

**Caroline County
Board of Supervisors Agenda
Executive Summary**

Meeting Date: **December 14, 2021**

Title: **Consent Agenda – Supplemental Appropriation for Continued
Disinfecting Services (Enhanced Cleaning)**

(Check Mark)

<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Closed Meeting
<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> No Action (Information Only)	<input type="checkbox"/> Ordinance
<input type="checkbox"/> Resolution	<input type="checkbox"/> PowerPoint Presentation

Summary: Attached is a memorandum from Director of Public Works/Utilities Joseph Schiebel requesting the extension of enhanced disinfecting services from the vendor PBM (Professional Building Maintenance). The existing services are set to expire at the end of December after being renewed effective July 1, 2021.

PBM personnel perform multiple daily disinfecting at numerous County buildings as detailed in Mr. Schiebel’s memorandum. Staff believes it is prudent to keep the existing services in place given the ongoing status of the pandemic and the appearance of additional COVID-19 variants.

Budget Impact: The cost to maintain the services from January 1, 2022 through June 20, 2022 is \$47,400. Because there are no unallocated ARPA funds to apply to this expense at this time (this could change if additional broadband related funds become available or the funds allocated for the COVID-19 vaccine mandate are not needed), the proposed source of funds is the FY 2021/2022 Undesignated General Fund Balance.

Requested Action from Board of Supervisors: Approve supplemental appropriation of \$47,400 to the FY 2021/2022 General Properties budget (Other Contractual Services) as outlined above

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MEMORANDUM

TO: Charles M. Culley, Jr.
County Administrator

FROM: Joseph C. Schiebel
Director of Public Works/Utilities

DATE: December 6, 2021

REGARDING: **Additional Disinfecting**

The Board of Supervisors previously extended additional disinfecting services from July 1, 2021 thru December 31, 2021. These services have been provided through our contract with custodial vendor, Professional Building Maintenance (PBM) and are set to expire at the end of the month.

PBM has been utilizing two full-time employees to perform multiple daily disinfecting of the Ladysmith, Dawn, and Bowling Green Libraries, the Administration Building, both Courthouses, the Planning Department, Main Rec Park restrooms, the Visitor's Center, the common areas of the Caroline County Community Services Center, Parks & Rec areas, and the Sheriff's Office buildings. Public spaces, as well as high traffic employee areas, are treated multiple times daily.

As you are aware, the approved ARRA (American Rescue Plan Act) funding for these services will expire at the end of December. Due to recent COVID-19 variants and the potential for a new wave of infections, staff is requesting that the Board appropriate funding to continue the extra disinfecting services through June of 2022.

The cost to continue with the current disinfecting program through June, 2022 is approximately \$47,400.