

MINUTES  
OF THE  
MEETING OF THE  
BOARD OF PUBLIC WORKS  
MAY 15, 2013

**BOARD OF PUBLIC WORKS**

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**MAY 15, 2013**

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**MINUTES OF THE MEETING OF  
THE BOARD OF PUBLIC WORKS, MAY 15, 2013**

The Board of Public Works met in the Governor's Reception Room, State House, Annapolis, Maryland, on Wednesday, May 15, 2013.

Board Members present:

The Honorable Martin O'Malley, Governor  
The Honorable Nancy K. Kopp, Treasurer  
The Honorable Peter Franchot, Comptroller

Also present:

Al Collins, Secretary, Department of General Services  
Eloise Foster, Secretary, Department of Budget & Management

**CONSTRUCTION:**

General Construction Project Contingency Fund 1988  
Maryland Consolidated Capital Bond Loan of 2005  
Maryland Consolidated Capital Bond Loan of 2006  
Maryland Consolidated Capital Bond Loan of 2007  
Maryland Consolidated Capital Bond Loan of 2008  
Maryland Consolidated Capital Bond Loan of 2009  
Maryland Consolidated Capital Bond Loan of 2010  
Maryland Consolidated Capital Bond Loan of 2011  
Maryland Consolidated Capital Bond Loan of 2012

On items where payments are to be made from proceeds of the above listed bond issues, full regard is given to the provisions of each Act and its prospective amendments.

Except as otherwise provided in these Acts, before the State agency or institution responsible for an individual item may begin work with funds secured under the Act, the agency or institution shall provide satisfactory assurances to the Board of Public Works that the work described in the individual items can be completed with the funds specified for that item.

If federal funds are available to help accomplish any project identified in these Acts, the State agency or institution responsible for the project shall make efforts through proper administrative procedures to obtain these federal funds. Before spending any funds secured under these Acts, the agency or institution shall certify its efforts to the Board of Public Works and state the reason for any failure to obtain federal funds. If federal funds are obtained, they shall be used to defray the costs of the project described in these Acts, not to expand its scope.

**BOARD OF PUBLIC WORKS**

**MAY 15, 2013**

**SECRETARY'S AGENDA**

Contact: Andrew Ross, 410-767-2116  
[aross@ooa.state.md.us](mailto:aross@ooa.state.md.us)

**1. DEPARTMENT OF AGING**

The Secretary of Aging recommends the following grant:

**Recipient:** Baltimore City

**Project:** Waxter Center for Senior Citizens

**Amount:** \$350,000

**Purpose:** Renovation

**Authority:** MCCBL 2012 (Chapter 444, 2012 Maryland Laws): *Provide grants to ... design construct, renovate and equip senior citizens activities centers.*

**Funding Sources:**

Department of Aging (this Item)	<b>\$ 350,000</b>
Baltimore City	<b>\$ 350,000</b>
Total	<b>\$ 700,000</b>

**Description:** Baltimore City plans to renovate key areas of the 36-year old flagship Waxter Senior Center to meet ADA compliance, and fulfill life-safety and programmatic needs. The six public bathrooms do not meet ADA regulations and must be upgraded. A 4,000 square foot underused area on the first floor will be converted into a therapeutic exercise area. The therapeutic-pool locker room does not meet ADA regulations and will be upgraded to ensure ADA compliance. The center now has almost 2000 members, with an average daily attendance of approximately 100 members. These figures are expected to rise significantly when the facility is upgraded.

The Department of Aging has determined that the cost includes sufficient amounts for the project to conform to building, fire, handicapped access and all other code requirements, and that the project may be reasonably completed with the funds being requested.

**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**    
 **DISAPPROVED**    
 **DEFERRED**    
 **WITHDRAWN**  
 **WITH DISCUSSION** ✓    
 **WITHOUT DISCUSSION**

## BOARD OF PUBLIC WORKS

MAY 15, 2013

## SECRETARY'S AGENDA

Norman Astle (410) 841-5864  
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2. **DEPARTMENT OF AGRICULTURE**  
*Maryland Agricultural Cost-Share Program Grant Requests*

**Recommendation:** That the Board of Public Works approves funding a total of 37 individual grants under the Maryland Agricultural Cost-Share Program.

Total submission amount: \$593,100

Agreement #	Recipient	County	Amount
AT-2013-2632	MEADOW BLUFF FARM	Cecil	31,100
AT-2013-2635	SWAN POINT FARM, LLC	Kent	2,200
AT-2013-2636	SWAN POINT FARM, LLC	Kent	1,300
CR-2013-2637	WILLIAM A. MOORE, JR	Queen Anne's	6,800
CR-2013-2649	MERVYN J. DOWNES, SR	Caroline	13,400
CR-2013-2650	MERVYN J. DOWNES, SR	Caroline	8,000
CR-2013-2651	MERVYN J. DOWNES, SR	Caroline	4,800
CR-2013-2652-B	GARY A. GEISEL	Caroline	2,100
CR-2013-2653	GARY A. GEISEL	Caroline	15,300
LS-2013-2085	LEONARD H. BILLINGSLEA	Harford	16,400
LS-2013-2563	THOMAS W. GALBREATH, JR.	Harford	11,200
LS-2013-2639	MCGUIRK BROTHERS, LLC.	Harford	13,700
MP-2013-2609	S. BRUCE DARNER	Frederick	2,500
MP-2013-2610	JOHN W. MOXLEY	Frederick	9,600
MP-2013-2611	JOHN A. KABLE	Carroll	6,700
MP-2013-2612	RICHARD L. GROSSNICKLE	Frederick	24,900
MP-2013-2613	RICHARD L. GROSSNICKLE	Frederick	12,200
MP-2013-2614	RICHARD L. GROSSNICKLE	Frederick	22,900
MP-2013-2615	RICHARD L. GROSSNICKLE	Frederick	31,300
MP-2013-2616	DELL'S GENERATION FARMS	Carroll	5,200
MP-2013-2617	DELL'S GENERATION FARMS	Carroll	5,800
MP-2013-2618	DELL'S GENERATION FARMS	Carroll	7,100
MP-2013-2619	DELL'S GENERATION FARMS	Carroll	12,100
MP-2013-2629	KEITH E. WARNER	Carroll	3,100
MP-2013-2630	KEITH E. WARNER	Carroll	6,600
MP-2013-2631	KEITH E. WARNER	Carroll	1,900

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MAY 15, 2013

SECRETARY'S AGENDA

2. DEPARTMENT OF AGRICULTURE (cont'd)  
*Maryland Agricultural Cost-Share Program Grant Requests*

Agreement #	Recipient	County	Amount
MP-2013-2633	JAMES E. MC KEEVER, JR	Frederick	19,400
MP-2013-2634	JOHN V. GLICK	Frederick	7,300
MP-2013-2644	HERMAN J. STEFFEN	Carroll	11,700
MP-2013-2645	WAYNE E. RHODERICK	Frederick	77,800
MP-2013-2646	WAYNE E. RHODERICK	Frederick	6,800
MP-2013-2648	CLYDE C. CRUM & SON, INC.	Frederick	42,100
PR-2013-2638	RANDY BUI	Worcester	37,400
RS-2013-2508	ROCK HILL ORCHARD, LLC	Montgomery	67,100
RS-2013-2509	ROCK HILL ORCHARD, LLC	Montgomery	6,800
RS-2013-2622	LIPPY BROTHERS FARMS ST	Baltimore	27,100
RS-2013-2654	DELL BROTHERS, INC.	Carroll	11,400

**Fund Source:** MCCBL of 2011/Item 11071: *Provide funds for assistance for the implementation of best management practices that reduce soil and nutrient runoff from Maryland farms.*

**Authority:** "Cost-Sharing - Water Pollution Control" Sections 8-701 to 8-705, Agricultural Article, Maryland Code; COMAR 15.01.05

**Remarks:** The Maryland Department of Agriculture has determined that each of these projects is eligible for cost-share funds. Each project has received technical certification from the appropriate Soil Conservation District Office. The farmer has signed the requisite cost-share agreement and accepts the grant conditions.

BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:

**APPROVED**     
  **DISAPPROVED**     
  **DEFERRED**     
  **WITHDRAWN**  
 **WITH DISCUSSION**     
  **WITHOUT DISCUSSION**

**BOARD OF PUBLIC WORKS**

**MAY 15, 2013**

**SECRETARY'S AGENDA**

Contact: Doldon Moore 410-260-7791  
doldon.moore@maryland.gov

**3. BOARD OF PUBLIC WORKS  
*Wetlands Licenses***

Approval is requested of the following applications for wetlands licenses for projects involving dredging or filling or both in the navigable waters of Maryland. The Board of Public Works' Wetlands Administrator recommends that a license be granted as proposed in the Department of the Environment's Report and Recommendation.

*Authority:* Title 16, Environment Article, Maryland Code; COMAR 23.02.04.

**ANNE ARUNDEL COUNTY**

- 12-1358                    SHIPWRIGHT HARBOR MARINA – To dredge a marina area, emplace a revetment, and provide for a 6-year maintenance period Tracy's and Rockhold creeks, Deale
- 12-1199                    \*T. HEYER, M. LINDLEY, J. CHACONAS – To install a stone sill, to replace a pier, and to fill, grade, and plant marsh vegetation along an eroding shoreline – Severn River, Annapolis
- 13-0149                    TIMOTHY CYR – To emplace a stone revetment, timber bulkhead, and a stone groin – Cattail Creek, Severna Park

\*NOTE: In FY2013, BPW has approved 11.01 acres of living shoreline (as of 5/1/13).

**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

<b>APPROVED</b>	<b>DISAPPROVED</b>	<b>DEFERRED</b>	<b>WITHDRAWN</b>
<b>WITH DISCUSSION</b>		<b>WITHOUT DISCUSSION</b>	

**BOARD OF PUBLIC WORKS**

**MAY 15, 2013**

**SECRETARY'S AGENDA**

Contacts: Jean Peterson (410) 514-7358 peterson@mdhousing.org  
George Eaton (410) 514-7348 eaton@mdhousing.org

**4. DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

**RECOMMENDATION:** That the Board of Public Works approve releasing the deeds of trust on seven properties that received loans from DHCD's Down Payment and Settlement Expense Loan Program. The deeds of trust are second mortgages; the borrowers are selling their property in lieu of foreclosure to pay off the first mortgage owed to DHCD, and the borrowers have requested a release of the deed of trust securing the second mortgage on the basis of a hardship (e.g., loss of income due to unemployment or illness). Borrowers will sign a promissory note in the amount of the outstanding principal of the second mortgage.

**LOAN AUTHORITY:** Down Payment and Settlement Expense Loan Program  
Housing and Community Development  
Article §§ 4-301-4-309, Maryland Code

**AUTHORITY TO RELEASE SECURITY INTEREST:** State Finance and Procurement  
Article §§ 10-305, Maryland Code

**A. Loan Recipient:** Latarsha Baggott  
5313 Eleanor Brooke Way, Upper Marlboro, MD 20772  
Prince George's County

Original Loan: \$10,000  
Current Balance: \$10,000  
Type: Second Mortgage

**B. Loan Recipients:** Tyler and Meghan Clark  
111 West Walnut Street, Hebron, MD 21830  
Wicomico County

Original Loan: \$5,000  
Current Balance: \$5,000  
Type: Second Mortgage



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SECRETARY'S AGENDA

4. DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (cont'd)

- C. **Loan Recipient:** Jasmine Oakley  
1070 Dorset Drive, Waldorf, MD 20602  
Charles County  
Original Loan: \$5,000  
Current Balance: \$5,000  
Type: Second Mortgage
- D. **Loan Recipient:** Kerry Romig, Jr.  
11009 Chillum Road, #204, Hyattsville, MD 20782  
Prince George's County  
Original Loan: \$10,000  
Current Balance: \$10,000  
Type: Second Mortgage
- E. **Loan Recipient:** Michele Russo  
8147 Gray Haven Road, Baltimore, MD 21222  
Baltimore County  
Original Loan: \$5,000  
Current Balance: \$5,000  
Type: Second Mortgage
- F. **Loan Recipient:** Denise Williams  
15616 Everglade Lane, #203, Bowie, MD 20716  
Prince George's County  
Original Loan: \$5,000  
Current Balance: \$5,000  
Type: Second Mortgage
- G. **Loan Recipients:** Davis and Jillian Yoho  
544 Wellington Court, Frederick, MD 21703  
Frederick County  
Original Loan: \$5,000  
Current Balance: \$5,000  
Type: Second Mortgage

BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS

APPROVED     
  DISAPPROVED     
  DEFERRED     
  WITHDRAWN  
                                 
 WITH DISCUSSION     
                                 
 WITHOUT DISCUSSION

**BOARD OF PUBLIC WORKS**

**MAY 15, 2013**

**SECRETARY'S AGENDA**

Contacts: Patricia Sylvester 410-514-7481 [sylvester@dhcd.state.md.us](mailto:sylvester@dhcd.state.md.us)  
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**5. DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

**BORROWER:** Homes for Booth Street Limited Partnership

**PROJECT:** Leonard Apartments  
800 Booth Street  
Salisbury, Wicomico County, 21801

**AUTHORITY:** §§ 4-1501 *et. seq.*, Housing & Comm. Dev't Article, Annotated Code of Maryland  
COMAR 05.05.01

*Rental Housing Works* finances rental housing to be occupied by individuals with incomes of 60% and below of the area median income.

**LOAN AMOUNT:** \$871,200

**FUND SOURCE:** MCCBL of 2012 (Chapter 444, 2012 Maryland Laws): *Rental Housing Works –Provide funds for rental housing developments that serve low and moderate-income households*

**COLLATERAL:** Deed of Trust

**DESCRIPTION:** The borrower will acquire and rehabilitate a 66-unit rental housing development for occupancy by off-farm laborer households in Salisbury, Wicomico County. The development will offer a mix of affordable one, two, three and four-bedroom units. The project sponsor is Homes for America. The Rental Housing Works loan will be used to partially finance the project, which consists of 10 one- and two story townhome buildings and one community building. All 66 units will serve households with incomes at or below 50% of the area median income. Fifty-eight units will receive U.S Department of Agriculture rent subsidies. Eight units will be restricted to households that do not exceed 50% of the area median income.

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SECRETARY'S AGENDA

5. DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (cont'd)

<u>Funds</u>	<u>Amount</u>
<b>Rental Housing Works (this Item)</b>	<b>\$ 871,200</b>
MBP FHA Risk Sharing Program-Tax-Exempt Loan (excludes short-term tax exempt bond loan of \$900,000)	1,295,000
USDA Assumption	400,000
Tax Credit Equity	1,338,487
MHRP Loan	667,382
EmPOWER Energy Grant	350,000
Deferred Development Fee	138,249
Interim Income	50,000
Maryland Affordable Housing Trust Grant	107,000
<b>Total</b>	<b>\$ 5,217,318</b>

The Department of Planning approved the project for consistency with the Economic Growth, Resource Protection, and Planning Policy (Project # SP 20121120-5477) on December 12, 2012.

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BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS

APPROVED     
  DISAPPROVED     
  DEFERRED     
  WITHDRAWN  
 WITH DISCUSSION ✓     
  WITHOUT DISCUSSION

**BOARD OF PUBLIC WORKS**

**MAY 15, 2013**

**SECRETARY'S AGENDA**

Contact: Carol Gilbert (410) 514-7229 gilbert@mdhousing.org  
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**6. DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

**Recommendation:** That the Board of Public Works approve the Department of Housing and Community Development lending or granting general obligation bond proceeds for one loan and two grants to be awarded by Neighborhood BusinessWorks.

**AUTHORITY:** §§ 6-301 -- 6-311, Housing & Comm. Dev't Article,  
Annotated Code of Maryland;  
COMAR 05.13.01  
  
§ 8-301, State Finance and Procurement Article,  
Annotated Code of Maryland

**PROGRAM:** The Neighborhood Business Development Program operating as Neighborhood BusinessWorks, provides flexible gap financing for small businesses starting up or expanding in Sustainable Community Areas throughout Maryland (those areas that are locally designated for the targeting of neighborhood revitalization). Loans and grants are made to Maryland-based small businesses, local development corporations, microenterprises, and nonprofit organizations whose activities contribute to the broader revitalization of designated Sustainable Communities (e.g., reuse of vacant/underused buildings or providing needed goods or services to area residents). Financing may not exceed \$500,000 or half of total project costs. Loan applicants must provide cash of at least 5% of the total project cost.

**FUND SOURCE:** MCCBL of 2012 (Chapter 444, 2012 Maryland Laws): Neighborhood Business Development Program: *Provide funds for grants and loans to fund community-based economic development activities in revitalization areas designed by local governments.* Item SA24(B).

**A. BORROWER:** 407 PAA, LLC  
**LOAN AMOUNT:** \$500,000  
**PROJECT LOCATION:** 407 North Charles Street, Baltimore City  
**COLLATERAL:** Deed of Trust (second position) on 407 N. Charles St., Baltimore

**PROJECT:** The borrower, 407 PAA, LLC (Richard Naing) proposes to complete the historic renovation of the former Purnell Art Company building, a 14,000 SF townhouse office building, into a mixed use property consisting of one ground-level retail space, six apartment units and two parking garage spaces. This is a four-story (plus basement & sub-basement) office building with ground floor retail space. Borrower purchased the building at auction for \$568,000 in January 2012. By the time all the plans were submitted to Baltimore City for a building permit the City Building Code had changed and now requires a Sprinkler & Life Safety Fire Alarm System. Because the City's water pressure and water service line was inadequate for a sprinkler system, this required a new service, excavation of the public street and sidewalk, a new fire pump, a larger electric panel and new service to the building, as well as a redesign

## BOARD OF PUBLIC WORKS

MAY 15, 2013

## SECRETARY'S AGENDA

6. DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (cont'd)

**PROJECT:** (cont'd) of the building with new 2-hour fire rated walls. This work added significant costs. Due to these increased costs the project was temporarily halted. The primary lender, Carrollton Bank, has declined to provide additional construction funding which is why the borrower applied to DHCD for assistance to complete the project. The applicant has DHCD experience, having obtained Neighborhood BusinessWorks financing in 2009 to complete the historic renovation of the Hotel Brexton (this loan is in good standing). The project will help revitalize this historic part of Charles Street. The building is located next to the Sotto Sopra restaurant and faces the back of the Basilica of the National Shrine of the Assumption of the Blessed Virgin Mary.

**B. GRANTEE:** Eastern Shore Land Conservancy  
**GRANT AMOUNT:** \$500,000  
**PROJECT LOCATION:** Eastern Shore Conservation Center  
 114-130 S. Washington Street  
 Easton, Talbot County

**DESCRIPTION:** The Eastern Shore Conservation Center will transform a complex of abandoned historic buildings into a thriving hub of offices for nonprofit organizations and affiliated businesses. The project will create a central location for the Eastern Shore Land Conservancy and other allied organizations and businesses. ESLC is working with Atelier 11 Architects on the design of the project. Grant funds will be used to acquire a historic brick warehouse and a building containing four attached rowhouses located within Easton's National Register Historic District and for related predevelopment costs. Acquisition and predevelopment costs are estimated at \$1,200,000. Grantee will provide \$700,000 from other private contributors. Estimated project cost is \$6,300,000.

**C. GRANTEE:** Single Carrot Theatre  
**GRANT AMOUNT:** \$250,000  
**PROJECT LOCATION:** 2600 N Howard Street, Baltimore City

**DESCRIPTION:** The Single Carrot Theatre will collaborate with Seawall Development Co. to rehabilitate an abandoned car repair shop on North Howard Street. Grant funds will be used to build-out a performing arts space that will house the Single Carrot Theatre. The build out will include: theatre hall to seat 100 people; rehearsal space that will also serve as educational programming space; lobby; set construction space; and administrative office space. In addition to the theatre, project includes a restaurant with outdoor seating. This project will contribute to the revitalization of the Remington neighborhood, home of Millers Court and the Paper Moon Diner, by increasing the neighborhood amenities that are attractive to future residents. The total cost of the build-out is estimated at \$753,329. Other financial contributors include Joseph and Harvey Meyerhoff Family Charitable Funds (\$125,000) and Seawall Development Co (\$268,329) and the applicant contribution of \$110,000.

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BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION

**BOARD OF PUBLIC WORKS**

**MAY 15, 2013**

**SECRETARY'S AGENDA**

Contact: Catherine A. Kelly 410-576-6163  
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**7. MILITARY DEPARTMENT  
*Ferndale Volunteer Fire Company, Incorporated***

**Recommendation:** The Adjutant General of Maryland recommends that the Board of Public Works authorize a loan up to the amount of \$365,000.00 from the Volunteer Company Assistance Fund.

**Authority:** Sections 8-203 – 8-204, Public Safety Article, Maryland Code.

**Background:** The Maryland State Firemen's Association has approved the request of the volunteer fire company and certifies that its recommendation complies with the requirements of the Volunteer Company Assistance Fund as set forth in the Public Safety Article. The Association and the volunteer company have entered into an agreement that the loan will be used as represented and that give the State appropriate and adequate security in the equipment or facilities purchased. The Military Department supports this recommendation and verifies that the funds are available in the Volunteer Company Assistance Fund for this loan.

Requestor	Purpose	Reason	Loan Amount	Project Cost
Ferndale Vol. Fire Co, Inc. Anne Arundel Co.	Pumper	AA Co. recaptured unit	\$365,000.00	\$517,436.00

**Fund Source:** Appropriation Code: D50H0106  
PCA: MISV3  
OBJ: 1433  
FUND: 3001

**Term:** 10 year/annual payments                      **Interest Rate:** 2%

By approving this recommendation, the Board of Public Works authorizes the Treasurer to disburse money from the Volunteer Company Assistance Trust Fund (appropriated to the Department of the Military) to the Association in the name of the volunteer company.

**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**                       **DISAPPROVED**                       **DEFERRED**                       **WITHDRAWN**  
 **WITH DISCUSSION**                       **WITHOUT DISCUSSION**

**BOARD OF PUBLIC WORKS**

**MAY 15, 2013**

**SECRETARY'S AGENDA**

Contact: Charles C. Jackson 240-895-4412  
ccjackson@smcm.edu

**8. ST. MARY'S COLLEGE OF MARYLAND  
*Anne Arundel Hall Replacement***

**Recommendation:** Encumber capital funds for archaeological investigative work under the supervision of Historic St. Mary's City. The funds will be used to pay contractual archaeologists for archaeological field work as well as for supplies and equipment required in direct support of this effort.

**AMOUNT:** \$300,000

**FUND SOURCE:** MCCBL 2012 (Chapter 444, 2012 Maryland Laws): *Provide funds to perform archeological field work and continue design for the Anne Arundel Hall Reconstruction Project (089)*

**APPROP. CODE:** R14-622

**REMARKS:** Based on the preliminary archaeological investigations, the cost to complete the archaeological remediation work for the impacts associated with constructing the Anne Arundel Hall Replacement site and parking lot site is estimated at \$1,900,000: \$1,000,000 is related to field work and the other \$900,000 is for laboratory analysis and curation of the artifacts removed in the field work phase. This work is being done in consultation with the Maryland Historical Trust. Historic St. Mary's City will conduct the archaeological field work associated with the project. Temporary contractual archaeologists will be hired exclusively for this project to supplement Historic St. Mary's City's permanent staff. State bond funds will not be used to pay for existing employees supported by current operating budgets.

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**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

BOARD OF PUBLIC WORKS

MAY 15, 2013

SECRETARY'S AGENDA

Contact: David Lever 410-767-0610  
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9. **STATE PUBLIC SCHOOL CONSTRUCTION PROGRAM**  
*Public School Construction Capital Improvement Program – Fiscal Year 2014*

**Recommendation:** The Interagency Committee on School Construction recommends that the Board of Public Works approve the State School Construction Program for Fiscal Year 2014 in the amount of \$345.4 million.

The proposed \$345.4 million program comprises:

- Approximately \$187.5 million previously approved by the Board of Public Works (Secretary’s Agenda Item 1 [Jan. 23, 2013])
- Approximately \$109.4 million in additional recommendations
- \$23.5 million for projects that improve energy efficiency
- \$0.4 million from the FY 2014 Air Conditioning Initiative
- \$24.6 million reserved for additional Air Conditioning Initiative projects.

**Funding:** The recommended Program will be funded by \$300 million in general-obligation bond proceeds authorized by the 2013 MCCBL (which includes \$25 million for the Air Conditioning Initiative); \$23.5 million from the FY 2013 Energy Efficiency Incentive Reserves; and \$21.9 million in reverted funds from the Statewide Contingency Account.

**Background:** The Interagency Committee has considered each local school system’s capital improvement school construction program request submitted for Fiscal Year 2014. After evaluation, including discussions with local representatives, the Interagency Committee recommends the Fiscal Year 2014 Program to the Board of Public Works. The recommended Program reflects local priorities, while recognizing projects that address the mandates of the Bridge to Excellence in Education Act, urgent major projects that require a high level of State commitment to move forward, the high school science classroom initiative, and the highest priority systemic renovation projects. The Program provides a funding allocation for an eligible project at the Maryland School for the Blind. See Section 8-319 of the Education Article, Annotated Code of Maryland. The Program reserves \$24.6 million for projects to install central air conditioning systems in schools that do not currently have central air conditioning systems; procedures for this new initiative have been developed and project applications must be submitted by late May 2013. The FY 2014 Program also includes planning approval for major projects and for projects that will address the Bridge to Excellence requirements for full-day kindergarten and for pre-kindergarten for disadvantaged four-year olds.

**Authority:** Section 5-301 of the Education Article, Maryland Code and COMAR 23.03.02.

BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION



## BOARD OF PUBLIC WORKS

MAY 15, 2013

## SECRETARY'S AGENDA

Contact: David Lever 410-767-0610  
dlever@msde.state.md.us

10. **STATE PUBLIC SCHOOL CONSTRUCTION PROGRAM**

***Capital Improvement Program: Security Initiative (SI) - Fiscal Year 2014***

**Recommendation:** The Interagency Committee on School Construction recommends that the Board of Public Works approve the following allocations to each school system for the Capital Improvement Program: Security Initiative for Fiscal Year 2014.

**Total Amount:** \$25 million

**Background:** The FY 2014 Budget Bill allotted \$25 million for capital projects that will substantially improve the safety and security of schools by the end of fiscal year. Funding allocations were calculated based on each LEA's proportion of total statewide square footage recorded in the PSCP Facilities Inventory database as of April 3, 2013; \$100,000 is allocated to the Maryland School for the Blind.

**Fund Sources:** D06E02.02 General Fund Appropriation

**Allocations:** The proposed allocations for FY 2014 are:

LEA	Total Adjusted Square Footage	% of Total State Adjusted Square Footage	Allocation Distribution
Allegany	1,777,848	1.30%	322,000
Anne Arundel	12,749,120	9.29%	2,313,000
Baltimore City	17,532,249	12.77%	3,178,000
Baltimore County	16,065,089	11.70%	2,914,000
Calvert	2,395,614	1.75%	435,000
Caroline	835,715	0.61%	152,000
Carroll	4,501,722	3.28%	817,000
Cecil	2,115,085	1.54%	384,000

## BOARD OF PUBLIC WORKS

MAY 15, 2013

## SECRETARY'S AGENDA

10. STATE PUBLIC SCHOOL CONSTRUCTION PROGRAM (cont'd)  
*Capital Improvement Program: Security Initiative (SI) - Fiscal Year 2014*

Charles	3,632,105	2.65%	659,000
Dorchester	949,081	0.69%	172,000
Frederick	6,411,088	4.67%	1,163,000
Garrett	740,911	0.54%	134,000
Harford	5,996,760	4.37%	1,088,000
Howard	7,890,888	5.75%	1,431,000
Kent	526,117	0.38%	95,000
Montgomery	23,075,779	16.81%	4,186,000
Prince George's	18,522,690	13.49%	3,360,000
Queen Anne's	1,283,216	0.93%	233,000
St. Mary's	2,216,018	1.61%	402,000
Somerset	659,456	0.48%	120,000
Talbot	702,975	0.51%	128,000
Washington	3,332,767	2.43%	605,000
Wicomico	2,174,173	1.58%	394,000
Worcester	1,184,400	0.86%	215,000
<u>MD School Blind</u>	<u>N/A</u>	<u>N/A</u>	<u>100,000</u>
<b>Total</b>	<b>137,270,866</b>		<b>25,000,000</b>

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BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION

## BOARD OF PUBLIC WORKS

MAY 15, 2013

## SECRETARY'S AGENDA

Contact: David Lever 410-767-0610  
dlever@msdc.state.md.us

**11. STATE PUBLIC SCHOOL CONSTRUCTION PROGRAM**  
*Aging Schools Program (ASP) - Fiscal Year 2014*

**Recommendation:** The Interagency Committee on School Construction recommends that the Board of Public Works approve the following allocations to each school system for the Aging Schools Program for Fiscal Year 2014.

**Background:** The Aging Schools Program, administered by the Interagency Committee, funds capital improvements, repairs, maintenance, and deferred maintenance of existing school buildings. Allocations are based on the school district's proportion of pre-1970s building area that has not been renovated. For Fiscal Year 2014, each LEA's funding level is in the same proportion as in the statutory ASP program, which is based on a total authorization of \$6.1 million. The Maryland Consolidated Capital Bond Loan of 2013 increases the FY 2014 allocation for Baltimore County by an additional \$2 million. In addition to the new authorization, \$274,252 from unexpended balances that remained for each LEA from the FY 2013 program has been reallocated to the LEAs to which the funds were originally allocated.

**Total Amount:** \$8,383,252

**Fund Source:** MCCBL of 2013

**Authority:** Education Article, Section 5-206(2)(ii), Annotated Code of Maryland

**Allocations:**

LEA	FY 2014 ASP Allocation	Prior FY 2013 Unexpended Allocation	Total Allocation Available for FY 2014
Allegany	\$97,791	-	\$97,791
Anne Arundel	\$506,038	\$70,596	\$576,634
Baltimore City	\$1,387,924	-	\$1,387,924
Baltimore	\$2,874,227	-	\$2,874,227
Calvert	\$38,292	-	\$38,292
Caroline	\$50,074	\$488	\$50,562

## BOARD OF PUBLIC WORKS

MAY 15, 2013

## SECRETARY'S AGENDA

11. STATE PUBLIC SCHOOL CONSTRUCTION PROGRAM (cont'd)  
*Aging Schools Program FY 2014*

<u>LEA</u>	<u>FY 2014 ASP Allocation</u>	<u>Prior FY 2013 Unexpended Allocation</u>	<u>Total Allocation Available for FY 2014</u>
Carroll	\$137,261	-	\$137,261
Cecil	\$96,024	\$9,754	\$105,778
Charles	\$50,074	\$1,361	\$51,435
Dorchester	\$38,292	\$7,581	\$45,873
Frederick	\$182,622	\$42,519	\$225,141
Garrett	\$38,292	\$15,612	\$53,904
Harford	\$217,379	-	\$217,379
Howard	\$87,776	\$87,911	\$175,687
Kent	\$38,292	-	\$38,292
Montgomery	\$602,651	-	\$602,651
Prince George's	\$1,209,426	-	\$1,209,426
Queen Anne's	\$50,074	-	\$50,074
St. Mary's	\$50,074	\$2,214	\$52,288
Somerset	\$38,292	\$16,947	\$55,239
Talbot	\$38,292	\$7,217	\$45,509
Washington	\$134,904	-	\$134,904
Wicomico	\$106,627	\$2,341	\$108,968
Worcester	\$38,292	\$9,711	\$48,003
<b>Totals</b>	<b>\$8,109,000</b>	<b>\$274,252</b>	<b>\$8,383,252</b>

BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS

MAY 15, 2013

SECRETARY'S AGENDA

Contact: David Lever 410-767-0610  
dlever@msdc.state.md.us

12. **STATE PUBLIC SCHOOL CONSTRUCTION PROGRAM**  
*Supplementary Appropriation FY 2012/Sales and Use Tax – Alcoholic Beverages*  
*Baltimore County Public Schools*

**Recommendation:** Baltimore County Public Schools requests that the Board of Public Works approve its use of unexpended funds from the County's allocation of Supplementary Appropriations in Fiscal Year 2012 for the following projects.

**Background:** For Fiscal Year 2012, the General Assembly authorized the Board of Public Works to approve individual public school improvement projects that meet a school or community need by allocating each county or region a specific sum for which local matching funds were not required. The Board approved the requests, but some of the school systems could not use all the supplementary appropriations for the projects for which they were originally allocated.

**Specific Requests:** Baltimore County Public Schools has requested that unexpended funds from projects originally approved by the Board of Public Works be applied to the following eligible projects:

Baltimore County Public Schools

*See Secretary's Item 13[10/19/11]*

Warren Elementary: Windows and Exterior Doors	\$532,910
Warren Elementary: AHU Replacement	\$100,186
Prettyboy Elementary: Replace Underground Water Tank	\$100,185

**Public School Construction Program:** The Public School Construction Program has reviewed Baltimore County's request and concludes that the projects would be eligible for funding in the Capital Improvement Program.

**Grant Administration:** Upon Board of Public Works approval, the Public School Construction Program will administer the grant. COMAR 23.03.03 – Construction Procurement Method (including procurement methods, the Minority Business Enterprise program, prevailing wage requirements) applies to this grant. Technical review, payment, financial reporting, and audit procedures are set forth in the Administrative Procedures Guide of the Public School Construction Program or the Administrative Procedures Guide of the Aging School Program, as applicable.

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BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:

**APPROVED**                       **DISAPPROVED**                       **DEFERRED**                       **WITHDRAWN**  
 **WITH DISCUSSION**                       **WITHOUT DISCUSSION**

**BOARD OF PUBLIC WORKS**

**MAY 15, 2013**

**SECRETARY'S AGENDA**

**APPENDIX**

Report of emergency contracts awarded by various agencies in accordance with **COMAR 21.05.06** (Title 21 - State Procurement Regulations) and reported in accordance with **COMAR 21.02.01.05(A)(3)**.

Individual reports enclosed.

## BOARD OF PUBLIC WORKS

MAY 15, 2013

## APPENDIX

## SECRETARY'S AGENDA

Contact: Frances Penner (240) 313-3553  
 Frances.Penner@maryland.gov

## REPORT OF EMERGENCY PROCUREMENT

ITEM: Appendix 1

## DEPARTMENT OF MENTAL HEALTH AND MENTAL HYGIENE

Potomac Center, Hagerstown

CONTRACT TITLE: Deaf Translation Services  
 ADPICS No. M00B3400585

CONTRACT TYPE: Service

DESCRIPTION: Translation services for deaf person residing at the Potomac Center as required by Medicaid regulations.

PROCUREMENT METHOD: Emergency

DATE EMERGENCY DECLARED: March 7, 2013

## BIDS:

Deafnet, Hagerstown	\$247,326
CSD, Frederick	\$306,600
DAS, Washington, DC	\$310,980
AdAstra, Silver Spring	\$394,200

AWARD: Deafnet Association, Inc.

AMOUNT: \$247,326

AWARD DATE: April 10, 2013

TERM: One year

## BOARD OF PUBLIC WORKS

MAY 15, 2013

## APPENDIX

## SECRETARY'S AGENDA

**REPORT OF EMERGENCY PROCUREMENT****ITEM:** Appendix 1 (continued)**MBE PARTICIPATION:** 0%**FUND SOURCE:** 100% General Funds  
Appropriation Code: 32.13.07.01**REMARKS:**

*Nature of Emergency:* Medicaid requires the Potomac Center to provide translation services for deaf persons staying at the Center. A deaf client arrived and translation services were needed. There is no Statewide contract for deaf translation services. DHMH awarded a one-year emergency contract to provide time to assess the long-term needs of this client and conduct a competitive procurement or find alternative ways of providing services.

*Basis for Selection:* DHMH contacted four providers were listed on the Governor's Office of the Deaf and Hard of Hearing's website. Deafnet Associates, Inc. provided the lowest price.

**TAX COMPLIANCE NO.:** 13-1075-1110**RESIDENT BUSINESS:** Yes**BOARD OF PUBLIC WORKS ACTION:****REPORT ACCEPTED**

WITH DISCUSSION

**WITHOUT DISCUSSION****REPORT REMANDED TO DEPT./AGENCY****REMARKS:**



## BOARD OF PUBLIC WORKS

MAY 15, 2013

## APPENDIX

## SECRETARY'S AGENDA

Contact: Daniel A. Coleman 410-209-6030  
DaColeman@bccc.edu

## REPORT OF EMERGENCY PROCUREMENT

ITEM: Appendix 2

## BALTIMORE CITY COMMUNITY COLLEGE

CONTRACT TITLE: Emergency Auditing Services  
ADPICS NO. R95P3401030

CONTRACT TYPE: Services

DESCRIPTION: Auditing services to insure College's financial integrity

PROCUREMENT METHOD: Emergency

DATE EMERGENCY DECLARED: April 10, 2013

BID:  
BertSmith & Company \$32,100  
Washington, DC 20005

AWARD: BertSmith &amp; Company

AMOUNT: \$32,100

CONTRACT AWARD DATE: April 12, 2013

TERM: 4/12/13 to 10/13/13

MBE PARTICIPATION: 0%

FUND SOURCE: Current Unrestricted  
Appropriation Code: 36.03.00.06

BOARD OF PUBLIC WORKS

MAY 15, 2013

APPENDIX

SECRETARY'S AGENDA

REPORT OF EMERGENCY PROCUREMENT

ITEM: Appendix 2 (continued)

REMARKS:

Nature of Emergency: On March 26, 2013, the College took action that resulted in the departure of the Associate Vice President, Business and Finance who also served as Chief Budget Officer. At that time, the College's chief internal auditor raised concerns about the College's fiscal integrity due to the former employee's significant involvement in the financial matters of the College. An audit of the Business and Finance Division was necessary. The project is estimated to require 290 labor-hours and will focus on validating transaction integrity; equitable distribution of budgeted assets; adequate segregation of duties and oversight; review of functional and process reporting structures; and policies and procedures in accordance with standard State operating procedures, audit recommendations, and best practices.

Basis for Selection: BertSmith has performed auditing services for the College in the past.

TAX COMPLIANCE NO.: 13-1275-0111

RESIDENT BUSINESS: No

BOARD OF PUBLIC WORKS ACTION:

REPORT ACCEPTED

WITH DISCUSSION

WITHOUT DISCUSSION

REPORT REMANDED TO DEPT./AGENCY

REMARKS:

SUPPLEMENT A  
DEPARTMENT OF NATURAL RESOURCES REAL PROPERTY  
ACTION AGENDA

May 15, 2013

ITEM 1A  
PROGRAM OPEN SPACE STATE SHARE

Contact: Emily Wilson  
ewilson@dnr.state.md.us  
(410) 260-8436

*Three Water Street, LLC - \$47,000.00*  
*Dorchester County*  
*POS # 4511*

**Recommendation:** That the Board of Public Works:

- (1) Authorize the acquisition of a 0.25 acre waterfront parcel in Dorchester County that will be added to the Vienna Waterfront Park which is an integral part of the Vienna Greenbelt Project. and;
- (2) Exempt the transaction from the statutory requirement that "The Department shall make each acquisition ... in the name of the State to the use of the Department" and permit DNR to acquire the property in the name of the Town of Vienna.

**Authority:** Natural Resources Article, Annotated Code of Maryland:

- (1) Section 1-109(a) authorizes DNR, with the approval of the Board of Public Works, to acquire real property.
- (2) Section 1-109(f) authorizes the Board to exempt DNR acquisition projects from the requirements in §1-109

**Grantor:** Three Water Street, LLC

**Grantee:** Town of Vienna

**Property:** 0.25 acre

**Price:** \$47,000  
Price reflects a 6% discount from the recommended value of \$50,000.

**Appraisals:** \$40,000 (2/25/13) – Thomas A. Weigand, Reviewed by David Wallenberg  
\$50,000 (2/22/13) – LouAnne Cline, Reviewed by David Wallenberg

**Fund Source:**

Outdoor Recreation Land Loan 2010  
Chapter 484 Acts of 2010  
Open Space – State Land Acquisition  
Source Code: 44510 Item 445 \$47,000

SUPPLEMENT A  
DEPARTMENT OF NATURAL RESOURCES REAL PROPERTY  
ACTION AGENDA

May 15, 2013

ITEM 1A (con't)  
PROGRAM OPEN SPACE STATE SHARE

Remarks:

*Vienna Greenbelt Project.* The Board of Public Works has previously approved Program Open Space acquisitions of properties for the Vienna Greenbelt Project. See DGS Items 5-RP (10/20/10); 5-RP (4/15/09); 21-RP (6/11/08); 22-RP (6/11/08).

The Vienna Waterfront Park is an integral part of the Vienna Greenbelt Project. This proposed acquisition will allow the Town to expand the Vienna Riverwalk and acquire the last privately-held parcel of Nanticoke Riverfront property designated to become part of the Park. Acquisition will provide opportunities for environmental interpretation as well as direct public access to the Nanticoke River. The Nanticoke River is a premier component of the Captain John Smith Chesapeake National Historic Trail, appearing much as it did when Captain Smith explored the river in June 1608. The Town of Vienna has taken a leadership role in planning a waterfront park. The Discovery Center will serve as an ecotourism driver to surrounding communities and amenity to families wishing to experience the trail.

This acquisition is a further extension of the Greenbelt project and lies within the Target Ecological Area. This property meets criteria in accordance with Chapter 419, Laws of Maryland 2009 as it presents a unique acquisition opportunity as a result of its extraordinary location and the environmental value of the property, which scored 105 under the Program Open Space Targeting System.

*Acquisition in Town's Name.* When DNR acquires property with State-Side Program Open Space funds, it is standard practice to purchase the property in the name of the State to the use of the Department as mandated by sections 1-109(a) of the Natural Resources Article. However, that law permits the Board of Public Works to "exempt projects from the provisions of this section." In this case, DNR proposes that title to this property be vested in the Town of Vienna. The Vienna Greenbelt and Vienna Riverwalk projects are locally-managed. Vesting title in the Town allows DNR to save maintenance and management costs while providing the same benefit to the public as if it were titled to the State.

In two previous Greenbelt acquisitions of privately-held properties, the Board of Public Works approved the DNR "acquisition and subsequent transfer to the Town of Vienna." See DGS 21-RP (6/11/08) and DGS 22-RP (6/11/08).

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Board of Public Works Action: the above referenced item was:

- |                   |             |                    |           |
|-------------------|-------------|--------------------|-----------|
| Approved          | Disapproved | Deferred           | Withdrawn |
| With Discussion ✓ |             | Without Discussion |           |

**SUPPLEMENT A  
DEPARTMENT OF NATURAL RESOURCES REAL PROPERTY  
ACTION AGENDA**

May 15, 2013

**ITEM 2A  
RURAL LEGACY PROGRAM FUNDS**

Contact: Emily Wilson  
ewilson@dnr.state.md.us  
(410) 260-8436

**Recommendation:** Approval to grant \$625,659.10 to the Washington County Board of County Commissioners for the following project from Rural Legacy Funds.

*Mid-Maryland Washington Rural Legacy Area  
Little Antietam Farm Properties, LLC*

**Background:** The Board of Public Works authorized a \$1,260,000.00 FY 2013 Grant for easement acquisitions for the Mid-Maryland Washington Rural Legacy Area on the October 3, 2012 Program Open Space Agenda Item 3A.

**Project Description:** Acquisition of this 150.02-acre conservation easement in Washington County will protect productive forest and agricultural lands, and provide permanent protection to 1,900 feet of stream buffer along Little Antietam Creek and unnamed tributaries. Little Antietam Creek is a tributary to the Potomac River. This easement will be held by the Washington County Board of County Commissioners.

**Value of Easement:** Total easement value \$595,000.00 - \$3,966.14 per acre

**Total Other Costs:** \$ 30,659.10

Administrative:	\$17,850.00		
Incidental:	\$ 3,884.10	(\$ 100.00	Closing Fees
		\$ 100.00	Document Prep
		\$2,064.10	Title Insurance
		\$ 500.00	Title Exam
		\$ 60.00	Subordination
		\$1,060.00	Survey)
Program Compliance:	\$ 8,925.00		

**Amount Requested:** \$ 625,659.10

**SUPPLEMENT A  
DEPARTMENT OF NATURAL RESOURCES REAL PROPERTY  
ACTION AGENDA**

**May 15, 2013**

**ITEM 2A (con't)  
RURAL LEGACY PROGRAM FUNDS**

**Fund Source:** Outdoor Recreation Land Loan - 2009  
Chapter 335, Acts of 2008  
Rural Legacy Program - 2009  
Source Code: 09025 Item 025 \$8,925.00

Maryland Consolidated Capital Bond Loan of 2011  
Chapter 396, Acts of 2011  
Rural Legacy Program - 2012  
Source Code: 11050 Item 050 \$616,734.10

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Board of Public Works Action: the above referenced item was:

<input checked="" type="radio"/> Approved	<input type="radio"/> Disapproved	<input type="radio"/> Deferred	<input type="radio"/> Withdrawn
<input checked="" type="radio"/> With Discussion ✓	<input type="radio"/> Without Discussion		

**SUPPLEMENT A  
DEPARTMENT OF NATURAL RESOURCES REAL PROPERTY  
ACTION AGENDA**

May 15, 2013

**ITEM 3A  
SALE OF FOREST PRODUCTS**

Contact: Robert Feldt  
rfeldt@dnr.state.md.us  
(410) 260-8529

**Project:** Green Ridge State Forest, Allegany County  
GR-03-13  
49 acres / Compartments 56 & 57

**Timber Sale:** This is a variable retention harvest that will leave 10% of the original stand in patches as well as legacy trees. Healthy, dominant trees will be retained as a seed source. All Hickory, Service berry, Dogwood, and White Pine will be retained. This sale includes 317,018 board feet of sawtimber and 565 cords.

**Sales Method:** Competitive Sealed Bid (one-step method). See BPW Advisory 2005-2

**Bids:**

Red Rock Enterprises, LLC,	MD	\$51,000.00
Cessna Brothers, Inc.	PA	\$40,050.00
Zane J. Weicht	PA	\$39,100.00

**Award:** Red Rock Enterprises, LLC

**Amount:** \$51,000.00

**Estimated Value:** \$47,317.00

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Board of Public Works Action: The above referenced item was:

Approved

Disapproved

Deferred

Withdrawn

With Discussion ✓

Without Discussion

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT**

**ITEM:** I-S Agency Contact: Russet Jackson  
410-767-1273  
rlj@ooa.state.md.us

**DEPARTMENT/PROGRAM:** Maryland Department of Aging (MDOA)  
Congregate Housing Services Program (CHSP)

**CONTRACT IDS:** See Attachment

**CONTRACT DESCRIPTION:** Three contracts to subsidize congregate housing services for low-income and very low-income seniors, consisting of daily meals, housekeeping/laundry, personal assistance, and service management to 204 eligible residents living in ten various senior housing facilities in Maryland that are certified by the Department to provide such services. These services are for seniors, who as a result of chronic health conditions or age-related disabilities depend on others for daily help with their routine activities.

**AWARDS:** See Attachment

**TERM:** 7/1/2013 – 6/30/2014 (1 Year)

**AMOUNT:** \$580,500 Grand Total (See Attachment)

**PROCUREMENT METHOD:** Sole Source (Continuity of Care)

**MBE PARTICIPATION:** 68% (1 of the 2 Prime Contractors is a MD Certified MBE) 34% Subcontracting Goal  
(See Attachment and Requesting Agency Remarks)

**PERFORMANCE SECURITY:** None

**INCUMBENTS:** Same



**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 1-S (Cont.)

**REQUESTING AGENCY REMARKS:** MDOA's Congregate Housing Services Program (CHSP) promotes independent living in senior housing by certifying providers who offer a package of services consisting of meals, housekeeping, personal assistance, and service management to residents who are 62 years of age and older and who require temporary or periodic assistance with daily living activities.

CHSP also provides a State subsidy for low-income seniors who lack sufficient resources to pay for the full cost of the package of services. The subsidy amount depends upon the actual income of each client in the congregate housing program. Under a sliding scale arrangement, clients pay a specified portion of their monthly income directly to the congregate housing service provider.

The Department then pays the provider the agreed upon subsidy amount. These contracts establish and control that relationship. The providers are generally housing authorities, management companies, and non-profit organizations.

There are two CHSP service models: Standard CHSP (SCHSP) and Individualized CHSP (ICHSP). SCHSP is a fixed package of services that are provided to all eligible residents. ICHSP services are offered on a more ala carte basis.

Sole Source procurement was deemed appropriate for these services under COMAR 21.14.01.06C in order to provide continuity of care. The continued availability of services must be ensured for recipients who, without these services, are at risk of having to relocate to a nursing home or other health-related institution in order to receive needed services. MDOA does not control access to the apartment buildings and their congregate dining facilities and cannot force a building owner to accept just any contractor selected by the MDOA.

Because these contracts are for State subsidies, there are no subcontracting opportunities; thus there was no MBE participation goal established for these contracts. However, Associated Catholic Charities, Inc. utilizes Germain Holdings, LLC dba Overlea Caterers, which is a Maryland Certified MBE, to provide meals for the seniors and is able to include a portion of the payments to Overlea Caterers for these SCHSP and ICHSP contracts. The percentage of the contracts that are counted towards the MBE participation is shown on the Attachment. In addition, Associated Catholic Charities, Inc., one of the two Prime Contractors, is a Maryland Certified MBE.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 1-S (Cont.)

**FUND SOURCE:** 100% General

**APPROP. CODE:** D26A07.01

**RESIDENT BUSINESSES:** Yes for all

**MD TAX CLEARANCES:** See Attachment

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:**            1-S (Cont.)                    **ATTACHMENT**

Vendor Name ADPICS No. MD Tax Clearance	Number of Residents	Award/ Contract Amount
Associated Catholic Charities, Inc. Baltimore, MD Standard - CHSP (DePaul House, St. Joachim, & St. Luke's Place)  Contract ID: MDOA 13-005 ADPICS # D26B4400002 MBE Participation: 100% (Contractor is a MD Certified MBE) 25% Subcontracting Goal MD TAX Clearance 13-1223-0001	<p align="center">64</p>	<p align="center">\$151,000</p>
National Capital B'nai B'rith Assisted Housing Silver Spring, MD (Homecrest House III - The Edwards Building)  Contract ID: MDOA 13-006 ADPICS # D26B4400003 MBE Participation: None MD TAX Clearance 13-1224-0000	<p align="center">42</p>	<p align="center">\$187,500</p>
Associated Catholic Charities, Inc. Baltimore, MD Individualized - CHSP (Arundel Woods, Basilica Place, Friendship Station, Friendship Village, Trinity House, & Village Crossroads I)  Contract ID: MDOA 13-004 ADPICS # D26B4400001 MBE Participation: 100% (Contractor is a MD Certified MBE) 67% Subcontracting Goal MD TAX Clearance 13-1223-0001	<p align="center">98</p>	<p align="center">\$242,000</p>
<p><b>TOTAL</b></p>	<p align="center"><b>204</b></p>	<p align="center"><b>\$580,500</b></p>

**SUPPLEMENT B**  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
**ACTION AGENDA**

**SERVICES CONTRACT**

**ITEM:** 2-S **Agency Contact:** Ken Smith  
410-260-7807  
ksmith@comp.state.md.us

**DEPARTMENT/PROGRAM:** Comptroller of Maryland (COMP)  
Compliance Division

**CONTRACT ID:** OC-2013-03;  
Primary Collection Services  
ADPICS # E00B4400001

**CONTRACT DESCRIPTION:** Revenue-generating contract to acquire an independent collection agency to perform primary collection services of delinquent tax accounts owed to the State of Maryland.

**AWARD:** Penn Credit Corporation  
Harrisburg, PA

**TERM:** 7/1/2013 – 6/30/2016 (w/1 three-year renewal option)

**AMOUNT:** \$900,000 Est. Commissions (3 Years; Base)  
(4.54% of Est. \$20 million in collections)  
  
\$900,000 Est. Commissions (3 Years; Option)  
(4.54% of Est. \$20 million in collections)  
  
\$1,800,000 Total Est. Commissions (6 Years)

**PROCUREMENT METHOD:** Competitive Sealed Proposals

**BIDS OR PROPOSALS:** See Attachment

**MBE PARTICIPATION:** 23% (See Requesting Agency Remarks below)

**PERFORMANCE SECURITY:** \$300,000 Performance Bond

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 2-S (Cont.)

**INCUMBENT:** NCO Financial Systems, Inc.  
Horsham, PA

**REQUESTING AGENCY REMARKS:** Notice of the availability of the Request for Proposals (RFP) was advertised on *eMaryland Marketplace* (eMM), posted on the Comptroller's Procurement Website, and listed in the Comptroller of Maryland's contract brochure that is distributed at various procurement and MBE outreach events throughout the year. The RFP was directly emailed to 30 prospective offerors, of which 16 are Maryland firms and seven are MBEs. An additional 235 prospective offerors received the notice via eMM.

Eight proposals were received in response to the RFP; however, only seven were deemed to be reasonably susceptible of being selected for award. Penn Credit Corporation was ranked overall #1 with the highest ranked technical proposal and the lowest commission rate. Therefore, award is recommended to Penn Credit Corporation as providing the most advantageous offer to the State.

The Comptroller of Maryland competitively acquires the services of both a primary and secondary collection service. The primary collection contractor is given the first opportunity to collect against the delinquent tax accounts and if they are unsuccessful, the account is then given to a secondary collection contractor. The use of a secondary collection contract provides for competition between the primary and secondary contractor which encourages increased effort on the part of both firms to collect delinquent taxes and ultimately generate additional tax revenue for the State.

A 23% MBE participation goal was established for this contract based upon the determination that there are a limited number of MBE collection agencies available and the limited subcontracting opportunities.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 2-S (Cont.)

**FUND SOURCE:** 100% Special (Revenue Generating)

**APPROP. CODE.:** E00A0501

**RESIDENT BUSINESS:** No

**MD TAX CLEARANCE:** 13-1278-0000

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

ITEM: 2-S (Cont.)

ATTACHMENT

<u>OFFERORS</u>	<u>TECHNICAL RANK</u>	<u>FINANCIAL RANK</u>	<u>TOTAL COMMISSION RATE</u>	<u>OVERALL RANK **</u>
Penn Credit Corporation Harrisburg, PA	1	1	4.54%	1
NCO Financial Systems Inc Horsham, PA	2	2	5.85%	2
Peroutka & Peroutka, P.A. Pasadena, MD	4	3	5.88%	3
Financial Asset Management Systems, Inc., (FAMS) Tucker, GA	3	6	10.25%	4
Professional Bureau of Collections of Maryland, Inc. Greenwood Village, CO	5	4	7.5%	5
Gila LLC d/b/a Municipal Services Bureau (MSB) Austin, TX	6	7	18%	6
Value Recovery Holding, LLC Columbus, OH	7	5	9.0%	7

Note: \* Technical factors were given greater weight than financial factors in the overall ranking/award determination.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT**

**ITEM:** 3-S **Agency Contact:** Joselyn Hopkins  
410-339-5013  
jmhopkins@dpscs.state.md.us

**DEPARTMENT/PROGRAM:** Public Safety & Correctional Services (DPSCS)  
Police and Correctional Training Commission  
(PCTC)

**CONTRACT ID:** DPSCS Q0013009;  
Simultaneous Foreign Interpretation Services  
ADPICS # Q00B3400224

**CONTRACT DESCRIPTION:** Provide the Police and Correctional Training  
Commission (PCTC) with simultaneous foreign language interpretation services, including  
equipment, to minimize and eliminate language barriers when conducting facility tours and  
training sessions.

**AWARD:** Adulis Enterprise, LLC  
Silver Spring, MD

**TERM:** 5/20/2013 – 6/30/2016 (w/2 one-year renewal  
options)

**AMOUNT:** \$292,600 Est. (3 Years; 42 Days; Base Contract)  
\$101,200 Est. (1 Year; Renewal Option #1)  
\$101,200 Est. (1 Year; Renewal Option #2)  
\$495,000 Total (5 Years; 42 Days)

**PROCUREMENT METHOD:** Competitive Sealed Bidding

**BIDS OR PROPOSALS:** See Attachment

**MBE PARTICIPATION:** 100% (Contractor is a Maryland Certified MBE)  
0% Subcontracting Goal

**INCUMBENT:** None



**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 3-S (Cont.)

**REQUESTING AGENCY REMARKS:** A notice of the availability of the Invitation for Bids (IFB) was advertised on *eMaryland Marketplace* and the DPSCS website. Copies of the solicitation notice were emailed directly to 36 prospective vendors, 14 of which are Maryland firms and six are MBEs. A copy of the solicitation notice was also sent to the Governor's Office of Minority Affairs.

Six bids were received in response to the IFB, all of which were deemed to be responsive. Award is recommended to Adulis Enterprises, LLC, as the responsible bidder with the lowest bid price.

The purpose of this contract is to provide simultaneous foreign language interpretation services, including equipment, to minimize and eliminate language barriers when conducting facility tours and training sessions. To date, the Police and Correctional Training Commissions (PCTC) has conducted twelve international classes with the assistance of interpretation service providers. Unfortunately, PCTC does not have staff that can read, write and interpret all of the different languages needed to conduct the tours and training sessions. This contract will enable DPSCS to provide programmatic assistance to the U.S. Department of State in support of the Merida Initiative, as defined in the Congressional Notifications and the letter of Agreement signed between the governments of the United States and Mexico on December 3, 2008.

The mission of the PCTC is to ensure the quality of law enforcement and correctional services through the establishment and enforcement of standards and the facilitation and delivery of training, education and prevention programs. Its value derives from providing its customers with quality service, enhanced partnerships, problem-solving strategies and the support necessary for the prevention of crime and reduction of fear of crime. PCTC fosters and maintains ethics and integrity, encourage continuous learning, and treat everyone with dignity and respect. To this end, the PCTC is housed in the Public Safety Education and Training Center in Carroll County, Maryland. Other agency responsibilities include administration of the Maryland Community Crime Prevention Institute and the Executive Development Institute. PCTC administers the following programs:

- Public Safety Education and Training Center, which provides training for State and local public safety officers by:
  - Providing state-of-the-art driver training;
  - Offering comprehensive firearms instruction;
  - Renovating vacant buildings into classrooms and offices; and,
  - Supporting crime prevention educational programming;
- Driver Training;
- Firearms Training;

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 3-S (Cont.)

- Academic and Administrative Center;
- Maryland Community Crime Prevention Institute;
- Drug Abuse Resistance Education (DARE);
- Statewide Selection and Training Standards;
- Police Entrance Level Training Program;
- Correctional Entrance Level Training Program;
- Vehicle Stop Data Analysis; and,
- Leadership Development Institute.

No MBE participation goal was established for this solicitation because it is only a single element of work and simultaneous interpretation is a small subset of general interpretations, requiring more specialized equipment (transceivers/receivers). MBEs were encouraged to bid as Primes. In addition, the Prime Contractor is a Maryland Certified MBE.

**FUND SOURCE:** 100% Reimbursable

**APPROP. CODE:** G000101

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 13-0668-1111

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ATTACHMENT**

**ITEM:** 3-S (Cont.)

**BIDS OR PROPOSALS (Cont.):**

<u>Bidders</u>	<u>Base Contract Bid Price (3 Years)</u>	<u>Option #1 Bid Price (1 Year)</u>	<u>Option #2 Bid Price (1 Year)</u>	<u>Total Bid Price* (5 Years)</u>
Adulis Enterprises, LLC ** Silver Spring, MD	\$292,600	\$101,200	\$ 101,200	\$495,000
AdAstra, Inc. Silver Spring, MD	\$528,000	\$176,000	\$176,000	\$880,000
Trusted Translations Falls Church, VA	\$638,000	\$220,000	\$224,000	\$1,082,400
Star LCH Language Interpreters Leesburg, VA	\$887,700	\$304,700	\$317,900	\$1,510,300
Interpreters Unlimited San Diego, CA	\$1,320,000	\$440,000	\$440,000	\$2,200,000

\*\* Bidder is a Maryland Certified MBE.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT**

**ITEM:** 4-S

**Agency Contact:** Cindy Hawkins  
410-260-8154  
chawkins@dnr.state.md.us

**DEPARTMENT/PROGRAM:**

Department of Natural Resources (DNR)  
Maryland Park Service

**CONTRACT ID:**

Maryland Conservation Jobs Corps  
School Bus Rental  
ADPICS # K00B3400154

**CONTRACT DESCRIPTION:**

Vehicle Leasing Contract to provide eight standard size rental school buses and drivers for the Maryland Conservation Jobs Corps as part of the Governor's initiative to use conservation services as a means to engage at-risk and court-involved youth.

**AWARD:**

Woodlawn Motor Coach, Inc.  
Baltimore, MD

**TERM:**

6/24/2013 – 8/2/2013

**AMOUNT:**

\$75,560.00 (29 Days)

**PROCUREMENT METHOD:**

Competitive Sealed Bidding

**BIDS OR PROPOSALS:**

See Attachment

**MBE PARTICIPATION:**

None (See Requesting Agency Remarks below)

**PERFORMANCE SECURITY:**

None

**INCUMBENT:**

Same

**REQUESTING AGENCY REMARKS:**

A notice of the availability of the Invitation for Bids (IFB) was advertised on *eMaryland Marketplace* (eMM). There were 43 companies notified through eMM. Copies of the solicitation notices were sent directly to six prospective vendors, all of which are Maryland firms, and included one MBE. A copy was also sent to the Governor's Office of Minority Affairs.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 4-S (Cont.)

Two bids were received in response to the IFB. Both bids were deemed to be responsive. The lower bid was received from Woodlawn Motor Coach, Inc. It was determined that Woodlawn Motor Coach is a responsible bidder and is therefore recommended for award.

This program is part of the Governor's initiative to use conservation service as a means to engage at-risk and court-involved youth in meaningful experiences in nature to reduce recidivism rates, provide opportunities for skills training, empowerment and employment and restore natural and recreational resources in State Parks and the Chesapeake Bay. The Maryland Conservation Jobs Corps program was established in 2008 offering approximately 322 Baltimore City, Harford County, Prince Georges County, Montgomery County and Worcester County youth the opportunity to work in Maryland State Parks.

The purpose of this contract is for eight school buses and drivers to transport the youth from their communities to the Patapsco Valley State Park (4 buses) or the Gunpowder Falls State Park (4 buses) for the six week program. It is projected that up to 28 youth, plus one adult supervisor must be transported on each bus, each day of the program.

No MBE participation goal was established for this contract due to the limited number of MBEs available to provide this service and the limited time period of the service.

**FUND SOURCE:** 100% Special (Program Open Space Funds)  
**APPROP. CODE:** K00A0401  
**RESIDENT BUSINESS:** Yes  
**MD TAX CLEARANCE:** 13-1114-0111

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 4-S (Cont.) **ATTACHMENT**

**BIDS OR PROPOSALS (Cont.):**

<b><u>BIDDERS</u></b>	<b><u>BID PRICE</u></b>	<b><u>EXTENDED BID PRICE *</u></b>
Woodlawn Motor Coach, Inc. Catonsville, MD	\$330.00 per day/bus	\$75,560.00
Chesapeake Charter, Inc. Annapolis, MD	\$365.00 per day/bus	\$84,680.00

Note: \* The Extended Bid Price is calculated by multiplying the per day, per bus price times 8 buses, times the 29 days for which transportation is required.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT**

**ITEM:** 5-S Agency Contact: Cindy Hawkins  
410-260-8154  
chawkins@dnr.state.md.us

**DEPARTMENT/PROGRAM:** Department of Natural Resources (DNR)  
Maryland Park Service

**CONTRACT ID:** Maryland Conservation Jobs Corps Van Rental  
ADPICS # K00B3400155

**CONTRACT DESCRIPTION:** Vehicle Leasing Contract to provide 70 Full-size Passenger Vans, 20 Mini Vans and one Full-Size Sedan for the Maryland Conservation Jobs Corps (CJC) as part of the Governor's initiative to use conservation service as a means to engage at-risk and court-involved youth.

**AWARD:** All Car Leasing, Inc. dba Next Car  
Laurel, MD

**TERM:** 6/12/2013 – 8/7/2013

**AMOUNT:** \$257,905.05 (57 Days)

**PROCUREMENT METHOD:** Competitive Sealed Bidding

**BIDS OR PROPOSALS:** See Attachment

**MBE PARTICIPATION:** None (see Requesting Agency Remarks below)

**PERFORANCE SECURITY:** None

**INCUMBENT:** Same

**REQUESTING AGENCY REMARKS:** A notice of the availability of the Invitation for Bids (IFB) was advertised on *eMaryland Marketplace* (eMM). There were 124 companies notified through eMM. Copies of the solicitation notice were sent directly to seven prospective vendors, five of which are Maryland firms and included one MBE. A copy was also sent to the Governor's Office of Minority Affairs.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM: 5-S (Cont.)**

Three bids were received in response to the IFB; however only two bids were deemed to be responsive. One bid was deemed non-responsive for failure to include all required documentation in the bid package; in addition, the Bidder could only provide 50 passenger vans. One Bidder could only provide 20 of the 70 required vans. However, as per the IFB, multiple awards could be made for different vehicles, except for the sedan, which would be awarded to the "Bidder quoting the lowest responsive Bid rate for the sedan that is also awarded a Contract to provide vans". The lower priced bid for all vans was received from All Car Leasing, Inc. dba Next Car. It was determined that All Car Leasing, Inc. dba Next Car was a responsible bidder and is therefore recommended for award for all vehicles.

This program is part of the Governor's initiative to use conservation service as a means to engage at-risk and court-involved youth in meaningful experiences in nature to reduce recidivism rates, provide opportunities for skills training, empowerment and employment and restore natural and recreational resources in State Parks and the Chesapeake Bay. The Maryland Conservation Jobs Corp program was established in 2008 offering approximately 322 Baltimore City, Harford County, Prince Georges County, Montgomery County and Worcester County youth the opportunity to work in Maryland State Parks.

The purpose of this contract is to have the 70 full-size Passenger Vans, 20 Mini Vans and one Full-Size Sedan available to transport the youth within various State parks to the specific project site where each crew will work. The vans are driven by the project leaders and will also be used to transport supplies before and after the six week program for the youth. All vehicles will be operated by Department employees, classified, and/or contractual employees (camp counselors or group leaders) with a valid driving license (per guidelines set-forth by the State of Maryland), who are responsible adults 21 or older.

The only deliverable under the contract included in this Item, is the lease of the vehicles themselves. The selected vendors will provide no other goods or services than the provision of the vehicles by the required date, with the vehicles being returned when they are no longer required. Between these dates, the only requirement of the vendor is to repair or replace a vehicle that isn't operating properly, which hopefully will not be needed. In addition, there is only one MBE available to provide this service, which was sent the IFB, and a very limited time period (no more than eight weeks) during which the vehicles will be leased. For all these reasons no MBE goal was established.



**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 5-S (Cont.)

**FUND SOURCE:** 100% Special (Program Open Space Funds)

**APPROP. CODE:** K00A0401

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 13-1113-1111

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 5-S (Cont.)                      **ATTACHMENT**

**BIDS OR PROPOSALS (Cont.):**

<b>BIDDERS</b>	<b>PASSENGER VANS (70)</b>	<b>MINI VANS (20)</b>	<b>FULL-SIZE SEDAN (1)</b>	<b>EXTENDED BID PRICE *</b>
All Car Leasing, Inc. dbs Next Car Laurel, MD	\$53.49/day/van = \$213,425.10	\$37.73/day/van = \$43,012.20	\$25.75/day/car = \$1,437.75 **	\$257,905.05
Enterprise RAC Company of Baltimore, LLC Linthicum, MD	\$59.99/day/van = \$68,388.60 (Can only provide 20)	\$39.99/day/van = \$45,588.60	\$24.99/day/car = \$1,424.43 **	\$115,401.63

Note: \* The Extended Bid Price is calculated by multiplying the per day rate times the number of passenger vans, mini vans and the full-size sedan that the bidders could supply times the 57 days for which transportation is required. Only one bidder could supply all vehicle requirements in the IFB.

\*\* As per the IFB, "Each Bidder must provide a price for the single required sedan. The award of the sedan rental will be to the Bidder quoting the lowest responsive Bid rate for the sedan that is also awarded a Contract to provide vans. In other words, if the Bidder with the lowest responsive sedan Bid price does not receive an award to provide any number of vans, it will not receive the award to provide the sedan. Instead, from among the Bidders receiving an award for van rentals, the one with the lowest responsive sedan rental rate will receive the award to provide the sedan."

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT**

**(revised)**

**ITEM:** 6-S

**Agency Contact:** Katie Parks  
410-865-1272  
kparks@mdot.state.md.us

**DEPARTMENT/PROGRAM:**

Department of Transportation (MDOT)  
Office of Real Estate

**CONTRACT ID:**

MDOT-ORE-13-001;  
Real Estate Peak Load and Technical  
Advisory Services  
ADPICS # J01B3400019; J01B3400018

**CONTRACT DESCRIPTION:**

Provide on-call, task order based transportation Real Estate consulting services including assistance to MDOT with peak load assignments, and provide technical support on a case-by-case basis in disciplines outside the areas of experience and expertise of MDOT staff.

**AWARDS:**

Category I: Bolan Smart Associates, Inc.  
Washington, DC  
(SBE)

Category II: STV, Incorporated  
Baltimore, MD

**TERM:**

6/1/2013 – 5/31/2016 (w/1 two-year renewal option)

**AMOUNTS:**

Category I:  
\$600,000 Est. (3 Years; Base Contract)  
\$400,000 Est. (2 Years; Renewal Option)  
\$1,000,000 Est. Total (5 Years)

Category II:  
\$1,800,000 Est. (3 Years; Base Contract)  
\$1,200,000 Est. (2-Years; Renewal Option)  
\$3,000,000 Est. Total (5 Years)

**PROCUREMENT METHOD:**

Competitive Sealed Proposals

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 6-S (Cont.)

**BIDS OR PROPOSALS:** See Attachment

**MBE PARTICIPATION:** *Category I: 0%*  
*Category II: 13%*  
(See Requesting Agency Remarks below)

**PERFORMANCE SECURITY:** None

**INCUMBENT:** STV, Incorporated  
Annapolis, MD

**REQUESTING AGENCY REMARKS:** A notice of the availability of the Request for Proposals (RFP) was advertised on *eMaryland Marketplace*. Copies of the solicitation notice were mailed directly to eight prospective vendors, three of which are Maryland firms, and included two MBEs.

The solicitation was divided into two service categories: Category I, which includes financial and transactional analysis and negotiations assistance; and Category II, which includes market analysis; marketing and outreach, development planning, land use planning, environmental service, engineering, design, asset and property management, parking management and survey services. It was anticipated that one award would be made in each Category. In total six proposals were received in response to the RFP, all of which were deemed to be reasonably susceptible of being selected for award. Four proposals were received for Category I services, and two proposals were received for Category II services.

The purpose of this contract is to obtain the services of experienced consultants who will provide advisory services related to the use and development of real property owned by MDOT's modal administrations. This contract award will provide MDOT with contractor support and resources that will provide technical support in the areas including, but not limited to: land use planning; development planning; engineering; market analysis; marketing and outreach; environmental services; design; asset and property management; parking management; financial and transactional analysis; and negotiations assistance.

For Category I Services, Bolan Smart Associates, Inc. was ranked #1 technically and had the lowest financial price. Therefore, award is recommended to Bolan Smart Associates, Inc. as having the most advantageous offer for the State for Category I.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 6-S (Cont.)

For Category II Services, STV, Inc. was ranked #2 technically and had the lowest financial price. It was determined that the slight technical differences between the two offers for Category II did not offset the 27% (\$587,162) difference in price; therefore, award is recommended to STV, Inc. as having the more advantageous offer for the State for Category II.

The Award Amounts are based upon the Financial Prices, which are fixed price hourly rates, for the base term, plus an estimated 1.9% Consumer Price Index (CPI) increase, as contained in the Contracts, for the renewal option period. At the end of the base term, the Contractors may request a CPI increase to the fixed price hourly labor rates of up to 5% during each two-year renewal option period by submitting a written request to the Procurement Officer at least 60 calendar days prior to the intended effective date.

No MBE participation goal was established for Category I Services based upon the decision that there are no components of these services to be subcontracted. Due to the sensitive nature of the information involved with financial analysis and negotiations, it is important for MDOT to have direct access to the firm conducting these services.

A 13% MBE participation goal was established for Category II Services to utilize Marketing Consultant Services, Other Scientific and Technical Services Consulting Services, Environmental Consulting Services, and Engineering Services for subcontracting opportunities.

**FUND SOURCE:** 100% Special (Transportation Trust Fund)  
**APPROP. CODE:** J0109003  
**RESIDENT BUSINESSES:** No (Bolan Smart Associates, Inc.)  
Yes (STV, Inc.)  
**MD TAX CLEARANCES:** 13-1350-0110 (Bolan Smart Associates, Inc.)  
13-1172-0110 (STV, Inc.)

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM;**        6-S (Cont.)                    **ATTACHMENT**

**BIDS OR PROPOSALS (Cont.):**

<b>Offerors</b>	<b>Technical Ranking</b>	<b>Financial Ranking</b>	<b>Evaluated Financial BAFO Price * Base Term (3 years)</b>	<b>Overall Ranking **</b>
<b>CATEGORY I SERVICES</b>				
Bolan Smart Associates, Inc. Washington, DC	1	1	\$497,970	1
HR & A Advisors, Inc. Washington, DC	3	2	\$642,910.70	2
Jones Lang LaSalle Baltimore, MD	2	4	\$782,810	3
TR Advisors, LLC Boston, MA	4	3	\$645,750	4
<b>CATEGORY II SERVICES</b>				
STV, Inc. Baltimore, MD	2	1	\$1,602,270	1
RCLCO, Inc. Bethesda, MD	1	2	\$2,189,431.80	2

Note: \*The Financial Price was based upon a model of fully loaded hourly rates for four different labor classifications of work for Category I and 16 different labor classifications for Category II for an estimated number of hours to be worked in each labor classification during the base term of the contract, as provided in the RFP.

\*\* Technical factors and financial factors had equal weight in the overall award determination.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT**

**ITEM:** 7-S **Agency Contact:** Courtney Lewis  
410-767-0824  
Courtney.Lewis@maryland.gov

**DEPARTMENT/PROGRAM:** Health & Mental Hygiene (DHMH)  
Prevention & Public Health Administration (PHPA)  
Cancer & Chronic Disease Bureau (CCDB)  
Center for Cancer Prevention & Control (CCPC)

**CONTRACT ID:** OPASS 13-11062;  
Quality Assurance and Data Management of the  
Maryland Cancer Registry  
ADPICS # M00B3400579

**CONTRACT DESCRIPTION:** Conduct quality assurance and database  
management services for the Maryland Cancer Registry (MCR).

**AWARD:** Westat, Inc.  
Rockville, MD

**TERM:** 7/1/2013 - 6/30/2018

**AMOUNT:** \$6,203,175 (5 Years)

**PROCUREMENT METHOD:** Competitive Sealed Proposals

**BIDS OR PROPOSALS:** Only One Proposal Received

**MBE PARTICIPATION:** 0% (See Requesting Agency Remarks below)

**PERFORMANCE SECURITY:** N/A

**INCUMBENT:** Same

**REQUESTING AGENCY REMARKS:** A notice of the availability of the Request for Proposals (RFP) was advertised on *eMaryland Marketplace*. Copies of the solicitation notice were emailed directly to 14 prospective vendors, eight of which are Maryland firms, and none are MBEs. A copy was also sent to the Governor's Office of Minority Affairs.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM: 7-S (Cont.)**

The single submitted proposal was evaluated by an evaluation committee. The technical proposal was deemed to be acceptable. In addition, the offeror was determined to be responsible, the financial offer was considered fair and reasonable, and it was also determined that other potential offerors had a reasonable opportunity to respond to the solicitation. Therefore, award is recommended to Westat, Inc., the incumbent.

Individuals representing nine potential offerors attended the Pre-Proposal Conference; however, none of them submitted proposals, likely due to the highly specialized nature of services to be performed under the contract. However, it is not known the specific reasons for not proposing, since none of the potential offerors submitted the "No Response" Form from the RFP.

This purpose of this Contract is to provide quality assurance and database management services for the Maryland Cancer Registry (MCR). These services include registration and processing of cancer and benign brain and central nervous system (CNS) tumor reports for Maryland residents and non-residents diagnosed or treated in Maryland; quality assurance activities; preparation of reports; data processing; providing technical training for reporting entities in Maryland; and submitting Maryland data to the Centers for Disease Control and Prevention's National Program of Cancer Registries (NPCR) and the North American Association of Central Cancer Registries (NAACCR).

The recommended Contractor is required to conduct the above services in accordance with MCR and Departmental guidelines and the standards set by the NNPCR and NAACCR, and the confidentiality and data requirements of Annotated Code of Maryland Health – General §§ 18-203-204, Code of Maryland Regulations 10.14.01, and Public Law 102-515.

Due to the highly specialized nature of the services to be performed under the contract and the fact that the majority of the contracted costs are for specialized personnel who are certified in cancer record coding (Certified Tumor Registrars), the ability to subcontract work is severely limited. Although training will be required and computer hardware will need to be purchased, these costs are a minimal part of the overall budget for the Contractor. Therefore, no MBE participation goal was established for this Contract.



**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 7-S (Cont.)

**FUND SOURCE:** 71.4% General; 14% Federal;  
14.6% Special (Cigarette Restitution Fund)

**APPROP. CODE:** M00F0304

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 13-0635-1111

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Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT**

**ITEM:** 8-S **Agency Contact:** Stacy Reid Swain,  
410-767-6888  
Stacy.reid-swain@maryland.gov

**DEPARTMENT/PROGRAM:** Health and Mental Hygiene (DHMH)  
Deputy Secretary of Public Health  
Resident Grievance System (DDA)

**CONTRACT ID:** DHMH/OPASS 13-13255;  
Legal Assistance Provider  
ADPICS # M00B3400584

**CONTRACT DESCRIPTION:** Provide legal assistance and representation for the  
residents at the Developmental Disabilities Administration (DDA) facility, the Holly Center.

**AWARD:** John P. Houlihan, P.A.  
Salisbury, MD

**TERM:** 6/1/2013 – 5/31/2016 (w/2 one-year renewal  
options)

**AMOUNT:** \$215,995 (3 Years; Base)  
\$ 77,057 (1 Year; Renewal Option #1)  
\$ 79,853 (1 Year; Renewal Option #2)  
\$372,905 Total (5 Years)

**PROCUREMENT METHOD:** Competitive Sealed Bidding  
(Small Business Reserve)

**BIDS OR PROPOSALS:** Only One Bid Received

**MBE PARTICIPATION:** None (See Requesting Agency Remarks below)

**PERFORMANCE SECURITY:** None

**INCUMBENT:** Same

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 8-S (Cont.)

**REQUESTING AGENCY REMARKS:** A notice of the availability of the Invitation for Bids (IFB) was advertised on *eMaryland Marketplace* and the DHMH website. Copies of the solicitation notice were mailed directly to seven prospective vendors, all of which are Maryland firms.

Only one bid was received in response to this solicitation. The recommended contractor is responsible, and its bid meets the technical requirements set forth in the IFB. Moreover, the price has been deemed fair and reasonable, and it was determined that other prospective bidders had a reasonable opportunity to respond to the solicitation. Therefore, award is recommended to John P. Houlihan, P.C., the incumbent.

The Legal Assistance Program (LAP) is comprised of independent attorneys assisting residents in obtaining established rights and helping residents to obtain federal/state benefits which may be of assistance to them in their return to the community. The LAP refers cases to outside attorneys when the LAP is precluded from handling a case, an example would be in the case of a criminal matter. The referred attorney provides the legal service pro bono, should they accept the case in accordance with the Annotated Code of Maryland, Health General, Title 7.

Health General Title 7, Annotated Code of Maryland, requires that residents of State Residential Centers (SRC) be provided with legal counsel at the time they are proposed for admission to an SRC. The Bauer Consent Decree requires that, at least once a year, each individual with mental retardation who is admitted to a SRC shall be re-evaluated to determine that the individual still meets the requirements for admission, whether the services can be provided in a less restrictive setting, whether the individual's plan of habilitation is adequate and suitable, and whether the SRC has complied with and executed the plan of habilitation in accordance with the regulations. The Bauer Consent Decree requires that the legal counsel attend the annual re-evaluation or be provided with the written report of the re-evaluation.

The LAP provides legal assistance and representation to the residents primarily in four categories:

- Admission Hearings as provided in Health General Articles 7-502 and 7-503;
- Re-evaluations as provided in Health General Article 7-505;
- Habeas Corpus and Petition for Release as provided in Health General Articles 7-506 and 7-507; and,
- Transfer Hearings as provided in Health General Articles 7-802 and 7-804.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 8-S (Cont.)

Extensive efforts were made to expand the list of law firms that would bid on these LAP contracts without success. These contracts require the attorney to provide the service at the SRC and interact with clients whose communication skills are seriously impaired or limited, which requires a greater expense of the attorney's time.

John P. Houlihan, P.C. has been providing these services for the residents at the Holly Center for many years. He knows most of the clients at the facility and has extensive records with them.

No MBE goal was established for these contracts because core services have to be performed by an attorney, and there is little ancillary activity to those performed by the attorney. In addition, for the services at the Holly Center, the relatively small annual value of the contract and the location where services are to be provided (Salisbury) are not favorable to subcontracting.

**FUND SOURCE:** 100% General

**APPROP. CODE:** M00K0101

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 13-1176-0111

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT**

**ITEM:** 9-S **Agency Contact:** Sandy Johnson  
410-767-7408  
sandy.johnson@maryland.gov

**DEPARTMENT/PROGRAM:** Human Resources (DHR)  
Social Services Administration (SSA)  
Foster Care Maintenance Payments  
Program

**CONTRACT ID:** Residential Child Care Services  
APDICS # N00B3400332

**CONTRACT DESCRIPTION:** Sole Source Out-of-State Residential Child Care  
Contract for the placement of a deaf foster care youth at the National Deaf Academy in Florida.  
As well as having a hearing disability, this youth has emotional and behavioral problems and has  
exhausted all in-State resources.

**AWARD:** National Deaf Academy, LLC  
Mt. Dora, FL

**TERM:** 6/1/2013 - 5/31/2014 (w/4 one-year renewal  
options)

**AMOUNT:** \$ 328,500 (1 Year; Base Contract)  
\$ 328,500 (1 Year; 1<sup>st</sup> Renewal Option)  
\$ 329,400 (1 Year; 2<sup>nd</sup> Renewal Option)  
\$ 328,500 (1 Year; 3<sup>rd</sup> Renewal Option)  
\$ 328,500 (1 Year; 4<sup>th</sup> Renewal Option)  
\$1,643,400 Total (5 Years)

**PROCUREMENT METHOD:** Sole Source

**BIDS OR PROPOSALS:** N/A

**MBE PARTICIPATION:** None (See Requesting Agency Remarks below)

**PERFORMANCE SECURITY:** None

**INCUMBENT:** Same

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 9-S (Cont.)

**REQUESTING AGENCY REMARKS:** Request for approval of a sole source contract for the Out-of-State placement of a deaf foster care youth at the National Deaf Academy in Florida. Prior to placing any youth with an Out-of-State Provider, regulations must be followed that require the Department to exhaust all In-State placement options and document all efforts to do so.

The Social Services Administration (SSA) of the Maryland Department of Human Resources (DHR) provides services to Maryland's most vulnerable foster children and their families. This contract is for a Maryland foster teen that requires extensive care and services. DHR was contacted by the previous Provider to remove the child from its treatment facility due to his severe mental and behavioral issues. Due to this notification, an emergency placement became necessary.

This 15-year-old deaf youth was previously placed at seven different residential Group Homes and Treatment Foster Care Homes in Maryland and one facility in New York, prior to being placed at the National Deaf Academy in the Florida. He was recommended for a Residential Treatment Center (RTC) due to his Intermittent Explosive Disorder, being bi-polar, and his Oppositional Defiance and Mood Disorder. He also has sexually inappropriate behavior and a history of fighting and running away (AWOL). All Maryland RTCs rejected him due to his deafness, AWOL risk and aggression.

Recommendations were made by a Forensic Psychologist for facilities in Wyoming, Massachusetts, Connecticut and Florida (the National Deaf Academy). None of the other facilities were able to provide the treatment services required for the deaf. The National Deaf Academy was made aware of the physical, emotional and behavioral needs of the child and accepted him as a placement. Subsequently, this placement was reported to the Board of Public Works (BPW) as an Emergency Procurement at the October 31, 2012 BPW meeting (Appendix 1). This new sole source contract replaces the emergency placement contract.

Residential Child Care programs are defined in COMAR 14.31.02.03B(13) as "a program of care provided in a residential setting by a provider on a 24-hour basis for longer than 24 hours to a child or children unless otherwise provided by State law" within a structured set of services and activities. COMAR 14.31.06.01 "articulates the standards that must be met and maintained by residential child care programs for children and youth. These requirements are designed to protect the health, safety, and well being of children placed in residential child care programs."

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 9-S (Cont.)

The Governor's Office for Children (GOC) is the single point of entry for private providers interested in supplying care under approved negotiated rates for youth of the various State jurisdictions. Rates for these Out-of-State Provider Contracts have been approved by the Maryland Department of Education, Non-Public Special Education Section.

The National Deaf Academy has applied to become a Maryland (MD) Medicaid vendor. DHR is responsible for the cost of placement until MD Medicaid is approved and initiated, except for educational costs that will continue to be supported under this Contract. The MD Medicaid support paperwork has been initiated, but not yet approved. This is a not-to-exceed (NTE) per diem contract where the provider is paid solely for the one child per day. As such, the DHR will not be charged for any unused capacity. If and, when MD Medicaid is approved, this Contract will only remain in effect to support any outstanding educational costs.

There is no MBE participation goal established for this contract as the National Deaf Academy facilities and services provided are totally outside the State of Maryland, and this contract is for only one youth.

**FUND SOURCE:** 100% General  
**APPROP. CODE:** N00G0001  
**RESIDENT BUSINESSES:** No  
**MD TAX CLEARANCE:** 13-1174-0000

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT RENEWAL OPTION**

**ITEM:** 10-S-OPTION **Agency Contact:** Mark Leeds  
410-767-1443  
mark.leeds@maryland.gov

**DEPARTMENT/PROGRAM:** Health and Mental Hygiene (DHMH)  
Office of Health Services (OHS)  
Long Term Care and Community Supports  
Administration  
Money Follows the Person Demonstration  
(MFP)

**CONTRACT ID:** DHMH/OPASS-11-10376;  
Fiscal Intermediary Services for the  
Office of Health Services  
ADPICS # M00B3400586

**CONTRACT APPROVED:** 5/19/2010 DBM BPW Agenda Item 2-S

**CONTRACTOR:** Administrative Services, Incorporated  
Bethesda, MD

**CONTRACT DESCRIPTION:** The Fiscal Intermediary Services will  
provide a full scope of employee payroll services to the Living at Home Waiver participants who  
are the employer of record for their non-agency attendant care service providers. Under the  
contract self-employed personal care providers may also receive various services.

**OPTION DESCRIPTION:** Approval request to exercise the first of two  
one-year renewal options as contained in the original contract for fiscal intermediary services.

**TERM OF ORIGINAL CONTRACT:** 6/1/2010 – 5/31/2013 (w/2 one-year renewal  
options)

**TERM OF OPTION:** 6/1/2013 – 5/31/2014

**AMOUNT OF ORIGINAL CONTRACT:** \$1,623,540 (3 Years)

**AMOUNT OF OPTION:** \$574,086 (1 Year)

**PRIOR MODIFICATION/OPTIONS:** None



**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 10-S-OPTION (Cont.)

**REVISED TOTAL CONTRACT AMOUNT:** \$2,197,626

**ORIGINAL PROCUREMENT METHOD:** Competitive Sealed Proposals

**MBE PARTICIPATION:** 10%

**MBE COMPLIANCE:** 11%

**REQUESTING AGENCY REMARKS:** Request for approval to continue existing fiscal intermediary services by exercising the first of two one-year renewal options as contained in the original contract.

The continuation of this contract is needed in order to provide essential fiscal intermediary services for two classes of healthcare providers through multiple programs operated by the Department of Health and Mental Hygiene (DHMH) in the Office of Health Services (OHS). These programs provide personal care services to vulnerable, disabled adults in Maryland. Ultimately, the provision of these services decreases ongoing Medicaid costs by reducing or preventing institutional care. The first class of healthcare providers is the Living At Home (LAH) Waiver non-agency attendant care providers. LAH Waiver consumer attendant care providers are considered to be employees of the participant they service. They require full W-2 federal and state income tax service, including employee and employer withholding taxes, Federal Unemployment Tax Act (FUTA) and State Unemployment Tax Act (SUTA) payment, as well as Workers' Compensation insurance coverage and related remittances and reporting.

The second class of health care providers is the independent contractor, hereinafter called the "self-employed" independent personal care providers of the Medical Assistance Personal Care Services Program (MAPCSP) and the Home- and Community-Based Services Waiver for Older Adults (WOA) Program. MAPCSP and WOA providers are self-employed independent contractors and, by the authority of Health-General, Article, §15-132.1, Ann. Code of Md., the Department is required to "...provide voluntary withholding of federal income taxes under the

The third function of the fiscal intermediary contractor is to complete voluntary withholding and payment of organizational dues on behalf of the non-agency healthcare providers in the Living at Home Waiver Program and the independent, self-employed providers working through the Medical Assistance Personal Care Services Program and the Waiver for Older Adults.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 10-S-OPTION (Cont.)

The Contractor has provided the services under this Contract in a professional and timely manner; therefore, it is in the best interest of the State to exercise the available renewal option at this time.

**FUND SOURCE:** 50% General; 50% Federal

**APPROP. CODE:** M00F0304

**RESIDENT BUSINESS:** Yes

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT RENEWAL OPTION**

**ITEM:** 11-S-OPTION **Agency Contact:** Rosetta Rose  
410-339-5013  
rrose@dpscs.state.md.us

**DEPARTMENT/PROGRAM:** Public Safety & Correctional Services  
(DPSCS) Police and Correctional Training  
Commissions (PCTC)

**CONTRACT ID:** Q0010025 – Renewal;  
Cafeteria Services at Police and Correctional  
Training Commissions (PCTC) –  
ADPICS # Q00B3400226

**CONTRACTS APPROVED:** 6/23/2010 DBM BPW Agenda Items 1-S

**CONTRACTORS:** Crystal Enterprises, Inc.  
Glenn Dale, MD

**CONTRACT DESCRIPTION:** A combination of revenue generating (for  
DPSCS) and expense (for the Maryland Department of State Police) contract for cafeteria and  
student store services (dispensing food, non-alcoholic beverages and student supplies) for Law  
Enforcement Recruits at the Police and Correctional Training Commissions in Sykesville,  
Maryland.

**OPTION DESCRIPTION:** Approval request to exercise first of two  
one-year renewal options as contained in the original contract.

**TERM OF ORIGINAL CONTRACT:** 7/1/2010 – 6/30/2013 (w/2 one-year renewal  
options)

**TERM OF OPTIONS:** 7/1/2013 – 6/30/2014

**AMOUNT OF ORIGINAL CONTRACT:** \$576,000 Est. (3 Years; Gross Sales; Est.  
Revenue to the State \$2,880)

**AMOUNT OF OPTION:** \$240,000 Est. (1 Year; Gross Sales; Est.  
Revenue to the State \$3,000)

**PRIOR MODIFICATIONS/OPTIONS:** \$0 (See Attachment)

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 11-S-OPTION (Cont.)

**REVISED CONTRACT AMOUNT:** \$816,000 Est.

**ORIGINAL PROCUREMENT METHOD:** Competitive Sealed Proposals

**MBE PARTICIPATION:** 100% (Contractor is a MD Certified MBE)  
0% Subcontracting Goal

**REQUESTING AGENCY REMARKS:** Request for approval to exercise the first of two one-year renewal options as contained in the original contract.

This is a revenue-generating contract for DPSCS, which is supported from gross sales with a percentage of sales returned to the State (0.5%). The Contractor, Crystal Enterprises, has provided cafeteria operations as per the contract in a satisfactory manner. During the renewal option period the three-meal per person per day price has been reduced from \$28.00 to \$27.63. (See the breakdown of the monthly meal prices and the monthly commission rate below.) Therefore, it is in the best interest of the State to exercise the available renewal option.

Monthly Meal Prices:		
<u>Price per Person per Day</u>	<u>Estimated # of Meals</u>	<u>Monthly Total</u>
Breakfast: \$ 5.12	1200	\$ 6,144.00
Lunch: \$10.23	1200	\$12,276.00
Dinner: <u>\$12.28</u>	990	<u>\$12,157.20</u>
Total: \$27.63		<u>\$30,577.20</u> x 12 = \$366,926.40/year

Monthly Commission Rate:  
\$366,926.40 x 0.5% = \$1835 / 12 = \$153.00

The "per person per day" rate applies to the Maryland Department of State Police (MDSP) Cadets only as other authorized users will pay on an a la carte basis. MDSP will pay the contractor for services and DPSCS will receive the revenue in accordance with the terms of the contract.

Contract deliverables include operating a cafeteria for three meal periods daily and operating a student store for the purpose of dispensing food, non-alcoholic beverages, student supplies and other items as may be authorized by the Department. Hours of operation are weekdays minus State holidays from 7:30 AM to 2:00 PM for breakfast and lunch (for non-contract a la carte meals). Dinner meals in the evening are still available for cadets as per the contract.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 11-S-OPTION (Cont.)

The expected daily population served is expected to be 500 with highest usage expected at the mid-day meal. In addition to the MDSP Cadets, the expected users include students and visitors from the Springfield State Hospital and the local community college.

**FUND SOURCE:** 100% Revenue Generating (DPSCS);  
100% General (MDSP)

**APPROP. CODE:** Q00G00.01 (DPSCS);  
W00A01.02 (MDSP)

**RESIDENT BUSINESS:** Yes

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 11-S-OPTION (Cont.) ATTACHMENT

**PRIOR OPTIONS/MODIFICATIONS (Cont.):**

Mod #1	\$0	Modified the contract to change the daily Cafeteria Hours of Operations for non-contract meals from Monday through Friday, 7:30 am - 5:30 pm to Monday through Friday, 7:30 am – 2:00 pm due to the volume of transactions during the evening hours not supporting the current staffing requirements. Effective May 1, 2013. Approved by DPSCS.
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**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT RENEWAL OPTION**

**ITEM:** 12-S-OPTION **Agency Contact:** Rosetta Rose  
410-339-5013  
rrose@dpscs.state.md.us

**DEPARTMENT/PROGRAM:** Public Safety & Correctional Services  
(DPSCS) Operations

**CONTRACT IDS:** Q0010032 A-C – Renewal;  
Sexual Offender Treatment Provider –  
A: Region 1B; B: Region 2; C: Region 4A  
ADPICS # See Attachment

**CONTRACTS APPROVED:** 6/23/2010 DBM BPW Agenda Items 12-S

**CONTRACTORS:** See Attachment

**CONTRACTS DESCRIPTION:** Provide specialized psychotherapeutic  
services to sexual offenders in identified regions of the State of Maryland: Region 1B, Region 2,  
and Region 4A.

**MODIFICATION/ OPTIONS DESCRIPTION:** Approval request to exercise the second of  
three one-year renewal options as contained in the original contracts.

**TERM OF ORIGINAL CONTRACTS:** 7/1/2010 – 6/30/2012 (w/3 one-year renewal  
options)

**TERM OF OPTIONS:** 7/1/2013 – 6/30/2014 (1 Year)

**AMOUNT OF ORIGINAL CONTRACTS:** \$865,995 Total (See Attachment)

**AMOUNT OF OPTIONS:** \$538,000 Total (See Attachment)

**PRIOR MODIFICATIONS/OPTIONS:** \$659,000 (See Attachments 1 & 2)

**REVISED TOTAL CONTRACT AMOUNTS:** \$2,062,995 (See Attachment)

**ORIGINAL PROCUREMENT METHOD:** Competitive Sealed Proposals

**MBE PARTICIPATION:** None

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 12-S-OPTION (Cont.)

**REQUESTING AGENCY REMARKS:** Request for approval to exercise the second of three one-year renewal options as contained in the original contracts.

Specialized sexual offender assessment and treatment are essential elements of the containment approach to sexual offender management and enables parole and probation agents to develop more appropriate supervision plans and implement more effective supervision strategies. These services have been successfully performed in three regions of the State as follows:

Contract A: Eastern Shore Psychological Services provides services in Region 1B, which includes Caroline, Dorchester, Somerset, Talbot, Wicomico and Worcester Counties;

Contract B: Huber and Associates provides services in Region 2, which includes Baltimore City and Baltimore County; and

Contract C: Community Based Treatment Services provides services in Region 4A, which includes Carroll, Frederick and Howard Counties.

The requested funding amount for these renewal options is higher than the estimates in the original agenda item because at the time of award, it was unknown how many offenders would be referred for such services or from what areas of the State the referrals would come. Initially, sexual offenders already under the supervision at the time of contract award were referred for treatment. Newly-sentenced cases from the courts and newly-released offenders from the Division of Correction steadily added to that number. Most of the offenders remain in treatment for at least one year.

Exercising the renewal options is in the best interest of the State because these services are critical in providing supervised sexual offenders the specialized treatment they need to enhance community safety.



**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 12-S-OPTION (Cont.)

**FUND SOURCE:** 100% General

**APPROP. CODE:** Q00A0202

**RESIDENT BUSINESSES:** Yes

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM: 12-S-OPTION (Cont.) ATTACHMENT 1**

**PRIOR MODIFICATIONS/OPTIONS (Cont.):**

Mod #1	\$0	Modified the contracts to adjust the NTE amount for the two year base contract term between Year 1 and Year 2 based upon the approved contract amount for the estimated usage established for each year of the contract. Effective 6/27/2011 for Contract A. Effective 5/24/2012 for Contracts B and C. Approved by DPSCS.
Option #1	\$558,000	Exercised the first of three one-year renewal options as contained in the contracts for the period of 7/1/2012 through 6/30/2013. Approved on the 5/23/2012 DBM BPW Agenda, Item 9-S-MOD.
Mod#2	\$56,000	Modified Contract A to increase the available funding due to an increase in the number of referrals in Region 1B for the period of 5/24/2012 through 6/30/2012. Approved on the 5/23/2012 DBM BPW Agenda, Item 9-S-MOD.
Mod #2	\$45,000	Modified Contract C to increase the available funding due to an increase in the number of referrals in Region 4A for the period of 5/1/2013 through 6/30/2013. Approved by DBM and reported on the April 2013 PAAR.
Total	<u>\$659,000</u>	

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ATTACHMENT 2**

ITEM: 12-S-OPTION (Cont.)

**CONTRACT IDS/CONTRACTORS/AMOUNT OF ORIGINAL CONTRACTS/PRIOR MODIFICATIONS/OPTIONS (Cont.):**

CONTRACT IDS/ CONTRACTORS	AMOUNT OF ORIGINAL CONTRACTS	PRIOR OPTIONS/MODIFICATIONS				AMOUNT OF OPTIONS (OPTION #2)	REVISED TOTAL CONTRACT AMOUNTS
		MOD #1	MOD #2 (Contract A)	OPTION #1	MOD #2 (Contract C)		
Contract A: Q0010032A Eastern Shore Psychological Services Salisbury, MD ADPICS # Q00B3400228	\$233,850.00	\$0.00	\$56,000.00	\$180,000.00	-	\$165,000.00	\$634,850.00
Contract B: Q001032B Huber and Associates Baltimore, MD ADPICS # Q00B3400229	\$427,560.00	\$0.00	-	\$228,000.00	-	\$178,000.00	\$833,560.00
Contract C: Q001032C Community Based Treatment Services Columbia, MD ADPICS # Q00B3400230	\$204,585.00	\$0.00	-	\$150,000.00	\$45,000.00	\$195,000.00	\$594,585.00
<b>Total</b>	<b>\$865,995.00</b>	<b>\$0.00</b>	<b>\$56,000.00</b>	<b>\$558,000.00</b>	<b>\$45,000.00</b>	<b>\$538,000.00</b>	<b>\$2,062,995.00</b>

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT RENEWAL OPTION**

**ITEM:** 13-S-OPTION **Agency Contact:** Rosetta Rose  
410-339-5013  
rrose@dpscs.state.md.us

**DEPARTMENT/PROGRAM:** Public Safety & Correctional Services  
(DPSCS)

**CONTRACT ID:** Q0009031 – Renewal;  
Substance Abuse Assessment Provider  
ADPICS # Q00B3400223

**CONTRACTS APPROVED:** 6/9/2010 DBM BPW Agenda Items 7-S

**CONTRACTORS:** Gaudenzia, Inc.  
Norristown, PA

**CONTRACT DESCRIPTION:** Contract established to provide screening  
and assessment services of inmates to determine treatment required in the areas of addiction  
and/or criminality within the confines of correctional institutions.

**OPTIONS/MODIFICATION DESCRIPTION:** Approval request to exercise first of two  
one-year renewal options as contained in the original contract.

**TERM OF ORIGINAL CONTRACT:** 7/1/2010 – 6/30/2013 (w/2 one-year  
renewal options)

**TERM OF OPTIONS:** 7/1/2013 – 6/30/2014

**AMOUNT OF ORIGINAL CONTRACT:** \$1,055,163 (3 Years)

**AMOUNT OF OPTION:** \$351,721 (1 Year)

**PRIOR MODIFICATIONS/OPTIONS:** None

**REVISED CONTRACT AMOUNT:** \$1,406,884

**ORIGINAL PROCUREMENT METHOD:** Competitive Sealed Proposals

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 13-S-OPTION (Cont.)

**MBE PARTICIPATION:** 10%

**MBE COMPLIANCE:** 9.42%

**REQUESTING AGENCY REMARKS:** Request for approval to exercise the first of two one-year renewal options as contained in the original contract for substance abuse assessment provider services with Gaudenzia, Inc.

This Contract provides for psychological screening and subsequent, if appropriate, assessment services of all inmates at intake. It also allows for the "Back-End" screening of inmates who have come within six years of an anticipated release date and did not receive a screening and assessment at intake (usually due to intake before the implementation of this contract). Performing these services of initial screenings for addiction and criminal thought processes relating to characteristics or factors identified by research as predictors of crime and/or related recidivism allows inmates to be properly diagnosed and properly housed. Renewal of this contract will ensure the timely placement of offenders into the appropriate level of substance abuse treatment programming.

Gaudenzia, Inc is the current operator of over 111 appropriately licensed programs in Maryland, Pennsylvania, and Delaware – including four licensed Maryland State and one county in-prison therapeutic community programs and nine major licensed community programs in Maryland. It has worked collaboratively with DPSCS during the past three years of this contract, and DPSCS is satisfied with the services provided. Therefore, it is deemed that exercising the first one-year renewal option is in the best interest of the State.

**FUND SOURCE:** 100 % General

**APPROP. CODE:** Q00T0204

**RESIDENT BUSINESS:** Yes

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT MODIFICATION**

**ITEM:** 14-S-MOD **Agency Contact:** Joselyn Hopkins  
410-339-5013  
jmhopkins@dpscs.state.md.us

**DEPARTMENT/PROGRAM:** Public Safety & Correctional Services  
(DPSCS) Office of the Secretary

**CONTRACT ID:** Q0009021A-E;  
Inmate Substance Abuse Treatment Services  
Residential Substance Abuse Programs;  
A. Maryland Correctional Training Center  
(MCTC)  
B. Residential Substance Abuse Treatment  
(RSAT)  
C. Regimented Offenders Treatment Center  
(ROTC)  
D. Metropolitan Transition Center (MTC)  
E. Maryland Correctional Institution for  
Women (MCIW)  
ADPICS #. COE82990 (Q0009021A);  
COE82992 (Q0009021B)

**CONTRACTS APPROVED:** 4/1/2009 DBM BPW Agenda Item 5-S

**CONTRACTORS:** Gaudenzia, Inc. (Contracts A - D)  
Norristown, PA  
(Local Office in Baltimore, MD)  
  
Second Genesis, Inc. (Contract E)  
Silver Spring, MD

**CONTRACT DESCRIPTION:** Provide substance abuse treatment service  
programs within the confines of the five specified correctional institutions of the Maryland  
Department of Public Safety and Correctional Services.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 14-S-MOD (Cont.)

**MODIFICATION DESCRIPTION:** Request for retroactive approval to modify Contracts A for the Maryland Correctional Training Center (MCTC) and B for the Residential Substance Abuse Treatment (RSAT) to increase the Not-to-Exceed (NTE) amounts in order to pay for services rendered for the enhanced prison-based residential treatment programs that would have ended on December 31, 2012 when the grant expired.

**TERM OF ORIGINAL CONTRACT:** 4/1/2009 – 3/31/2014

**TERM OF MODIFICATION:** 1/1/2013 – 3/31/2014

**AMOUNT OF ORIGINAL CONTRACT:** \$13,896,330 (5 Years)

**AMOUNT OF MODIFICATION:** \$179,219 NTE (A - MCTC)  
\$179,219 NTE (B - RSAT)  
\$358,438 NTE Total

**PRIOR MODIFICATIONS/OPTIONS:** \$348,160 (See Attachment)

**REVISED CONTRACT AMOUNT:** \$14,602,928

**PERCENT +/- (THIS MODIFICATION):** +2.58%

**OVERALL PERCENT +/-:** +2.50%

**ORIGINAL PROCUREMENT METHOD:** Competitive Sealed Proposals

**MBE PARTICIPATION:** 10%

**MBE COMPLIANCE:** 1.34% (A); 7.23% (B)

**REQUESTING AGENCY REMARKS:** Request for retroactive approval of a modification to increase the NTE amount for Contracts A and B to pay for services rendered under the previous contract modification that was approved by the Board of Public Works (BPW) on the 1/4/2012 DBM BPW Agenda, Item 7-S-MOD. The grant funds for the enhanced prison-based residential treatment program services expired on 12/31/2012. However, due to an oversight on the part of DPSCS, the Contractor continued to provide the enhanced services through 3/5/2013. As soon as the issue was realized, DPSCS immediately notified the Contractor to cease providing enhanced services until this modification is approved. The issue arose because of confusion within DPSCS regarding the grant period and the funding amount.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM: 14-S-MOD (Cont.)**

Additionally, the DPSCS Grants Manager, who was responsible for overseeing the funding, had left the Department, resulting in a lack of oversight. To ensure this situation does not occur again, there has been a renewed coordination between all parties involved to define clear expectations and provide a better comprehensive understanding of grant reporting timeframes. In addition, DPSCS is in the process of hiring a new Grants Manager.

The original contacts with Gaudenzia, Inc. were to provide intensive substance abuse treatment to inmates at three DPSCS facilities. Services include extensive pre- and post-screening and assessment testing, assessment of criminal risk, assessment of the presence of mental health disorders, and readiness and motivation for change. The previous modification for enhanced prison-based residential treatment program services afforded the addition of staff to provide coordination of aftercare and community re-entry. These enhanced services will now be extended through the end of the contract term with this modification for additional funding.

While participation in prison-based therapeutic community (TC) programs has been shown to reduce recidivism, effectiveness is greatly enhanced when aftercare is provided. By linking the institutional and community phases of treatment, there will be a greater impact on recovery from alcohol and drug-involved offenders and lead to more positive outcomes. The goal of this expansion of services is to allow the Contractor to schedule offenders for additional treatment during the final phase of their sentence prior to release, and develop a continuum of care that includes prison-based aftercare services for offenders who complete the TC and institution outreach. This will allow the process of preparing the offender for re-entry into the community to begin. Additional staffing is being provided within the scope of work to expand the intensive substance abuse treatment services to inmates currently being treated.

Gaudenzia, Inc. performance has been satisfactory in meeting the requirements of the scope of work. The following are some examples of Gaudenzia's work:

- Continues to ensure that each inmate in the program receives 15 hours of direct staff interactive service per week;
- Maintains a therapeutic environment that emphasizes compliance with institutional rules and program parameters;
- Continues to deliver services that stabilize the substance abuse and/or dependent inmate and addresses their remediation needs;
- Conducts on-going risk and needs assessment of inmates participating in the program; and
- Has instituted a re-entry preparation program to minimize the probability of relapse or recidivism.



**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 14-S-MOD (Cont.)

**FUND SOURCE:** 100% Federal (RSAT-2010-1002)

**APPROP. CODES:** Various

**RESIDENT BUSINESSES:** Yes

**DBM REMARKS:** Retroactive approval requested pursuant to  
11-204(c) State Finance & Procurement Article.

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 14-S-MOD (Cont.) ATTACHMENT

**PRIOR OPTIONS/MODIFICATIONS (Cont.):**

Mod #1 to Contracts A & B \$0

Modified the contract to change the MBE subcontracting participation goals for the period of 1/7/2011 - 3/31/2014. Approved by DPSCS.

Mod #2 to Contracts A & B \$174,080 (A)  
\$174,080 (B)  
\$348,160

Modified the contracts to enhance prison-based residential treatment programs through the addition of staff to provide coordination of aftercare and community re-entry for the period of 1/5/2012 - 12/31/2012. Approved on the 1/4/2012 DBM BPW Agenda, Item 7-S-MOD.

Total \$348,160

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**SERVICES CONTRACT MODIFICATION**

**ITEM:** 15-S-MOD **Agency Contact:** Ken Smith  
410-260-7807  
ksmith@comp.state.md.us

**DEPARTMENT/PROGRAM:** Comptroller of Maryland (COMP)  
Compliance Division

**CONTRACT ID:** OC-2009-01;  
Primary Collection Services  
ADPICS # COE83766

**CONTRACT APPROVED:** 5/20/2009 DBM BPW Agenda Item 2-S

**CONTRACTOR:** NCO Financial Systems, Inc.  
Horsham, PA

**CONTRACT DESCRIPTION:** Revenue-generating contract of an independent collection agency to perform primary collection services of delinquent tax accounts owed to the state of Maryland.

**MODIFICATION DESCRIPTION:** Request for retroactive approval to increase the available funding to allow for the payment of commission on additional revenues collected.

**TERM OF ORIGINAL CONTRACT:** 7/1/2009 – 6/30/2011 (w/1 two-year renewal options)

**TERM OF MODIFICATION:** 4/1/2013 – 6/30/2013

**AMOUNT OF ORIGINAL CONTRACT:** \$676,240  
(5.35% of Est. \$12.64 million in collections)

**AMOUNT OF MODIFICATION:** \$300,000  
(5.35% of Est. \$5.6 million in collections)

**PRIOR MODIFICATIONS/OPTIONS:** \$825,750 (See Attachment)

**REVISED TOTAL CONTRACT AMOUNT:** \$1,801,990

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 15-MOD (Cont.)

**PERCENT +/- (THIS MODIFICATION):** +44.4%  
**OVERALL PERCENT +/-:** +51.8%  
**ORIGINAL PROCUREMENT METHOD:** Competitive Sealed Proposals  
**MBE PARTICIPATION:** 25%  
**MBE COMPLIANCE:** 23%

**REQUESTING AGENCY REMARKS:** Request for retroactive approval of a modification to increase the available funding for payment of commissions on additional revenues collections. The contractor's collection efforts have greatly exceeded the original estimates. As of April 2013, the full amount of approved funding has been paid to the Contractor for commissions.

Revenues collected during the renewal option period, including the two approved modifications, are estimated to be \$15.4M. This additional \$300,000 modification, including \$3,388 already paid to the Contractor, will fund commissions to be paid on an additional estimated \$5.6M in tax collections. Total revenues collected under this contract are estimated at \$33.7M, which is \$6.5M higher than the original estimate for the entire four years of the Contract for the base term and the renewal option.

The Contract expires June 30, 2013; however, the Contractor is allowed to continue collecting on accounts with active pay plans for nine months after Contract expiration. This modification will allow for payment of commissions on those additional collection efforts, thereby generating additional revenue for the State.

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 15-MOD (Cont.)

**FUND SOURCE:** 100% Special (Revenue Generating)

**APPROP. CODE:** E00A0501

**RESIDENT BUSINESS:** Yes

**DBM REMARKS:** Retroactive approval requested pursuant to  
11-204(c) State Finance & Procurement Article.

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**SUPPLEMENT B  
DEPARTMENT OF BUDGET AND MANAGEMENT  
ACTION AGENDA**

**ITEM:** 15-MOD (Cont.)

**PRIOR MODIFICATIONS/OPTIONS (Cont.):**

Option #1	\$775,750	Exercised the single two-year renewal option as contained in the original contract for the period of 7/1/2011 – 6/30/2013. (5.35% of Est. \$14.5M in collections). Approved on the 4/6/2011 DBM BPW Agenda, Item 4-S-OPTION.
Mod #1	\$24,000	Mod to add funding to allow for the payment of commissions on additional revenues collected for this revenue-generating contract for primary collection services of delinquent tax accounts. Term: 3/19/2013 - 6/30/2013. Approved by COMP.
Mod #2	\$26,000	Mod to add funding to allow for the payment of commissions on additional revenues collected for this revenue-generating contract for primary collection services of delinquent tax accounts. Term: 3/28/2013 - 6/30/2013. Approved by DBM and reported on March 2013 PAAR.
Total	<u>\$825,750</u>	

**SUPPLEMENT B**  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
**ACTION AGENDA**

**GENERAL MISCELLANEOUS**

**ITEM:** 16-GM **Agency Contact:** Douglas Hunter  
240-895-4970  
douglash@digshistory.org

**DEPARTMENT:** Historic St. Mary's City Commission (HSMCC)

**AMOUNT OF REQUEST:** \$75,000

**DESCRIPTION:** Additional funding is needed for the Historic St. Mary's City due to unexpected shortfall in sponsorship funding and leasing revenue that have occurred during FY2013.

**FUND SOURCE:** FY2013 Contingent Fund

**APPROP. CODE:** D05E0102

**REQUESTING AGENCY REMARKS:** The funding for this FY2013 deficiency amount is being requested from the FY2013 Contingent Fund. If approved, the funds will be transferred from the Contingent Fund to the Historic St. Mary's City Commission General fund to fund its operational needs.

**DBM REMARKS:** The Secretary of Budget and Management has certified that funds are available from the FY2013 Contingent Fund.

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Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**CONSTRUCTION CONTRACT MODIFICATION**

**ITEM:** 1-C MOD

**Agency Contact:** James Salt  
301-445-1987  
[jsalt@usmd.edu](mailto:jsalt@usmd.edu)  
USM Rep: Joe Evans

**INSTITUTION:**

University of Maryland, Baltimore

**CONTRACT ID:**

On-Call Construction Management at Risk Services  
for the UM BioMet General Research Building  
1<sup>st</sup> and 3<sup>rd</sup> Floor Renovation  
Task Order Request #12-305 BS against  
On Call CM Contract RFP 85592RA

**CONTRACT APPROVED:**

USM Item 1-C MOD (10/17/2012)

**CONTRACTOR:**

Lewis Contractors, Owings Mills

**TASK ORDER DESCRIPTION:** Professional management and construction services during pre-construction and construction for interior renovations of 1<sup>st</sup> and 3<sup>rd</sup> floors of the General Research Building (formally the Medical Examiners Building) including building envelope and infrastructure upgrades for the BioMet Program.

**MODIFICATION DESCRIPTION:** Award GMP #1 for construction which includes selective demolition, concrete infills, miscellaneous metals, drywall, carpentry, doors frames and hardware, fireproofing, glazing, terrazzo flooring, resilient flooring and carpet, resinous flooring, painting and wallcovering, lab casework, autoclave, window shades, projection screens, mechanical, fire protection and electrical, CM allowances, UMB allowances, CM general conditions, CM-GMP contingency, and CM construction fee .

**ORIGINAL TERM:**

20 weeks from issuance of pre-construction notice to proceed;  
52 weeks from issuance of construction notice to proceed.

**ORIGINAL AMOUNT:**

\$73,440.00 (pre-construction fees only)



**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**ITEM:** 1-C MOD (continued)

**MODIFICATION AMOUNT:** \$3,193,349.00

**TOTAL CONTRACT AMOUNT:** \$3,266,789.00

**MBE PARTICIPATION:** 25%

**MBE COMPLIANCE:** 35.43%

**PERFORMANCE BOND:** A 100% performance bond is required.

**PROCUREMENT METHOD:** On-Call Task Order Proposals

**REQUESTING INSTITUTION REMARKS:** MBE participation for this GMP is 36.25%. UMB anticipates at least one additional GMP for remainder of the trades.

**FUND SOURCE:** Plant Funds

**APPROP. CODE:** R30B21

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 12-2176-1011

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**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**      **DISAPPROVED**      **DEFERRED**      **WITHDRAWN**  
**WITH DISCUSSION**      **WITHOUT DISCUSSION**

SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA

CONSTRUCTION CONTRACT MODIFICATION

ITEM: 2-C MOD

Agency Contact: James Salt  
301-445-1987  
[jsalt@usmd.edu](mailto:jsalt@usmd.edu)  
USM Rep: Joe Evans

INSTITUTION:

University of Maryland, Baltimore for  
Coppin State University

CONTRACT ID:

Construction Management at Risk Services  
for the Science and Technology Center  
at Coppin State University

CONTRACT APPROVED:

USM Item 11-C (6/23/10)  
USM Item 1-C MOD (7/11/12)

CONTRACTOR:

Barton Malow, Linthicum

**CONTRACT DESCRIPTION:** Professional management and construction services during pre-construction and construction of 134,882 GSF Science and Technology Center to house Departments of Mathematics and Computer Science and Natural Sciences; consolidate Information Technology division; and provide campus data center, classrooms, specialized laboratories, and offices. Estimated construction cost for project is \$72,200,000.

**MODIFICATION DESCRIPTION:** Award GMP#2 for construction which includes finish site work, landscaping/irrigation, cast-in-place concrete, masonry, structural steel, miscellaneous metals, millwork, metal panels roofing, spray fireproofing, windows/entrances/curtain wall, skylights, CFMF/interior partitions, ceramic tile, terrazzo flooring, resilient flooring/carpeting, painting/wal coverings, resinous flooring, general trades, signage, lab casework/equipment, greenhouses, elevators, mechanical, fire protection, electrical, CM allowances and UMB allowances.

**ORIGINAL TERM:** 27 months from pre-construction notice to proceed:  
24 months from construction notice to proceed.

**MODIFICATION TERM:** 27 months from pre-construction notice to proceed:  
29 months from construction notice to proceed.

**ORIGINAL CONTRACT AMOUNT:** \$495,000 (pre-construction fees only)

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**ITEM:** 2-C MOD (continued)

**MODIFICATION AMOUNT:** \$61,242,287  
**AMOUNT OF PRIOR MODIFICATIONS:** \$15,451,926  
**REVISED TOTAL CONTRACT AMOUNT:** \$77,189,213  
**MBE PARTICIPATION:** 25%  
**MBE COMPLIANCE:** 40.44%  
**PERFORMANCE BOND:** 100% performance bond required.  
**ORIGINAL PROCUREMENT METHOD:** Competitive Sealed Proposals

**REQUESTING INSTITUTION REMARKS:** GMP #2 trade contract award is based on low bid. Barton Malow has achieved 37.47% MBE for this GMP. There are no additional GMPs.

**FUND SOURCE:** MCCBL 2012: *Provide funds for site acquisition, design, and construction of a New Science and Technology Center.*  
Item 046 \$9,413,063

AFBA 2012 USM Academic Revenue Bonds \$7,900,000

MCCBL 2013: *Provide funds for site acquisition, design, and construction of a New Science and Technology Center.*  
Item 068 \$43,929,224

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 10-4406-1111

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**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**CONSTRUCTION CONTRACT**

**ITEM:** 3-C

Agency Contact: James Salt  
301 445-1987  
[jsalt@usmd.edu](mailto:jsalt@usmd.edu)  
USM Rep: Joe Evans

**INSTITUTION:** University of Maryland, College Park  
for Salisbury University

**CONTRACT ID:** Holloway Hall Auditorium Renovations at Salisbury University  
RFP 84539-W, Contract No. 19438  
Project No. SU-HH-02-13

**CONTRACT DESCRIPTION:** Labor, material, equipment, supervision and other resources as required for the renovation of the 776-seat auditorium located in Holloway Hall at Salisbury University. Project consists of demolishing existing theater lighting, sound, rigging, electrical systems, seating, flooring and finishes. The renovation is focused on the back of house support systems (theatre lighting, sound, rigging and electrical systems, etc.) for the auditorium. New theater lighting, space lighting, sound system, video projection, rigging systems, seating, flooring and painting are included. Includes abatement of asbestos-containing flooring materials and mastic.

**AWARD:** Whiting-Turner Contracting Company, Cambridge

**TERM:** 125 calendar days from notice to proceed

**AMOUNT:** \$2,799,773

**PROCUREMENT METHOD:** Competitive Sealed Proposals  
(Single acceptable proposal received)

<b>PROPOSAL:</b>	<i>Technical</i>	<i>Price</i>
The Whiting-Turner Contracting Co. Cambridge	Acceptable	\$2,799,773

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**ITEM:** 3-C (continued)

**PROPOSALS:** (continued)

**MBE PARTICIPATION:** 21%

**PERFORMANCE SECURITY:** Payment and performance bonds equal to contract amount.

**REQUESTING INSTITUTION REMARKS:** This project was advertised on *eMarylandMarketPlace*. One proposal was received which was found to be technically acceptable and susceptible for award. Evaluation of the price proposal indicates that it is fair and reasonable and within 5% of the estimate which was \$2,653,815. Contractor committed to a 21% MBE participation, exceeding the 10% goal.

Architectural & Engineering Services/Capital Projects Department at Salisbury University will manage the work with procurement support from the University of Maryland College Park's Department of Procurement and Supply.

**FUND SOURCE:** Plant Funds

**APPROP CODE:** R30B29

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 13-0909-1111

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**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION ✓**

**WITHOUT DISCUSSION**

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**GENERAL MISCELLANEOUS:**

**ITEM:** 4-GM

**Agency Contact:** James Salt  
301-445-1987  
jsalt@usmd.edu  
USM Rep: Joe Evans

**Recommendation:** In accordance with State Finance and Procurement Article § 8-301, Annotated Code of Maryland, the Board of Public Works is requested to approve the use of General Obligation Bond funding for the following contracts totaling: \$1,175,120.37

**A. University of Maryland, College Park**

Bioengineering Building

1. **Description:** LEED Registration for Bioengineering Building  
Purchase Order K-400291
- Procurement Method:** Small Procurement
- Award:** Green Building Certification Institute
- Amount:** \$900.00
- Fund Source:** MCCBL of 2012- *New Bioengineering Building.*  
*Provide funds to begin design of a new*  
*Bioengineering Building - Item 041*
- Tax Compliance No.** 13-1422-0000
- Resident Business:** No

**B. University of Maryland, College Park**

Physical Science Complex

1. **Description:** Furnish Network Connection Hardware and UPS power backup system for use in establishing facility wide computer network backbone connecting all Physical Science Complex information technology systems to the primary UMCP IT backbone network system. Equipment List 03-22. Purchase Order N164293.
- Procurement Method:** MEEC Master Contract UB-12-B-19-D4 for the primary Networking system and maintenance (\$240,908.50) and Simplified Acquisition of non-contract items (\$15,661.87).
- Award:** Disys Solutions Inc. (MD Certified SB)  
4151 Lafayette Center Drive, Suite 600  
Chantilly, VA 20151

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**ITEM: 4-GM (continued)**

Physical Science Complex (continued)

**Amount:** \$256,570.37  
**Fund Source:** MCCBL of 2012: *Provide funds to equip the Physical Science Complex: Item 036*  
**MD Tax Clearance:** 13-1427-1111  
**Resident Business:** No

**C. University of Maryland, College Park  
Animal Sciences Building**

**Description:** Install New 4-Ply Roofing System. Y400281  
**Procurement Method:** On-Call Roofing Contractor Bid  
**Award:** A.K.J., Inc.  
**SBR:** Yes  
**Amount:** \$158,875  
**Fund Source:** MCCBL of 2012: *Provide funds to design, construct, and equip campuswide infrastructure improvements at the College Park campus - Item 049*  
**MD Tax Clearance:** 13-1298-0111  
**Resident Business:** Yes

**D. University of Maryland, College Park  
Mathematics Building**

**Description:** Install New 4-Ply Roofing System. Y400283  
**Procurement Method:** On-Call Roofing Contractor Bids  
**Award:** A.K.J., Inc.  
**SBR:** Yes  
**Amount:** \$322,875  
**Fund Source:** MCCBL of 2012: *Provide funds to design, construct, and equip campuswide infrastructure improvements at the College Park campus - Item 049*  
**MD Tax Clearance:** 13-1298-0111  
**Resident Business:** Yes

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**ITEM:** 4-GM (continued)

**E. University of Maryland, College Park  
H J Patterson Building**

<b>Description:</b>	Install New 4-Ply Roofing System Y400285
<b>Procurement Method:</b>	On-Call Roofing Contractor Bids
<b>Award:</b>	Crowley Construction, Inc.
<b>SBR:</b>	Yes
<b>Amount:</b>	\$435,900
<b>Fund Source:</b>	MCCBL of 2012: <i>Provide funds to design, construct, and equip campuswide infrastructure improvements at the College Park campus - Item 049</i>
<b>MD Tax Clearance</b>	13-1299-0111
<b>Resident Business:</b>	Yes

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**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**



**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**SERVICE CONTRACT**

**ITEM:** 5-S

**Agency Contact:** James Salt  
301-445-1987  
([jsalt@usmd.edu](mailto:jsalt@usmd.edu))  
USM Rep: Joe Evans

**INSTITUTION:** University of Maryland University College

**CONTRACT ID:** Salesforce Implementation Professional Services, RFP 91074

**DESCRIPTION:** Professional implementation services for *Salesforce*, a customer relationship management software solution. UMUC is implementing *Salesforce* for end-to-end contact center management for multiple customer groups to better monitor and manage the student experience and relationship with UMUC. The system will track all communications with students from first contact with UMUC as prospective students through graduation and then as alumni. UMUC is implementing *Salesforce* using an iterative, phased approach. Future phases will add users from the European and Asian Divisions (Phases 1 and 2 are state-side only). This contract award is for phase two and subsequent phases through final implementation.

**AWARD:** Acumen Solutions, Inc.  
1660 International Drive, Suite 500  
McLean, VA 22102

**CONTRACT TERM:** Date of award through June 30, 2016.

**AMOUNT:** \$4,952,000.

**PROCUREMENT METHOD:** Competitive Sealed Proposals

**PROPOSAL:**

Acumen Solutions, Inc. \$1,852,400 for Phase Two  
\$3,099,600 for future phases

**MBE PARTICIPATION:** 0%

**SECURITY:** N/A

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**ITEM:** 5-S (continued)

**REQUESTING INSTITUTION REMARKS:** The solicitation was advertised in *eMaryland Market Place* and on UMUC's Procurement electronic bid board and directly solicited 15 firms. One proposal was timely received. Acumen Solutions, Inc.'s proposal was evaluated and found technically acceptable. Acumen was found to be highly qualified to perform the work and was asked to submit a price proposal. UMUC requested and Acumen submitted a Best and Final Offer. The University analyzed the costs and hourly rates to similar contracts and finds the quoted cost to be competitive.

UMUC entered into an agreement with Acumen for Phase One of *Salesforce* implementation. This first phase is now complete and serves UMUC's Integrated Service Center and covers Financial Aid, Student Accounts and IT Service Desk.

UMUC anticipates that Phase Two implementation will add department users from the Office of Advising, College and University Partnerships, Military Partnerships, Integrated Service Center, IT Service Desk, Financial Aid, Student Accounts, and Marketing.

During Phase Two implementation, approximately 300,000 contact records and 13 million activities/transactions will be migrated from UMUC's legacy CRM system to *Salesforce*. Upon completion of Phase Two, Acumen Solutions, Inc. will provide services for additional phased implementations which are expected to continually add more users from UMUC's three divisions (USA, Europe and Asia) as well as additional CRM functionalities.

UMUC will not commit to more than one phase at a time.

There are no certified MBEs that provide services related to *Salesforce*.

**FUND SOURCE:** Current Unrestricted Funds

**APPROP. CODES:** R30B30

**RESIDENT BUSINESS:** No

**MD TAX CLEARANCE:** 13-1100-0011

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**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION** ✓

**WITHOUT DISCUSSION**

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**SERVICE CONTRACT OPTION**

**ITEM:** 6-S OPT

**Agency Contact:** James Salt  
301-445-1987  
jsalt@usmd.edu  
USM Rep: Joe Evans

**INSTITUTION:** University of Maryland Baltimore County

**CONTRACT ID:** Food Services Contract, RFP No. 0000000161-C

**CONTRACT APPROVED:** USM Item 5-S (4/16/08)

**AWARD:** Compass Group USA , Inc./Chartwells Division  
York, PA

**ORIGINAL PROCUREMENT METHOD:** Competitive Sealed Proposals

**CONTRACT DESCRIPTION:** Provide complete dining services for campus, including student board meals, retail sales, and concessions. In addition, Contractor will invest in renovating various dining venues to improve ambiance, increase seating and improve customer service. Provide one-time capital investment of \$5,440,000 for food services renovations and upgrades on campus (completed in first two years).

**OPTION DESCRIPTION:** Exercise first renewal option

**ORIGINAL TERM:** July 1, 2008 -- June 30, 2013  
(with five 1-year renewals)

**OPTION TERM:** July 1, 2013 – June 30, 2014

**ORIGINAL CONTRACT AMOUNT:** \$35,000,000

**OPTON AMOUNT:** \$ 9,960,000

**PRIOR MODIFICATIONS:** \$10,925,949

**REVISED CONTRACT AMOUNT:** \$55,885,949

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**ITEM:** 6-S OPT (continued)

**MBE PARTICIPATION:** 25%

**REQUESTING INSTITUTION REMARKS:** The amount of Option Year One is necessary to meet greater usage of the dining plan.

**FUND SOURCE:** Current Unrestricted Funds  
(Auxiliary Services Dining Program funds generated by student meal plans purchased.)

**APPROP. CODE:** R30B31

**RESIDENT BUSINESS:** No

**MD TAX CLEARANCE:** #13-1241-1111

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**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

**SUPPLEMENT C  
UNIVERSITY SYSTEM OF MARYLAND  
ACTION AGENDA**

**REAL PROPERTY:** Acquisition by Condemnation

**ITEM:** 7-RP

**Agency Contact:** James Salt  
301-445-1987  
(jsalt@usmd.edu)  
USM Rep: Joe Evans

**INSTITUTION:** Coppin State University

**DESCRIPTION:** Purchase of reversionary interest for Science and Technology Center. Leasehold interest in this property was previously acquired.

**RELATED APPROVAL:** USM Item 9-RP (4/17/13)

**PROPERTY:** 1704 Warwick Avenue, Baltimore

**GRANTOR:** The Marion I. and Henry J. Knott Foundation, Inc.

**GRANTEE:** State of Maryland to the use of the University System of Maryland on behalf of its constituent institution Coppin State University.

**PRICE:** \$1,400.00

**FUND SOURCE:** MCCBL 2012: *Provide funds for site acquisition, design, and construction of a New Science and Technology Center. Item 046*

**REQUESTING INSTITUTION REMARKS:** Reference is made to USM Item 9-RP (4/17/13) in which the Board of Public Works approved the acquisition of 1704 Warwick from grantor, Raymond Realty Company. However, Raymond Realty was the leasehold-interest owner only. Authority to acquire the reversionary interest is now requested for a price that is a 6% capitalization rate. With the acquisition of the reversionary interest, the State will own the fee simple interest in 1704 Warwick Avenue.

Acquisition of the fee simple interest in this property was approved by the University System of Maryland Board of Regents at its meeting on October 17, 2008.

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**BOARD OF PUBLIC WORKS ACTION: THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION** ✓

**WITHOUT DISCUSSION**

**SUPPLEMENT D**  
**DEPARTMENT OF INFORMATION TECHNOLOGY**  
**ACTION AGENDA**

**ITEM: 1-IT**

**Agency Contact:**

Anna Lansaw (410) 768-7354

Alansaw2@mdot.state.md.us

Donna Ziegenhein (410) 260-7627

Donna.Ziegenhein@maryland.gov

**DEPARTMENT/PROGRAM:**

Maryland Motor Vehicle Administration  
Department of Transportation (MDOT)

**CONTRACT ID:**

V-HQ-13061-IT

HP Desktop Computer and Monitors

ADPICS No.: J00P3400128

**CONTRACT DESCRIPTION:**

Provide 560 HP desktop computers and  
360 HP computer monitors.

**AWARD:**

Daly Computers, Inc.  
Clarksburg, MD

**TERM:**

5/16/2013 – 06/30/2013

**AMOUNT:**

\$557,200

**PROCUREMENT METHOD:**

Competitive Sealed Bidding  
(Small Business Preference)

**BIDS:**

Daly Computers, Inc. (SBR/MBE)  
Clarksburg, MD

\$557,200

StateCopy (SBR)  
Lodi, NJ

\$ 567,204

Gholkarp, Inc.  
Victor, NY

\$ 568,480

Frank Parsons (SBR)  
Landover, MD

\$ 572,309

Knot Technology (SBR/MBE)  
Churchtown, MD

\$ 577,124

Software Productivity (SBR/MBE)  
Rockville, MD

\$ 586,662

Brekford Corporation (SBR)  
Hanover, MD

\$ 587,016

ETG Inc.  
North Potomac, MD

\$ 588,760

**SUPPLEMENT D  
DEPARTMENT OF INFORMATION TECHNOLOGY  
ACTION AGENDA**

Disys Solutions (SBR) Chantilly, VA	\$ 593,748
Micropac Technology (SBR) Irvine, CA	\$ 595,760
Attronica Computers (SBR/MBE) Gaithersburg, MD	\$ 596,720
MVS Inc. (SBR/MBE) Washington, DC	\$ 597,775
Alpha Six Sterling, VA	\$ 599,823
Native Solutions (MBE) Greenville, SC	\$ 602,248
USC Canterbury (SBR/MBE) Centerville, MD	\$ 952,090

**MBE PARTICIPATION:** 100%  
Vendor is certified MBE and SBR firm

**INCUMBENT:** None

**REMARKS:** MVA solicited for a vendor to provide of Hewlett-Packard Compaq Elite 8300 Ultra Slim Desktop Personal Computers and Hewlett-Packard Compaq LA2206X LED Monitors that includes a five year, next business day warranty and help desk support. This procurement was designated as a Small Business Preference. A notice of the Invitation for Bids was posted on *eMaryland Marketplace.com*.

Sixteen bids were received. Daly Computers, Inc. submitted the low responsive bid and has been deemed a responsible bidder. Daly Computers, Inc. is an authorized partner/reseller of HP equipment.

**FUND SOURCE:** 100% Special Funds MVA Operations

**APPROP. CODE:** J04E003/ 300645CO

**RESIDENT BUSINESS:** YES

**MD TAX CLEARANCE:** 13-1238-1111

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**Board of Public Works Action – The above referenced Item was:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

SUPPLEMENT D  
DEPARTMENT OF INFORMATION TECHNOLOGY  
ACTION AGENDA

**ITEM: 2-IT**

**Agency Contact:**

Tanya Green (410) 767-6432

[Tanya.Green@maryland.gov](mailto:Tanya.Green@maryland.gov)

Donna Ziegenhein (410) 260-7627

[Donna.Ziegenhein@maryland.gov](mailto:Donna.Ziegenhein@maryland.gov)

**DEPARTMENT/PROGRAM:**

Department of Health and Mental Hygiene  
Office for Genetics and People with Special Health  
Care Needs

**CONTRACT ID:**

OPASS 14-13308

ADPICS No.: M00B4400006

**CONTRACT DESCRIPTION:** Enhance and maintain infant-hearing data management system

**AWARD:**

OZ Systems, LLC

Arlington, TX

**TERM:**

7/1/13 - 6/30/16 (3 years)

**AMOUNT:**

\$737,090

**PROCUREMENT METHOD:**

Sole Source

**MBE PARTICIPATION:**

0%

**INCUMBENT:**

OZ Systems, LLC

**REMARKS:** DHMH purchased the OZ e-Screener Plus system in 2008. This system is a proprietary online, real-time infant-hearing screening data management system. OZ eSP is owned by OZ Systems USA, LLC; no outside contractor is authorized to make programming changes or enhancements to the proprietary system. OZ Systems is an Infant Hearing Data Management system with all Maryland-specific modules, customizations, and enhancements added to date for the Maryland Universal Newborn Hearing Screening Program. Oz Systems is the only vendor which provides an infant hearing screening data management system that is a Hosted Solution which provides data back-up and has an extensive disaster recovery plan.



**SUPPLEMENT D  
DEPARTMENT OF INFORMATION TECHNOLOGY  
ACTION AGENDA**

**ITEM: 2-IT (Cont'd)**

**FUND SOURCE:** 100% Federal

**APPROP. CODE:** F0302

**RESIDENT BUSINESS:** No

**MD TAX CLEARANCE:** 13-0759-0000

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**Board of Public Works Action - The above referenced Item was:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

**SUPPLEMENT D**  
**DEPARTMENT OF INFORMATION TECHNOLOGY**  
**ACTION AGENDA**

**ITEM:** 3-IT

**Agency Contact:**  
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[Elliot.Schlanger@maryland.gov](mailto:Elliot.Schlanger@maryland.gov)  
Donna Ziegenhein (410) 260-7627  
[donna.ziegenhein@maryland.gov](mailto:donna.ziegenhein@maryland.gov)

**DEPARTMENT/PROGRAM:**

Department of Information Technology  
Telecommunications Division

**CONTRACT ID:**

Digital Communication Management  
ADPICS No.: 060B3490010

**CONTRACT DESCRIPTION:** Digital communication services that will enable State agencies to generate email automatically when Web site content is updated or when agency manually sends bulletins and regulatory news to target audiences.

**AWARD:**

GovDelivery, Inc.  
St. Paul, MN

**TERM:**

05/16/2013 -05/15/2016  
(one year with 2 one-year renewal options)

**AMOUNT:**

\$ 82,500 (base period)  
\$ 75,000 (year one option)  
\$ 75,000 (year two option)  
\$232,500

**PROCUREMENT METHOD:**

Competitive Sealed Proposals  
Single Proposal Received

**PROPOSALS:**

GovDelivery, Inc.

**MBE PARTICIPATION:**

0%

**INCUMBENT:**

None

**SUPPLEMENT D  
DEPARTMENT OF INFORMATION TECHNOLOGY  
ACTION AGENDA**

**ITEM: 3-IT (Cont'd)**

**REMARKS:** The Request for Proposals was posted on *e-Maryland Marketplace*. One qualified proposal was received. Vendors were contacted to obtain information as to why they did not submit a proposal. They provided the following reasons: "unwilling to provide a fixed-price response." The single proposal went through all stages of the evaluation process, including Best and Final Offer.

The Evaluation committee concluded that GovDelivery, Inc.'s proposal was fair and reasonable. The proposal met the RFP requirements and demonstrated a strong understanding of the requirements. Award is recommended to GovDelivery, Inc.

**FUND SOURCE:** Reimbursable  
**APPROPRIATION CODE:** F50B0401  
**RESIDENT BUSINESS:** No  
**MD TAX CLEARANCE:** 13-1290-0010

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BOARD OF PUBLIC WORKS ACTION – THE ABOVE-REFERENCED ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF TRANSPORTATION  
ACTION AGENDA**

**CONSTRUCTION CONTRACT**

**ITEM: 1-C**

**MARYLAND TRANSIT ADMINISTRATION:**

**CONTRACT ID:** T-1035-0140  
Dunkirk Park and Ride Facility  
ADPICS NO. T10350140

**CONTRACT DESCRIPTION:** This contract is for the construction of the Dunkirk Park & Ride Facility, which will provide parking for 486 vehicles and a platform that will accommodate at least three commuter buses. A two-lane access road will be constructed between the facility and Town Center Boulevard.

**AWARD:** Rainbow Construction Corp of Waldorf  
Waldorf, Maryland

**TERM:** 365 Calendar Days from NTP

**AMOUNT:** \$4,593,363

**PROCUREMENT METHOD:** Competitive Sealed Bidding

**BIDS:**

Rainbow Construction Corp Waldorf, MD	\$4,593,363
Sargent Corporation Stillwater, ME	\$4,872,279
Peak Incorporated Columbia, MD	\$4,951,768
SACO Construction, Inc. Crofton, MD	\$5,151,127

**DBE PARTICIPATION:** 30%

**PERFORMANCE SECURITY:** Performance Bond at 100% of Contract Amount

**ITEM: 1-C (Continued)**

**BPW – 05/15/13**

**REMARKS:** The Engineer's Estimate for this contract was \$6,443,567.

This Solicitation was advertised in eMaryland Marketplace and on MTA's Web Site. One hundred eighty-eight (188) firms received bid packages; One hundred thirty-three (133) were Maryland firms. Eleven (11) bids were received.

This Contract is for the construction of the Dunkirk Park & Ride Facility, which will be constructed on a 14.86 acre parcel of land. The access road will cross an unnamed tributary, requiring construction of a reinforced concrete box culvert. The facility will have patron shelters, fencing on three sides and low mast lighting within the parking area.

As part of this project, improvements are also proposed at the intersection of MD 4 and Town Center Boulevard. These minor upgrades are intended to enhance pedestrian connectivity at this location and include median/ island pass through points. Pedestrian actuated signals, curve radius modifications and ADA compliance upgrade.

**FUND SOURCE:** 80% Federal Funds Budgeted to MTA  
20% Special Funds Budgeted to MTA

**APPROPRIATION CODE:** J05H0105

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 13-0823-1111

**BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

Nancy Noonan (410) 767-0820  
[Nnoonan@mta.maryland.gov](mailto:Nnoonan@mta.maryland.gov)

BPW – 05/15/13

**DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA**

**CONSTRUCTION CONTRACT**

**ITEM: 2-C**

**MARYLAND TRANSIT ADMINISTRATION:**

**CONTRACT ID:** T-1164-0140  
 Langley Park Transit Center  
 ADPICS NO. T11640140

**CONTRACT DESCRIPTION:** This contract is for the construction of the new Langley Park Transit Center at the northwest corner of MD 650/ MD 193 intersection.

**AWARD:** Costello Construction of MD, Inc.  
 Columbia, MD

**TERM:** 780 Calendar Days from NTP

**AMOUNT:** \$12,480,710

**PROCUREMENT METHOD:** Competitive Sealed Bidding

**BIDS:**

Costello Construction of MD, Inc Columbia, MD	\$12,480,710
SIGAL Construction Corporation Arlington, VA	\$12,604,544
W.M. Schlosser Company, Inc. Hyattsville, MD	\$13,466,000

**DBE PARTICIPATION:** 13%

**PERFORMANCE SECURITY:** Performance Bond at 100% of Contract Amount

**REMARKS:** The Engineer's Estimate for this contract was \$9,392,319.

This Solicitation was advertised in eMaryland Marketplace and on MTA's Web Site. One Hundred Ninety Five (195) firms received bid packages; One Hundred Seventy Six (176) were Maryland firms. Three (3) bids were received.

**ITEM: 2-C (Continued)**

**BPW - 05/15/13**

The Langley Transit Center will be a new facility building and a canopy roof over 4 platforms that will accommodate 11 bus stops. The work will include roadway improvements to MD 650 and MD 193, entrance improvements to the shopping center, a new signalized intersection and modifications to three (3) existing traffic signals. This work will also include demolition of an existing Taco Bell restaurant.

The contract includes a miscellaneous/unanticipated work allowance of \$625,400 (5% of the total contract value).

**FUND SOURCE:** 80% Federal Funds Budgeted to MTA  
20% Special Funds Budgeted to MTA

**APPROPRIATION CODE:** J05H0105

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 13-1303-1111

**BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

Nancy Noonan (410) 767-3796  
 Nnoonan@mta.maryland.gov

BPW – 05/15/13

**DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA**

**CONSTRUCTION CONTRACT**

**ITEM: 3-C**

**MARYLAND TRANSIT ADMINISTRATION:**

**CONTRACT ID:** T-1207-0240  
 Howard Street Landscaping  
 ADPICS NO.T12070240

**CONTRACT DESCRIPTION:** This contract is for landscaping improvements on Howard Street between Baltimore and Franklin Streets. This involves removing old unhealthy plants, planting new plants including trees, bushes and ground covers, and adding brick curbing around the tree and plant areas.

**AWARD:** Brawner Builders, Inc.  
 Hunt Valley, MD

**TERM:** 180 Calendar Days from NTP

**AMOUNT:** \$432,709

**PROCUREMENT METHOD:** Competitive Sealed Bidding

**BIDS:**

Brawner Builders Inc. Hunt Valley, MD	\$432,709
McDonnell Landscaping, Inc. Brookville, MD	\$530,101

**DBE PARTICIPATION:** 29.50%

**PERFORMANCE SECURITY:** Performance Bond at 100% of Contract Amount

**REMARKS:** The Engineer's Estimate for this contract was \$291,177.

This Solicitation was advertised in eMaryland Marketplace and on MTA's Web Site. Seventy-three (73) firms received bid packages; Forty-two (42) were Maryland firms. Two (2) bids were received.



**ITEM: 3-C (Continued)**

**BPW - 05/15/13**

This contract includes Landscaping work on both the eastern as well as the western sides of Howard Street from Baltimore Street through Franklin Street. This work includes the following items: opening up planter pits in the sidewalk, excavating and replacing soil with appropriate planting soil; planting and establishing trees and plants as per the plans or as directed by the Engineer; constructing brick curbing as edging for the tree and planting areas; and providing a one year care and Replacement Period to insure new plantings.

The DBE goal established for this contract was 28%; however the Contractor is exceeding the goal by 1.5%.

**FUND SOURCE:** 80% Federal Funds Budgeted to MTA  
20% Special Funds Budgeted to MTA

**APPROPRIATION CODE:** J05H0105

**RESIDENT BUSINESS:** Yes

**MD TAX CLEARANCE:** 13-1302-1111

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**BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

Norie Calvert 410-545-0433  
[ncalvert@sha.state.md.us](mailto:ncalvert@sha.state.md.us)

BPW – 05/15/13

**DEPARTMENT OF TRANSPORTATION  
ACTION AGENDA**

**CONSTRUCTION CONTRACT**

**ITEM:** 4-C

**STATE HIGHWAY ADMINISTRATION**

**CONTRACT ID:** MO1405129  
Construction of a Salt Storage Facility at the  
Administration’s Clarksburg Facility in  
Montgomery County  
ADPICS NO.: MO1405129

**CONTRACT DESCRIPTION:** This Contract consists of the construction of a salt storage facility at the Administration’s Clarksburg facility in Montgomery County.

**AWARD:** Tech Contracting Co., Inc.  
Baltimore, MD

**AMOUNT:** \$1,698,000 NTE

**TERM OF CONTRACT:** 05/28/2013 - 04/30/2015

**PROCUREMENT METHOD:** Competitive Sealed Bidding

**BIDS:**

Tech Contracting Co., Inc. Baltimore, MD	\$1,698,000
H & H Contractors, Inc. Halethorpe, MD	\$1,750,500
JCS Communications, Inc. Frederick, MD	\$1,848,021
JLN Construction Services, LLC Baltimore, MD	\$1,982,948
Hawkeye Construction, LLC Baltimore, MD	\$2,072,176

**MBE PARTICIPATION:** 14.29%

**PERFORMANCE SECURITY:** Payment & Performance Bonds for 100% of the award amount exist on this contract

ITEM: 4-C (Continued)

BPW - 05/15/13

REMARKS: The Solicitation was advertised on eMaryland Marketplace and SHA's Internet Web Page. One-Hundred Sixty Seven (167) contractors were notified for this project on eMaryland Marketplace; Forty-Eight (48) of which were MDOT Certified MBE's.

100% of the work will be performed by a Certified Small Business Enterprise.

The MBE Goal established for this contract was 14.00%, however the Contractor is exceeding the goal by 0.29%.

This is a one hundred sixty work day performance based contract to construct a salt storage facility at the Administration's Clarksburg facility. The contract estimated completion date is April 30, 2014 which will be used to assess Liquidated Damages. An additional twelve (12) months has been added for internal closeout procedures; therefore, this contract's expiration date is April 30, 2015.

This contract includes a pre-established amount of \$3,000 (.18% of the total contract value) for Payment of Quarterly Erosion & Sediment Control Incentive and Final Erosion & Sediment Control Incentive.

FUND SOURCE: 100% Special Funds Budgeted to SHA

APPROPRIATION CODE: J02B0101

RESIDENT BUSINESS: Yes

MD TAX CLEARANCE: 13-1000-0111

BOARD OF PUBLIC WORKS ACTION - THE ABOVE REFERENCED ITEM WAS:

<b>APPROVED</b>	<b>DISAPPROVED</b>	<b>DEFERRED</b>	<b>WITHDRAWN</b>
<b>WITH DISCUSSION</b>		<b>WITHOUT DISCUSSION</b>	

Norie Calvert 410-545-0433  
[ncalvert@sha.state.md.us](mailto:ncalvert@sha.state.md.us)

BPW – 05/15/13

**DEPARTMENT OF TRANSPORTATION  
ACTION AGENDA**

**CONSTRUCTION CONTRACT**

**ITEM:** 5-C

**STATE HIGHWAY ADMINISTRATION**

**CONTRACT ID:** CO2895129  
Renovations and Life Safety / Fire Code Upgrades  
to the Administration’s Denton Facility in Caroline  
County  
ADPICS NO.: CO2895129

**CONTRACT DESCRIPTION:** This Contract consists of renovations and life safety/fire code  
upgrades to the Administration’s Denton Facility in Caroline County.

**AWARD:** Harper & Sons, Inc.  
Easton, MD

**AMOUNT:** \$329,670 NTE

**TERM OF CONTRACT:** 05/28/2013 - 02/21/2015

**PROCUREMENT METHOD:** Competitive Sealed Bidding

**BIDS:**

Harper & Sons, Inc. Easton, MD	\$329,670
Gillis Gilkerson, Inc. Salisbury, MD	\$407,839
Rich Moe Enterprises, LLC Upper Marlboro, MD	\$412,550

**MBE PARTICIPATION:** 9.05%

**PERFORMANCE SECURITY:** Payment & Performance Bonds for 100% of the  
award amount exist on this contract

**REMARKS:** The Solicitation was advertised on eMaryland Marketplace and SHA's Internet Web  
Page. One-Hundred Twenty Nine (129) contractors were notified for this project on eMaryland  
Marketplace; Forty-Two (42) of which were MDOT Certified MBE’s.

100% of the work will be performed by a Certified Small Business Enterprise.

**ITEM: 5-M (Continued)**

**BPW – 5/15/13**

The MBE Goal established for this contract was 8.00%, however the Contractor is exceeding the goal by 1.05%.

This is a two hundred seventy calendar day performance based contract to remove and upgrade life safety/fire codes to the Administration's Denton Facility. The contract estimated completion date is February 21, 2014 which will be used to assess Liquidated Damages. An additional twelve (12) months has been added for internal closeout procedures; therefore, this contract's expiration date is February 21, 2015.

This contract includes a pre-established amount of \$3,000 (.91% of the total contract value) for Operation & Maintenance Manuals and Record Documents.

<b>FUND SOURCE:</b>	100% Special Funds Budgeted to SHA
<b>APPROPRIATION CODE:</b>	J02B0101
<b>RESIDENT BUSINESS:</b>	Yes
<b>MD TAX CLEARANCE:</b>	13-0754-1111

**BOARD OF PUBLIC WORKS ACTION - THE ABOVE REFERENCED ITEM WAS:**

<b>APPROVED</b>	<b>DISAPPROVED</b>	<b>DEFERRED</b>	<b>WITHDRAWN</b>
<b>WITH DISCUSSION</b>		<b>WITHOUT DISCUSSION</b>	

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BPW – 05/15/13

**DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA**

**CONTRACT MODIFICATION:** (Construction)

**ITEM:** 6-C-MOD

**MARYLAND STATE HIGHWAY ADMINISTRATION:**

**CONTRACT ID:** AA1185129  
 Replacement of Vehicle Service Lift at the  
 Glen Burnie Maintenance Facility, Anne  
 Arundel County  
 ADPICS No.: CO295865

**ORIGINAL CONTRACT APPROVED:** Item 9-M, DOT Agenda 06/06/2012

**ORIGINAL PROCUREMENT METHOD:** Competitive Seal Bidding

**CONTRACTOR:** Lawrence C. Bathon Builders, Inc.  
 Elkton, MD

**MODIFICATION:** Pursuant to § 11-204(c) of the State Finance and Procurement Article of the Annotated Code of Maryland, retroactive approval is requested for Modification No. 1. This modification is to provide non-compensatory additional time on a performance based contract to compensate the contractor for time delays beyond their control.

**AMOUNT:** \$0

**ORIGINAL CONTRACT AMOUNT:** \$215,500

**REVISED CONTRACT AMOUNT:** \$215,500

**PERCENTAGE INCREASE:** 0 %

**TERM:** 6/18/12 – 12/31/12 (Original)  
 1/1/13 – 07/31/13 (Modification No. 1)

**MBE PARTICIPATION:** 3% (MBE Compliance 8.22%)

**REMARKS:** This Contract consists of the replacement of the vehicle service lift at the Glen Burnie Facility located in Anne Arundel County.

Time extension was requested due to shipping of lift and U. S. Customs not releasing cargo. The contractor notified SHA of the delay on 11/03/2012. The materials were received on-site on 1/08/2013. An additional 103 non-compensatory days were added to original 150 calendar days. SHA should have sought BPW approval for this six-month extension.

ITEM: 6-C-MOD (Continued)

BPW – 05/15/13

FUND SOURCE: 100% Special Funds Budgeted to SHA  
APPROPRIATION CODE: J02B0101  
RESIDENT BUSINESS: Yes

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BOARD OF PUBLIC WORKS ACTION—THE ABOVE REFERENCED ITEM WAS:

APPROVED DISAPPROVED

DEFERRED WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

## ATTACHMENT I

	<b>Amount</b>	<b>Term</b>	<b>BPW/DCAR Date</b>	<b>Reason</b>
<b>Original Contract</b>	\$215,500	12/31/2012	06/06/2012, Item 9-M	
<b>Modification No. 1</b>	0.00	07/31/2013		Add additional time
<b>Revised Amount</b>	\$215,500			



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BPW – 05/15/13

DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA

**CONTRACT MODIFICATION:** (Construction)

**ITEM:** 7-C-MOD

**MARYLAND STATE HIGHWAY ADMINISTRATION:**

**CONTRACT ID:** GA2165129  
 Replacement of Vehicle Lifts at Oakland and  
 Keyser's Ridge Facilities in Garrett County  
 ADPICS No.: CO296199

**ORIGINAL CONTRACT APPROVED:** Item 11-M, DOT Agenda 06/06/2012

**ORIGINAL PROCUREMENT METHOD:** Competitive Seal Bidding

**CONTRACTOR:** Ruby's Industrial Contracting, Inc.  
 Frostburg, MD

**MODIFICATION:** Pursuant to § 11-204(c) of the State Finance and Procurement Article of the Annotated Code of Maryland, retroactive approval is requested for Modification No. 1. This modification is to extend the contract and increase the contract authority to pay for unforeseen site conditions at the Keyers's Ridge and Oakland SHA Facilities.

**AMOUNT:** \$117,110

**ORIGINAL CONTRACT AMOUNT:** \$420,535

**REVISED CONTRACT AMOUNT:** \$537,645

**PERCENTAGE INCREASE:** 27.85 % (Mod #1)

**TERM:** 06/18/2012 – 12/31/2012 (Original)  
 01/01/2013 - 07/31/2013 (Mod #1)

**MBE PARTICIPATION:** 6.92% (MBE Compliance 0%)

**REMARKS:** The work has already been completed for this contract. The Prime Contractor is unable to pay the MBE until this modification is approved, therefore the MBE compliance is 0%. The MBE contractor has exceeded the 6.92% MBE goal by 10.47%. Payment will be made once the extension is approved.

This Contract consists of the replacement of vehicle service lifts at the Administration's Oakland & Keyser's Ridge Facilities in Garrett County.

ITEM: (Continued)

BPW – 05/15/13

While investigating to find the “existing unknown conduit” behind the lift at the Keyser’s Ridge Maintenance facility (as noted on the electrical demolition plan), five additional conduits were discovered that had not been identified at the front side of the lift during the original survey of the shop building. While relocating the five unforeseen electrical conduits at the front side of the new vehicle lift at the Keyser’s Ridge facility eight additional electrical conduits were uncovered that were not shown on the plans. Four of these conduits fed receptacles, one fed a welding outlet, one fed a heater in the stairwell, one fed the pressure washer and one fed the exit and canopy lights. All under-slab electrical feeds must be relocated overhead and out of the way of current and future construction. An additional seventy-one days were added to the time on this contract as a result of these unforeseen site conditions.

The contract plans for the vehicle lift at Keyser’s Ridge did not specify that the conduits carrying hydraulic, air, and electrical lines from the lift pit to the vehicle lift control panel be sealed. However, this work was performed to meet current fire codes and to keep water and debris from entering the conduits.

Additionally, a decision was made to relocate the Keyser Ridge Lift two feet further into the shop to allow additional circulation space between any vehicles located on the lift and the overhead door. This involved relocating the lift pits and associated floor drains in the pit. Also it was noted that the disconnect switch located adjacent to the existing transformer mounted on the shop bay wall was beyond reach without the use of a ladder. As the transformer needed to re-fed from Panel SL-1, the SHA Office of Facilities Management requested that a new disconnect switch be located in an accessible area from the shop floor.

A design change was necessary to revise the plumbing in the center of the new vehicle lift pit at the Keyser’s Ridge facility to achieve proper drainage, as the existing outflow pipe from the pit was found to be lower in elevation than the inlet pipe carrying water from the pit.

Finally, SHA required the contractor to grind 1” of concrete from the bearing pad locations in the pit, thereby lowering the lift and eliminating a tripping concern.

<b>FUND SOURCE:</b>	100% Special Funds Budgeted to SHA
<b>APPROPRIATION CODE:</b>	J02B0101
<b>RESIDENT BUSINESS:</b>	Yes

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**BOARD OF PUBLIC WORKS ACTION—THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

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## ATTACHMENT I

	<b>Amount</b>	<b>Term</b>	<b>BPW/DCAR Date</b>	<b>Reason</b>
<b>Original Contract</b>	\$420,535	06/18/2012 – 12/31/2012	06/06/12, Item 11-M, MDOT	
<b>Modification No. 1</b>	\$117,110	01/01/2013 - 07/31/2013		Adding additional funds and time to the contract for unforeseen site conditions
<b>Revised Amount</b>	\$537,645			

Suzette Moore - (410) 859-7792  
smoore2@bwiairport.com

BPW -- 05/15/13

**DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA**

**CONTRACT MODIFICATION:** (A/E Service)

**ITEM:** 8-AE-MOD

**MARYLAND AVIATION ADMINISTRATION:**

**CONTRACT ID:** MAA-AE-10-004  
 Comprehensive Design Services Associated with  
 Runway Safety Area Improvements and Airfield  
 Standards Program at BWI Marshall Airport, Anne  
 Arundel County ADPICS No. CO295877

**ORIGINAL CONTRACT APPROVED:** Item 2-AE, DOT Agenda 07/28/10

**ORIGINAL PROCUREMENT METHOD:** Maryland Architectural and Engineering Services  
 Selection Act

**MODIFICATION:** Modification No. 1 increases the contract to provide additional design and construction phase services for the RSA Program. These improvements, collectively known as the BWI Runway Safety Area (RSA), Pavement Management & Standards Compliance Program seeks to address RSA standards as mandated by Congress, and dictated by the Federal Aviation Administration, to be completed by December 31, 2015.

**CONTRACTOR:** Michael Baker, Jr., Inc.  
 Linthicum, MD

**TERM:** 08/06/10 – 07/31/17 (Original)  
 05/15/13 – 07/31/17 (Modification No. 1)

**AMOUNT:** \$2,100,000

**ORIGINAL CONTRACT AMOUNT:** \$9,500,000 (NTE)

**REVISED CONTRACT AMOUNT:** \$11,600,000

**PERCENTAGE INCREASE:** 30% (Modification No. 1)

**DBE PARTICIPATION:** 26% (MBE Compliance 21.67%)

ITEM: 8-AE-MOD (Continued)

BPW - 05/15/13

**REMARKS:** This supplement provides funds to complete design and construction administration services for the RSA program, related to new FAA requirements; inclusion of the stream restoration design; changes in MDE Erosion and Sediment Control Manual; additional scope for the conversion of Runway 4-22 to a taxiway; changes in operations of the runway; and additional construction administration services. This supplement will allow the consultant to make the necessary modifications to their design, continue to provide coordination for programming project phasing, and continue coordination with stakeholders. The additional cost is necessary to further address the Federal and State program definition and regulatory changes.

The following elements have now been included:

1. **New FAA Requirements (\$860,000):**  
Includes new construction to accommodate the Federal requirements including removal of existing Taxiways R and D and new construction of Taxiways R, D1, D2. This work also includes taxiway/runway fillet modifications and Runway 15R-33L profile corrections associated with new FAA AC 150/5300-13A.
2. **Inclusion of Stream Restoration Design (\$300,000)**  
As part of the Runway 15R-33L Program, 1,000 feet of Kitten Branch Stream was placed in a box culvert. MAA was required by Corps of Engineers and Maryland Department of Environment Permits to perform stream restoration on the portion of Kitten Branch further downstream and off of the secure airfield area.
3. **Changes in MDE Erosion and Sediment Control Manual (\$200,000)**  
In 2011, Maryland Department of the Environment (MDE) issued revisions to their erosion and sediment control manual. The changes were significant and have impacted the design of erosion and sediment control measures. In addition, they have added requirements that only 20-30 acres can be impacted by construction at one time. Incorporation of this limitation has considerable effects on both the erosion and sediment control design and the construction phasing.
4. **Conversion of Runway 4-22 to a Taxiway (\$100,000)**  
Runway 4-22 is being decommissioned as a runway to satisfy the RSA requirements that are federally mandated. In converting the runway to a taxiway, the issue of compliance with Runway Safety Area criteria becomes not applicable. The existing pavement will be remarked, signed and the edges delineated with reflectors to allow for its use as a taxiway.
5. **Additional Construction Administration Services (\$600,000)**  
A number of factors lead to the need for additional construction administration services including: additional construction packages (5 vs. 3 original packages); additional CA services related to the additional scope items for the program; extended construction schedule (2014 vs. 2015).
6. **Changes in Runway Operations (\$40,000)**  
The original intent of the program was to provide Runway 33L as a CAT I runway as it exists today. Through discussions with MAA and FAA, it was decided that Runway 33L should be a CAT II runway. Based on the current demand at the airport, the CAT II Runway will allow for more aircraft approaches during inclement weather conditions.

**ITEM: 8-AE-MOD (Continued)**

**BPW - 05/15/13**

**FUND SOURCE:**

Passenger Facility Charge (PFC) Revenue and  
Special Funds Budgeted to MAA plus Future  
Federal Funds

**APPROPRIATION CODE:**

J06I0003

**RESIDENT BUSINESS:**

Yes

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**BOARD OF PUBLIC WORKS ACTION - THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

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## ATTACHMENT I

	<b>Amount</b>	<b>Term</b>	<b>BPW/DCAR Date</b>	<b>Reason</b>
<b>Original Contract</b>	\$9,500,000	08/06/10 – 07/31/17	07/28/10, Item 2-AE	
<b>Modification No. 1</b>	\$2,100,000	05/15/13 – 07/31/17	05/15/13	Regulatory changes
<b>Revised Amount</b>	<b>\$11,600,000</b>			

Norie Calvert 410-545-0433  
[ncalvert@sha.state.md.us](mailto:ncalvert@sha.state.md.us)

BPW – 5/15/13

DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA

MAINTENANCE CONTRACT

ITEM: 9-M

STATE HIGHWAY ADMINISTRATION

**CONTRACT ID:** AX0557514  
 Miscellaneous Roadway Structure Repairs at  
 Various Locations in Anne Arundel, Calvert,  
 Charles & St. Mary's Counties (District 5)  
 ADPICS NO.: AX0557514

**CONTRACT DESCRIPTION:** This Contract consists of the miscellaneous roadway structure repairs at various locations in District 5.

**AWARD:** Allied Contractors, Inc.  
 Baltimore, MD

**AMOUNT:** \$1,415,749 NTE

**TERM OF CONTRACT:** 05/28/2013 – 12/31/2015

**PROCUREMENT METHOD:** Competitive Sealed Bidding

**BIDS:**

Allied Contractors, Inc. Baltimore, MD	\$1,415,749
PDI-Sheetz Construction Corporation Linthicum, MD	\$1,424,080
Covington Machine & Welding, Inc. Annapolis, MD	\$1,567,894
Brawner Builders, Inc. Hunt Valley, MD	\$1,572,559
Concrete General, Inc. Gaithersburg, MD	\$1,806,550

**MBE PARTICIPATION:** 0% (single element of work)

**PERFORMANCE SECURITY:** Payment & Performance Bonds for 100% of the award amount exist on this contract



ITEM: 9-M (Continued)

BPW - 05/15/13

REMARKS: The Solicitation was advertised on eMaryland Marketplace and SHA's Internet Web Page. One-Hundred Eleven (111) contractors were notified for this project on eMaryland Marketplace; Thirty-two (32) of which were MDOT Certified MBE's.

The work to be performed under this contract consists of the following: furnishing of all supervision, labor, materials, equipment, tools and all associated work necessary, but not limited to: curb removal and replacement; removal and replace concrete deck or portions thereof; repair concrete of block slope protection; repair of damaged reinforcing or or structural steel; repair of miscellaneous painted areas; remove, repair, and replace damaged railing or balustrade, contractor may be directed to remove balustrade and replace with steel beam traffic barrier; remove, replace bridge sidewalk, etc; repair of scupper and drain systems; repair piers, pier caps, abutments or incidental structures; Hot Mix Asphalt and/or concrete patching and respond to and assist in the clean-up operations following natural disasters.

This contract includes a pre-established amount of \$95,000 (6.71% of the total contract value) for Payment of Materials for Structures.

<b>FUND SOURCE:</b>	100% Special Funds Budgeted to SHA
<b>APPROPRIATION CODE:</b>	J02B0102
<b>RESIDENT BUSINESS:</b>	Yes
<b>MD TAX CLEARANCE:</b>	13-0997-1111

**BOARD OF PUBLIC WORKS ACTION - THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

Nancy Noonan (410) 767-3796  
[nnoonan@mta.maryland.gov](mailto:nnoonan@mta.maryland.gov)

BPW – 05/15/13

DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA

**CONTRACT RENEWAL OPTION:** (Maintenance)

**ITEM:** 10-M-OPT

**MARYLAND TRANSIT ADMINISTRATION:**

**CONTRACT ID:** MTA-1248  
 MD DEL Operating Agreement  
 ADPICS NO. CO295625

**ORIGINAL CONTRACT APPROVED:** Item 21-GM, DOT Agenda 06/25/08

**ORIGINAL PROCUREMENT METHOD:** Sole Source

**CONTRACTOR:** Maryland Delaware Railroad  
 Federalsburg, MD

**RENEWAL OPTION:** Approval is requested to exercise Renewal Option No. 1. This is the first of two renewal options which ensure that the three (3) State-owned active rail lines on the Maryland Eastern Shore continue in service and are maintained to the appropriate Federal Railroad Administration (“FRA”) standard. The rail lines are: Seaford, DE – Cambridge, MD Line; Townsend, DE – Massey – Centreville, MD Line; and Townsend, DE - Massey – Chestertown, MD Line.

**AMOUNT:** \$2,250,000

**ORIGINAL CONTRACT AMOUNT:** \$2,500,000

**REVISED CONTRACT AMOUNT:** \$4,750,000

**PERCENTAGE INCREASE:** 90% (Renewal Option No. 1)

**ORIGINAL TERM:** 07/01/08 – 06/30/13 (Original)  
 09/21/12 – 06/30/13 (Modification No. 1)  
 07/01/13 – 06/30/18 (Renewal Option No. 1)

**MBE PARTICIPATION:** 0% (MBE Compliance)

**REMARKS:** The Maryland & Delaware Railroad (MDDE) operates rail freight service over various State-owned lines on the Maryland Eastern Shore, serving primarily shippers of agricultural products and supporting a significant number of jobs in the region. MDDE is required to maintain active tracks to minimum standards established by the FRA.

**ITEM: 10-M-MOD (Continued)**

**BPW – 05/15/13**

The state-owned short lines, through the agreements MDOT has made with the MDDE, support the State's economy in significant ways. According to the latest study, provided by the Maryland Department of Business and Economic Development in 2011, the economic impact analysis shows that these lines support over 2,587 direct and indirect jobs. With induced jobs factored in, the number of jobs is over 5,000. Per year, the estimated direct and indirect salaries supported by MDDE total \$79 million with \$3.7 million per year in generated State taxes. Additional economic analysis shows a net present value of businesses supported by these lines at over \$9 billion over 20 years. Companies supported by these lines include Perdue Agribusiness, Solo Cup, Southern States and many others. One commercial product produced by Solo Cup on the Eastern Shore is Starbuck's coffee cups.

**FUND SOURCE:** 100% Special Funds Budgeted to MTA  
**APPROPRIATION CODE:** J05H0105  
**RESIDENT BUSINESS:** Yes

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**BOARD OF PUBLIC WORKS ACTION - THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

## ATTACHMENT I

	<b>Amount</b>	<b>Term</b>	<b>BPW/DCAR Date</b>	<b>Reason</b>
<b>Original Contract</b>	\$2,000,000	07/01/08- 06/30/13	06/30/2008	
<b>Modification No. 1</b>	\$ 500,000	09/21/12- 06/30/13	09/19/2012	Increase the contract to ensure replacement ties project in FY13
<b>Renewal Option No. 1</b>	\$2,250,000	07/01/13 – 06/30/18	05-15-2013	Renewal Option No. 1
<b>Revised Amount</b>	\$4,750,000			

Nancy Noonan (410) 767-0820  
nnoonan@mta.maryland.gov

BPW – 05/15/13

DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA

**CONTRACT RENEWAL OPTION:** (Maintenance)

**ITEM:** 11-M-OPT

**MARYLAND TRANSIT ADMINISTRATION:**

**CONTRACT ID:** T 8000-0324  
 Maintenance and Inspection of Onboard CCTV  
 Security Camera Systems  
 ADPICS NO. CO294616

**ORIGINAL CONTRACT APPROVED:** Item 13-M, DOT Agenda 07/06/11

**ORIGINAL PROCUREMENT METHOD:** Sole Source

**CONTRACTOR:** Intellect Corporation  
 Baltimore, Maryland

**RENEWAL OPTION:** Approval is requested to exercise Renewal Option No. 1. This contract provides for continued maintenance and inspection services for the On Board Video Surveillance System (OBVSS) for the bus units equipped with the Safety Vision CCTV Surveillance system.

**AMOUNT:** \$808,285

**ORIGINAL CONTRACT AMOUNT:** \$1,585,485

**REVISED CONTRACT AMOUNT:** \$2,393,770

**PERCENTAGE INCREASE:** 33% (Renewal Option No. 1)

**ORIGINAL TERM:** 07/11/11 – 07/10/13 (Original)  
 07/11/13 – 07/10/14 (Renewal Option)

**MBE PARTICIPATION:** 100%

**REMARKS:** The work consists of providing preventative and remedial maintenance on the equipment and software for the on board Bus CCTV surveillance system installed on approximately 497 MTA buses. The contract provides for the cost of labor and parts required to maintain system functionality until such time as the migration to a revised surveillance platform is completed (estimated to be within the next year.)

**ITEM: 11-M-OPT (Continued)**

**BPW – 05/15/13**

A MBE goal established for this contract was 0% based on the inability to provide viable segmentation of the contract work processes. Intellect Corporation is a Certified MBE firm, therefore the MBE participation is 100%. Intellect Corporation is the only firm that can provide maintenance and replacement parts due to the inability of competing firms, including the original manufacturer, to provide system repair parts and proprietary software protocols components.

**FUND SOURCE:** 100% Special Funds Budgeted to MTA

**APPROPRIATION CODE:** J05H0102

**RESIDENT BUSINESS:** Yes

**BOARD OF PUBLIC WORKS ACTION - THE ABOVE REFERENCED ITEM WAS:**

<b>APPROVED</b>	<b>DISAPPROVED</b>	<b>DEFERRED</b>	<b>WITHDRAWN</b>
<b>WITH DISCUSSION</b>		<b>WITHOUT DISCUSSION</b>	

## ATTACHMENT I

	<b>Amount</b>	<b>Term</b>	<b>BPW/DCAR Date</b>	<b>Reason</b>
<b>Original Contract</b>	\$1,585,485	07/11/11- 07/10/13	07/06/2011	
<b>Modification #1</b>	\$ 808,285	07/11/13- 07/10/14	05/15/13	One Year Option Renewal. Provides maintenance and inspection services for the On Board Video Surveillance System
<b>Revised Amount</b>	\$2,393,770			

Suzette Moore – 410-859-7792  
Smoores2@bwiairport.com

BPW – 05/15/13

DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA

EQUIPMENT CONTRACT

ITEM: 12-E

MARYLAND AVIATION ADMINISTRATION

**CONTRACT ID:** MAP6304047  
 Sweeper Broom at BWI Thurgood Marshall Airport  
 (BWI Marshall) Anne Arundel County  
 ADPICS NO.: MAP6304047

**CONTRACT DESCRIPTION:** This contract provides for the manufacture and delivery of a TYMCO Model DST 6 sweeper vehicle from Houston Galveston Area Council (H-GAC) Buy contract.

**AWARDS:** TYMCO, Inc.  
 Waco, TX

**TERM:** 05/15/13-05/14/2014  
 (One (1) year from Notice to Proceed)

**AMOUNT:** \$299,360

**PROCUREMENT METHOD:** Intergovernmental Cooperative Purchase

**REMARKS:** MAA will replace one (1) 2003 TYMCO/Isuzu sweeper vehicle with one (1) TYMCO Inc. Model DST6 sweeper vehicle. The current generation of sweepers used by MAA Field Maintenance has a useful life of seven (7) years. This vehicle that will be ten (10) years old when replaced has exceeded its useful life and it is no longer cost effective to repair.

The sweeper vehicle is utilized seven (7) days a week removing debris from roadways, runways/taxiways and aircraft parking areas. This sweeper is essential in eliminating material which may cause extensive damage to aircraft and jet engines.

Through market research the MAA compared the base price for the DST6 sweeper vehicle off of the (H-GAC) Buy contract with a base price of \$272,580 to a public bid by the State of Michigan at a cost of \$280,844. By comparing the base price to a similar vehicle, the price from TYMCO, Inc. is considered fair and reasonable.

The Contract with TYMCO, Inc. has been negotiated pursuant to COMAR 21.05.09, Intergovernmental Cooperative Purchasing. Utilizing this procurement method will allow the MAA to realize savings in time and money in obtaining the vehicle.



ITEM: 12-E (Continued)

BPW - 05/15/13

FUND SOURCE: 100% Special Funds Budgeted to MAA

APPROPRIATION CODE: J06I0003

RESIDENT BUSINESS: No

MD TAX CLEARANCE: 13-1295-0000

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BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:

**APPROVED**      **DISAPPROVED**      **DEFERRED**      **WITHDRAWN**  
**WITH DISCUSSION**      **WITHOUT DISCUSSION**

Suzette Moore – 410-859-7792  
[Smooore2@bwiairport.com](mailto:Smooore2@bwiairport.com)

BPW – 05/15/13

DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA

EQUIPMENT CONTRACT

ITEM: 13-E

MARYLAND AVIATION ADMINISTRATION

**CONTRACT ID:** MAP6304117  
 Pierce Arrow Fire Engine at BWI Thurgood Marshall  
 Airport (BWI Marshall)  
 Anne Arundel County  
 ADPICS NO.: MAP6304117

**CONTRACT DESCRIPTION:** This contract provides for the manufacture and delivery of a Pierce Arrow Fire Engine from Houston Galveston Area Council (H-GAC) Buy contract.

**AWARD:** Atlantic Emergency Solutions  
 Dover, DE

**TERM:** 05/15/13-05/14/2014  
 (One (1) year from Notice to Proceed)

**AMOUNT:** \$519,007

**PROCUREMENT METHOD:** Intergovernmental Cooperative Purchase

**REMARKS:** MAA will replace one (1) 2001 American LaFrance/Freightliner with one (1) Pierce Arrow Fire Engine. This existing fire engine has exceeded its useful life of twelve (12) years and has proven a challenge to maintain due to the unavailability of parts and obsolete technology. One of the most important capital assets of the Baltimore/Washington International Thurgood Marshall Airport (BWI Marshall) and BWI Marshall Fire and Rescue Department (FRD) is a fleet of reliable automotive fire apparatus. Firefighters depend heavily on the performance capabilities of these vehicles when delivering emergency services to protect life, property and the environment. In order to maximize the firefighter capabilities and minimize their risk of injuries it is imperative that the fire apparatus be equipped with the latest safety features and operating capabilities.

Through market research the MAA compared the base price for the Pierce Arrow Fire Engine off of the (H-GAC) Buy contract with a base price of \$399,318 to a public bid by the State of Louisiana at a cost of \$484,456.12. By comparing the base price to a similar vehicle, the price from Atlantic Emergency Solutions is considered fair and reasonable.

The Contract with Atlantic Emergency Solutions has been negotiated per COMAR 21.05.09, Intergovernmental Cooperative Purchasing. Utilizing this procurement method will allow MAA to realize savings in time and money in obtaining the fire engine.

ITEM: 13-E (Continued)

BPW - 05/15/13

FUND SOURCE: 100% Special Funds Budgeted to MAA

APPROPRIATION CODE: J06I0003

RESIDENT BUSINESS: No

MD TAX CLEARANCE: 13-1420-1111

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BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

Norie Calvert – 410-545-0402  
ncalvert@sha.state.md.us

BPW -- 05/15/13

**DEPARTMENT OF TRANSPORTATION  
ACTION AGENDA**

**REAL PROPERTY CONVEYANCE**

**ITEM:** 14-RP MMC# 12-2356

**STATE HIGHWAY ADMINISTRATION:** Located at the intersection of MD 178 and Herald Harbor Road, Crownsville, Anne Arundel County, MD

**EXPLANATION:** In accordance with COMAR 14.24.05, approval is requested to dispose of a parcel of land, as described, which is excess to the needs of SHA.

The property to be conveyed consists of ± 0.12 acres and is being conveyed at the appraised value to the sole adjoining owner.

**SPECIAL CONDITIONS:** None

**GRANTOR:** State Highway Administration

**GRANTEE:** George M Read and Mary E Read as tenants by the entireties

**CONSIDERATION:** \$15,900

**APPRAISED VALUE:** \$15,900, Tom Weigand, fee appraiser.  
Reviewed and approved by Neil Mengel,  
Review Appraiser

**REMARKS:** Approval of conveyance is requested in accordance with the Section 8-309 (F) 1(ii) of the Transportation Article of the Annotated Code of Maryland.

The property is not capable of an independent use because of its size and because it is partially encumbered by easements previously granted to C & P Telephone.

SHA is concurrently requesting permission to dispose and execution of the Deed.

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**BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

Norie Calvert – 410-545-0402  
ncalvert@sha.state.md.us

BPW - 05/15/13

**DEPARTMENT OF TRANSPORTATION  
ACTION AGENDA**

**REAL PROPERTY CONVEYANCE**

**ITEM:** 15-RP MMC# 12-2358

**STATE HIGHWAY ADMINISTRATION:** Located at the ramp from east bound I-68/U.S 40 to MD.144, Flintstone, Allegany County MD.

**EXPLANATION:** In accordance with COMAR 14.24.05, approval is requested to dispose of a parcel of land, as described, which is excess to the needs of SHA.

The property to be conveyed consists of ± 0.30 acres and is being conveyed at the appraised value to the sole adjoining owner.

**SPECIAL CONDITIONS:** None

**GRANTOR:** State Highway Administration

**GRANTEE:** Timothy I Reikie and Justin L Mallow as tenants in common

**CONSIDERATION:** \$6,000

**APPRAISED VALUE:** \$6,000, Bob Moore, staff appraiser.  
Reviewed and approved by Harry Bowman, Review Appraiser

**REMARKS:** Approval of conveyance is requested in accordance with the Section 8-309 (F) 1(ii) of the Transportation Article of the Annotated Code of Maryland.

The property is not capable of an independent use because it is landlocked.

SHA is concurrently requesting permission to dispose and execution of the Deed.

**BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

Norie Calvert – 410-545-0402  
Ncalvert@sha.state.md.us

BPW – 05/15/13  
2<sup>ND</sup> REVISION

DEPARTMENT OF TRANSPORTATION  
ACTION AGENDA

REAL PROPERTY CONVEYANCE

ITEM: 16-RP MMC# 12-2370

STATE HIGHWAY ADMINISTRATION: Parcel Located South side of Randolph Road, West side of Maple Avenue, Montgomery County

EXPLANATION: In accordance with COMAR 14.24.05, approval is requested to dispose of a parcel of land, as described, which is excess to the needs of SHA.

The property to be conveyed consists of ± 0.3767 acres and is being conveyed to Montgomery County, for expansion of Maple Avenue.

SPECIAL CONDITIONS: Reverter Clause

GRANTOR: State of Maryland, State Highway Administration

GRANTEE: Montgomery County

CONSIDERATION: \$67,955 (amount includes administration cost and acquisition cost plus simple interest)

APPRAISED VALUE: \$1,876,500 Melville Peters, fee appraiser  
Reviewed and approved by Ron Hammond,  
Review Appraiser of Appraisal Review Division.

REMARKS: Approval of conveyance is requested in accordance with the Section 8-309 (g) (1) of the Transportation Article, Annotated Code of Maryland. This parcel is not capable of an independent use because of its size and configuration.

SHA is concurrently requesting permission to dispose and execution of the Deed.

The property was acquired in 1965 for the construction of Randolph Road.

In accordance with State Finance and Procurement, Section 10-305, Legislative Notice was given on 9/4/12 and the 45-day notice period expired on 10/18/12.

This property is being conveyed to Montgomery County, for public use as described above. The property is being sold for acquisition cost plus simple interest.

BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:

<b>APPROVED</b>	<b>DISAPPROVED</b>	<b>DEFERRED</b>	<b>WITHDRAWN</b>
<b>WITH DISCUSSION</b>		<b>WITHOUT DISCUSSION</b>	

Norie Calvert 410.545.8846  
ncalvert@sha.state.md.us

BPW – 05/15/13

**DEPARTMENT OF TRANSPORTATION  
ACTION AGENDA**

**REAL PROPERTY CONVEYANCE**

**ITEM:** 17-RP MMC# 13-2375

**STATE HIGHWAY ADMINISTRATION:** Road Conveyance to City of Frederick, MD:  
Monocacy Boulevard: from MD 355 (South Market Street) to the west side of the East Street (MD 475-UL) intersection for the total distance of 1,680.81 ± feet or 0.31818 ± miles.

**EXPLANATION:** Legal Authority for Road Transfers is found in the Transportation Article, Section 8-304 and Road Conveyances in Section 10-305 of the State Procurement Articles of the Annotated Code of Maryland.

**SPECIAL CONDITIONS:** None

**GRANTOR:** State of Maryland, State Highway Administration

**GRANTEE:** City of Frederick, Maryland

**CONSIDERATION:** \$1.00

**APPRAISED VALUE:** N/A

**REMARKS:** SHA has agreed to transfer the above referenced road to the City of Frederick, Maryland. The City of Frederick, Maryland has agreed to accept the said road as an integral part of their Road System.

Conveyance is being made to comply with conditions of a Road Transfer Agreement dated February 4, 2010 between the SHA and the City of Frederick, Maryland.

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**BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

Suzette Moore (410) 859-7792  
smoore2@bwiairport.com

BPW – 05/15/13

**DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA**

**REAL PROPERTY DISPOSITION**

**ITEM:** 18-RP MMC# 12-3021

**MARYLAND AVIATION ADMINISTRATION:** Located at Bay Drive (Lots 42 & 43)  
 Bowleys Quarters, Maryland 21220  
 Baltimore County

**EXPLANATION:** In accordance with Section 10-305, State Finance and Procurement Article, Annotated Code of Maryland, Board of Public Works approval is requested to declare ± 0.67 acres of land as surplus, as described, which is excess to the needs of MAA.

**SPECIAL CONDITIONS:** None

**LEGISLATIVE NOTICE:** Notice was sent to the Senate Budget and Taxation Committee and the House Appropriations Committee of the General Assembly on September 25, 2012. The forty-five (45) day review period expired on November 9, 2012.

**OWNERSHIP:** State of Maryland, Maryland Aviation Administration

**CONSIDERATION:** None

**ESTIMATED FAIR MARKET VALUE:** \$53,600, based on MDOT's estimated value of \$80,000 per acre for residential zoned land. Two appraisals will be obtained prior to the public auction.

**REMARKS:** MAA is requesting Board of Public Works approval to surplus the subject properties in accordance with Section 10-305 of the State Finance and Procurement Article of the Annotated Code of Maryland. The properties will be sold at auction as one parcel.

This property was the site of a Non-Directional Beacon (NDB), a radio transmitter used as a navigation aid by pilots to assist them in aircraft navigation and finding the airport during inclement weather and periods of low visibility. That technology is antiquated and no longer supported by the Federal Aviation Administration. The equipment is no longer needed or in use by Martin State Airport. Neighbors in the area have expressed interest in purchasing the property.

The property will be sold subject to an avigation easement, reserved to the MAA, for right of flight in the airspace above the surface of the premises and in accordance with Title 14 of the Code of Federal Regulations, Part 77, which restricts the maximum height of any improvements.



**ITEM: 18-RP (Continued)**

**BPW -- 05/15/13**

The Clearinghouse conducted an intergovernmental review of the project under MD20120918-0672 and has recommended to declare the property located at Bay Drive (lots 42 & 43), consisting of ± 0.67 acres, surplus to the State of Maryland, and to offer the property for public sale at the fair market value.

A request to dispose the +/- 0.67 acres will be sent to the Board of Public Works in the near future.

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**BOARD OF PUBLIC WORKS ACTION - THE ABOVE-REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

Suzette Moore - (410) 859-7792  
smoore2@bwiairport.com

BPW – 05/15/13

**DEPARTMENT OF TRANSPORTATION  
ACTION AGENDA**

**CONTRACT MODIFICATION** (General/Miscellaneous)

**ITEM: 19-GM-MOD**

**MARYLAND AVIATION ADMINISTRATION:**

**CONTRACT ID:** MAA-LC-12-032  
Supplement No. 1

**ORIGINAL CONTRACT APPROVED:** Item 17-GM, DOT Agenda March 7, 2012

**NATURE OF REQUEST:** Approval of Supplement No. 1 to the lease and concession contract to sell "duty paid" merchandise to Airport patrons and Airport employees; in addition to Concessionaire's right to sell duty free merchandise at BWI Marshall Airport. This supplement also provides for the assignment of space for Concessionaire to locate a duty free sales cart in Concourse B. The duty paid sales, however, shall be limited only to Concessionaire's two (2) duty free retail store locations. In addition, Supplement No. 1 adjusts the Minimum Monthly Guarantee (MMG), which is based upon the rental rates for the two (2) fixed retail stores and storage space, to reflect the adjusted square footages for the actual space assigned.

**CONCESSIONAIRE:** Duty Free Americas (Baltimore/Washington), Inc.

**REVENUE:** As of the effective date of this Supplemental Contract, Concessionaire shall pay either Fifteen Percent (15%) of gross revenues derived from Concessionaire's duty free and duty paid sales activities at the Airport on a monthly basis, or a Minimum Monthly Guarantee (MMG) of \$18,385.25, whichever is greater.

**DURATION:** The commencement of duty paid sales in the existing duty free store located on International Concourse E will be July 1, 2013 and continue through the remainder of the Contract term. For Contractor's new duty free store to be located on the B/C Connector, Supplement shall be effective from the date that the store is substantially complete and open for business, anticipated to be on or about July 1, 2013, through the duration of the Contract term.

**REMARKS:** Through the Lease and Concession Agreement No. MAA-LC-12-032 (Contract approved as Item 17-GM, BPW 03/07/2012), MAA leases property to the Concessionaire and Concessionaire uses the property to operate and manage BWI Marshall's duty free merchandise concession. This type of revenue-producing contract at a transportation facility is outside the scope of the State Procurement Law. See State Finance and Procurement Article, Section 11-202(3); COMAR 21.01.03.03.B(1)(d). However, the agreement must be approved by the Board of Public Works because the agreement constitutes a use and lease of State property under State Finance and Procurement Article, Section 10-305.

Supplement No. 1 to the Contract permits the sale of duty paid merchandise to Airport patrons and Airport employees in addition to the duty free sales to departing international travelers only. In several other airports throughout the country, duty free concessionaires also offer duty paid items. U. S. Customs and Border Protection has granted written permission for Concessionaire to conduct such duty paid sales from its duty free stores at BWI Marshall with the provision that all non-tax paid merchandise must be segregated and clearly marked in the stores. Concessionaire has agreed to assure that the duty free merchandise will be separated from the duty paid merchandise, and that the sale of the duty free merchandise shall only be to international departing passengers providing proper evidence of same. Supplement No. 1 also adjusts the MMG from \$16,176.42 to \$18,385.25, which is based upon the standard rental rates for Retail Shop Space - Unfinished, and Office with Restricted Access, to reflect the actual square footages of the space assigned to Concessionaire.

**MD TAX CLEARANCE:** 13-0949-1001

**RESIDENT BUSINESS:** Yes

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**BOARD OF PUBLIC WORKS ACTION - THE ABOVE REFERENCED ITEM WAS:**

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

## ATTACHMENT I

	<b>Amount</b>	<b>Term</b>	<b>BPW/DCAR Date</b>	<b>Reason</b>
<b>Original Contract</b>	Greater of 15% of monthly gross, or MMG of \$16,176.42	10 years commencing 4/1/2012	Item 17-GM, 3/7/2012	Duty Free Sales Concession
<b>Modification #1</b>	Greater of 15% of monthly gross, or \$18,385.25	July 1, 2013 through end of Contract term	5/15/2013 (scheduled)	Expands service to include "duty paid" sales, allows for duty free sales carts, adjusts for actual space assigned to Concessionaire

Suzette Moore - (410) 859-7792  
smoore2@bwiairport.com

BPW – 05/15/13

**DEPARTMENT OF TRANSPORTATION  
 ACTION AGENDA**

**EXPEDITED PROCUREMENT REQUEST:** (COMAR 21.02.01.05A(3)(b))

**ITEM:** 20-EX

**MARYLAND AVIATION ADMINISTRATION:**

**CONTRACT ID:** MAA-CO-14-003  
 Runway 15R-33L Runway Safety Area, Pavement  
 Management & Standards Compliance  
 Improvement Project  
 ADPICS NO: MAACO14003

**DESCRIPTION:** This contract provides for improvements to Runway 15R-33L to address deficient RSA areas, pavement rehabilitation needs and compliance with FAA Standards. This contract is the fourth construction package in support of the overall program for Runway Safety Area (RSA) and Standards Compliance for Runway 15R-33L at BWI Marshall.

**REASON FOR REQUEST:** The Maryland Aviation Administration is currently in the final design phase for a series of airfield improvements at BWI Marshall Airport. These improvements, collectively known as the BWI Runway Safety Area (RSA), Pavement Management & Standards Compliance Program seeks to address RSA standards as mandated by Congress, and dictated by the Federal Aviation Administration, to be completed by December 31, 2015.

As part of this program, Runway 15R-33L will be improved to meet not only RSA Standards, but also all current FAA Design Standards that can be practicably met. Additionally, the project will rehabilitate the existing asphalt pavement concurrent with the other required improvements in order to mitigate impacts to the travelling public. Overall, the runway improvements have been structured into five (5) proposed packages that will encompass all of the required improvements to Runway 15R-33L:

- 1) Runway 15R-33L Kitten Branch Diversion Project
- 2) Runway 15R-33L Standards Compliance Earthwork Project (est. 2013)
- 3) Runway 15R-33L Taxiway P and Runway 15R Deicing Pad Pavement Rehabilitation and Standards Compliance Project (est. 2013)
- 4) Runway 15R-33L RSA, Pavement Rehabilitation and Standards Compliance Project (est. 2014)
- 5) Runway 15R-33L NAVAIDs Relocation Project (est. 2014)

Initial program planning envisioned this project being completed in calendar year 2014. However, several design requirements changed during the course of the design, including the publication of new Airport Design Criteria by FAA. During the course of the project design, the FAA established new design standards that introduced significant new criteria affecting taxiway geometry. This change has greatly increased the limits of pavement to be addressed under this project. Additionally, the FAA issued guidance for revised airfield geometry principals to enhance safety by reducing the potential for runway incursions. The resultant changes significantly added several new taxiway improvements to the original scope of the project. The result has been a marked increase in the scope of the project and the

ITEM: 20-EX (Continued)

BPW - 05/15/13

construction required to be completed within existing program timelines to ensure that all required work at BWI is completed prior to December 31, 2015.

In order to maintain the schedule of the overall program, MAA is seeking to expedite this procurement to allow the contractor to order long lead items and perform preparatory work in advance of the full closure. Taking this action will minimize the closure of the runway during 2014. Specifically, early procurement of lead items in the project critical path including runway and taxiway light cans, airfield lighting cable, airfield sign structures and light fixtures is critical to meeting the expanded project requirements within the time frame available.

Providing additional construction duration past early spring of 2015 is not feasible. Follow on improvements to Runway 10-28 cannot be undertaken without full utility of Runway 15R-33L being available. Completion of the improvements is a condition for all funding eligibility for the program as the FAA has required that all proposed runway improvements be complete by the 2015 mandate. Continued eligibility will ensure that a combination of Passenger Facility Charge (PFC) revenue, PFC revenue backed bond proceeds and Airport Improvement Program grant funds remains available for the program construction. Therefore, expedited procurement will provide the best opportunity for MAA to provide additional construction time and mitigate the increase in scope realized under this project.

AMOUNT: \$92,500,000 (Estimated)

PROCUREMENT METHOD: Competitive Sealed Bidding (Direct Solicitation)

REMARKS: Proceeding with this contract as an expedited procurement best serves the public interest and ensures the MAA's obligations to the tenants and traveling public can be met. This contract will be fully designed by the middle of May 2013. At that time MAA will publicly advertise the required services anticipating a Notice to Proceed by September 2013. As a result of the above, MAA recommends approval to proceed with an Expedited Procurement in accordance with COMAR 21.05.06.03.

FUND SOURCE: 100% Passenger Facility Charge (PFC) Revenue Funds Budgeted to MAA and Future Federal Funds

APPROPRIATION CODE: J0610003

BOARD OF PUBLIC WORKS ACTION - THE ABOVE REFERENCED ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION



**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CONSTRUCTION CONTRACT MODIFICATION**

<b><u>ITEM</u></b>	1-C-MOD (Cont.) (2 <sup>nd</sup> Revision)
<b><u>AMOUNT OF ORIGINAL CONTRACT</u></b>	\$10,071,338.00
<b><u>AMOUNT OF MODIFICATION</u></b>	<\$89,850.00>
<b><u>PRIOR MODIFICATIONS/OPTIONS</u></b>	\$1,062,932.00
<b><u>REVISED TOTAL CONTRACT AMOUNT</u></b>	\$11,044,420.00
<b><u>PERCENT +/- (THIS MODIFICATION)</u></b>	(0.89%)
<b><u>OVERALL PERCENT +/-</u></b>	12.29%
<b><u>ORIGINAL PROCUREMENT METHOD</u></b>	Competitive Sealed Bids
<b><u>ORIGINAL MBE PARTICIPATION</u></b>	25%
<b><u>MBE COMPLIANCE</u></b>	13.2%
<b><u>REMARKS</u></b>	Modification Item A, B and C: Credits are being issued for unused Unit Price Items that were included in contract documents.
	Contract time will be unchanged.
<b><u>FUND SOURCE</u></b>	MCCBL 2010/Item 906 Provide funds to design, construct and equip a new Hagerstown Barrack and garage)
<b><u>RESIDENT BUSINESS</u></b>	Yes

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**



**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CONSTRUCTION CONTRACT MODIFICATION**

**ITEM**        2-C-MOD

**DEPARTMENT OF NATURAL RESOURCES**    Gunpowder Falls State Park  
Baltimore, MD

**CONTRACT NO. AND TITLE**                     Project No: P-032-085-010;  
Replace Floating Docks, Bulkhead,  
Dredging at Dundee Creek  
ADPICS NO. COF02572

**ORIGINAL CONTRACT APPROVED**             12/5/2012 DGS/BPW Item 1-C

**CONTRACTOR**                                     Dissen and Juhn LLC  
Stevensville, MD

**CONTRACT DESCRIPTION**                     Replace three (3) existing floating docks,  
480 linear feet of bulkhead and related utility relocations/modifications at Dundee Creek Marina  
in Baltimore County.

**MODIFICATION DESCRIPTION**                     Covers upgrade to proposed sheet piling.  
Work includes: Substitution of 59 lf of 20' long sheet piling and 188 lf of 30' long sheet piling  
for 245 lf of 20.5' long sheet piling and its installation, necessitating the use of larger excavator,  
spud barge and the use of a 60 ton crane and associated equipment not originally needed for the  
installation of 20.5' long sheet piling.

**TERM OF ORIGINAL CONTRACT**                     180 Calendar Days

**TERM OF MODIFICATION**                         120 days

**AMOUNT OF ORIGINAL CONTRACT**                     \$805,830.00

**AMOUNT OF MODIFICATION**                         \$172,500.00

**PRIOR MODIFICATIONS/OPTIONS**                     \$ 20,641.31

**REVISED TOTAL CONTRACT AMOUNT**                     \$998,971.31

**PERCENT +/- (THIS MODIFICATION)**                     21.40%



**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**MAINTENANCE CONTRACT****ITEM** 3-M

**DEPARTMENT OF HEALTH AND MENTAL HYGIENE** Clifton T. Perkins Hospital Center (CTPHC)  
Jessup, MD

**CONTRACT NO. AND TITLE** Housekeeping Services;  
ADPICS NO. 001B3400518

**DESCRIPTION** Approval is requested for a contract to provide housekeeping services at the Clifton T. Perkins Hospital Center, the maximum security forensic psychiatric hospital for the State (approximately 190,462 net cleanable sq. ft.).

**PROCUREMENT METHOD** Competitive Sealed Bids

<b><u>BIDS OR PROPOSALS</u></b>	<b><u>AMOUNT</u></b>
Associated Building Maintenance Co., Inc. Crofton, MD	\$2,038,529.16
Kaleidoscope Cleaning Company, Inc. Westminster, MD	\$2,077,200.00
Covenant Cleaning Company LLC, Riverdale, MD	\$2,140,000.00
Professional Maintenance Company, Monrovia, MD	\$3,632,484.25
Makro Services, Inc., Gaithersburg, MD	\$4,138,905.59

**AWARD** Associated Building Maintenance Co., Inc.  
Crofton, MD  
(MDOT Certified MBE # 90-612)

**TERM** 5/16/2013-5/15/2016 (W/2 one-year renewal options)

**AMOUNT** \$2,038,529.16 (3 year base contract)  
\$ 679,509.72 (1<sup>st</sup> Renewal Option)  
\$ 679,509.72 (2<sup>nd</sup> Renewal Option)  
\$3,397,548.60 Total 5 Years

**MBE PARTICIPATION** 100% Prime Contractor/20% Sub Contractor

**HIRING AGREEMENT ELIGIBLE** Yes



**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL MISCELLANEOUS**

**ITEM**            4-GM

**REFERENCE**

In accordance with provisions of the *State Finance and Procurement Article, Section 8-301, Annotated Code of Maryland*, the Board of Public Works approval is requested for the use of General Obligation Bond funding for the contract(s) noted below in the total amount of \$96,550.00 (1 item).

Department of Health and Mental Hygiene

Springfield Hospital Center  
Sykesville, MD

**DESCRIPTION**

This project includes abatement of asbestos containing materials, disposal and transportation of the asbestos containing materials (ACMs), and installation of like-kind non-asbestos materials in place of abated materials in multiple buildings, including the Power Plant, Patterson House, Cottages 1 & 2, Jones, Geriatrics, Muncie and Maintenance Buildings.

**REMARKS**

This project was advertised for construction on December 18, 2013. Bids were received on January 17, 2013 with five responsive bidders responding. All of the bidders are residents of the State of Maryland. The MBE goal of 20% was met by Retro Environmental Inc., and affirmed by the DGS MBE Office on April 11, 2013.

**CONTRACT NO. AND TITLE**

Project No. AO-008-009-010;  
Asbestos Abatement of Multiple  
Buildings at Springfield Hospital Center

**PROCUREMENT METHOD**

Competitive Sealed Bids

**AWARD**

Retro Environmental Inc.,  
Sykesville, MD

**AMOUNT**

\$96,550.00

**TERM**

90 Calendar Days

**MBE PARTICIPATION**

20%

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

GENERAL MISCELLANEOUS

ITEM 4-GM (Cont.)

FUND SOURCE

Item 011 MCCBL 2003 \$14,240.00  
Item 007 MCCBL 2004 \$27,713.40  
Item 008 MCCBL 2005 \$18,493.60  
Item 011 MCCBL 2006 \$12,744.20  
Item 012 MCCBL 2008 \$23,358.80

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Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL MISCELLANEOUS**

**ITEM**            5-GM

**REFERENCE**

In accordance with provisions of the *State Finance and Procurement Article, Section 8-301, Annotated Code of Maryland*, the Board of Public Works approval is requested for the use of General Obligation Bond funding for the contract(s) noted below. Any modifications listed below reflect the change in funding from POS funds to General Obligation Bond funds (MCCBL) also noted below. Total amount of funds used is \$203,448.00 (3 items).

Department of Natural Resources

The fund sources for these particular items will be designated as:

MCCBL 2012/Item 013 (Provide funds to construct capital improvements such as planned Maintenance and repair projects at public use facilities on State-Owned property)

- A. Patapsco Valley State Park  
Howard County, MD

**DESCRIPTION**

The Contractor shall provide all labor, equipment, materials, supplies, supervision, insurance, etc., necessary to replace guardrails throughout Patapsco Valley State Park.

**CONTRACT NO. AND TITLE**

Project No: P-020-130-010;  
Replace Guardrails

**PROCUREMENT METHOD**

Competitive Sealed Bids

**AWARD**

Guardrails, Etc., Inc.  
Baltimore, MD

**AMOUNT**

\$168,900.00

**TERM**

90 Calendar Days

**MBE PARTICIPATION**

10%

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL MISCELLANEOUS**

**ITEM**            5-GM (Cont.)

**REMARKS**

This solicitation was advertised and bid on *eMaryland Marketplace (eMM)*. Notice of Availability was also posted on the DGS Bid Board.

This project was included in the priority schedule within the budgeted funding. DNR prepared the specifications and three vendors attended the prebid conference.

Three vendors bid on the project with all vendors under the project estimate. The awarded vendor was evaluated and confirmed his bid. 10% MBE participation was provided in the documentation and was approved.

**FUND SOURCE**

MCCBL 2012/Item 013

B.     Point Lookout State Park  
       Scotland, St. Mary's County

**DESCRIPTION**

This project is to excavate for and install approx. 900 lf 2" diameter new Schedule 40 PVC water supply line. Work includes the installation of a drain fitting and associated pipe work. Properly abandon and cap off existing pipe work. Flush and disinfect water system, have water tested to determine potability, and proper operation. Restore site to pre-construction condition.

**REMARKS**

**CONTRACT NO. & TITLE**

Project No. P-065-131-010;  
Replace Water Line – Lanier Camp Loop

**PROCUREMENT METHOD**

Small Procurement

**AWARD**

S.M.C., Inc.  
Mechanicsville, MD

**AMOUNT**

\$24,000.00

**FUND SOURCE**

MCCBL 2012/Item 013





**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL MISCELLANEOUS**

**ITEM**          6-GM

**DESCRIPTION**

In accordance with provisions of the *State Finance and Procurement Article, Section 12-202, Annotated Code of Maryland*, approval is requested for the following construction inspection expenditures related to the respective capital improvement project identified below:

<b><u>Project Description</u></b>	<b><u>Amount</u></b>	<b><u>Fund Source</u></b>
Project No.: RH-000-130-001; Inspection Services to Abate Asbestos and Raze Buildings Henryton Center Carroll County, MD	\$19,004.48	MCCBL 2012 Item 015 (Provide funds to design, abate asbestos and demolish buildings at the Henryton Center)
<b>TOTAL</b>	<u>\$19,004.48</u>	

**REMARKS**

These are anticipated amounts, subject to necessary extensions, in the event the construction takes longer than expected to complete. Construction inspection services are required to ensure compliance with the requirements of the construction contract.

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL/MISCELLANEOUS**

**ITEM**        7-GM

**REFERENCE**

Capital Projects Unencumbered Balances

**DESCRIPTION**

In accordance with *State Finance and Procurement Article, Section 8-129, Annotated Code of Maryland*, Board of Public Works approval is requested for the transfer of unencumbered balances for funds associated with completed Capital Projects.

The Department of General Services and Department of Budget and Management (Office of Capital Budgeting) have reviewed the unencumbered balances and recommend approval of the following actions:

Transfer spending authority to the Construction Contingency Fund of \$59,033.48.

Original  
Authorization

**MARYLAND CONSOLIDATED CAPITAL BOND LOAN OF 2004**

**Chapter 432 of the 2004 Laws of Maryland**

DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES

018	Police & Correctional Training Facility	\$50,054.48	\$940,000.00
	Total MCCBL 2004	\$50,054.48	

**MARYLAND CONSOLIDATED CAPITAL BOND LOAN OF 2005**

**Chapter 445 of the 2005 Laws of Maryland**

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

027	State Archaeological Equipment Facility	\$ 8,979.00	\$151,000.00
	Total MCCBL 2005	\$ 8,979.00	

<b>Total transfer of spending authority to the Construction Contingency Fund</b>	<b>\$59,033.48</b>
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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL MISCELLANEOUS**

**ITEM**            8-GM

**DEPARTMENT OF GENERAL SERVICES**

Rockville District Court  
 Rockville, MD

**CONTRACT NO. AND TITLE**

Project No. BC-725-992-002;  
 Expert Witness Agreement  
 ADPICS NO. 001B3400539

**DESCRIPTION**

Expert witness services in connection with pending litigation in which the Department of General Services (DGS) is pursuing damages from DMJM/AECOM for errors and omissions in the design of the Rockville district court. Scope of services includes review of documentation related to this claim, consultation on the claim, and participation in discovery actions and in any hearing at the Maryland State Board of Contract Appeals. (MSCBA).

**PROCUREMENT METHOD**

Sole Source; *State Finance & Procurement Article, §13-107(b), Annotated Code of Maryland*

**AWARD**

Hill International, Inc.  
 Marlton, NJ.

**AMOUNT**

\$124,790.00

**REMARKS**

DGS has filed a claim against design team DMJM/AECOM for errors and omissions that occurred on the Rockville District Court project. State Procurement Law permits a procurement unit to use the sole source method to obtain the services of a contractor in connection with litigation when the services require confidentiality and the Attorney General has approved the engagement. The Attorney General has certified that the contractor's services require confidentiality and has approved the proposed contract with Hill International, Inc.

**FUND SOURCE**

MCCBL2009/Item 801 (Provide Funds to Design, Construct, and equip the New District Court in Rockville, MD)

**RESIDENT BUSINESS**

No

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

GENERAL MISCELLANEOUS

ITEM      8-GM (Cont.)

MD TAX CLEARANCE

13-1493-0111

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Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN ✓

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**REAL PROPERTY****ITEM** 9-RP

**DEPARTMENT OF NATURAL RESOURCES** 1.04 +/- acres, North Beach  
Anne Arundel & Calvert Counties  
File #00-8505

**REFERENCE**

Approval is requested to transfer 1.04 +/- acres of land lying in Anne Arundel and Calvert Counties to the Town of North Beach. This property was previously approved as surplus at the 9/19/12 BPW meeting, as item 17-RP. The land lies within the town limits of North Beach between the Chesapeake Bay and the wetlands to the north. The town has requested the property to connect and expand recreational opportunities, keep a channel open between wetlands and to facilitate completion of a wetlands restoration project by the Army Corps of Engineers.

The Agreement of Sale has been approved by the Office of the Attorney General. Title and transfer agreements are subject to legal review.

**PROPERTY**

1.04 +/- acres unimproved

**OWNERSHIP**State of Maryland, to the use of the  
Department of Natural Resources**GRANTEE**

The Town of North Beach

**PRICE**

\$0 consideration

**APPRAISED VALUES**

\$24,200.00 – Melville E. Peters – (12/20/12) Fee Appraiser  
\$50,000.00 – Isabelle Gatewood – (1/15/13) Fee Appraiser

**REMARKS**

1. The Department of Natural Resources agrees with this transaction.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**REAL PROPERTY**

**ITEM**      9-RP (Cont.)

2.      The Clearinghouse conducted an intergovernmental review of the project under MD20120214-0092 and has recommended to transfer Parcels A & B, located in Anne Arundel and Calvert Counties, to the Town of North Beach. The Town of North Beach expressed an interest in acquiring these parcels to (1) connect and expand recreational opportunities and provide access to the Town's new waterfront park; (2) keep an open channel between the wetlands located to the north end of Parcel A, and facilitate the restoration of wetlands; and (3) aid in the improvement of the existing revetment (wall) located on Parcel B, improve tidal flushing for the wetlands, and protect the area from flooding.
  
3.      Legislative notification is not required for this disposal of property valued less than \$100,000.00, in accordance with the *State Finance & Procurement Article Section 10-305*.

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Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN ✓

WITH DISCUSSION

WITHOUT DISCUSSION





DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

REAL PROPERTY

ITEM 10-RP (Cont.)

- 2. The Clearinghouse conducted an intergovernmental review of the project under MD20121218-0853 and has found the project to be consistent, contingent upon certain actions. It has recommended granting a utility easement of +/- 80,750 square feet across the land of the Patapsco Valley State Park to Baltimore County. The utility easement would facilitate the relocation of a water main that now runs along a portion of CSX rail right of way. CSX has requested that the water main be removed to allow additional rail development and to preclude future disruptions of rail service.
- 3. The attached final plats list water and utility easements totaling 89,298 square feet.

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**REAL PROPERTY****ITEM** 11-RP**DEPARTMENT OF AGRICULTURE**

11701 SW Crain Highway  
Upper Marlboro, MD  
10.067 acres +/- (Prince George's County)  
File #00-8383

**REFERENCE**

Approval is requested to transfer 10.067 acres +/- of land located at 11701 SW Crain Highway, Upper Marlboro, Prince George's County to the Department of Veterans Affairs for expansion of the Cheltenham Veteran's Cemetery. This transaction was previously approved as item 7-RP at the October 31, 2007 Board of Public Works meeting. Subsequent to the 2007 BPW approval, it was discovered that required approvals had not been obtained from the Prince George's County government for the land to be used as a cemetery, per the *Annotated Code of Maryland, Section 9-906(c) of the State Finance Government Article*.

The Prince George's County Council approved a resolution on July 24, 2012 approving the transfer of land to the Department of Veterans Affairs for the expansion of the Cheltenham Veteran's Cemetery. Approval and recommendation letters were subsequently received from the Prince George's County Senate and House Delegations for the Maryland General Assembly in August and September 2012.

The Deed has been approved by the Office of the Attorney General. Title and transfer agreements are subject to legal review.

**PROPERTY**

10.067 acres +/-

**OWNERSHIP**

State of Maryland, to the use of the Department of Agriculture

**GRANTEE**

Department of Veterans Affairs

**REMARKS**

1. The Department of Agriculture has determined this property is excess to its needs.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**REAL PROPERTY**

**ITEM**      11-RP (Cont.)

- 2.      The Clearinghouse conducted an intergovernmental review of the project under MD20130111-0029, and has recommended to declare +/- 10.067 acres of land located at 11701 SW Crain Highway in Upper Marlboro surplus to the Maryland Department of Agriculture, and to transfer the land to the Maryland Department of Veterans Affairs. The Maryland Department of Veterans Affairs plans to use the land as a buffer area to the existing Cheltenham Veteran’s Cemetery, and to allow for future expansion of the Cemetery. It is also recommended that the Maryland Department of Veterans Affairs coordinate with the Maryland Department of Transportation to create an access management strategy that may include access controls, and revised rights of way.

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**REAL PROPERTY**

**ITEM**            12-RP

**BOARD OF PUBLIC WORKS**

37590 Charlotte Hall School Road  
Charlotte Hall, MD  
2.00 acres +/-, St. Mary's County  
File #00-8466

**REFERENCE**

Approval is requested to declare surplus 2.00 acres +/- of land located at 37590 Charlotte Hall School Road, Charlotte Hall in St. Mary's County. The U.S. Department of Veteran Affairs has requested the property to construct a replacement Charlotte Hall community-based outpatient clinic on the site.

**PROPERTY**

2.00 acres +/-

**OWNERSHIP**

State of Maryland, to the use of the Board of Public Works

**REMARKS**

1. The Department of Veterans Affairs has determined this property is excess to its needs.
2. The Clearinghouse conducted an intergovernmental review of the project under MD20130208-0082. It is recommended to declare +/- 2.00 acres, located at 37590 Charlotte Hall School Road, surplus to the State and to donate the Property to the U.S. Department of Veterans Affairs. The U.S. Department of Veterans Affairs plans to construct a replacement Charlotte Hall community based outpatient clinic on the site. It is further recommended that the proposed new land use retain the existing access point onto Charlotte Hall School Road to accommodate potential, future highway improvements.

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Board of Public Works Action - The above referenced Item was:

**APPROVED**

**DISAPPROVED**

**DEFERRED**

**WITHDRAWN**

**WITH DISCUSSION**

**WITHOUT DISCUSSION**

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**REAL PROPERTY**

**ITEM**      13-RP

**BOARD OF PUBLIC WORKS**

Historic Annapolis Post Office  
 1 Church Circle, Annapolis  
 Anne Arundel County  
 0.7794 acres improved  
 File #00-4230

**REFERENCE**

Approval is requested for an agreement of sale to purchase 0.7794 acres of improved land known as the historic Annapolis Post Office from the United States Postal Service. The property is located adjacent to the James Senate Office Building. The Department of General Services was presented with a unique opportunity of acquiring this historic treasure and plans to incorporate it into the State's historic Annapolis government campus. The terms of the proposed acquisition are set forth below in Special Conditions.

Title will be vested in the Board of Public Works. Title and transfer documents are subject to legal review.

**GRANTOR**

United States Postal Service

**GRANTEE**

State of Maryland, to the use of the Board of Public Works

**PROPERTY**

0.7794 acres, improved with a  
 13,058 sf structure

**PRICE**

\$3,200,000.00

**FUND SOURCE**

MCCBL 2012/Item 004 (Provide funds for land acquisition, design, and construction of alterations the historic Annapolis Post Office)

**APPRAISED VALUES**

\$950,000.00-Lou Anne Cline, Fee Appraiser 1/4/12. Reviewed by William Beach.  
 \$3,550,000-John Hentschel, Fee Appraiser 1/20/12. Reviewed by William Beach.  
 \$3,260,000-Terry R. Dunkin, Fee Appraiser 3/26/12. Reviewed by William Beach.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**REAL PROPERTY**

**ITEM**        13-RP (Cont.)

**SPECIAL CONDITION**

Per the Agreement of Sale, the United States Postal Service will be leasing back 4,200 sf of the Annapolis Post Office at the time of settlement for a period of no less than 8 months and no more than 20 months at a rate of \$20 per square foot. The Postal Service shall be responsible for all utilities, maintenance and minor repairs. Approval for the lease shall be requested prior to settlement on the property, which shall occur 90 days following BPW approval.

**REMARKS**

- 1        Approval for this acquisition was received from the Maryland General Assembly, per letter dated February 5, 2013.
  
2.        The Department of General Services recommends approval of this item.

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Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE****ITEM** 14-LT

**DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES**  
(Community Supervision Services)

<b><u>Landlord</u></b>	South Dolfield Corporate Services, Inc. 10227 S. Dolfield Rd. Owings Mills, MD 21117
<b><u>Property Location</u></b>	10221-B South Dolfield Rd. Owings Mills, MD 21117
<b><u>Space Type</u></b>	Office
<b><u>Duration</u></b>	10 Years
<b><u>Annual Rent</u></b>	\$132,637.50 (Avg.)
<b><u>Lease Type</u></b>	New
<b><u>Effective</u></b>	9/1/2013
<b><u>Square Foot Rate</u></b>	\$19.65 (Avg.)
<b><u>Effective SF Rate</u></b>	\$21.65 (Avg.)
<b><u>Utilities Responsibility</u></b>	Lessee
<b><u>Custodial Responsibility</u></b>	Lessor
<b><u>Previous Board Action(s)</u></b>	N/A
<b><u>Fund Source</u></b>	100% General DPSC/PP 35.03.02 PCA 32110 ABOJ 1310 \$109,425.94 100% General DPSC/DDMP 35.03.02 PCA 32260 ABOJ 1310 - \$23,211.56

**Special Conditions**

1. The lease provides for twenty-five (25) use-in common parking spaces free of charge.
2. The lease contains one (1) option to renew for five (5) years.

**Remarks**

1. This office will have daily contact with persons under supervision, law enforcement officers, treatment providers, victims of crime, and the general public.
2. The net usable square foot rental rate will be \$17.68 for years one (1) through five (5) and \$21.62 for years six (6) through ten (10). The average rental rate over the ten (10) year lease term is \$19.65.
3. This lease contains a termination for convenience clause.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE**

**ITEM**      14-LT (Cont.)

4. In accordance with the *State Finance and Procurement Article, Annotated Code of Maryland* the above space request was advertised in the Daily Record, *eMaryland Marketplace.com* and the DGS website. The advertisement did not produce a responsive proposal. DGS/ORE solicited the market on a competitive basis and identified the above proposed location. The Department of General Services, in conjunction with the using Agency, recommends the approval of this item.

---

Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**



**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE****ITEM** 15-LT

**MARYLAND STATE DEPARTMENT OF EDUCATION**  
(Division of Rehabilitative Services)

<b><u>Landlord</u></b>	6 West Washington St., LLC 686 Pennsylvania Ave. Hagerstown, MD 21740		
<b><u>Property Location</u></b>	6 West Washington St. Hagerstown, MD 21740		
<b><u>Space Type</u></b>	Office	<b><u>Lease Type</u></b>	New
<b><u>Duration</u></b>	10 Years	<b><u>Effective</u></b>	9/1/2013
<b><u>Annual Rent</u></b>	\$44,050.00	<b><u>Square Foot Rate</u></b>	\$12.50
<b><u>Utilities Responsibility</u></b>	Lessor		
<b><u>Custodial Responsibility</u></b>	Lessor		
<b><u>Previous Board Action(s)</u></b>	N/A		
<b><u>Fund Source</u></b>	R00A01.21 21.1 1301 U1503 100% Federal		

**Special Conditions**

1. The lease provides for fourteen (14) use-in common parking spaces free of charge.
2. The lease contains one (1) option to renew for five (5) years.

**Remarks**

1. This space will be used as an administrative and client contact office for counseling.
2. The net usable square foot rental rate will be \$12.50 for the entire ten (10) year term.
3. This lease contains a termination for convenience clause.

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

TENANT LEASE

ITEM 15-LT (Cont.)

- 4. In accordance with the *State Finance and Procurement Article, Annotated Code of Maryland* the above space request was advertised in the Herald Mail, *eMaryland Marketplace.com* and the DGS website. The Department of General Services, in conjunction with the using Agency, recommends the approval of this item.

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Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE**

**ITEM**            16-LT-MOD

**(Revised)**

**DEPARTMENT OF MARYLAND STATE POLICE**

(Automotive Safety Enforcement Division)  
Beltsville, MD (Prince Georges County)

**Landlord**

PG Commercial, LLC  
c/o The Loughlin Management Group, Inc.  
60 West St., Suite 204  
Annapolis, MD 21401

**Property Location**

10800 Hanna St.  
Beltsville, MD 20705

<b><u>Space Type</u></b>	Office/Inspection Bay	<b><u>Lease Type</u></b>	Extension	<b><u>Square Feet</u></b>
	2,944			
<b><u>Duration</u></b>	1 Year	<b><u>Effective</u></b>	5/01/2013	
<b><u>Annual Rent</u></b>	\$34,592.00	<b><u>Square Foot Rate</u></b>		\$11.75
		<b><u>Prev. Square Foot Rate</u></b>		\$11.75
		<b><u>Eff. Square Foot Rate</u></b>		\$14.50
		<b><u>Prev. Eff. Sq. Foot Rate</u></b>		\$14.50

**Utilities Responsibility**

Tenant

**Custodial Responsibility**

Tenant

**Previous Board Action(s)**

8/1/2007 - 11-LT

**Fund Source**

100% General Funds - 35.03.02 32110 AB0J 1310

**Retro-Active Leases**

Board of Public Works is requested to retroactively approve the leasing of this space for the nineteen (19) day period that lapsed from 5/1/2013 to 5/19/2013 pursuant to the *State Finance and Procurement Article 11-204(c)(1)*. The total funds for the retroactive period is \$1,825.69.

**Special Conditions**

1. The lease contains an escalation provision for real estate taxes.
2. The lease incorporates ten (10) reserved parking spaces at no additional cost.

**Remarks**

1. This Space has been used by the Maryland State Police since 2007, and is comprised of an inspection bay for vehicles and an office for administrative and client contact for the Maryland State Police, Salvage Inspection Unit. Bay space is required to allow inspection of salvage vehicles before titling at the Motor Vehicle Administration.
2. This one (1) year extension will provide DGS with the opportunity to competitively secure new space for the agency.

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

TENANT LEASE

ITEM      16-LT-MOD (Cont.)

3.      The lease contains a termination for convenience clause.
4.      This space was acquired by sole source in accordance with the *DGS Space Management Manual, Paragraph 6-605 E.*, as authorized by *COMAR 21.02.05.05*. The Department of General Services, in conjunction with the using Agency, recommends the approval of this item.

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Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            17-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into grant agreements for the following grants:

*Board of Trustees of the American Film Institute, Inc. (Montgomery County)*

*American Film Institute Silver Theatre & Cultural Center*

*“For the capital equipping of the American Film Institute Silver Theatre and Cultural Center, located in Silver Spring,”*

***\$125,000.00***

*Maryland Consolidated Capital Bond Loan of 2011 (LSI - Chapter 396, Acts of 2011)*

*DGS Item G061*

***\$250,000.00***

*Maryland Consolidated Capital Bond Loan of 2011 (LHI - Chapter 396, Acts of 2011)*

*DGS Item G128, (SL-063-110-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The Board of Trustees of the American Film Institute, Inc. has submitted documentation that it has \$245,727.88 in a financial institution and Montgomery County Government has appropriated \$325,000.00 in its Fiscal Year 13 budget for a total of \$570,727.88 to meet the matching fund requirement for this project.

**BACKGROUND**

Total Project	\$ 750,000.00
11-G061 (This Action)	\$ 125,000.00
11-G128 (This Action)	\$ 250,000.00
Local Cost	\$ 375,000.00

**REMARKS**

(1) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.

(2) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 17-CGL (Cont.)

(3) The Office of Comptroller may not disburse State funds until after the Office of Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS****ITEM** 18-CGL**(Revised)**

**RECOMMENDATION:** That the Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

*Board of Trustees of the Anne Arundel Health System (Anne Arundel County)*  
*Anne Arundel Medical Center*

*“To assist in the renovation of the Pathways Alcohol and Drug Treatment Center at the Anne Arundel Medical Center.”*

**\$300,000.00**

*Maryland Capital Bond Loan of 2011 (MHA, Chapter 396, Acts of 2011)*  
*DGS Item G018 (SL-063-060-038)*

**MATCHING FUND:** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The Board of Trustees of the Anne Arundel Health System have submitted evidence in the form of canceled checks and invoices that they have \$333,081.96 in eligible expenditures to meet the matching fund requirement for this project.

Board of Public Works approval is also requested to reimburse the Board of Trustees of the Anne Arundel Health System \$33,081.96 for eligible expenditures.

**BACKGROUND**

Total Project	\$1,100,000.00
<b>11-G018 (This Action)</b>	<b>\$ 300,000.00</b>
06-G188 (Prior Action)	\$ 250,000.00
Local Cost	\$ 550,000.00

(Prior Actions: 2/28/07 Agenda, Item 10-CGL.O; 2/18/09 Agenda, 21-CGL)

**REMARKS**

(1) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.

(2) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM      18-CGL (Cont.)

(3)      The Office of the Comptroller may not disburse State funds until after the Office of the Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION



**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            19-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

*Board of Trustees of the Germantown Cultural Arts Center, Inc. d/b/a Black Rock Center for the Arts, Inc. (Montgomery County)*

*Black Rock Center for the Arts*

*“For the planning, design, construction, and capital equipping of the Black Rock Center for the Arts, located in Germantown.”*

**\$50,000.00**

*Maryland Consolidated Capital Bond Loan of 2009 (LSI - Chapter 485, Acts of 2009, amended by Chapter 396, Acts of 2011, and Chapter 639, Acts of 2012)*

*DGS Item G116, (SL-100-060-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The Board of Trustees of the Germantown Cultural Arts Center, Inc. d/b/a Black Rock Center for the Arts, Inc. has submitted documentation that it has \$69,721.85 in a financial institution to meet the matching fund requirement for this project.

**BACKGROUND**

Total Project	\$	800,000.00
<b>09-G116 (This Action)</b>	<b>\$</b>	<b>50,000.00</b>
06-G071 (Prior Action)	\$	50,000.00
04-G313 (Prior Action)	\$	300,000.00
Local Cost	\$	400,000.00

(Prior Actions: 1/2/08 Agenda, Item 7-CGL, 5/11/05 Agenda, Item 29-CGL)

**REMARKS**

(1) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.

(2) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 19-CGL (Cont.)

(3) The Office of Comptroller may not disburse State funds until after the Office of Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            20-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into grant agreements for the following grants:

*Board of Directors of the Menare Foundation, Inc. (Montgomery County)*

*Button Farm Historic Preservation and Rehabilitation*

*“For the planning, design, construction, repair, and renovation of the Button Farm, located in Germantown.”*

***\$125,000.00***

*Maryland Consolidated Capital Bond Loan of 2008 (LSI - Chapter 336, Acts of 2008; amended by Chapter 372, Acts of 2010; amended by Chapter 639, Acts of 2012)*

*DGS Item G075*

***\$175,000.00***

*Maryland Consolidated Capital Bond Loan of 2008 (LHI - Chapter 336, Acts of 2008; amended by Chapter 372, Acts of 2010; amended by Chapter 639, Acts of 2012)*

*DGS Item G161 (SL-095-080-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The Board of Directors of the Menare Foundation, Inc. has submitted documentation that it has \$234,144.47 of in-kind contributions and an \$80,000.00 grant from the Montgomery County Council for a total of \$314,144.47 to meet the matching fund requirement for this project.

**BACKGROUND**

Total Project	\$600,000.00
08-G075 (This Action)	\$125,000.00
08-G161 (This Action)	\$175,000.00
Local Cost	\$300,000.00

**REMARKS**

- (1) The grant agreement has been modified to reflect the Department of Natural Resources as beneficiary throughout the document.
- (2) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.
- (3) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM      20-CGL (Cont.)

- (4)      The Office of Comptroller may not disburse State funds until after the Office of Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            21-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

*Mayor & City Council of the City of Baltimore*

*East Baltimore Biotechnology Park*

*“For demolition in the East Baltimore Biotechnology Park area (Baltimore City)”*

**\$2,500,000.00**

*East Baltimore Biotechnology Park Loan of 2011 (Chapter 396, Acts of 2011)*

*DGS Item G002/130, (SL-021-020-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The Mayor & City Council of the City of Baltimore have submitted documentation that they have appropriated \$2,504,922.00 thru their Fiscal Year 2012 to meet the matching fund requirement for this project.

**BACKGROUND**

Total Project	\$993,100,000.00
11-G002/131 (This Action)	\$ 2,500,000.00
10-G002/130 (Prior Action)	\$ 5,000,000.00
09-G002/136 (Prior Action)	\$ 5,000,000.00
08-G002/130 (Prior Action)	\$ 5,000,000.00
07-G003/144 (Prior Action)	\$ 5,000,000.00
06-009 (Prior Action)	\$ 5,000,000.00
05-G058/178 (Prior Action)	\$ 4,000,000.00
04-G040/097 (Prior Action)	\$ 4,500,000.00
02-003 (Prior Action)	\$ 2,000,000.00
Local Cost	\$955,100,000.00

(Prior actions: 6/6/12 Agenda, Item 11-CGL; 9/1/10 Agenda, Item 41-CGL; 11/20/02 Agenda, Item 9-CGL (non-match); 10/5/05 Agenda, Item 17-CGL; 8/30/06 Agenda, Item 24-CGL; 3/21/07 Agenda, Item 16-CGL (non-match); 1/30/08 Agenda, Item 17-CGL.B.; 2/27/08 Agenda, Item 16-CGL Supplemental; 4/1/09 Agenda, Item 20-CGL)

**REMARKS**

(1) The grant agreement has been revised to include the Memorandum of Agreement among Baltimore Department of Housing and Community Development, DGS, Maryland Historical Trust, East Baltimore Development, Inc., and East Baltimore Community School Board.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**      21-CGL (Cont.)

- (2) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.
- (3) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.
- (4) Invoices should be submitted to the Department of General Services for the disbursement of funds.
- (5) The Office of the Comptroller may not disburse State funds until after the Department of General Services verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            22-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

*County Executive and County Council of Howard County (Howard County)  
Elkridge Volunteer Fire Department*

*"For the purchase of land for the Elkridge Volunteer Fire Department Station, located in Elkridge."*

**\$500,000.00**

*Maryland Consolidated Capital Bond Loan of 2011 (MISC - Chapter 396, Acts of 2011)  
DGS Item G016, (SL-047-110-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The County Executive and County Council of Howard County have submitted documentation that they have eligible acquisition costs for (3) properties located at 5700 Rowanberry Drive, and 6990 and 6994 Montgomery Road in Elkridge. The Department of General Services, Real Estate Office has reviewed the appraisals and accepted a total value of \$1,489,000.00. The lessor of the DGS accepted values or contract amounts is eligible at a total of \$1,382,000.00 to meet the matching fund requirement for this project.

Board of Public Works approval is also requested to reimburse the County Executive and County Council of Howard County \$500,000.00 for eligible expenditures.

**BACKGROUND**

Total Project	\$1,475,000.00
<b>11-G016 (This Action)</b>	<b>\$ 500,000.00</b>
Local Cost	\$ 975,000.00

**REMARKS**

(1) The grant agreement has been modified with the following: **First Paragraph:** County Executive and County Council of Howard County, *acting in their legal capacities under the Charter for Howard County, Maryland, a body corporate and politic (collectively "Grantee");* Condition 15. **Indemnification:** *To the extent permitted by law (including Courts and Judicial Proceedings Article, §5-301 et seq. the Local Government Tort Claims Act; Article §25A, 1A; and Courts and Judicial Proceedings Article, §5-509; Annotated Code of Maryland, as amended from time to time), and subject to the availability of appropriations, Grantee....;* Condition 32. **Authorized Signatory:** *Pursuant to Section 302(1).12 of the Howard County Charter,*

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**        22-CGL (Cont.)

*the County Executive, by his express responsibilities, duties and powers, shall sign on the Grantee's behalf and administer this Agreement.*

(2) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.

(3) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.

(4) The Office of Comptroller may not disburse State funds until after the Office of Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN ✓

WITH DISCUSSION

WITHOUT DISCUSSION



**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**      23-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

*County Executive and County Council of Howard County (Howard County)  
Former Ellicott City Post Office*

*"For the design, construction, renovation, and facade enhancement of the former  
Ellicott City Post Office, located in Ellicott City."*

**\$175,000.00**

*Maryland Consolidated Capital Bond Loan of 2011 (LSI - Chapter 396, Acts of 2011)  
DGS Item G059, (SL-062-090-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The County Executive and County Council of Howard County are utilizing the value of property to meet the matching fund requirement. The Department of General Services, Real Estate Office has accepted a value of \$293,000.00 for 8267 Main Street in Ellicott City.

**BACKGROUND**

Total Project	\$980,000.00
<b>11-G059 (This Action)</b>	<b>\$175,000.00</b>
09-G114 (Prior Action)	\$150,000.00
Local Cost	\$655,000.00

(Prior Action: 5/4/11 Agenda, Item 13-CGL)

**REMARKS**

(1) The grant agreement has been modified to include the following: Paragraph 1, line 3 ... County Executive and County Council of Howard County, *acting in their legal capacities under the Charter for Howard County, Maryland, a body corporate and politic (collectively "Grantee")*... ; Condition 15. **Indemnification:** *To the extent permitted by law (including Courts and Judicial Proceedings Article, §5-301 et seq. the Local Government Tort Claims Act; Article 25A, §1A; and Courts and Judicial Proceedings Article, §5-509; Annotated Code of Maryland, as amended from time to time), and subject to the availability of appropriations, the Grantee...* ; Condition 32. **Authorized Signatory:** *Pursuant to Section 302(1).12 of the Howard County Charter, the County Executive, by his express responsibilities, duties and powers, shall sign on the grantee's behalf and administer this Agreement.*

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**      23-CGL (Cont.)

- (2) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.
- (3) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.
- (4) The Office of Comptroller may not disburse State funds until after the Office of Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            24-CGL

**RECOMMENDATION** That the Board of Public Works: (1) certify matching funds; (2) approve a grant agreement; (3) approve the future transfer of properties as described in Remarks; and (4) approve reimbursing the grant recipient for eligible costs relating to the properties-all with respect to the following grant:

*Board of Directors of the Habitat for Humanity of the Chesapeake, Inc.  
(Baltimore City)*

Habitat for Humanity of the Chesapeake

*“For the acquisition, planning, construction, and capital equipping of Habitat for Humanity of the Chesapeake homes, located in Baltimore City.”*

**\$250,000.00**

*Maryland Capital Bond Loan of 2011 (LHI, Chapter 396, Acts of 2011)*

*DGS Item G108 (SL-064-110-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The Board of Directors of the Habitat for Humanity of the Chesapeake, Inc. has submitted evidence in the form of canceled checks and invoices that they have \$67,659.80 in eligible expenditures and documentation that they have \$244,320.75 in a financial institution for a total of \$311,980.55 to meet the matching fund requirement for this project.

**BACKGROUND**

Total Project	\$1,825,415.00
<b>11-G108 (This Action)</b>	<b>\$ 250,000.00</b>
Local Cost	\$1,575,415.00

**REMARKS**

(1) The standard State capital-grant agreement prohibits grant recipients from selling, exchanging, giving away, transferring or disposing of any interest in real or personal property acquired with grant funds without express BPW approval. The grant recipient here, Habitat for Humanity of the Chesapeake, requests Board approval to sell the grant-funded properties upon completion of construction and according to its routine business practices. Using the grant and other funding sources, Habitat is constructing eleven affordable homes on Huron St. in Baltimore’s Mount Winands community. Habitat will make them available to low-income buyers as each home is completed.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**      24-CGL (Cont.)

If Habitat were to have to suspend construction completion and settlement pending individual Board approval for each of the eleven properties, non-productive delays would result in administrative and financial burden. Habitat will use sales proceeds to continue the purposes of the organization and the bond bill.

- (2) This action is in accordance with the enabling legislation and complies with the tax exempt bond provisions of the Internal Revenue Code.
- (3) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement the enabling legislation requires.
- (4) The Office of the Comptroller may not disburse State funds until after the Office of the Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            25-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

*Board of Directors of the Lower Susquehanna Heritage Greenway, Inc. and the Mayor and Commissioners of the Town of Perryville (Cecil County)*

*Lower Susquehanna Heritage Greenway*

*“For the construction, repair, renovation, reconstruction, and capital equipping of the Lower Susquehanna Heritage Greenway, located in Perryville.”*

***\$150,000.00***

*Maryland Consolidated Capital Bond Loan of 2010 (LHI - Chapter 483, Acts of 2010, amended by Chapter 443, Acts of 2012)*

*DGS Item G121, (SL-072-100-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2014 and the Board of Public Works to certify a matching fund. The Board of Directors of the Lower Susquehanna Heritage Greenway, Inc. and the Mayor and Commissioner of the Town of Perryville have submitted evidence in the form of canceled checks and invoices that they have \$328,029.70 in eligible expenditures to meet the matching fund requirement for this project.

Board of Public Works approval is also requested to reimburse the Board of Directors of the Lower Susquehanna Heritage Greenway, Inc. and the Mayor and Commissioners of the Town of Perryville \$150,000.00 for eligible expenditures.

**BACKGROUND**

Total Project	\$ 2,173,915.00
<b>10-G121 (This Action)</b>	<b>\$ 150,000.00</b>
Local Cost	\$ 2,023,915.00

**REMARKS**

(1) The grant agreement has been modified with the following: Recitals – Item C. The Board of Directors of the Lower Susquehanna Heritage Greenway, Inc. has no property interest in the Project, which is owned by the Mayor and Commissioners of the Town of Perryville.

(2) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 25-CGL (Cont.)

(3) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.

(4) The Office of Comptroller may not disburse State funds until after the Office of Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

APPROVED ✓

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            26-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

*Board of Directors of the New Horizons Supported Services, Inc.  
(Prince George’s County)  
New Horizons Disability Job Training and Recycling Center  
“For the acquisition, planning, design, repair, renovation, and construction of the New Horizons Disability Job Training and Recycling Center, located in Upper Marlboro.”  
\$150,000.00 (\$50,000.00 match)  
Maryland Consolidated Capital Bond Loan of 2011 (LHI - Chapter 396, Acts of 2011)  
DGS Item G147, (SL-065-110-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The Board of Directors of the New Horizons Supported Services, Inc. has submitted documentation that it has \$68,937.01 in a financial institution to meet the matching fund requirement for this project.

**BACKGROUND**

Total Project	\$ 252,000.00
11-G147 (This Action)	\$ 150,000.00 (\$50,000 match)
Local Cost	\$ 102,000.00

**REMARKS**

- (1) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.
- (2) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.
- (3) The Office of Comptroller may not disburse State funds until after the Office of Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            27-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

*County Executive and County Council of Harford County (Harford County)*

*Nuttal Avenue Park*

*“For the construction of Nuttal Avenue Park, located in Edgewood.”*

***\$100,000.00***

*Maryland Consolidated Capital Bond Loan of 2010 (LHI - Chapter 483, Acts of 2010, amended by Chapter 639, Acts of 2012)*

*DGS Item G125, (SL-082-100-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2013 and the Board of Public Works to certify a matching fund. The County Executive and County Council of Harford County have submitted documentation that they have appropriated \$100,000.00 through their Fiscal Year 2013 budget to meet the matching fund requirement for this project.

**BACKGROUND**

Total Project	\$	400,000.00
<b>10-G125 (This Action)</b>	<b>\$</b>	<b>100,000.00</b>
Local Cost	\$	300,000.00

**REMARKS**

(1) The grant agreement has been modified with the following: 15. Insurance (d) *The Grantee has adequate financial resources and the Grantee may self-insure the property.; and 16. Indemnification: To the extent permitted by law (including Courts and Judicial Proceedings Article, §5-301 et seq. the Local Government Tort Claims Act; Article §25A, 1A; and Courts and Judicial Proceedings Article, §5-509; Annotated Code of Maryland, as amended from time to time), and subject to the availability of appropriations, Grantee...*

(2) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.

(3) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.



DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 27-CGL (Cont.)

(4) The Office of Comptroller may not disburse State funds until after the Office of Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

**WITHOUT DISCUSSION**

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**        28-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds and enter into grant agreements for the following grants:

*Board of Directors of the Art League of Ocean City, Inc. and the Mayor and City Council of the Town of Ocean City (Worcester County)*  
*Ocean City Center for the Arts*

*“For the renovation and reconstruction of the Ocean City Center, located in Ocean City.”*

**\$70,000.00**

*Maryland Consolidated Capital Bond Loan of 2012 (LHI - Chapter 444, Acts of 2012)*  
*DGS Item G143*

**\$180,000.00**

*Maryland Consolidated Capital Bond Loan of 2012 (LSI - Chapter 444, Acts of 2012)*  
*DGS Item G092 (SL-026-120-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2014 and the Board of Public Works to certify a matching fund. The Board of Directors of the Art League of Ocean City, Inc. and the Mayor and City Council of the Town of Ocean City have submitted evidence in the form of canceled checks and invoices that they have \$657,694.00 in eligible expenditures to meet the matching fund requirement for this project.

Board of Public Works approval is also requested to reimburse the Board of Directors of the Art League of Ocean City and the Mayor and City Council of the Town of Ocean City \$250,000.00 for eligible expenditures.

**BACKGROUND**

Total Project	\$ 1,114,000.00
12-G143 (This Action)	\$ 70,000.00
12-G092 (This Action)	\$ 180,000.00
Local Cost	\$ 864,000.00

**REMARKS**

(1) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.

2) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 28-CGL (Cont.)

(3) The Office of Comptroller may not disburse State funds until after the Office of Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            29-CGL

**RECOMMENDATION** That the Board of Public Works certify matching funds, enter into a grant agreement for the following grant:

*Board of Directors of the Olney Theatre Center for the Arts, Inc.  
(Montgomery County)  
Olney Theatre Center*

*“For the construction of the main stage building at the Olney Theatre Center,  
located in Olney.”*

***\$150,000.00***

*Maryland Consolidated Capital Bond Loan of 2011 (LSI - Chapter 396, Acts of 2011;  
amended by Chapter 639, Acts of 2012)  
DGS Item G072*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund and the Board of Public Works to certify a matching fund no later than June 1, 2013. The Board of Directors of the Olney Theatre Center for the Arts, Inc. has submitted evidence in the form of canceled checks and invoices that they have \$237,023.75 in eligible expenditures to meet the matching fund requirement for this project.

Board of Public Works approval is also requested to reimburse the Board of Directors of the Olney Theatre Center for the Arts, Inc. \$87,023.75 for eligible expenditures.

**BACKGROUND**

Total Project	\$16,346,000.00
11-G072 (This Action)	\$ 150,000.00 (Match)
09-G122 (Prior Action)	\$ 150,000.00 (Match)
06-030 (Prior Action)	\$ 250,000.00 (Non-Match)
05-043 (Prior Action)	\$ 575,000.00 (Non-Match)
05-G110 (Prior Action)	\$ 175,000.00 (Match)
02-147 (Prior Action)	\$ 500,000.00 (Non-Match)
01-000 (Prior Action)	\$ 250,000.00 (Match)
00-050 (Prior Action)	\$ 1,500,000.00 (Non-Match)
98-028 (Prior Action)	\$ 1,500,000.00 (Match)
98-000 (Prior Action)	\$ 475,000.00 (Match)
96-000 (Prior Action)	\$ 250,000.00 (Match)
Local Cost	\$10,571,000.00

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            29-CGL (Cont.)

(Prior Actions: 3/24/10 Agenda, Item 20-CGL; 10/31/07 Agenda, Item 17-CGL; 04/18/07 Agenda, Item 26-CGL; 09/21/05 Agenda, Item 28-CGL; 10/22/04 McDonald letter; 09/08/04 Agenda, Item 41-CGL; 03/13/02, Item 31-CGL; 02/13/02 Agenda, Item 32-CGL; 04/18/01 Agenda, Item 36-CGL; 08/30/00 Agenda, Item 40-CGL; 03/10/99 Agenda, Item 39-CGL; 09/23/88 Agenda, Item 47-CGL; 08/27/97 Agenda, Item 63-CGL)

**REMARKS**

- (1) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.
- (2) The grant recipient shall consult with the *Maryland Historical Trust* pursuant to Sections 5A-325 to 328, *State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.
- (3) The Office of the Comptroller may not disburse State funds until after the Office of the Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

---

Board of Public Works Action - The above referenced Item was:

**APPROVED**

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            30-CGL

**RECOMMENDATION** That the Board of Public Works enter into grant agreements for the following grants:

***County Executive and County Council of Prince George's County  
Prince George's Hospital System***

*"For the acquisition of property, and the design, construction, renovation, and capital equipping of infrastructure improvements for facilities within the Prince George's Hospital System, provided that this authorization may not be encumbered or expended until the Department of Health and Mental Hygiene, Prince George's County, and Dimensions Health Care Corporation submit a report to the budget committees on the proposed use of the funds to improve the system. The report shall be submitted by September 30, 2012. If the report has not been submitted by September 30, 2012, this authorization shall be restricted for the purposes of funding the State's share of acquisition, design, and construction of a new Regional Hospital Center in Prince George's County."*

***\$4,000,000.00***

*Maryland Consolidated Capital Bond Loan of 2011 (MISC-Chapter 396, Acts of 2011; amended by Chapter 639, Acts of 2012)  
DGS Item 019*

***\$10,000,000.00***

*Maryland Consolidated Capital Bond Loan of 2012 (MISC-Chapter 444, Acts of 2012)  
DGS Item 028 (SL-062-110-038)*

**MATCHING FUND**            No match required.

<b><u>BACKGROUND</u></b>	Total Project	\$14,000,000.00
	11-019 (This Action)	\$ 4,000,000.00
	12-028 (This Action)	\$10,000,000.00
	Local Cost	\$            0.00

**REMARKS**

(1) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.

DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM      30-CGL (Cont.)

(2)      The grant recipient shall consult with the *Maryland Historical Trust* pursuant to *Sections 5A-325 to 328, State Finance and Procurement Article, Annotated Code of Maryland*, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.

(3)      Invoices shall be submitted to DGS for the disbursement of funds.

---

Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            31-CGL

**MARYLAND DEPARTMENT OF AGING**

**NAME OF GRANTEE/BORROWER**

Somerset County, Maintaining Active  
Citizens (MAC) Center

**PROJECT NO. AND TITLE**

Senior Citizens Activities Centers  
11916 Somerset Ave.  
Princess Anne, MD 21853

**DESCRIPTION**

In accordance with the Senior Citizens  
Activities Centers Loan provisions of the Maryland Consolidated Capital Bond Loan of 2012,  
which authorized a State grant in the amount of \$600,000.00 to support the conversion and  
renovation costs associated with the construction of a 7,471 gross square foot senior center at the  
former Westover Elementary School, Board of Public Works approval is being sought for the  
award of the construction contract at \$1,079,000.00.

**PROCUREMENT METHOD**

Competitive Sealed Bids

**BIDDERS**

Harper and Sons, Inc., Easton, MD  
Nason Construction, Inc., Salisbury, MD  
Harkins Contracting, Inc., Salisbury, MD  
Somerset Well Drilling, Westover, MD  
RBCI Corporation, Easton, MD

**AMOUNT**

\$1,079,000.00  
\$1,174,265.00  
\$1,195,000.00  
\$1,199,651.00  
\$1,236,000.00

**AWARD**

Harper and Sons, Inc.  
Easton, MD

**AMOUNT**

\$1,079,000.00

**REMARKS**

Eligibility for grant participation includes  
\$379,000.00 for the construction contract and a contingency of \$221,000.00 for a total grant  
amount of \$600,000.00.

No State funds will be disbursed until the grantee has presented suitable evidence to the Office of  
Comptroller that it has expended the required matching funds for this project.



DEPARTMENT OF GENERAL SERVICES  
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 31-CGL (Cont.)

After the grantee has met the matching fund requirement, the Office of Comptroller will disburse the State grant portion in amounts equal to the invoices submitted not to exceed the approved grant amount.

FUND SOURCE

\$ 600,000.00 - MCCBL - Senior Citizens  
Activities Centers Loan of  
2012  
\$ 600,000.00 - Somerset County CDBG  
\$ 100,000.00 - Somerset County  
\$ 1,300,000.00

---

Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

There being no further business, the meeting of May 15, 2013 was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sheila McDonald". The signature is fluid and connected, with a large initial "S" and "M".

Sheila C. McDonald, Esq.  
Executive Secretary

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