	12,000	81%
6790 · Janitorial Services	28,632	36,000	80%
6835 · Travel	1,542	500	308%
6860 · Shop Supplies	275	2,000	14%
6890 · Utilities	25,898	28,000	92%
6900 · Grants - Restricted			
Total Expense	1,234,032	1,160,518	106%
Net Ordinary Income	-1,234,032	-1,160,518	106%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay			
6979 · Highway User Projects	165,444	150,000	110%
6970 · Capital Outlay - Other			
Total 6970 · Capital Outlay	165,444	150,000	110%
Total Other Expense	165,444	150,000	110%
Net Other Income	-165,444	-150,000	110%
Net Income	-1,399,476	-1,310,518	107%

Town of Bladensburg
FY24 Actuals vs. Budget
July 2024 through May 2025

	Jul '24 - May 25	Budget	% of Budget
Ordinary Income/Expense			
Income			
4000 · Property Taxes			
4020 · Real Estate Taxes	4,487,307	4,560,000	98%
4040 · Business Personal Property Tax	582,941	795,000	73%
4060 · Personal Property Tax - Other	330,554	330,000	100%
Total 4000 · Property Taxes	5,400,803	5,685,000	95%
4100 · Income Tax	470,839	650,000	72%
4200 · Other Local Taxes			
4220 · Admissions and Amusement Tax	2,004	20,000	10%
Total 4200 · Other Local Taxes	2,004	20,000	10%
4300 · Licenses and Permits			
4310 · Local Business Licenses	21,235	80,000	27%
4320 · County Traders License	7,954	15,000	53%
4370 · Cable Franchise Fees	82,726	120,000	69%
Total 4300 · Licenses and Permits	111,915	215,000	52%
4400 · Federal Funding			
4410 · Federal Earmark		1,000,000	
4400 · Federal Funding - Other	79,124	78,491	101%
Total 4400 · Federal Funding	79,124	1,078,491	7%
4500 · State Funding			
4510 · Highway User Revenues	174,179	327,766	53%
4520 · Police Aid	162,690	300,000	54%
4540 · Police Grants	69,186		
4550 · Bond Bill		1,200,000	
Total 4500 · State Funding	406,055	1,827,766	22%
4600 · County Funding			
4620 · County Disposal Fee Rebate		22,484	
4640 · Bank Stock	2,372	2,372	100%
Total 4600 · County Funding	2,372	24,856	10%
4700 · Service Charges			
4720 · Local Fines/Fees	27,065	40,000	68%
4730 · Copier Fees	580	3,000	19%
4740 · Fingerprinting		1,000	
4770 · Automated Traffic Enforcement	580,137	1,500,000	39%
4780 · Red Light Camera		537,000	
Total 4700 · Service Charges	607,782	2,081,000	29%
4800 · Other Revenues			
4810 · Insurance Reimbursement	101,980	50,000	204%
4830 · Property Rental	33,750	42,000	80%
4840 · Vehicle Deployment	11,800	7,000	169%
4870 · Misc. Revenues	19,035	2,000	952%
4880 · Interest Earned	271,956	250,000	109%
Total 4800 · Other Revenues	438,520	351,000	125%
4900 · Restricted Revenues			
4950 · Community Legacy - Restricted	150,000	150,000	100%
4960 · CDBG Construction Grant	290,000	167,000	174%
4970 · Other Grants	25,850	172,500	15%
4900 · Restricted Revenues - Other			
Total 4900 · Restricted Revenues	465,850	489,500	95%

Town of Bladensburg
FY24 Actuals vs. Budget
July 2024 through May 2025

	Jul '24 - May 25	Budget	% of Budget
4999 · Transfer from Fund Balance		575,114	
Total Income	7,985,264	12,997,727	61%
Gross Profit	7,985,264	12,997,727	61%
Expense			
6000 · Compensation			
6010 · Regular Pay	4,061,346	4,928,923	82%
6020 · Overtime	422,821	371,000	114%
6030 · FICA	333,465	405,367	82%
6040 · Health Insurance	923,319	905,312	102%
6050 · Pension	414,399	538,732	77%
6060 · Workers Comp	275,000	292,000	94%
Total 6000 · Compensation	6,430,349	7,441,334	86%
6110 · Tuition Reimbursement		30,500	
6120 · Uniforms	49,655	84,000	59%
6130 · Recruitment	17,895	16,000	112%
6140 · Professional Development			
6145 · Council Business Development	20,189	26,000	78%
6140 · Professional Development - Ot...	40,184	61,000	66%
Total 6140 · Professional Development	60,373	87,000	69%
6150 · Payroll Service	9,327	8,000	117%
6160 · Employee Recognition	31,471	29,000	109%
6210 · Council Projects	1,000	2,500	40%
6220 · Community Initiatives			
6221 · Housing Assistance			
6222 · Business/Non-Profit Assistance			
6223 · Food Assistance	50,522	50,000	101%
6224 · Monitoring	1,439	891	161%
6220 · Community Initiatives - Other	10,863	11,000	99%
Total 6220 · Community Initiatives	62,823	61,891	102%
6225 · Community Grants			
6226 · Fire Department Donation	30,000	30,000	100%
6227 · Scholarships		5,000	
6225 · Community Grants - Other	2,000	12,000	17%
Total 6225 · Community Grants	32,000	47,000	68%
6230 · Community Events	111,225	86,000	129%
6235 · Senior Citizen Projects	4,500	4,500	100%
6240 · Memorials	316	2,000	16%
6255 · Town Meetings	8,225	11,000	75%
6260 · Transportation	35,099	60,000	58%
6270 · Historic Promotion		2,402	
6310 · Telephone	26,312	32,000	82%
6320 · Wireless Communications	59,436	60,000	99%
6330 · Communications Contracts	42,957	40,000	107%
6350 · Internet Access	6,874	10,000	69%
6360 · Data Fees			
6420 · Computer Expense	1,418	40,000	4%
6440 · IT Support	85,806	142,500	60%
6460 · Software Contract	69,807	77,500	90%
6510 · Audit	25,000	15,000	167%
6520 · Bank Charges	5,312	5,000	106%
6530 · Bad Debts	882	8,000	11%
6545 · Insurance - Auto	66,741	50,000	133%
6550 · Insurance - Liability	76,090	62,000	123%
6560 · Legal	85,317	40,000	213%
6570 · Equipment Lease	91,653	18,000	509%

Town of Bladensburg
FY24 Actuals vs. Budget
July 2024 through May 2025

	Jul '24 - May 25	Budget	% of Budget
6580 · Contractual Services	222,935	250,600	89%
6590 · Automated Traffic Enforcement	110,817	125,000	89%
6620 · Fuel	138,031	135,000	102%
6640 · Vehicle Repairs and Maintenance	42,650	60,000	71%
6650 · Vehicle Body Repairs	1,771	25,000	7%
6670 · Equipment Maintenance	1,387	10,000	14%
6680 · Weapon Repairs and Supplies	10,519	15,000	70%
6710 · Building Maintenance	162,711	50,000	325%
6720 · Grounds Maintenance	24,201	30,000	81%
6740 · Street Lights	17,625	50,000	35%
6750 · Sanitation Contract	274,693	250,000	110%
6760 · Landfill Fees	13,704	15,000	91%
6770 · Building Supplies	9,747	12,000	81%
6790 · Janitorial Services	28,632	36,000	80%
6810 · Advertising	25,523	30,000	85%
6820 · Website	2,700	4,000	68%
6825 · Membership	25,246	32,000	79%
6835 · Travel	18,331	30,000	61%
6850 · Office Supplies	19,178	23,000	83%
6855 · Postage	5,229	6,000	87%
6860 · Shop Supplies	275	2,000	14%
6865 · Supplies	1,629	20,000	8%
6870 · K9 Supplies	14,779	15,000	99%
6880 · Election Costs	4,174	8,000	52%
6885 · Finger Printing	1,088	1,000	109%
6890 · Utilities	47,929	55,000	87%
6900 · Grants - Restricted			
6920 · Community Legacy	194,627	150,000	130%
6930 · CDBG	325,011	167,000	195%
6935 · Other Grants	9,891	10,000	99%
6940 · Highway User Projects			
6900 · Grants - Restricted - Other	4,500		100%
Total 6900 · Grants - Restricted	534,029	327,000	163%
Total Expense	9,257,396	10,189,727	91%
Net Ordinary Income	-1,272,132	2,808,000	-45%
Other Income/Expense			
Other Expense			
6950 · Debt Service	17,299	47,000	37%
6970 · Capital Outlay			
6972 · Long Term Capital Projects	249,083	2,311,000	11%
6979 · Highway User Projects	195,215	150,000	130%
6970 · Capital Outlay - Other	355,762	300,000	119%
Total 6970 · Capital Outlay	800,060	2,761,000	29%
Total Other Expense	817,359	2,808,000	29%
Net Other Income	-817,359	-2,808,000	29%
Net Income	-2,089,492		100%

Department of Public Works
Report for May, 2025



Submitted by
Purnell Hall

Public Works activities for May, 2025:

During the month of May, Public Works worked on the following activities:

1. Public Works has been working hard and quickly to repair flooring and walls at the PW building. We are back in.



2. Four of the Public Works guys attended the Sustainable Stormwater Maintenance class held here in the Town Hall.



3. Public Works is not only a landscaping crew. These guys tackle any job task thrown their way.



4. Mr. Hall has been working with Ms. Watson on Taussig Rd sidewalk improvement project.
5. Public Works guys has really put their heads together. They have planted flower all throughout the Town. It makes the Town look real beautiful. They learned a lot from **America in Bloom.**



6. As we all know it's the season for the grass cutting. Public Works as been maintaining about 11-12 acres every year.
7. Public Works keep the Town clean not only with litter pick up. The guys weed eat all Town owned sidewalks.
8. Made sure janitor had all the supplies needed to complete the job daily.

Measured in tons

Brush	.53
Building material	1.02
Condominium bulk pick up	1.78

Ground Maintenance:

The Public Works crew is committed to keeping the Town clean and beautiful and as a result we have picked up litter in the following areas of the Town.

- a. Annapolis Road Pedestrian Tunnel
- b. The Industrial Area
- c. The alley-way in between 55th Ave. and 56th Ave.

Meetings:

1. Department Head meeting
2. Firework meeting

Please Help Keep Bladensburg Clean we CARE!

- In order for the Department of Public Works to keep the Town clean and litter free, we need a little help from our residents as well.
1. Pick up litter in front of your property. (Curb line as well)
 2. Please put trash/recycling in the proper container with the lid closed. It helps keep the Town neat and clean.



If you have leaves for pick up, please place them in paper yard waste bags or trash cans marked with and X for pick up on **MONDAYS.**



Resident's Please Don't Litter in your community.....



Notice: Styrofoam is not recyclable. Please put Styrofoam out on the trash collection day. (Tuesday and Friday)



Reminder: Recycling is collected on Mondays with Yard Waste.



Please make sure you put your trash and recycling out the night before the collection day.

Bulk Trash collection: **Every Friday** you must call 301-773-2069 Thursday before 2pm to be added to the list for Friday pick up. Remember mattresses/box spring must be covered.

