

BOARD OF PUBLIC WORKS
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OCTOBER 2, 2019

MEETING LOCATION: STATE HOUSE, 100 STATE CIRCLE
GOVERNOR'S RECEPTION ROOM, ANNAPOLIS, MD 21401

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**BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
October 2, 2019**



*Contact: Norman Astle (410)841-5864
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**1. DEPARTMENT OF AGRICULTURE
*Maryland Agricultural Cost-Share Program Grants***

Recommendation: That the Board of Public Works approve funding 24 individual grants under the Maryland Agricultural Cost-Share Program.

Amount: \$491,515

Fund Source: MCCBL of 2018: *Provide funds for assistance for the implementation of best management practices that reduce soil and nutrient runoff from Maryland farms.* Item 18274

County	Grantee	Agreement #	\$ Amount
Baltimore	Maryland Farm, LLC	AT-2020-2089	3,900
Calvert	Phillip Jones Jr.	PA-2020-2093	25,700
		PA-2020-2094	2,000
Carroll	Mark A. Gieron	MP-2020-2122	66,580
		MP-2020-2123	106,800
		MP-2020-2125	5,200
	Tremper Brothers	RS-2020-2090	7,100
	David L. Brauning, Sr.	RS-2020-2121	6,400
Cecil	Meadow Bluff Farm	AT-2020-2092	12,800
Charles	Charles Soil Conservation District	AT-2020-2118	8,118
Dorchester	Worlds End Associates, LLC	AT-2020-2075	8,000
Frederick	Ernest S. Page	MP-2020-2098	37,300
	Michel Rabaiotti	MP-2020-2099	12,200
	Charles H. Coblenz, Sr.	MP-2020-2112	29,100
		MP-2020-2113	6,500
	Melinda A. Cohen	MP-2020-2114	44,618
	Whispering Acres Farm	MP-2020-2116	3,500
Kent	Kennedyville Properties, LLC	CH-2020-2019	10,000
	Lepter Farms, Inc.	CH-2020-2126	21,400
		CH-2020-2127	14,500
Talbot	Yorktown Farm LLC	CH-2020-2071	9,600
	Estate of William Nelson Beavan	CR-2020-2119	12,600
		CR-2020-2120	22,100
Washington	John H. Hopkins, Jr.	AT-2020-2095	15,500

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
October 2, 2019**



*Contact: Norman Astle (410)841-5864
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**2. DEPARTMENT OF AGRICULTURE
*Maryland Agricultural Cost-Share Program Reversions***

Recommendation: That the Board of Public Works approve reverting the balances remaining on 16 projects completed under the Maryland Agricultural Cost-Share Program.

Amount: \$ 556,200

Fund Source: MCCBL of 2017: *Provide funds for assistance for the implementation of best management practices that reduce soil and nutrient runoff from Maryland farms.* Item 17206

County	Grantee	Agreement #	\$ Amount
Caroline	Randall C.Hambrick	CR-2017-2631	96,500
	Matthew Manship	CR-2017-2677	59,500
	Andre L. Rance	CR-2017-2685	45,400
Carroll	Michael J. Johnson	AT-2018-2620	8,600
	Dinnig Family	AT-2017-2921	5,900
Frederick	Lambert Farms, Inc.	MP-2017-2626	200,000
Prince George's	Jennifer Tabisz	AT-2017-2848	8,700
Queen Anne's	Saxon Company	AT-2017-2450	14,400
	Joan Q. Dawkins	AT-2017-2451	39,100
	John R. Dulin	AT-2017-2705	6,800
	Saxon Company	AT-2017-2706	15,400
	Claude B. Anthony, Jr. Trust	AT-2017-2722	8,200
	Thomas H. Gale	AT-2017-2749	16,800
St. Mary's	David B. Cullins	AT-2017-2583	10,200
Washington	Lloyd A. Hake	AT-2017-2913	9,700
	James Horst	AT-2017-2924	3,400

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APPROVED

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WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS
 SECRETARY'S
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 October 2, 2019



*Contact: Norman Astle (410)841-5864
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3. DEPARTMENT OF AGRICULTURE
Maryland Agricultural Cost-Share Program Additional Funding

Recommendation: That the Board of Public Works approve granting additional general obligation bond proceeds to two grantees under the Maryland Agricultural Cost-Share Program.

Amount: \$ 60,660

Fund Source: MCCBL of 2017: *Provide funds for assistance for the implementation of best management practices that reduce soil and nutrient runoff from Maryland farms.* Item 17206

County	Recipient	Agreement #	\$ Amount
Frederick	Margaret Elgin	MP-2019-2329	3,100
Queen Anne's	Samuel J. Kern, Jr.	CR-2018-2842	57,560

Authority: "Cost-Sharing-Water Pollution Control," §§ 8-701 to 8-705, Agriculture Article, Annotated Code of Maryland; 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 cost-share agreement and accepts the grant conditions.

Additional funds are requested for these projects to offset additional costs realized at the completion of the project. These additional costs are a result of design changes required based on site conditions encountered during construction, design changes to improve project effectiveness, or because the level of co-cost share funding originally anticipated was not available when the project was completed.

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

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WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
October 2, 2019



Contact: Bill Morgante 410-260-7791
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4. **BOARD OF PUBLIC WORKS**
Wetlands License

Recommendation: The Board of Public Works Wetlands Administrator recommends that the Board grant the license for projects involving filling and dredging in the navigable waters of Maryland.

MDE: The Maryland Department of the Environment concurs with this recommendation.

Authority: Section 16-202, Environment Article, Annotated Code of Maryland: “The Board shall decide if issuance of the [tidal wetlands] license is in the best interest of the State, taking into account the varying ecological, economic, developmental, recreational, and aesthetic values [the] application presents.” See also COMAR 23.02.04.

ANNE ARUNDEL COUNTY

19-0144 *TODD PATTISON* – To improve navigable access and help control shoreline erosion by mechanically maintenance dredging an area; constructing stone revetment, finger piers and a boat lift; and providing for a 6-year dredging period.
Annapolis, Back Creek
Special conditions: Requirements for dredged material transport and disposal, subsequent maintenance dredging, staking of dredge area and post dredge bathymetric survey, design, construction and content of stone revetment, pier size, and accessory platforms.

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

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BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
October 2, 2019



Contact: Bill Morgante 410-260-7791
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5. **BOARD OF PUBLIC WORKS:**
Wetlands License No. 18-1169 with Mitigation
MDOT-SHA

Recommendation: The Board of Public Works Wetlands Administrator recommends that the Board: (1) grant a wetlands license for a project to reconstruct a roadway that floods, including filling wetlands to raise and widen the roadway, installing a bridge, replacing driveway culverts, and relocating a sanitary sewer by horizontal directional drilling under an unnamed tributary to the Bay; and (2) require the licensee to mitigate new impacts to emergent tidal wetlands and open water tidal wetlands by paying \$39,000 into the Tidal Wetlands Compensation Fund.

MDE: The Maryland Department of the Environment concurs with this recommendation.

Authority: “The Board shall decide if issuance of the [tidal wetlands] license is in the best interest of the State, taking into account the varying ecological, economic, developmental, recreational, and aesthetic values [the] application presents.” Section 16-202, Environment Article, Annotated Code of Maryland; see also COMAR 23.02.04.

Background: Due to periodic flooding on MD 261 (Bay Avenue) in Calvert County, MDOT SHA seeks to raise the roadway elevation by two feet, replace two large culverts with a small bridge, replace two driveway culverts adding outfall protection and connecting to roadway drainage, relocate a sanitary force main under tidal wetlands by horizontal directional drilling, and connect the force main to a manhole.

Wetland Impacts: This project will impact 11,094 square feet of emergent tidal wetlands and 382 square feet of open water.

Mitigation: “The Board may require mitigation for unavoidable adverse environmental effects or loss of State wetlands caused by a licensed structure or activity.” COMAR 23.02.04.14D. MDE may recommend mitigating for loss of wetlands through “monetary compensation to the Tidal Wetlands Compensation Fund” only when it determines that “creation, restoration, or enhancement of tidal wetlands are not feasible alternatives.” COMAR 26.24.05.02B(6).

MDOT SHA conducted a two-year search for viable projects to satisfy mitigation requirements without finding a suitable site (the search process is documented in MDOT SHA’s “Justification for In Lieu Fee Payment to MDE Tidal Compensation Fund”). MDE therefore recommends a monetary payment instead of mitigation.

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5. **BOARD OF PUBLIC WORKS** (cont'd)
Wetlands License No. 18-1169 with Mitigation
MDOT-SHA

Mitigation: (cont'd)

MDE regulations specify a 2:1 ratio for emergent tidal wetland impacts and a 1:1 ratio for open water tidal wetland impacts. COMAR 26.24.05.01C(1).

The recommended mitigation payment of \$39,000 is calculated as follows:

$$\begin{array}{r} 11,094 \times 2 = 22,188 \quad (\text{sq. ft emergent tidal impacts}) \\ + 382 \quad (\text{sq. ft open water impacts}) \\ \hline 22,570 \text{ sq. ft} = 0.52 \text{ acre} \end{array}$$

$$0.52 \text{ acre} \times \$75,000/\text{acre} = \$39,000$$

CALVERT COUNTY

18-1169 *MDOT-SHA* – To raise a roadway, replace large pipe culverts with a single span bridge, install permanent sheet piling, install drainage features and update sidewalks, replace driveway culverts and connect to roadway drainage, add riprap, relocate a county-owned sanitary force main, and connect the force main to a manhole.

*MD Rt. 261, Calvert County to Anne Arundel County line,
Unnamed tributary flowing to Chesapeake Bay*

Special conditions: Time-of-year restriction. Requirements for locating and monitoring sewer force main, Erosion and Sediment Control Plans, Stormwater Management Plans, avoidance/ minimization of impacts to tidal wetlands, use of Horizontal Direction Drill (HDD) Good Practices Guidelines book, hiring Independent Environmental Monitor, following HDD protocol, maintaining creek flow during culvert removal, and mitigation fee.

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

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BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
October 2, 2019



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6. **DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**
Partnership Rental Housing Program Loan

Recommendation: That the Board of Public Works approve DHCD allowing the borrower to convey an easement and enter into a shared costs agreement on property serving as collateral for a loan. The approval will enable Glenarden Apartments Phase I and Glenarden Apartments Phase II, both of which are financed through DHCD, to share certain amenities and facilities and the cost of maintaining those amenities and facilities.

Borrower: Glenarden Phase I, LLC

Project: 8405 Hamlin Street, Glenarden 21223
Prince George's County

Loan Authority: Partnership Rental Housing Program
Housing and Community Development Article,
§§4-1201 through 4-1209 *et seq.*, Annotated Code of Maryland;
COMAR 05.05.05

Authority to Grant Easement: State Finance and Procurement Article
§ 10-305, Annotated Code of Maryland

Loan Amount: Original PRHP Loan: \$1,800,000
Current Balance: \$1,800,000

Background: In October 2017, DHCD lent Glenarden Phase I, LLC funds to help develop a 114-unit affordable housing project in Glenarden. Repaying a Partnership Rental Housing loan is deferred in perpetuity as long as the borrower complies with the loan.

Glenarden Phase I, LLC is in complete compliance with this loan, and is requesting to grant an easement on its property to serve the residents by allowing reciprocal use of Phase I and Phase II amenities and facilities.

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ACTION AGENDA
October 2, 2019



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7. **DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**
Community Legacy Program

Recommendation: That the Board of Public Works release the borrower from loan obligations.

Borrower: Housing Authority of St. Mary's County

Project: 46789 and 46791 S. Shangra-La Drive, Lexington Park 20653
St. Mary's County

Loan Authority: Community Legacy Program
Housing and Community Development Article,
§§ 6-201 through 6-213, Annotated Code of Maryland;
COMAR 05.17.01

Authority to Release Lien: State Finance and Procurement Article,
§ 10-305, Annotated Code of Maryland

Loan Amount: Original Loan: \$375,000
Current Balance: \$162,500

Background: In 2008, DHCD, through the Community Legacy Program, loaned The Housing Authority of St. Mary's County funds to acquire and rehabilitate two properties in St. Mary's County.

The Housing Authority of St. Mary's County requests forgiveness of the \$162,000 current balance. Relief of debt will allow the Housing Authority to fund other much needed programs and continue to adhere to its mission of serving the public.

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BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
October 2, 2019



Contact: Ellen Frketic 410-729-8307
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8. **GENERAL OBLIGATION BOND PROCEEDS**
Maryland Environmental Service for Jessup Correctional Institution

Recommendation: That the Board of Public Works approve Maryland Environmental Services' use of general obligation bond proceeds for:

Description:	Replace header pipe insulation at Jessup Correctional Institution MES Project # 1-20-4-10-4
Procurement:	Small purchase
Award:	Arundel Insulation, Severn MD
Amount:	\$12,211
Fund Source:	MCCBL of 2018: PCA 12070 MCCBL of 2019, MES Infrastructure Improvement Fund (UB00)
Resident Business:	Yes
Tax Compliance No.:	19-2502-0111
Term:	180 calendar days

**See Record Correction:
Secretary Item 17 (1/27/21)**

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

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WITH DISCUSSION

WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
January 27, 2021



Contact: Ellen Frketic 443-223-0080
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17. **MARYLAND ENVIRONMENTAL SERVICE**
Record Correction

Recommendation: That the Board of Public Works accept the corrections to the following records for improvements at the Jessup Correctional Institution boiler plant where the fund source was incorrectly reported.

1. **Original Approval:** Secretary's Agenda, Item 8, 10/2/2019
Contract Description: Replace header pipe insulation at Jessup Correctional Institution

Approved Fund: MCCBL of 2018, *MES Infrastructure Improvement Fund (UB00)*
Corrected Fund: MCCBL of 2019, *MES Infrastructure Improvement Fund (UB00)*

2. **Original Approval:** Secretary's Agenda, Item 13, 11/20/2019
Contract Description: Install bollards around exposed gas pipe

Approved Fund: MCCBL of 2018, *MES Infrastructure Improvement Fund (UB00)*
Corrected Fund: MCCBL of 2019, *MES Infrastructure Improvement Fund (UB00)*

3. **Original Approval:** Secretary's Agenda, Item 7, 3/18/2020
Contract Description: Procure and install a new water softener system for the boiler plant.

Approved Fund: MCCBL of 2018, *MES Infrastructure Improvement Fund (UB00)*
Corrected Fund: MCCBL of 2019, *MES Infrastructure Improvement Fund (UB00)*

BOARD OF PUBLIC WORKS

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APPROVED

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WITH DISCUSSION

WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS
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ACTION AGENDA
October 2, 2019



Contact: Ellen Frketic 410-729-8307
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9. **MARYLAND ENVIRONMENTAL SERVICE**
Eastern Pre-Release Unit

Recommendation: That the Board of Public Works authorize the expenditure of \$881,000 from general obligation bond proceeds now available to expend on this previously-approved contract.

Original Approval: Secretary's Agenda Item 5 (3/6/2019)

Construction Contract: Eastern Pre-Release Unit
Wastewater Treatment Plant Upgrade
MES Project # 1-19-2-06-5R

Contractor: M2 Construction LLC

Background: When the construction contract was approved, MES informed the Board that: "The MCCBL Preauthorization Act of 2019 pre-authorizes \$881,000 for this project. When these funds become available, MES will return to the Board of Public Works to request approval to use the money for this."

Fund Source: MCCBL of 2019: *Infrastructure Improvement Fund. Provide funds to design, construct, and equip water and wastewater facility improvements for State institutions.* \$881,000

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

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BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
October 2, 2019

Revised

Contact: Ellen Frketic 410-729-8307
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**10. MARYLAND ENVIRONMENTAL SERVICE
*Southern Maryland Pre-Release Unit***

A/E Contract: Wastewater Treatment Plant Preliminary Engineering
MES Project # 1-20-2-09-3

Description: Engineering services to evaluate and provide recommendations for upgrades to Southern Maryland Pre-Release Unit Wastewater Treatment Plant.

Procurement: Small Business Reserve A/E Shortlist

Award: WATEK Engineering Corporation, Gaithersburg

Amount: \$21,400

Term: 6 months

MBE Participation: 13 %

Remarks: The Southern Maryland Pre-Release Unit wastewater treatment plant (WWTP) was upgraded in 2016. When the plant came online, the facility was producing much higher flows than the WWTP was designed to handle. Currently the excess sewage is hauled to another facility for treatment multiple times weekly. The contract scope includes evaluating the existing WWTP and operating data to develop short- and long-term solutions to handling this increased flow. Meanwhile, MES will continue to work with DPSCS staff to see if the cause of this excess flow can be determined.

Fund Source: MCCBL of 2016: *MES Infrastructure Improvement Fund* (UB00) \$12,000
MCCBL of 2017: *MES Infrastructure Improvement Fund* (UB00) \$ 9,400

Resident Business: Yes

Tax Compliance No.: 19-1477-0111

BOARD OF PUBLIC WORKS		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
October 2, 2019



Contact: Charlotte Lake 410.697.9559
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11. **DEPARTMENT OF PLANNING**
Maryland Historical Trust
Historic Preservation Capital Grant Program

Recommendation: Approve funding for the following grant of general obligation bond proceeds for \$100,000.

Fund Source: MCCBL of 2018: *Maryland Historical Trust Appropriation #18281*

A. Ebenezer A.M.E. Church and Parish House	\$100,000
20 West Montgomery Street, Baltimore City	

Grantee: Ebenezer Kingdom Builders, Inc.

Description: Exterior rehabilitation of including roof, gutter, and downspout repair/replacement; and associated architectural, engineering, and consulting services. [Total project costs \$100,000 estimated.]

Remarks: Built in 1865 for a congregation organized in 1836, Ebenezer A.M.E. Church (MIHP B-3003; B-3713, Federal Hill NRHD) is thought to be the oldest standing church in Baltimore that was erected by African Americans and continuously occupied by the descendants of the same congregation. This brick Gothic Revival church has a prominent bell tower; the parish house is located in an adjoining rowhouse.

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

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WITH DISCUSSION

WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS
SECRETARY'S
ACTION AGENDA
October 2, 2019



Contact: Eric Lomboyl 410.767.5222
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12. **RECORD CORRECTION**
Department of General Services

Recommendation: The Department of General Services recommends that the Board of Public Works accept a correction to the record in which an ADPICS number was incorrectly reported.

Original Approval:	DGS Item 5-E (8/14/2019)
Contract:	Maintenance Boat
Contract ID:	CC-3191-0000
Approved ADPICS No.:	001B0600013
Corrected ADPICS No.:	001B0600102

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS
SECRETARY'S ACTION AGENDA
APPENDIX
October 2, 2019



APP 1

Contact: Eric Lomboy 410-767-7522
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A1. DEPARTMENT OF GENERAL SERVICES
Sweeney District Court/Courts of Appeal

Contract ID: Janitorial Service
ADPICS No: 001B8400384/COI27900

Contract Type: Maintenance

Description: Labor, supplies, and equipment to perform janitorial services at Tawes Building, Annapolis.

Emergency Modification: Add Sweeney District Court and the Courts of Appeal buildings.

Procurement Method: Emergency modification

Emergency Declared: July 9, 2019

Award: Diversified Services Group, Inc., Silver Spring, MD

Award Date: July 15, 2019

Contract Amount: \$200,750

Term: 7/15/2019-7/14/2020 (one year)

MBE Participation: None

Fund Sources:

H00 20 33151	\$193,195
H00 21 33151	\$7,555

Remarks:

Nature of Emergency: In January 2019, DGS transferred DGS building services workers from the James and Miller Senate Office Buildings to the Lowe and Taylor House Office Buildings. DGS made this decision because of a lack of State employees to perform housekeeping and janitorial work in the House buildings. As a stopgap measure, DGS procured a temporary cleaning contractor for six months (the shortest cost-effective time period) to serve the Senate buildings.

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SECRETARY'S ACTION AGENDA
APPENDIX
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APP 2

A1. DEPARTMENT OF GENERAL SERVICES (cont'd)
Sweeney District Court/Courts of Appeal

Remarks: (cont'd)

Nature of Emergency: (cont'd)

Senate leadership and staff expressed concern that janitorial service in the Senate buildings was no longer being provided by State employees. DGS then assigned State employees from the Sweeney District Court and the Courts of Appeal buildings to return to the Senate buildings in July 2019. This left the courts buildings without janitorial staff. The remaining DGS State building services workers are already fully occupied in other Annapolis buildings and thus unavailable.

Effective housekeeping mitigates serious damage to public health, safety, and welfare. To maintain a clean and healthy environment for the Annapolis courts' staff and customers, it is essential that janitorial services be maintained without any break in services. As such, DGS declared an emergency to provide janitorial service until a long-term contract can be procured

Basis for Selection: A janitorial vendor, Diversified Service Group, Inc., is under contract to service the Tawes Building adjacent to the Sweeney and the Courts of Appeal buildings. The firm was willing and able to provide housekeeping services to the other two buildings, to include cleaning restrooms, trash removal, mopping and sweeping common areas, vacuuming carpets, dusting and other janitorial tasks. Because of the need to ensure essential services for the Sweeney District Court and the Courts of Appeal facilities, the time it would take to procure janitorial services for both buildings, and the fact that State had a janitorial contractor at the Tawes Building that was immediately available, DGS determined to modify the current contract with Diversified Service Group on an emergency basis to add the other buildings in the Rowe Blvd/ Taylor Avenue complex.

DGS is currently preparing the solicitation for these services, which is expected to be issued in fall 2019 with a new contract award anticipated before July 2020.

Tax Compliance No.: 19-2121-0111

Resident Business: Yes

BOARD OF PUBLIC WORKS ACTION

THIS REPORT WAS:

ACCEPTED

REMANDED

WITH DISCUSSION

WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS
SECRETARY'S ACTION AGENDA
APPENDIX
October 2, 2019



APP 3

Contact: Katherine Z. Dixon 410-585-3035
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A2. DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES
Baltimore Central Booking and Intake Center

Contract ID: Emergency Repairs of Heat Exchangers
Project No.: KU-001-200-C01, ADPICS No. Q00P0601797

Contract Type: Construction

Description: Replace tube bundles in two heat exchangers in mechanical room.

Procurement Method: Emergency

Bidders: Veolia Energy Baltimore Heating, LLP, Baltimore, MD \$52,776
Braddock Construction, LLC, LaVale, MD \$52,809

Emergency Declared: August 19, 2019

Award: Veolia Energy Baltimore Heating, LLP
Award Date: August 28, 2019
Amount: \$52,776
Fund Source: FY20, PCA V4410, AOBJ 8091
Term: 45 calendar days

MBE Participation: None

Remarks:

Nature of Emergency: While performing preventive maintenance, DPSCS discovered that the tube bundle in heat exchanger #1 had failed, rendering the unit inoperable. The tube bundle in heat exchanger #2 was examined and determined to be in danger of imminent failure. Because these two heat exchangers provide the Baltimore Central Booking and Intake Center with domestic hot water and heat, immediate repairs were required to ensure the health and safety of staff and inmates.

Basis for Selection: Veolia Energy Baltimore Heating, LLP was able to meet the needs of the emergency and provided the low bid.

Tax Compliance: 19- 2518-1001

Resident Business: Yes

BOARD OF PUBLIC WORKS ACTION
ACCEPTED
WITH DISCUSSION

THIS REPORT WAS:
REMANDED
WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS
SECRETARY'S ACTION AGENDA
APPENDIX
October 2, 2019



APP 4

Contact: Katherine Z. Dixon, 410-585-3035
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A3. DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES
Jessup Correctional Institution

Contract ID: Emergency Repairs to 30-ton Chiller
Project No.: KJ-001-200-C03, ADPICS No. Q00P0601455

Contract Type: Construction

Description: Install new condenser, evaporator coil, and refrigerant lines; provide temporary HVAC unit with generator while repairs are being made.

Procurement Method: Emergency

Bid: Fresh Air Concepts, LLC, Linthicum, MD \$89,426

Emergency Declared: July 20, 2019

Award: Fresh Air Concepts, LLC

Award Date: August 9, 2019

Amount: \$89,426

Fund Source: FY20 S1410 1402

Term: 30 calendar days

MBE Participation: None

Remarks:

Nature of Emergency: The air chiller at the Jessup Correctional Institution failed in the midst of an extreme heat wave, creating dangerous temperatures in the facility. After initial repairs were unsuccessful, DPSCS determined that more extensive repairs were required to make the system operational. These repairs needed to be done immediately to ensure the health and safety of staff and inmates at the facility.

BOARD OF PUBLIC WORKS
SECRETARY'S ACTION AGENDA
APPENDIX
October 2, 2019



APP 5

A3. DEPT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES (cont'd)
Jessup Correctional Institution

Remarks: (cont'd)

Basis for Selection: Quotes from two vendors were obtained to do initial repairs and troubleshoot the system. Fresh Air Concepts, LLC provided the lower quote and was issued a \$5,000 purchase order. The initial repairs did not solve the problem; Fresh Air determined there were more extensive problems with the unit and provided a quote to do the needed repairs. DPSCS determined the quote to be fair and reasonable. Because Fresh Air Concepts, LLC was already on site and was the only vendor familiar enough with the issues to make the repairs immediately, Fresh Air was awarded the contract for the emergency work.

Tax Compliance: 19-2265-1111

Resident Business: Yes

BOARD OF PUBLIC WORKS ACTION

THIS REPORT WAS:

ACCEPTED

REMANDED

WITH DISCUSSION

WITHOUT DISCUSSION

BOARD OF PUBLIC WORKS
SECRETARY'S ACTION AGENDA
APPENDIX
October 2, 2019



APP 6

Contact: Katherine Z. Dixon, 410-585-3035
Katherine.Dixon@Maryland.gov

A4. DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES
Western Correctional Institution

Contract ID: Replace Sanitary Line
Project No.: KN-001-200-C01, ADPICS No. Q00P0601441

Contract Type: Construction

Description: Replace approximately 600 linear feet of deteriorated sanitary line, including new pre-cast manhole, clean-outs, and lateral connection.

Procurement Method: Emergency

Bidders: Carl Belt, Inc., Cumberland, MD \$189,100
Braddock Construction, LLC, LaVale, MD \$207,988

Emergency Declared: July 25, 2019
Award: Carl Belt, Inc.
Award Date: August 9, 2019

Amount: \$189,100
Fund Source: FY20, PCA R4410, AOBJ 8124
Term: 21 Calendar Days

MBE Participation: None

Remarks:

Nature of Emergency: A sewer line failed at the Western Correctional Institution creating an unsanitary situation that was hazardous to staff and inmates. Immediate repairs were required once the scope of the remedy was identified.

Basis for Selection: Carl Belt, Inc. was able to meet the needs of the emergency and provided the low bid.

Tax Compliance: 19- 2404-1111 **Resident Business:** Yes

BOARD OF PUBLIC WORKS ACTION

THIS REPORT WAS:

ACCEPTED

REMANDED

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 2, 2019



DNR 1

Contact: Emily Wilson (410) 260-8436
emilyh.wilson@maryland.gov

1A. **PROGRAM OPEN SPACE LOCAL SHARE**
Allegany County

Recommendation: Approval to commit \$9,000 for the following **development** project.

Allegany County Piney Plains Ball Field Renovations #1 - \$9,000
Allegany County; POS #6983-1-322 MD20190716-0608

Background: Replace deteriorating backstop and fencing; extend new fencing to foul poles.

Fund Source: Outdoor Recreation Land Loan 2017, Chapter 143, Acts of 2016
Program Open Space Local
Source Code: 17009 \$16.46

Outdoor Recreation Land Loan 2019, Chapter 570, Acts of 2018
Program Open Space Local
Source Code: 19011 \$8,983.54

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 2, 2019



DNR 2

Contact: Emily Wilson (410) 260-8436
emilyh.wilson@maryland.gov

2A. **PROGRAM OPEN SPACE LOCAL SHARE**
Frederick County

Recommendation: Approval to commit \$10,800 for the following **development** project.

Woodsboro Regional Park Pavilion Sidewalks - \$10,800
Town of Woodsboro
POS #6996-10-430 MD201907723-0625

Background: Install new concrete sidewalks around three primary pavilions in Woodsboro Regional Park to increase ADA accessibility.

Fund Source: Outdoor Recreation Land Loan 2018, Chapter 150, Acts of 2017
Program Open Space Local
Source Code: 18011 \$10,800.00

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 2, 2019



DNR 3

Contact: Emily Wilson (410) 260-8436
emilyh.wilson@maryland.gov

3A. **PROGRAM OPEN SPACE LOCAL SHARE**
Howard County

Recommendation: Approval to commit \$480,385 for the following **development** project.

Troy Regional Park Phase 2 - \$480,385.21

Howard County

POS #6771-13-99 MD20180126-0052

Prior Approvals: \$1,617,790 DNR-RP Item 4A (3/7/18)
\$484,915 DNR-RP Item 3A (11/14/18)

Background: Additional funds to construct active and passive recreation facilities for 101-acre regional park. Phase 2 improvements include two turf fields, three pavilions with restrooms, one stand-alone pavilion, one stand-alone restroom, and additional parking facilities.

Fund Source: Outdoor Recreation Land Loan 2020, Chapter 565, Acts of 2019
Program Open Space Local
Source Code: 20011 \$480,385.21

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 2, 2019



DNR 4

Contact: Emily Wilson (410) 260-8436
emilyh.wilson@maryland.gov

4A. PROGRAM OPEN SPACE LOCAL SHARE
Washington County

Recommendation: Approval to commit \$261,000 for the following **development** projects.

- Potterfield Pool Whitecoat Replacement - \$81,000***
City of Hagerstown; POS #7001-21-372 MD20190806-0661

Background: Replace deteriorating whitecoat in the lap lanes to renew Potterfield Pool condition and extend useful life.

Fund Source: Outdoor Recreation Land Loan 2018, Chapter 150, Acts of 2017
Program Open Space Local
Source Code: 18011 \$26,807.89
Outdoor Recreation Land Loan 2019, Chapter 570, Acts of 2018
Program Open Space Local
Source Code: 19011 \$54,192.11

- Hagerstown City Park Perimeter Fence - \$117,000***
City of Hagerstown; POS #7002-21-373 MD20190806-0662

Background: Install new perimeter fence along Virginia Avenue boundary of City Park.

Fund Source: Outdoor Recreation Land Loan 2019, Chapter 570, Acts of 2018
Program Open Space Local
Source Code: 19011 \$117,000.00

- Hagerstown City Park Lighting & Beautification - \$63,000***
City of Hagerstown; POS #7003-21-374 MD 20190806-0663

Background: Install lights around the lake in City Park to increase visibility and safety for users. Also, spotlights will be added to shine on the trees to enhance park aesthetics. Lighting will be designed to perform its intended function, be energy efficient, minimize light pollution and will not be invasive to the surrounding neighbors.

Fund Source: Outdoor Recreation Land Loan 2019, Chapter 570, Acts of 2018
Program Open Space Local
Source Code: 19011 \$63,000.00

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 2, 2019



DNR 5

Contact: Emily Wilson (410) 260-8436
emilyh.wilson@maryland.gov

5A. PROGRAM OPEN SPACE LOCAL SHARE
Wicomico County

Recommendation: Approval to commit \$61,515 for the following **acquisition** projects

1. Mason Dixon Sports Complex – Vanderwende Acquisition – \$28,545
Wicomico County; POS # 6981-22-258 MD20190710-0573

Background: Acquire 0.65 acres adjacent to Mason Dixon Sports Complex for additional parking and recreational opportunities.

Appraised Value:	Brumbley Appraisals	\$29,000
	L. Turner Appraisers INC	\$25,000
Property Cost:	\$ 27,000	
Incidental Costs:	\$ 1,545	

Fund Source: Outdoor Recreation Land Loan 2017, Chapter 143, Acts of 2016
Program Open Space Local
Source Code: 17009 \$331.25
Outdoor Recreation Land Loan 2018, Chapter 150, Acts of 2017
Program Open Space Local
Source Code: 18011 \$28,213.75

2. Mason Dixon Sports Complex – Jennette Acquisition – \$32,970
Wicomico County; POS # 6982-22-259 MD20190710-0572

Background: Acquire 0.98 acres adjacent to Mason Dixon Sports Complex for additional parking and recreational opportunities.

Appraised Value:	Brumbley Appraisals	\$34,000
	M. Turner Appraisers INC	\$28,000
Property Cost:	\$ 31,000	
Incidental Costs:	\$ 1,970	

Fund Source: Outdoor Recreation Land Loan 2018, Chapter 150, Acts of 2017
Program Open Space Local
Source Code: 18011 \$32,970.00

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 2, 2019



DNR 6

Contact: Emily Wilson (410) 260-8436
emilyh.wilson@maryland.gov

6A. PROGRAM OPEN SPACE STATE SHARE
Caroline County (Holt)

Recommendation: That the Board of Public Works approve this acquisition.

Description: This largely forested property shares three borders with Idylwild Wildlife Management Area and will be managed by the Maryland Wildlife and Heritage Service. Acquisition will improve boundary line management, enhance recreational opportunities, provide additional public access, protect Forest Interior Dwelling Species habitat, and provide a buffer for the Marshyhope Creek Watershed.

POS Scoring System: 90 out of 100 **Targeted Ecological Area:** Yes

Grantor: Haines B. Holt

Grantee: The State of Maryland to the use of the Department of Natural Resources

Property: 29.82 +/- acres, unimproved, POS No. 5275

Price: \$100,000

Appraisals: \$81,000 (4/9/19) – David E. Cadell
\$111,000 (4/6/19) – Jeffrey P. Williamson
All appraisals reviewed by Dave Wallenberg, Chief Review Appraiser

Fund Source: Outdoor Recreation Land Loan of 2018, Chapter 150, Acts of 2017
Program Open Space Stateside
Source Code: 18010 \$100,000

BOARD OF PUBLIC WORKS THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 2, 2019



DNR 7

Contact: Emily Wilson (410) 260-8436
emilyh.wilson@maryland.gov

7A. PROGRAM OPEN SPACE STATE SHARE
Worcester County (Stevenson/Disharoon Trust)

Recommendation: That the Board of Public Works approve this acquisition.

Description: This entirely forested property is adjacent to the 681 +/- acre Woodlands at Whiton tract acquired in 2015 and will be managed by the Maryland Forestry Service as an addition to Pocomoke River State Forest. Acquisition will protect sensitive wetlands along Colbourne Branch, part of the headwaters of the Pocomoke River, expand hunting and other recreational opportunities, and improve access.

POS Scoring System: 82 out of 100 **Targeted Ecological Area:** Yes

Grantor: Patsy J. Disharoon or Ronald W. Disharoon, Trustees of the Patsy J. Disharoon Living Trust dated 9/18/2013, and Suzanne J. Stevenson

Grantee: The State of Maryland to the use of the Department of Natural Resources

Property: 78.76+/- acres, unimproved, POS No. 5404

Price: \$180,000

Appraisals: \$197,000 (10/3/18) – William R. McCain
\$150,000 (10/18/18) – David E. Cadell
All appraisals reviewed by Dave Wallenberg, Chief Review Appraiser

Fund Source: Outdoor Recreation Land Loan of 2018, Chapter 150, Acts of 2017
Program Open Space Stateside
Source Code: 18010 \$180,000

BOARD OF PUBLIC WORKS THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 2, 2019



DNR 8

Contact: John Turgeon (410) 697-9525
John.turgeon@maryland.gov

8A. MARYLAND ENVIRONMENTAL TRUST

Recommendation: That the Board of Public Works ratify the following acquisitions of a perpetual conservation easement.

State Income Tax Credit: Section 10-723, Tax General Article, Annotated Code of Maryland provides:

- “An individual or a member of a pass-through entity may claim a credit against the State income tax . . . for an easement conveyed to the Maryland Environmental Trust . . . if the [perpetual] easement is accepted and approved by the Board of Public Works.”
- “For pass through entities the Board of Public Works shall approve credits for conveyance under this section on a first-come first-served basis.”

Property: 152.718 acres, Kent County, 25931 Bessicks Corner Road, Worton;
Kent County Tax Map 12 Parcel 6
Legislative District 36

Grantor: Still Pond Preserve Limited Liability Company

Grantees: Maryland Environmental Trust and Eastern Shore Land Conservancy, Inc.

Purchase Price: \$418,500

Fund Source: 100% Federal funds
The United States Department of Defense, United States Army,
Aberdeen Proving Ground’s Army Compatible Use Buffer Program

BOARD OF PUBLIC WORKS THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 2, 2019



DNR 9

Contact: Robert Feldt (410)-260-8529
rob.feldt@maryland.gov

9A. **TIMBER SALE**
Garrett County

Recommendation: That the Board of Public Works approve this timber sale of 226,257 board feet of sawtimber and 343 cords of pulpwood.

Potomac-Garrett State Forest
47 acres /Compartments 41 & 42 (PG-01-20)

Description: This will be a regeneration harvest of mature hardwood timber. The larger trees will be removed to allow the advanced regeneration to increase in size and vigor after gaps are created from this harvest. Several legacy trees will be retained throughout the stand to serve as seed and mast sources.

No bond money was used in the purchase of this land.

Authority: Natural Resources Article § 5-102 and § 5-214, Annotated Code of Maryland.

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

Bids:

Allegheny Wood Products	WV	\$87,898.36
Glotfelty Lumber Co.	MD	\$78,700
Northwest Hardwoods, Inc.	PA	\$62,312

Award: Allegheny Wood Products

Amount: \$87,898.36

Estimated Value: \$60,972

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
University System of Maryland
Supplement
October 2, 2019



Contact: Thomas Hickey 410-576-5736
thickey@usmd.edu
USM Rep: Joe Evans

1-GM. GENERAL OBLIGATION BOND PROCEEDS

Recommendation: That the Board of Public Works approve use of general obligation bond funding proceeds for the following contracts totaling \$824,910.

Authority: State Finance and Procurement Article, Annotated Code of Maryland, § 8-301

University of Maryland, College Park

A James Clark Hall

Fund Source: MCCBL 2017: Provide funds to continue construction of and begin equipping new Bioengineering building. Item 17-176.

- 1. Description:** Two BD Accuri C6 Plus Flow Cytometer Systems #660517.
Procurement Method: Simplified Procurement Competitive Request for Quote
Award: Becton, Dickinson and Company, Franklin Lakes, NJ
Amount: \$86,441
Resident Business: No
MD Tax Clearance: 19-2491-1111
- 2. Description:** One Dose Calibrator #086330; L-Block Shielding #042-413; Survey Meter #051-013; Syringe Carrier #001-180.
Procurement Method: Simplified Procurement Competitive Request for Quote
Award: Biodex Medical Systems, Inc., Shirley, NY
Amount: \$15,426
Resident Business: No
MD Tax Clearance: 19-2503-1110
- 3. Description:** One Discovery differential scanning calorimeter 250 equipped with refrigerated cooling system 90.
Procurement Method: Virginia Tech Cooperative Contract No. UCP-TG-010-14
Award: TA Instruments Waters LLC, New Castle, DE
Amount: \$80,790
Resident Business: No
MD Tax Clearance: 19-2535-1110



1-GM. GENERAL OBLIGATION BOND PROCEEDS (cont'd)

University of Maryland, College Park (cont'd)
A James Clark Hall

4. **Description:** Discovery DMA 850 liquid chromatography system w/ accessories.
Procurement Method: Virginia Tech Cooperative Contract No. UCP-TG-010-14
Award: TA Instruments Waters LLC, New Castle, DE
Amount: \$99,960
Resident Business: No
MD Tax Clearance: 19-2535-1110
5. **Description:** ND2000 Nanodrop 2000
Procurement Method: Master Contract (Vendor Contract No. 12410)
Award: Fisher Scientific CO, LLC, Hanover Park, IL
Amount: \$8,888
Resident Business: No
MD Tax Clearance: 19-2443-1110

University of Maryland, Baltimore County

Stadium and Athletic Facility Improvements

Fund Source: MCCBL of 2018: *Provide funds to design, construct, and capital equip various athletic facility improvements. Item 18-186*

- Description:** Architectural and Engineering Services
Procurement Method: UMB on call AE contract
Award: Grieves, Worrall, Wright & O'Hatnick (GWWO), Baltimore, MD
Amount: \$533, 405
Fund Source:
Resident Business: Yes
MD Tax Clearance: 19-2500-1111

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
University System of Maryland
Supplement
October 2, 2019



Contact: Thomas Hickey 410-576-5736
thickey@usmd.edu
USM Rep: Joe Evans

2-C-OPT. UNIVERSITY OF MARYLAND, COLLEGE PARK
On-Call Construction

Contract ID: On-Call General Contracting Services for Small Projects
Small Business Reserve: RFP #84919-A

Contract Approved: USM Item 6-C (10/7/2015)
Item 3-C-OPT (10/4/2017) (first renewal option)
Item 1-C-OPT (9/26/2018) (second renewal option)

Contractors:

Baltimore Contractors, Inc.	Glen Burnie, MD
Garcete Construction Company, Inc.	Bladensburg, MD
Hayes Construction	Phoenix, MD
M&S Enterprises, Inc.	Shady Side, MD
Mid-Atlantic General Contractors, Inc.	Beltsville, MD
Rich Moe Enterprises	Upper Marlboro, MD

Contract Description: On-call general contracting services for small projects for the Office of Facilities Management at the University of Maryland, College Park and other institutions of the University System of Maryland, on an as-needed basis.

Option Description: Exercise third 1-year renewal option

Original Term: 10/8/2015 – 10/7/2017 (w/three 1-year renewal options)

This Option Term: 10/8/2019 – 10/9/2020 (third 1-year option)

Original Amount: \$6,000,000 (2-year base term)

This Option Amount: \$6,000,000 (third 1-year option)

Procurement Method: Competitive Sealed Proposals

MBE Participation: N/A

Performance Security: None

Board of Public Works
 University System of Maryland
 Supplement
 October 2, 2019



2-C-OPT. UNIVERSITY OF MARYLAND, COLLEGE PARK (cont'd)
On-Call Construction

Requesting Institution Remarks: The University recommends exercising the third of three renewal options for all six Small Business Reserve on-call general contractors based on satisfactory performance. Task orders for projects under \$50,000 will be assigned to contractors on a rotating basis. Projects in excess of \$50,000 will be competed among the six on-call contractors. Task orders will not exceed \$200,000 for any one project.

Funding: Various Institutional Funds

<i>Contractor</i>	<i>Resident Business</i>	<i>MD Tax Clearance</i>
Baltimore Contractors	Yes	19-2495-1111
Garcete Construction Company		19-2498-0101
Hayes Construction		19-2497-1111
M&S Enterprises Inc.		19-2496-0111
Mid-Atlantic General Contractors		19-2499-0101
Rich Moe Enterprises		19-2494-0111

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Board of Public Works
University System of Maryland
Supplement
October 2, 2019



Contact: Thomas Hickey 410-576-5736
thickey@usmd.edu
USM Rep: Joe Evans

3-RP. UNIVERSITY OF BALTIMORE
Real Property Exchange

Recommendation: That the Board of Public Works approve the University of Baltimore conveying 4100 Ashland Avenue, Baltimore City to the United States Postal Service and acquiring in exchange 60 W. Oliver Street, Baltimore City from USPS.

Prior Approvals: USM Item 5-RP (8/14/19) (declare 4100 Ashland Ave surplus)
 USM Item 1-C (8/26/15) (design/build 4100 Ashland Ave)
 USM Item 12-RP (6/18/14) (acquire 4100 Ashland Avenue)
 USM Item 10-GM (3/19/14) (UB/USPS exchange agreement)

Grantor/Grantee: State of Maryland for the use of the
 University System of Maryland on behalf of its
 Constituent Institution the University of Baltimore

Grantor/Grantee: United States Postal Service

**University Property to be
Conveyed to USPS:** 4100 Ashland Avenue, Baltimore City 21205 (4.2 acres)

**USPS Property to be
Conveyed to University:** 60 W. Oliver Street, Baltimore City 21201 (2.5 acres)

Consideration: Property exchange

State Clearinghouse: The Clearinghouse conducted an intergovernmental review of the project and recommends declaring the newly constructed 32,000-square-foot vehicle maintenance facility with parking surplus to the needs of the State (University System of Maryland). MD20190503-0337

Legislative Review: Letter to Senate Budget and Taxation, House Appropriations
 Committees (8/15/19); no comments received.



3-RP. UNIVERSITY OF BALTIMORE (cont'd)
Real Property Exchange

Background: This Item brings to final realization the acquisition of 60 W. Oliver Street, a five-year process through which the University is acquiring the U.S. Postal Service maintenance facility contiguous to University property on Oliver Street. The prime location of that USPS facility is strategically important to the University's growth and development. The State's consideration for the acquisition included providing the Postal Service with a replacement facility on land acceptable to it. The construction of the replacement facility has been completed, and USPS has accepted the facility. The University is now finalizing the exchange that was contemplated in the 2014 original approval by authorizing the conveyance of the surplus Ashland Avenue property and the acquisition of the Oliver Street property.

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION



Larry J. Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Pete K. Rahn
Secretary

**BOARD OF PUBLIC WORKS
ACTION AGENDA
October 2, 2019**

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DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Joseph W. Sedtal
410-767-3351
jsedtal@mta.maryland.gov

1-M. MARYLAND TRANSIT ADMINISTRATION
Maintenance Contract

Contract ID: Light Rail Station and Platform Snow and Ice Removal - Central; *LR-19-013-MT*
ADPICS No.: LR19013MT

Contract Description: This contract provides for the necessary removal of snow and ice from all Maryland Department of Transportation Maryland Transit Administration (MDOT MTA) Light RailLink stations and platforms along the central Light RailLink line.

Award: Johnson's Total Services, Inc.
Perry Hall, MD

Contract Term: 10/17/2019* – 09/30/2024 (**or earlier upon BPW approval*)

Amount: \$1,056,300

Procurement Method: Competitive Sealed Bidding (*Small Business Reserve*)

Bids:	Johnson's Total Services, Inc. Baltimore, MD	\$1,056,300
	Bestserv, Inc. Perry Hall, MD	\$1,225,000
	EMG Services Silver Spring, MD	\$1,236,102
	A.S.B. 2 Enterprises Inc. Baltimore, MD	\$1,241,008
	MAC Landscaping Towson, MD	\$2,100,000
	The Outdoor Advantage Sparks, MD	\$5,250,000
	Barnes Paving & Trucking, Inc. Forest Hill, MD	\$7,087,500

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



1-M. MARYLAND TRANSIT ADMINISTRATION (cont'd)

Living Wage Eligible: Yes

MBE Participation: 0%

Incumbent: Johnson's Total Services, Inc.
Perry Hall, MD

Requesting Agency Remarks: This solicitation was advertised on eMaryland Marketplace on May 8, 2019 notifying 465 vendors. 122 of the vendors were State-certified Small Businesses. Eleven bids were received on June 21, 2019.

The Contractor will supply all necessary labor, tools, material, equipment, and transportation required to perform ice and snow removal during the winter season. The central region of the Light RailLink line includes all 13 stations between Falls Road & M&T Bank Stadium/Federal Hill (formerly Hamburg Street) and the North Avenue Light RailLink Maintenance Facility.

Snow and ice will be removed from:

- sidewalks;
- walkways;
- passenger platforms; and
- Americans with Disabilities Act accessible ramps & high-block platforms.

In accordance with COMAR 21.06.02.03B.(2), four bids were deemed not responsive and rejected due to bidders not signing and completing the bid form properly. One of the rejected bidders filed a protest asserting that based on previous decisions made by the Maryland State Board of Contract Appeals, the firm should have not been rejected for non-responsiveness. MDOT MTA found this assertion to be correct. MDOT MTA sustained the protest and the bid was deemed responsive.

Later, in accordance with COMAR 21.06.02.03B.(1), one bid was deemed not responsible and rejected due to the bidder's negative and unresponsive references. The rejected bidder filed a protest asserting that the firm's references and previous MDOT MTA contracts should prove that the firm is indeed responsible. MDOT MTA found this assertion to be erroneous based on multiple unfavorable references. MDOT MTA denied the protest and an appeal was not filed.

MDOT MTA has confirmed Johnson's Total Services, Inc.'s bid price for the full scope of work required under this contract.

Johnson's Total Services, Inc. is an MDOT-certified Minority Business Enterprise firm and a State-certified Small Business.

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



1-M. MARYLAND TRANSIT ADMINISTRATION (cont'd)

Fund Source: 100% Special Funds (Transportation Trust Fund)

Approp. Code: J05H0104

Resident Business: Yes

MD Tax Clearance: 19-2570-0111

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

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

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Jada Wright
410-545-0330
Jwright18@mdot.maryland.gov

2-C. STATE HIGHWAY ADMINISTRATION
Construction Contract

Contract ID: Chilled Water System Replacement at SHA 707 Headquarters Building - Facilities Improvements in Baltimore City; AZ7075129
ADPICS No.: AZ7075129

Contract Description: This contract is for the comprehensive removal and demolition, renovation, replacement and startup warranty of the chilled water system at Maryland Department of Transportation State Highway Administration (MDOT SHA) 707 Headquarters' building in Baltimore City. The contract also includes the associated electrical, structural, and architectural work required to complement the chilled water system renovation and upgrade.

Award: Towson Mechanical, Inc.
Millersville, MD

Contract Term: 10/17/2019 – 07/31/2022 (1,018 Calendar Days)

Amount: \$2,181,000 NTE

Procurement Method: Competitive Sealed Bidding

Bids: Towson Mechanical, Inc. \$2,181,000
Millersville, MD

Denver-Elek, Inc. \$2,250,000
Baltimore, MD

Fresh Air Concepts, LLC \$2,499,000
Linthicum, MD

Living Wage Eligible: No

MBE Participation: 2%

Performance Security: Performance and Payment Bonds for 100% of the award amount exist for this contract.

Incumbent: None

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



2-C. **STATE HIGHWAY ADMINISTRATION** (cont'd)

Requesting Agency Remarks: The solicitation was advertised on eMaryland Marketplace on May 28, 2019 and the bids were opened on July 11, 2019.

The Maryland Department of Transportation State Highway Administration has confirmed Towson Mechanical Inc.'s bid price.

Fund Source: 100% Special Funds (Transportation Trust Fund)

Approp. Code: J02B0101

Resident Business: Yes

MD Tax Clearance: 19-2180-0111

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Jada Wright
410-545-0330
Jwright18@mdot.maryland.gov

3-C. STATE HIGHWAY ADMINISTRATION
Construction Contract

Contract ID: Generator Replacement at Owings Mills Facility in Baltimore County; BA6845929
ADPICS No.: BA6845929

Contract Description: This contract is for the removal and demolition of an old diesel generator and replacing with a new natural gas generator at the Maryland Department of Transportation State Highway Administration (MDOT SHA) Owings Mills Maintenance Facility in Baltimore County.

Award: Fresh Air Concepts, LLC
Linthicum, MD

Contract Term: 10/17/2019 – 09/30/2021 (714 Calendar Days)

Amount: \$392,292 NTE

Procurement Method: Competitive Sealed Bidding

Bids:	Fresh Air Concepts, LLC Linthicum, MD	\$392,292
	Glenelg Construction, Inc. Mount Airy, MD	\$407,000
	Freestate Baltimore, LLC Owings, MD	\$431,000
	Urban Francis, LLC Baltimore, MD	\$464,124
	Dvorak, LLC Baltimore, MD	\$742,770

Living Wage Eligible: No

MBE Participation: 0% (Limited Subcontracting Opportunities)

VSBE Participation: 1%

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



3-C. STATE HIGHWAY ADMINISTRATION (cont'd)

Performance Security: Performance and Payment Bonds for 100% of the award amount exist for this contract.

Incumbent: None

Requesting Agency Remarks: The solicitation was advertised on eMaryland Marketplace on April 16, 2019 and the bids were opened on June 6, 2019.

Originally, there were a total of seven bids received; however, the two lowest bids were deemed non-responsive due to the vendors inability to meet the Veteran Small Business Enterprise (VSBE) goal of 1%. The third lowest bidder, Fresh Air Concepts, LLC, was the responsive low bidder and their bid included the 1% VSBE goal.

The Maryland Department of Transportation State Highway Administration has confirmed Fresh Air Concepts, LLC's bid price.

Fund Source: 100% Special Funds (Transportation Trust Fund)

Approp. Code: J02B0101

Resident Business: Yes

MD Tax Clearance: 19-2271-1111

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Jada Wright
410-545-0330
Jwright18@mdot.maryland.gov

4-C. STATE HIGHWAY ADMINISTRATION
Construction Contract

Contract ID: Onsite Sewage Disposal System at the Leonardtown Maintenance Facility in St. Mary's County; SM1945129
ADPICS No.: SM1945129

Contract Description: This contract is for the construction of a new onsite sewage disposal system at the Leonardtown Maintenance Facility in St. Mary's County.

Award: Earnshaw Brothers, LLC
Bryantown, MD

Contract Term: 10/17/2019 – 07/31/2020 (288 Calendar Days)

Amount: \$433,315 NTE

Procurement Method: Competitive Sealed Bidding

Bids:	Earnshaw Brothers, LLC Bryantown, MD	\$433,315
	Gradient Construction, LLC Chesapeake Beach, MD	\$710,000
	Schummer, Inc. Mayo, MD	\$772,011

Living Wage Eligible: No

MBE Participation: 4%

VSBE Participation: 1%

Performance Security: Performance and Payment Bonds for 100% of the award amount exist for this contract.

Incumbent: None

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



4-C. **STATE HIGHWAY ADMINISTRATION** (cont'd)

Requesting Agency Remarks: The solicitation was advertised on eMaryland Marketplace on February 12, 2019 and the bids were opened on April 25, 2019

The Maryland Department of Transportation State Highway Administration has confirmed Earnshaw Brothers, LLC's bid price.

Fund Source: 100% Special Funds (Transportation Trust Fund)

Approp. Code: J02B0101

Resident Business: Yes

MD Tax Clearance: 19-1268-1110

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Jada Wright
410-545-0330
Jwright18@mdot.maryland.gov

5-M. STATE HIGHWAY ADMINISTRATION
Maintenance Contract

Contract ID: Mechanical Cleaning and Sweeping of Roadways at Various Locations in Caroline, Cecil, Kent, Queen Anne’s, and Talbot Counties (District 2); 410D21422
ADPICS No.: 410D21422

Contract Description: This open-ended, on-call contract provides the mechanical cleaning and sweeping of roadways at various locations in District 2.

Award: H. D. Myles, Inc.
Church Hill, MD

Contract Term: 10/17/2019 – 06/30/2022 (987 Calendar Days)

Amount: \$262,550 NTE

Procurement Method: Competitive Sealed Bidding

Bids:

H. D. Myles, Inc. Church Hill, MD	\$262,550
Reilly Sweeping, Inc. Annapolis Junction, MD	\$389,760

Living Wage Eligible: Yes

MBE Participation: 0% (Limited Subcontracting Opportunities)

Performance Security: None

Incumbent: H. D. Myles, Inc.
Church Hill, MD

Requesting Agency Remarks: The solicitation was advertised on eMaryland Marketplace on April 9, 2019 notifying 734 potential contractors, 89 of which were MDOT-certified Minority Business Enterprises. The bids were opened on May 9, 2019.

A total of three bids were received. On May 17, 2019, the lowest bidder submitted a written request to withdraw their bid due to an unintended single cycle bid instead of the required eight sweeping cycles. On June 24, 2019, in accordance with COMAR 21.05.02.12(C)(2), the Maryland Department of Transportation State Highway Administration (MDOT SHA) accepted the lowest bidder’s withdrawal request and awarded the contract to the second lowest bidder, H.D. Myles, Inc. MDOT SHA has confirmed H. D. Myles, Inc.’s bid price.

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



5-M. STATE HIGHWAY ADMINISTRATION (cont'd)

Fund Source: 100% Special Funds (Transportation Trust Fund)

Approp. Code: J02B0102

Resident Business: Yes

MD Tax Clearance: 19-2006-0111

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

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

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Jada Wright
410-545-0330
Jwright18@mdot.maryland.gov

6-M. STATE HIGHWAY ADMINISTRATION
Maintenance Contract

Contract ID: Install, Repair, or Replace Traffic Barrier at Various Locations in Washington County; 4772161422

ADPICS No.: 4772161422

Contract Description: This open-ended, on-call contract provides the installation, repair or replacement of traffic barriers at various locations in Washington County.

Award: L.S. Lee, Inc.
York, PA

Contract Term: 10/17/2019 – 06/30/2022 (987 Calendar Days)

Amount: \$1,246,410 NTE

Procurement Method: Competitive Sealed Bidding

Bids: L.S. Lee, Inc. \$1,246,410
York, PA

Green Acres Contracting Co., Inc. \$1,556,430
Scottsdale, PA

Long Fence Company, Inc. \$2,208,295
Odenton, MD

Living Wage Eligible: Yes

MBE Participation: 0% (Limited Subcontracting Opportunities)

Performance Security: Annual Renewable Payment and Performance Bonds for 100% of the award amount exists for this contract.

Incumbent: L.S. Lee, Inc.
York, PA

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



6-M. STATE HIGHWAY ADMINISTRATION *(cont'd)*

Requesting Agency Remarks: The solicitation was advertised on eMaryland Marketplace on June 11, 2019 notifying 50 potential contractors, 4 of which were MDOT-certified Minority Business Enterprises. The bids were opened on July 11, 2019.

The Maryland Department of Transportation State Highway Administration has confirmed L.S. Lee, Inc.'s bid price.

Fund Source: 100% Special Funds (Transportation Trust Fund)

Approp. Code: J02B0102

Resident Business: No

MD Tax Clearance: 19-2174-1111

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Jada Wright
410-545-0330
Jwright18@mdot.maryland.gov

7-M. STATE HIGHWAY ADMINISTRATION
Maintenance Contract

Contract ID: Operation of the Pocomoke River Drawbridge #2300400 in Worcester County;
5272300422

ADPICS No.: 5272300422

Contract Description: This contract is for the operation of the Pocomoke River Drawbridge #2300400 in Worcester County.

Award: Chesapeake Pilot Training, Inc.
Chestertown, MD

Contract Term: 10/17/2019 – 06/30/2022 (987 Calendar Days)

Amount: \$291,960 NTE

Procurement Method: Competitive Sealed Bidding

Bids: Chesapeake Pilot Training, Inc. \$291,960
Chestertown, MD

Centropolis Property & Staffing
Management, LLC \$312,732
Baltimore, MD

Living Wage Eligible: Yes

MBE Participation: 0% (Limited Subcontracting Opportunities)

Performance Security: Payment and Performance Bonds for 100% of the award amount exists for this contract.

Incumbent: Chesapeake Pilot Training, Inc.
Chestertown, MD

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



7-M. **STATE HIGHWAY ADMINISTRATION** (cont'd)

Requesting Agency Remarks: The solicitation was advertised on eMaryland Marketplace on May 21, 2019 notifying 712 potential contractors, 93 of which were MDOT-certified Minority Business Enterprises. The bids were opened on July 11, 2019.

The Maryland Department of Transportation State Highway Administration has confirmed Chesapeake Pilot Training, Inc.'s bid price.

Fund Source: 100% Special Funds (Transportation Trust Fund)

Approp. Code: J02B0102

Resident Business: Yes

MD Tax Clearance: 19-2176-0111

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Olu Okunola
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8-RP. STATE HIGHWAY ADMINISTRATION
Real Property – Disposition

Recommendation: That the Board of Public Works approve the Maryland Department of Transportation State Highway Administration (MDOT SHA) disposing real property as it is excess to the agency's needs.

Authority: Transportation Article, § 8-309(f)(1)(ii)
Annotated Code of Maryland

Property: MC# 18-2594
Former American Mirrex Corporation (1.78 acres ±), located on the northside of Bypass U.S 50 between Scenic Drive and Goddard Parkway, Salisbury, Wicomico County.

Grantor: State of Maryland, MDOT SHA

Grantee: Goddard Parkway, LLC

Consideration: \$62,000

Appraised Value: \$72,900 – R. Braxton Dees, (Selected)
Neil Mengel, SHA Review Appraiser

Special Conditions: N/A

Legislative Notice: N/A

State Clearinghouse: N/A

Requesting Agency Remarks: In 1996, MDOT SHA acquired the site in conjunction with the construction of the Salisbury Bypass. MDOT SHA proposes to dispose the subject property to the sole adjoining owner, Goddard Parkway, LLC, through a negotiated sale of \$62,000 which is 85% of the appraised value.

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Olu Okunola
410-545-8754
OOkunola@sha.state.md.us

9-RP. STATE HIGHWAY ADMINISTRATION
Real Property – Disposition

Recommendation: That the Board of Public Works approve the Maryland Department of Transportation State Highway Administration (MDOT SHA) disposing real property and releasing a slope easement as it is excess to the agency's needs.

Authority: Transportation Article, § 8-309(f)(1)(ii)
Annotated Code of Maryland

Property: MC# 18-2614
Former Dan Hoffman (1.003 acre ±), located along MD 418 at 23327 Ringgold Pike, Smithsburg, MD 21783 in Washington County.

Grantor: State of Maryland, MDOT SHA

Grantee: Mace Energy Supply, Inc.

Consideration: \$5,000

Appraised Value: \$5,000 - Brendy Hantzes, (Approved)
William Caffrey, SHA Review Appraiser

Special Conditions: N/A

Legislative Notice: N/A

State Clearinghouse: N/A

Requesting Agency Remarks: In 1957, MDOT SHA acquired the site in conjunction with the proposed widening of MD 418. MDOT SHA proposes to dispose of the subject property and release the slope easement to the adjoining owner, Mace Energy Supply, Inc, through a negotiated sale of \$5,000 which is 100 % of the appraised value.

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

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

DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
October 2, 2019



Contact: Olu Okunola
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OOkunola@sha.state.md.us

10-RP. STATE HIGHWAY ADMINISTRATION
Real Property – Access Break

Recommendation: That the Board of Public Works approve the Maryland Department of Transportation State Highway Administration (MDOT SHA) releasing an access break.

Authority: Transportation Article, § 8-310
Annotated Code of Maryland

Property: MC# 19-2645
Former Phillips Packing Company, (72 ft. +/-) located on the north side of U.S. Route 50, west of Woods Road, 1.1 miles east of Cambridge in Dorchester County.

Grantor: State of Maryland, MDOT SHA

Grantee: Cambridge Marketplace, LLC.

Consideration: \$0, see below for details

Appraised Value: \$0 – Thomas B. Herbert (Approved)
Neil Mengel, Review Appraiser

Special Conditions: N/A

Legislative Notice: N/A

State Clearinghouse: N/A

Requesting Agency Remarks: In 1949, MDOT SHA acquired access controls in conjunction with safety improvements to U.S. Route 50, east of Cambridge. MDOT SHA proposes to convey a 72-foot-wide access break to the adjoining owner, Cambridge Marketplace, LLC. This new access break will replace an existing access control. MDOT SHA will establish a through highway control denying all access at the old access point. There will not be any monetary compensation from the grantee because the appraiser determined that the new access break is of comparable value to the old access break that is being relinquished.

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION



Larry J. Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Ellington Churchill
Secretary

**BOARD OF PUBLIC WORKS ACTION AGENDA
DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
October 2, 2019**

Item #		Pages
Office of State Procurement (OSP)		
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<i>3</i>	<i>Construction</i>	<i>5</i>
<i>4 - 6</i>	<i>Services</i>	<i>7</i>
<i>7 - 9</i>	<i>Information Technology</i>	<i>13</i>
Real Estate – Supplement A		
<i>1</i>	<i>Landlord Lease</i>	<i>19</i>
<i>2 - 5</i>	<i>Tenant Lease</i>	<i>20</i>
General Obligation Bond Proceeds– Supplement B		
<i>1</i>		<i>24</i>
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<i>1 – 6</i>		<i>25</i>

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



OSP 1

Contact: Lauren Buckler 410.767.3174
lauren.buckler@maryland.gov

1-AE. **ARCHITECTURE AND ENGINEERING SERVICES**
Department of General Services

Contract ID: Albert Powell Fish Hatchery – Hagerstown, MD; G-022-170-002
ADPICS No.: 001B060015

Contract Description: Architectural and engineering services for the Albert Powell Fish Hatchery in Hagerstown, MD including design of a new fish culture, covered raceways, and renovation of the existing water supply.

Award: Bushey Feight Morin Architects; Hagerstown, MD

Contract Term: 36 Months

Amount: \$ 888,606 (Planned Total Cost)

Procurement Method: Qualification Based Selection

Proposals:

<i>Offerors</i>	<i>Rankings</i>
Quinn Evans Architects Baltimore, MD	96%
Bushey Feight Morin Architects Hagerstown, MD	90%
Penza Bailey Architects Baltimore, MD	85%

MBE/VSBE Participation: 30% / 0%

Performance Bond: N/A

Requesting Agency Remarks: This solicitation was advertised on *eMaryland Marketplace* on January 3, 2019. Three of four firms who submitted letters of interest also submitted technical proposals. Each of the proposals were evaluated as responsive. DGS began fee negotiations with Quinn Evans Architects, as the highest ranked firm. The Negotiation Committee and firm were unable to negotiate an agreement on a fair, competitive, and reasonable fee. Per COMAR 21.12.02.05 I (4)(a), the Negotiation Committee negotiated a satisfactory contract with the next eligible candidate firm.

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



OSP 2

1-AE. ARCHITECTURE AND ENGINEERING SERVICES (cont'd)

Agency Remarks: (cont'd)

The hatchery project includes site work, site utility work, renovation and new structures. Water quality, into and out from the facility, along with a safe and hygienic facility for staff and the fish will be key factors in the design solution.

Note: Board approval is requested for the full amount of the contract as the General Assembly has authorized work to commence on this project prior to the appropriation of all funds necessary to complete the project. This approval is requested with the understanding that, prior to expenditure, DGS will return to BPW for approval.

Fund Source: Natural Resources Development Fund FY2017 Program Open Space/item 005 (\$228,000)
Natural Resources Development Fund FY2019 Program Open Space/item 004 (\$396,796)

Approp. Code: K00A05.10 Outdoor Recreation Land Loan

Resident Business: Yes

MD Tax Clearance: 19-2520-0111

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



OSP 3

2nd Revision

Contact: Lauren Buckler 410.767.3174
lauren.buckler@maryland.gov

2-AE-MOD. ARCHITECTURE AND ENGINEERING MODIFICATION
Department of General Services

Contract ID: Reconstruction of Lawyers Mall; BA-000-190-301
ADPICS No.: COI38317

Original Contract Approved: DGS 5-AE, 03/20/2019

Contractor: Ziger|Snead Architects, LLP; Baltimore, MD

Contract Description: Phase I: Conceptual design services to re-construct Lawyers Mall in Annapolis. Drawings and renderings for three conceptual designs of Lawyers Mall site including Thurgood Marshall Memorial plaza with all original artwork elements. The site is defined by College Avenue, State Circle, Government House, and Maryland Department of Legislative Services building.

Original Procurement Method: Qualification Based Selection

Modification Description: Add Phases II through VI; Phase II – Design Development, Phase III – Construction Documents, Phase IV – Bidding and Negotiating, Phase V – Construction, and Phase VI – Post Construction.

Original Contract Term: 90 Calendar Days (Phase I)

Modification Term: 480 Calendar Days (Phase II - VI)

Original Contract Amount: \$ 43,185 (Phase I)

Modification Amount: \$ 506,056 (Phase II-VI)

Prior Mods/Options: \$ 31,995

Revised Contract Amount: \$ 581,236

Percent +/- (This Mod): 1,171.83%

Overall Percent Change: 1,245.92%

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019**



OSP 4

2nd Revision

2-AE-MOD. ARCHITECTURE AND ENGINEERING MODIFICATION (cont'd)

Requesting Agency Remarks: The architectural and engineering services portion of the reconstruction of Lawyers Mall is comprised of six phases. Phase I was approved by the Board of Public Works (Item 5-AE, 03/20/2019) and provided the development of preliminary design concepts to present to the State House Trust; as well as, secure approval of the State House Trust for a final design. Reference is made in 5-AE that the contract value will not exceed \$500,000, this contract limit was based on statute prior to the implementation of Procurement Reform. The master contract has since been revised to reflect the new Procurement Reform language and as a result the contract can be amended to include Phases II through VI for a revised contract total of \$581,236.

Phase II – Design Development provides the 60% design documents including blueprints and specifications.

Phase III – Construction Documents provides the 95% design documents including blueprints and specifications and calculations for engineering and final approvals from all regulatory agencies.

Phase IV – Bidding includes answering questions or issuing clarification documents during the bidding process.

Phase V – Construction includes monitoring that construction is actually implementing the design documents for code and design preferences plus issuing clarifying documents when issues arise.

Phase VI – Post Construction includes creating final record documents of where construction differed from design and visiting the final project to ensure the project has held up as intended.

Phases II through VI are scheduled for completion in December 2020.

Fund Source: MCCBL 2019: *Provide funds to complete planning and construction of replacement of underground infrastructure and utilities, as well as associated site work, in and near Lawyers Mall Item 105.*

Resident Business: Yes

MD Tax Clearance: 19-2587-1111

BOARD OF PUBLIC WORKS ACTION

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019**



OSP 5

Contact: Lauren Buckler 410.767.3174
lauren.buckler@maryland.gov

3-C. CONSTRUCTION TASK ORDERS

Recommendation: That the Board of Public Works approve the award of the following Task Order under previously-approved Master Contracts.

Authority: State Finance and Procurement Article, Annotated Code of Maryland, § 13-113; COMAR 21.05.13.06.

Procurement Method: Task Order under Master Contract

1.0	Master Contract: & Related Services	Statewide Indefinite Quantity Contract (IQC) General Construction
		Contract No. <i>DGS-18-206-IQC</i>
	<i>Approved:</i>	DGS 3-C (03/28/2018)
	<i>Term:</i>	03/29/2018 – 03/28/2021

1.1 **Using Agency:** Department of Natural Resources
Description: Removal of approx. 13,500 sq. ft. of existing anti-graffiti coating and reapply new sealant to sections of reinforced concrete bulkhead cap adjacent to the boardwalk from Fourth Street to Twenty-Seventh Street in Ocean City.
Number of Qualified
Master Contractors: 8 (Eastern Region)
Number of Bids: 3
Award: Warwick Supply & Equipment Co., Inc.; Hunt Valley, MD
Amount: \$ 252,710
Term: 120 calendar days
MBE/VSBE Participation: N/A
Resident Business: Yes
Fund Source: Natural Resources Development Fund FY2019
Program Open Space/item 006

1.2 **Using Agency:** Maryland State Police
Description: Elevator refurbishment, to include: installing new ladder; hollow metal machine room door. Install new machine room door signage and fire related drywall bulkhead to separate all non-elevator related piping at Maryland State Police Headquarters in Pikesville.
Number of Qualified
Master Contractors: 14 (Central Region)
Number of Bids: 5
Award: Hayes Construction, Co.; Phoenix, MD

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



OSP 6

3-C. **CONSTRUCTION TASK ORDERS**

1.0 Master Contract: Statewide Indefinite Quantity Contract (IQC) General Construction & Related Services *(cont'd)*

(1.2 cont'd)

Amount: \$369,300
Term: 120 calendar days
MBE/VSBE Participation: N/A
Resident Business: Yes
Fund Source: MCCBL 2019: *Provide funds for the repair and rehabilitation of State-owned capital facilities, provided that \$165,000 of this authorization made for the purpose of facilities renewal may be expended only for facility renewal projects at the Anne Arundel County Food and Resource Bank including repairs to the warehouse roof. Item 103.*

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

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

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019**



OSP 7

*Contact: Debbie Thornton 410.230.3322
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**4-S. SERVICES CONTRACT
*Department of Juvenile Services***

Contract ID: Community Sex Offender Treatment Services for Central, Metro and Southern Regions; 20-BH-009, 20-BH-010, 20-BH-011, 20-BH-012

ADPICS No.: V00B0600006, V00B0600007, V00B0600008, V00B0600009

Contract Description: Multiple contract awards to provide community-based sex offender treatment services for male and female youth, ages 10 through 20, who are alleged or adjudicated offenders for four regional areas. Services are court-ordered or recommended by Department of Juvenile Services (DJS) staff.

Awards: What Lies Beneath, Inc.; Owings Mills, MD
COMPASS Mental Health Consultants, LLC; Rockville, MD
Anne Arundel Counseling, Inc.; Glen Burnie, MD
Center for Children, Inc.; LaPlata, MD

Contract Term: 11/01/2019* - 10/31/2022 (*or earlier upon BPW Approval)

Amount: \$348,000 (Regional Area I – Central)
\$264,600 (Regional Area II – Metro)
\$117,840 (Regional Area III – Southern)
\$109,980 (Regional Area IV – Southern Tri-County)
\$840,420 (Total))

Procurement Method: Multi-Step Competitive Sealed Bidding (Single Bid per FA)

Bids:

BIDDERS	BIDS
<i>Regional Area I – Central: Carroll, Harford and Howard Counties</i>	
What Lies Beneath, Inc. Owings Mills, MD	\$348,000
<i>Regional Area II – Metro: Prince George’s and Montgomery Counties</i>	
COMPASS Mental Health Consultants, LLC Rockville, MD	\$264,600
<i>Regional Area III – Southern: Anne Arundel County</i>	
Anne Arundel Counseling, Inc. Glen Burnie, MD	\$117,840
<i>Regional Area IV – Southern Tri-County: Calvert, Charles and St. Mary’s Counties</i>	
Center for Children, Inc. LaPlata, MD.	\$109,980

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



OSP 8

4-S. **SERVICES CONTRACT** (*cont'd*)

Living Wage Eligible: No

MBE/ VSBE Participation: 0% (See Requesting Agency Remarks below)

Hiring Agreement Eligible: Yes

Incumbents: Same for all regions.

Requesting Agency Remarks: A notice of availability of the Multi-Step Invitation for Bids (MS-IFB) was advertised on *eMaryland Marketplace*. Copies of the MS-IFB was also directly sent to 108 prospective vendors, of which 81 are Maryland firms and 15 are MBEs. A copy of the solicitation was also sent to the Governor's Office of Small Business and Minority Affairs. A total of four bids were received in response to the MS-IFB, one in each of the regional area, from all the incumbent providers.

Sex offender treatment is a specialized service with a limited number of treatment providers specializing in adolescent sex offender treatment. Feedback from vendors not submitting a bid indicated firms were inexperienced in the work required. The prices submitted by each incumbent bidder are within the median price range for the type of services offered, therefore the prices were determined to be fair and reasonable.

The Department of Juvenile Services has had difficulty procuring these services in the past. Previous awards were made to contractors that were unable to perform the services for various reasons, resulting in emergency contracts. When the Department issued a previous Multi-Step Invitation for Bids (MS-IFB) for services in the Metro Region, a single bid was received, and the bid price was determined not to be fair and reasonable. The Department cancelled the procurement and completed this procurement for which awards are being recommended. When issuing this procurement, the Department decided to combine the regions into a single solicitation to capture a broader pool of vendors in addition to the following changes:

- the minimum qualifications were reduced from three years to two years;
- the radius of the office location was changed from ten miles to 20 miles away from a youth/client's community service reporting office; and
- staffing requirements were removed from this section and added to the scope of work requirements, and services were revised to separate assessments and treatment to avoid conflicts of interest.

The services to be provided by the contractors include: intake evaluations, group therapy (as the primary treatment modality); parent sessions; individual, family or crisis intervention (when deemed necessary); and written reports.

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
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October 2, 2019



OSP 9

4-S. **SERVICES CONTRACT** (cont'd)

Agency Remarks: (cont'd)

No MBE or VSBE goal was established for these contracts due to the specialized scope and regional nature of the work; however, Anne Arundel Counseling, Inc. and Compass Mental Health Consultants, LLC. are MDOT-certified MBEs.

Fund Source: 100 % General

Approp. Code: VOOH0101, VOOK0101, and VOOL0101

Resident Business: Yes for all

MD Tax Clearance:

What Lies Beneath, Inc.	19-2530-0111
Compass Mental Health Consultants, Inc.	19-2529-0001
Anne Arundel Counselling, Inc.	19-2527-0111
Center for Children, Inc.	19-2528-0110

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019**



OSP 10

*Contact: Ugochukwu Osoh 410.487.8055
Ugochukwu.osoh@maryland.gov*

**5-S. SERVICES CONTRACT
*Maryland Medical Cannabis Commission***

Contract ID: Call Center Services – MMCC; *OPASS 20-20618*
ADPICS No.: M00B0600130

Contract Description: Request for retroactive approval of a sole source contract to provide call center services with dedicated customer service representatives and resources capable of responding to 1,000 – 1,200 daily calls from medical cannabis patients, caregivers, and providers related to patient registration renewals and applications for new identification cards.

Award: Maximus Health Services, Inc.; Reston, VA
Contract Term: 08/01/2019 – 10/31/2020

Amount: \$626,528 (15-months)
Procurement Method: Sole Source (Continuity of Service)

MBE/VSBE Participation: N/A / N/A

Requesting Agency Remarks: Approval for this sole source retroactive contract to provide continuity of services at the Call Center while services are moved in-house or a new procurement is completed. The Maryland Medical Cannabis Commission is utilizing three 1-month renewal options as defined in the original emergency contract and an additional 12-months to determine and complete the best course of action for the State. The pricing offered by Maximus Health Services, Inc. has been determined to be fair and reasonable for call center services when compared to similar contracts at other call centers.

Fund Source: 100% Special Funds

Approp. Code: 32.02.01.04 **Resident Business:** No

DGS OSP Remarks: Retroactive approval requested pursuant to 11-204(c) State Finance & Procurement Article. DBM has determined that this contract should be treated as voidable rather than void because: (1) all parties have acted in good faith; (2) ratification for the procurement contract would not undermine the purposes of the Procurement Law; and (3) the violation, or series of violations, was insignificant or otherwise did not prevent substantial compliance with the Procurement Law.

BOARD OF PUBLIC WORKS ACTION

THIS ITEM WAS:

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION	WITHOUT DISCUSSION		

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



OSP 11

Contact: Michael Kasnic 410.230.6227
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6-S-MOD. SERVICES MODIFICATION
Department of Labor

Contract ID: Maryland Real Estate Commission Licensing Examination Services; *DLLR-FY2014-001*
ADPICS No.: COI36795

Contract Approved: DBM 6-S, 10/12/2014

Contractor: PSI Services, LLC; Burbank, CA

Contract Description: Contract to develop and administer standardized, consistent, and reliable computer-based examinations to accurately test the minimum competency skills of candidates seeking licensure with the Maryland Real Estate Commission.

Modification Description: Extend the contract by six months to continue services while the new solicitation is completed.

Original Contract Term: 10/08/2014 – 10/07/2019

Modification Term: 11/01/2019 – 04/30/2020

Original Contract Amount: \$ 1,220,000 (5-years)

Modification Amount: \$ 299,754 (6-months)

Prior Options/Mods: \$ 49,959 (Delegated - Bridge to BPW, 10/08/2019-10/31/2019)

Revised Total Contract Amount: \$ 1,569,713

Original Procurement Method: Competitive Sealed Proposals

MBE Participation: 15%

MBE Compliance: 15%

Requesting Agency Remarks: Request for approval to extend the contract term by six months. The current contract is set to expire on October 31, 2019. If granted, the contract extension would allow sufficient time to advertise the new solicitation while continuing to build a vendor pool for direct solicitation without interruption of services.

The Maryland Real Estate Commission licenses and regulates Real Estate Brokers, Associate Brokers, and Salespersons subject to the authority of the Maryland Department of Labor.

DEPARTMENT OF GENERAL SERVICES
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OSP 12

6-S-MOD. SERVICES MODIFICATION (cont'd)

Agency Remarks: (cont'd)

Detailed applicant qualifications are contained in the provisions of the Real Estate Licensing Law, Title 17, Business Occupations and Professions, Annotated Code of Maryland and the regulations. The development and administration of licensing examinations is created to determine the competency of an individual to practice in a particular field, as a method of protecting the consumers of the State of Maryland.

The Maryland Department of Labor is requesting to extend the current contract with PSI Services, LLC. LABOR would then have ample time to build a direct bidders list in an effort to seek more responses to eliminate a single bid award.

Fund Source: 100% Special Funds

Approp. Code: P00F0108

Resident Business: No

BOARD OF PUBLIC WORKS ACTION

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



OSP 13

Contact: Tara Gray 410.767.1194
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7-IT. INFORMATION TECHNOLOGY CONTRACT
State Department of Assessments & Taxation, Technology (Operational Maintenance Support)

Contract ID: Thomson Reuter (Manatron, Inc.); *SDAT-TR-01*
ADPICS No.: E50B0600001

Contract Description: Request for retroactive approval for operational and ongoing maintenance support for Assessment Administration and Valuation System.

Award: Thomson Reuter (Manatron, Inc.); Portage, MI

Contract Term: 09/01/2019 – 08/31/2022

Amount: \$ 2,191,032 (\$ 730,344 / Year)

Procurement Method: Sole Source (Proprietary)

MBE/ VSBE Participation: N/A

Performance Security: No

Incumbent: Same

Requesting Agency Remarks: Approval is requested for this retroactive contract providing operational and maintenance support for the Maryland Department of Assessments and Taxation's (SDAT) Assessment Administration and Valuation System. Following delayed submission of required documentation from the vendor, SDAT executed this sole source contract for continuity of service and maintenance of this customized software system.

The Assessment Administration and Valuation System that was designed for SDAT and implemented Statewide. The software was customized based on the assessment value used for over 2.2 million properties (residential and commercial) in the State and new properties added annually. It allows the Real Property Assessor to perform property valuations, record property ownership, upload property sketches, and accommodate the triennial real property reassessment process. Manatron, Inc. has exclusive proprietary rights to the software and is the sole vendor capable of supporting the system.

DEPARTMENT OF GENERAL SERVICES
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OSP 14

7-IT. **INFORMATION TECHNOLOGY CONTRACT** (cont'd)

Fund Source: 50% General, 50% Special (Local County Cost Reimbursement)

Approp. Code: E50C0004

Resident Business: No

MD Tax Clearances: 19-1770-0101

DGS OSP Remarks: Retroactive approval requested pursuant to 11-204(c) State Finance & Procurement Article. DoIT has determined that this contract should be treated as voidable rather than void because: (1) all parties have acted in good faith; (2) ratification for the procurement contract would not undermine the purposes of the Procurement Law; and (3) the violation, or series of violations, was insignificant or otherwise did not prevent substantial compliance with the Procurement Law.

BOARD OF PUBLIC WORKS ACTION

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



Revised

OSP 15

Contact: Joseph Sedtal 410.767.3351
jsedtal@mta.maryland.gov

8-IT-MOD. INFORMATION TECHNOLOGY MODIFICATION
Maryland Department of Transportation Maryland Transit Administration

Contract ID: Master License and Maintenance Agreement for OPS SIT & OPS WEB; MTA-1405
ADPICS No.: **CO139415**

Contract Approved: DOIT 6-IT, 06/23/2015

Contractor: Trapeze Software Group, Inc.; Scottsdale, AZ

Contract Description: Maintenance of Trapeze software and future upgrades including: labor, materials, equipment, software, supervision and all associated peripherals for the bus and the Mobility fixed-route operations and for the interactive voice response systems.

Modification Description: Increase funding authority to accommodate increased ridership.

Original Contract Term: 06/18/2015 – 06/17/2020 (5-year base w/one 5-year option)

Modification Term: 10/17/2019*-06/17/2020 (*or earlier upon BPW approval)

Original Contract Amount: \$ 6,249,791

Modification Amount: \$ 763,549

Prior Options/Mods: \$ 765,595 (5-IT-MOD; 05/24/2017)

Total Contract Amount: \$7,778,935

Original Procurement Method: Sole Source

MBE/VSBE Participation: N/A

MBE/VSBE Compliance: N/A

Requesting Agency Remarks: The Maryland Department of Transportation Maryland Transit Administration (MDOT MTA) uses a system of hardware and software to manage the bus and Mobility fixed-route operations and the interactive voice response systems.

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



OSP 16

Revised

8-IT-MOD. INFORMATION TECHNOLOGY MODIFICATION (cont'd)

Agency Remarks: (cont'd)

This system allows MDOT MTA to:

- plan and schedule bus fleet and Mobility, allowing routes and blocks to be set and runs to be adjusted as needed;
- answer calls from customers on service information;
- provide trip planning information through Info Web from the website, through interactive telephone response systems, and through texting;
- assign and manage driver in a manner that interfaces with payroll system; and
- track data and provide reports.

Additional contract authority is required to close the gap between the estimated quantity of rides stated within the contract and the number of rides provided and clients registered during the fiscal year. The number of modules that MDOT MTA licenses from Trapeze Software Group, Inc. is based on the number of vehicles used, trips booked, active clients, etc. Due to the increased ridership of MDOT MTA's Mobility program since the inception of this contract, MDOT MTA will require additional contract authority to account for this license true-up and increased maintenance usage.

Fund Source: 100% Special Funds (Transportation Trust Fund)

Approp. Code: J05H0102

Resident Businesses: No

BOARD OF PUBLIC WORKS ACTION

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019



Revised

OSP 17

Contact: Samantha Buchanan 410.260.7552
Samantha.Buchanan@maryland.gov

9-IT. INFORMATION TECHNOLOGY TASK ORDERS

Recommendation: That the Board of Public Works approve the award of the following Task Orders/Purchase Orders under previously-approved Master Contracts.

Authority: State Finance and Procurement Article, Annotated Code of Maryland, § 13-113; COMAR 21.05.13.06.

Procurement Method: Task Order under Master Contract

1.0 ...

1.1 ...

2.0	Master Contract:	Commercial Off-the-Shelf Software (COTS) 2012
		Contract No.: 060B2490021
	<i>Approved:</i>	DoIT 6-IT, 09/19/2012
	<i>Term:</i>	10/01/2012 – 09/19/2027
	<i>Fund Source:</i>	Various

2.1 **Using Agency:** Department of Human Resources
Description: Sole source product provides digital business with real-time performance analytics performance and health of their applications, servers, and website. (060B0600031)
Number of Qualified Master Contractors: 1 (Approved for both Functional Area 1 and III)
Number of Bids: 1
Award: Carahsoft; Reston, VA
Amount: \$ 803,838
Term: 07/20/2019 – 09/19/2020
MBE/VSBE Participation: N/A
Resident Business: No

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
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October 2, 2019



OSP 19

Revised
Supplemental

Contact: Samantha Buchanan 410.260.7552
Samantha.buchanan@maryland.gov

10-IT. INFORMATION TECHNOLOGY TASK ORDERS

Recommendation: That the Board of Public Works approve the award of the following Purchase Order under previously-approved Master Contract.

Authority: State Finance and Procurement Article, Annotated Code of Maryland, § 13-113; COMAR 21.05.13.06.

Procurement Method: Purchase Order under Master Contract (Low Bid)

1. Master Contract: Commercial Off-the-Shelf Software 2012 (COTS 2012)
Approved: DoIT 6-IT, 9/19/2012
Term: 10/01/2012 - 09/30/2027
Fund Source: BPO Number: 060B2490021

1.1 Using Agency: MDOT MAA, MDOT MTA, MDOT SHA, MDOT TSO
Description: HP Carepaq Annual Maintenance 2019-20. Maintenance & Support of HP Enterprise hardware

Number of Qualified

Master Contractors: 24 (Functional Area 3)

Number of Bids: 2

Award: SHI International Corporation

Amount: \$356,609

Term: 10/10/2019 - 10/09/2020

MBE/VSBE Participation: N/A / N/A

Resident Business: No

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Revised

DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
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Supplement A – Real Estate

OSP 20

Contact: Wendy Scott-Napier 410.767.4088
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1-LL-MOD. LANDLORD LEASE MODIFICATION
Department of Natural Resources

Recommendation: Approve amendment to Agreement of Lease acreage, correcting legal description from 89 +/- acres to 113.76 +/- acres.

Prior Board Action: 11-LL; 12/16/2015

Background: In 2015, Board of Public Works approved a 13-year lease and sublease to operate a rubble landfill. The Department of Natural Resources has determined that the acreage listed on the Exhibit A legal description contained in the lease is incorrect.

Tenant: Days Cove Reclamation Company, Inc., Management Company for JWP Environmental Services Company
6425 Days Cove Rd.; White Marsh, MD

Sub-Tenant: Benjer, Inc.; 6425 Days Cove Rd.; White Marsh, MD

Property Location: Gunpowder Falls State Park; White Marsh, MD

Space Type: Rubble Landfill (113.76 +/-acres)

Lease Type: New/Sublease

Term: 12/17/2015 (for up to 13 years*)

*Tenant will have an operational period for up to 10 years and upon termination of operations three years for closure of the landfill.

Annual Rent: 10% of all gross revenues from tipping fees during the operational period. Then during the closure period, monthly rent based on then current rental rate for agricultural lands in Baltimore County as determined by existing agricultural leases held by Landlord and/or Maryland Department of Agriculture statistics for Baltimore County. Fees collected for the most recent two calendar year periods were \$781,828 in 2017 and \$778,327 in 2018.

Utilities/Custodial Responsibilities: Tenant

BOARD OF PUBLIC WORKS ACTION

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
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October 2, 2019**



Supplement A – Real Estate

OSP 21

*Contact: Wendy Scott-Napier 410.767.4088
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**2-LT. TENANT LEASE
*MDOT Motor Vehicle Administration***

Recommendation: Approve new 5-year lease with one 5-year renewal option to be exercised only upon future Board approval.

Prior Board Action: DGS 11-LT, 02/05/2014 (*prior lease*)

Landlord: Merritt-089, LLC; Baltimore, MD

Property Location: 150 Blades Lane; Glen Burnie, MD

Space Type: Office (12,750 sq. ft)

Lease Type: New

This Renewal Term: 11/01/2019 – 10/31/2024 (5-years) (w/standard 6-month holdover)

Future Option Term: 11/01/2024 – 10/31/2029 (5-years)

Annual Rent: \$130,687.50 **Square Foot Rate:** \$10.25
Fund Source: 100% Special Funds **Appropriation Code:** J04E0001/4600/1301

Utilities/Custodial Responsibility: Tenant

Termination for Convenience Clause: Yes

Procurement Method: Sole Source
See COMAR 21.05.05.02D; DGS Space Mgmt Manual ¶ 6-605 E

Remarks: MDOT MVA has used this warehouse space as a storage and distribution center for forms since 1989. The Board of Public Works last approved renewing the lease for a five-year term which expired January 31, 2019. MDOT MVA held over for the standard six months while negotiations were ongoing; the landlord subsequently approved an additional three-month holdover. Accordingly, the current lease term expires October 31, 2019. If approved, the new term begins November 1, 2019.

BOARD OF PUBLIC WORKS ACTION	THIS ITEM WAS:
<div style="display: flex; justify-content: space-around;"> APPROVED DISAPPROVED </div>	<div style="display: flex; justify-content: space-around;"> DEFERRED WITHDRAWN </div>
WITH DISCUSSION	<div style="border: 2px solid red; border-radius: 50%; padding: 5px;">WITHOUT DISCUSSION</div>

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
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Supplement A – Real Estate

OSP 22

*Contact: Wendy Scott-Napier 410.767.4088
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3-LT. TENANT LEASE
*Department of Transportation - Department of Health - Public Service Commission –
Board of Contract Appeals - Office of The Public Defender - State Department of
Assessments and Taxation*

Recommendation: Approve new 2-year lease of three additional parking spots.

Prior Board Action: DGS 13-LT, 05/24/2017

Landlord: Fayver Parking Properties, LLC; 110 Edison Place, Suite 300
Newark, NJ

Property Location 110 W. Fayette Street; Baltimore, MD
Space Type: Garage Parking (3 new spaces, 189 aggregate total)
[SDAT-32 (including one new); PSC-50 (including two new);
MDOT-66; OPD-21; BCA-3; MDH-17]

Lease Type: New

Term: 11/01/2019-10/31/2021 (2-years) (w/standard 6-month hold-over)

Annual Rent: \$306,180.00 **Rate/Space/Month** \$135.00

Fund Source: 100% Special Funds

Appropriation Code: SDAT (E50C00.02); PSC (C90 G0001 AOBJ 0705);
MDOT MTA (PCA 02260 COBJ 0705 AOBJ 0760); OPD (Program B0001; Sub 0705, PCA
10111); BCA (Fund 0001 Index 50001 PCA X2400 AOBJ 0705); MDH (Program Q103, Sub-
program T380G Sub-Object 0899 PCA T380)

Utilities/Custodial Responsibility Landlord

Termination for Convenience Clause: Yes

Procurement Method: Sole Source
See COMAR 21.05.05.02D; DGS Space Mgmt Manual ¶ 6-605 E

Remarks: The State has used parking spots in the Fayver Garage since 2009. The Public Service Commission is increasing their parking by two space (from 48 to 50) and SDAT is increasing parking by one space (from 31 to 32) with this lease renewal. The agencies will remain in compliance with the 1:3 ratio established for the area.

BOARD OF PUBLIC WORKS ACTION THIS ITEM WAS:

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

**DEPARTMENT OF GENERAL SERVICES
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Supplement A – Real Estate

OSP 23

*Contact: Wendy Scott-Napier 410.767.4088
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**4-LT. TENANT LEASE
*Department of Disabilities***

Recommendation: Exercise 2-year parking lease for 16 garage parking spaces.

Landlord: East Lombard Street Parking Associates, LLC
300 East Lombard Street, Suite 630; Baltimore, MD

Property Location: 200 East Lombard Street; Baltimore, MD

Space Type: Garage Parking (16 spaces)

Lease Type: New

Term: 11/01/2019-10/31/2021 (2-years)

Annual Rent: \$ 28,800.00 **Rate/Space/Month:** \$150.00
Fund Source: 86% General, 14% Federal **Appropriation Code:** PCA 53118

Utilities/Custodial Responsibility: Landlord
Termination for Convenience Clause: Yes

Procurement Method: Sole Source
See COMAR 21.05.05.02D; DGS Space Mgmt Manual ¶ 6-605 E

Remarks: These 16 spaces will be used by employees of the Maryland Department of Disabilities, located at 217 E. Redwood Street in Baltimore City. The agency will maintain the 1:3 ratio established for the area. The Department of General Services, in conjunction with the Department of Disabilities, recommends approval of this lease.

BOARD OF PUBLIC WORKS ACTION	THIS ITEM WAS:
<p>APPROVED DISAPPROVED</p> <p style="margin-left: 100px;">WITH DISCUSSION</p>	<p>DEFERRED WITHDRAWN</p> <p style="margin-left: 100px;">WITHOUT DISCUSSION</p>

**DEPARTMENT OF GENERAL SERVICES
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Supplement A – Real Estate

OSP 24

*Contact: Wendy Scott-Napier 410.767.4088
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**5-LT-MOD. TENANT LEASE MODIFICATION
*Comptroller***

Recommendation: (1) Exercise 5-year lease renewal option; and (2) modify the lease to add another 5-year renewal option (to be exercised only upon future Board approval).

Prior Board Action: DGS 9-LT-OPT, 11/12/2014

Landlord: Community Bank of the Chesapeake; 3035 Leonardtown Road
Waldorf, MD

Property Location: 1036 Saint Nicholas Drive, Suites 202 & 204; Waldorf, MD

Space Type: Office (2,484 sq. ft.)

Lease Type: Renewal

This Renewal Term: 11/01/2019 – 10/31/2024 (5-years) (w/standard 6-month hold-over)

Future Option Term: 11/01/2024 – 10/31/2029 (5-years)

Annual Rent: \$55,890.00

Square Foot Rate: \$22.50

Fund Source: 100% Special Funds **Appropriation Code:** E00A0401

Utilities/Custodial Responsibility: Landlord

Termination for Convenience Clause: Yes

Procurement Method: Sole Source

See COMAR 21.05.05.02.D; DGS Space Mgmt Manual ¶ 6-605 E

Remarks: The Comptroller of Maryland’s Department of Revenue Administration has used this property as a regional office since 2009. The office is used to conduct interviews and assist customers.

BOARD OF PUBLIC WORKS ACTION

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES
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Supplement B – General Obligation Bond Proceeds

OSP 25

Contact: Lauren Buckler 410.767.3174
lauren.buckler@maryland.gov

1-GM. GENERAL OBLIGATION BOND PROCEEDS

Recommendation: The Board of Public Works approve use of general obligation bond proceeds for the following contracts.

Authority: §8-301, State Finance & Procurement Article, Annotated Code of Maryland

1. Agency: Department of Health
Fund Source: MCCBL 2019 *Replace Fire Alarm at Western Maryland Hospital Center* Item 103

1.1 Contract ID: DS-430-201-001
Description: Fire alarm engineering services for site investigation. Preparation of contract documents, all required reviews of contract documents.
Procurement Method: Qualification Based Selection
Award: Kibart Consulting Engineers; Towson, MD
Amount: \$ 41,082.52
Resident Business: Yes
MD Tax Clearance: 19-1988-1111

2. Agency: School for the Deaf
Fund Source: MCCBL 2019 *Elevated Walkway at Main Building Columbia Campus* Item 103

2.1 Contract ID: AH-892-200-001
Description: Provide a complete design package for the replacement of the elevated walkway, retaining walls, and 1st floor storefront located at the Denton building.
Procurement Method: Qualification Based Selection
Award: RK&K; Baltimore, MD
Amount: \$ 26,207.00
Resident Business: Yes
MD Tax Clearance: 19-2064-1111

BOARD OF PUBLIC WORKS - THIS ITEM WAS:

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

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
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October 2, 2019**



Supplement C – Capital Grants & Loans

OSP 26

Contact: Shirley Kennedy 410.767.4107
shirley.kennedy@maryland.gov

1-CGL. CAPITAL GRANTS AND LOANS

Recommendation: The Board of Public Works enter into a grant agreement for the following grant:

Board of Directors of The ARC of Washington County, Inc.

ARC of Washington County – Facility Renovation (Washington County)

“For the acquisition, planning, design, construction, repair, renovation, reconstruction, expansion, site improvement, and capital equipping of The ARC of Washington County facility.”

\$500,000.00

*Maryland Consolidated Capital Bond Loan of 2019 (MISC – Chapter 14, Acts of 2019)
DGS Item 128; (SL-002-190-038)*

Matching Fund: No match is required.

Background:	Total Project	\$4,200,000.00
	19-128 (This Action)	\$ 500,000.00 – non-match
	Local Cost	\$3,700,000.00

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. Procurement/Contracts should be submitted to Department of General Services for eligibility determination.
4. Invoices should be submitted to the Department of General Services for the disbursement of funds.

BOARD OF PUBLIC WORKS ACTION

THIS ITEM WAS:

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**DEPARTMENT OF GENERAL SERVICES
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Supplement C – Capital Grants & Loans

OSP 27

Contact: Shirley Kennedy 410.767.4107
shirley.kennedyr@maryland.gov

2-CGL. CAPITAL GRANTS AND LOANS

Recommendation: The Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

Board of Directors of Chesapeake Therapeutic Riding, Inc.

Chesapeake Therapeutic Riding at Serenity Hill Farm (Harford County)

“For the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping of the Chesapeake Therapeutic Riding at Serenity Hill Farm facility.”

\$100,000.00

*Maryland Consolidated Capital Bond Loan of 2019 (LSI – Chapter 14, Acts of 2019)
DGS Item G100; (SL-004-190-038)*

Matching Fund: The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2021 and the Board of Public Works to certify a matching fund. The Board of Directors of Chesapeake Therapeutic Riding, Inc. has submitted documentation that it has over \$100,000.00 in a financial institution to meet the matching fund requirement for this project.

Background:	Total Project	\$ 850,000.00
	19-G100 (This Action)	\$ 100,000.00 (match)
	Local Cost	\$ 750,000.00

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-3250 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. Procurement/Contracts should be submitted to Department of General Services for eligibility determination.
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

THIS ITEM WAS:

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019**



Supplement C – Capital Grants & Loans

OSP 28

*Contact: Shirley Kennedy 410.767.4107
shirley.kennedy@maryland.gov*

3-CGL. CAPITAL GRANTS AND LOANS

Recommendation: That the Board of Public Works certify matching funds and enter into grant agreements for the following grants:

Board of Directors of the National Center on Institutions and Alternatives, Inc.

National Center on Institutions and Alternatives Expansion (Baltimore County)

“For the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping of the National Center on Institutions and Alternatives facility, located in Baltimore County.”

\$500,000.00

*Maryland Consolidated Capital Bond Loan of 2019 (MISC – Chapter 14, Acts of 2019)
DGS Item 184; (SL-024-150-038)*

Matching Fund: No match is required.

Background:	Total Project	\$1,100,000.00
	19-184 (This Action)	\$ 500,000.00 (non-match)
	18-G038 (Prior Action)	\$ 125,000.00 (match)
	18-G114 (Prior Action)	\$ 225,000.00 (match)
	17-G050 (Prior Action)	\$ 200,000.00 (match)
	Local Cost	\$ 50,000.00

(Prior Actions: 10/17/18 Agenda, Item 14-CGL; 9/6/17 Agenda, Item 23-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. Procurement/Contracts should be submitted to Department of General Services for eligibility determination.
4. Invoices should be submitted to the Department of General Services for the disbursement of funds.

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019**



Supplement C – Capital Grants & Loans

OSP 29

*Contact: Shirley Kennedy 410.767.4107
shirley.kennedy@maryland.gov*

4-CGL. CAPITAL GRANTS AND LOANS

Recommendation: The Board of Public Works certify matching funds and enter into grant agreements for the following grants:

***Board of Directors of the Ronald McDonald House Charities of Baltimore, Inc.
Ronald McDonald House – New Baltimore Facility (Baltimore City)***
*“For the acquisition, planning, design, construction, repair, renovation,
reconstruction, site improvement, and capital equipping of a new Ronald McDonald
House.”*
\$500,000.00
*Maryland Consolidated Capital Bond Loan of 2019 (MISC – Chapter 14, Acts of 2019)
DGS Item 168; (SL-006-170-038)*

Matching Fund: No match is required.

Background:	Total Project	\$32,956,673.00
	19-168 (This Action)	\$ 500,000.00 (non-match)
	18-159 (This Action)	\$ 500,000.00 (non-match)
	17-129 (Prior Action)	\$ 1,000,000.00 (non-match)
	Local Cost	\$30,956,673.00

(Prior Actions: 10/17/18 Agenda, Item 18-CGL; 9/20/17 Agenda, Item 31-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. Procurement/Contracts should be submitted to Department of General Services for eligibility determination.
4. Invoices should be submitted to the Department of General Services for the disbursement of funds.

BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019**



Supplement C – Capital Grants & Loans

OSP 30

Contact: Shirley Kennedy 410.767.4107
shirley.kennedy@maryland.gov

5-CGL. CAPITAL GRANTS AND LOANS

Recommendation: The Board of Public Works certify matching funds and enter into a grant agreement for the following grant:

Board of Directors of The Sykesville Freedom District Fire Department, Inc.
Sykesville Freedom District Fire Department (Carroll County)

“For the acquisition, planning, design, construction, repair, renovation, reconstruction, and capital equipping of the carnival grounds of the Sykesville Freedom District Fire Department, including electrical upgrades, located in Carroll County.”

\$50,000.00

*Maryland Consolidated Capital Bond Loan of 2016 (LSI - Chapter 27, Acts of 2016; amended by Chapter 737, Acts of 2019)
DGS Item G068; (SL-099-160-038)*

Matching Fund: The MCCBL requires the grant recipient to provide a matching fund no later than June 1, 2021 and the Board of Public Works to certify a matching fund. The Board of Directors of The Sykesville Freedom District Fire Department, Inc. submitted evidence that it has \$100,125.82 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 Sykesville Freedom District Fire Department, Inc. \$50,000.00 for eligible expenditures.

Background:	Total Project	\$108,802.90
	16-G068 (This Action)	\$ 50,000.00 (match)
	Local Cost	\$ 58,802.90

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. Procurement/Contracts should be submitted to Department of General Services for eligibility determination.
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 – THIS ITEM WAS:

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
October 2, 2019**



Supplement C – Capital Grants & Loans

OSP 31

*Contact: Shirley Kennedy 410.767.4107
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6-CGL. CAPITAL GRANTS AND LOANS

Recommendation: The Board of Public Works certify matching funds and enter into grant agreements for the following grants:

Allegany County Board of County Commissioners
Western Correctional Institution Adaptive Community and Workforce Training Facility (Allegany County)

“For the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping of a Western Correctional Institution Adaptive Community and Workforce training Facility at Allegany Community College.”

\$1,650,000.00

*Maryland Consolidated Capital Bond Loan of 2019 (MISC – Chapter 14, Acts of 2019)
DGS Item 176; (SL-003-190-038)*

Matching Fund: No match is required.

Background:	Total Project	\$ 2,225,000.00
	19-176 (This Action)	\$ 1,650,000.00 (non-match)
	Local Cost	\$ 575,000.00

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. Procurement/Contracts should be submitted to Department of General Services for eligibility determination.
4. Invoices should be submitted to the Department of General Services for the disbursement of funds.

BOARD OF PUBLIC WORKS ACTION		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	