

**MINUTES
OF THE
MEETING OF THE
BOARD OF PUBLIC WORKS**

October 29, 2003

BOARD OF PUBLIC WORKS

TABLE OF CONTENTS

October 29, 2003

I.	ITEMS SUBMITTED ON THE DEPARTMENT OF GENERAL SERVICES	
	AGENDA:	
	Construction Contract Modifications	4-5
	Maintenance Contracts	6-7
	Real Property	8-11
	Leases	12-16
	Capital Grants and Loans.....	17-52
	Maintenance Contract.....	53-54
	Capital Grants and Loans.....	55-57
II.	ITEMS SUBMITTED ON THE SECRETARY'S AGENDA	
	Board of Public Works	
	Wetlands Administration	58-60
	Department of the Environment	61-64
	Department of Natural Resources	
	Maryland Environmental Trust.....	65-67
	Board of Public Works	
	Debarment.....	68-69
	APPENDIX.....	70-71
	SUPPLEMENT A - Program Open Space.....	----
	SUPPLEMENT B - Budget & Fiscal Planning	72-112
	SUPPLEMENT C - University System of Maryland	113-121
	SUPPLEMENT D - Public Safety & Correctional Services	----
	SUPPLEMENT E - Maryland Environmental Services	----
	SUPPLEMENT F - Morgan State University.....	122-129
III.	ITEMS SUBMITTED ON THE DEPARTMENT OF TRANSPORTATION	
	AGENDA:	
	Construction Contracts	130-133
	A/E Services	134-144
	General/Miscellaneous	145
	Expedited Procurement Request.....	146-147
	Lease	148-149
	INDEX.....	151-152

MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS, OCTOBER 29, 2003

The Board of Public Works met in the Governor's Reception Room, State House, Annapolis, Maryland, on Wednesday, October 29, 2003.

Board Members present:

The Honorable Robert L. Ehrlich, Jr., Governor
The Honorable William Donald Schaefer, Comptroller
The Honorable Nancy K. Kopp, Treasurer

Also present:

Boyd K. Rutherford, Secretary, Department of General Services

CONSTRUCTION:

General Construction Loan of 1970	Maryland Consolidated Capital Bond Loan of 1995
General Construction Loan of 1986	Maryland Consolidated Capital Bond Loan of 1996
General Construction Loan of 1987	Maryland Consolidated Capital Bond Loan of 1997
General Construction Project Contingency	Maryland Consolidated Capital Bond Loan of 1998
Fund 1988	Maryland Consolidated Capital Bond Loan of 1999
General Construction Loan of 1989	Maryland Consolidated Capital Bond Loan of 2000
Maryland Consolidated Capital Bond Loan of 1992	Maryland Consolidated Capital Bond Loan of 2001
Maryland Consolidated Capital Bond Loan of 1992-POS	Maryland Consolidated Capital Bond Loan of 2002
Maryland Consolidated Capital Bond Loan of 1994	Maryland Consolidated Capital Bond Loan of 2003

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

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

If federal funds are available to help accomplish any project identified in these Acts, the State agency or institution responsible for the project shall make efforts through proper administrative procedures to obtain these federal funds. Before spending any funds secured under these Acts, the agency or institution shall certify its efforts to the Board of Public Works and state the reason for any failure to obtain federal funds. If federal funds are obtained, they shall be used to defray the costs of the project described in these Acts, not to expand its scope, except in the case of projects for State parks and recreation areas of the Department of Natural Resources funded from the proceeds of the General Construction Loans of 1973 through 1980. These latter projects may be expanded in scope beyond that proposed in the specific appropriation in these Acts if the addition of Federal funds makes this possible, but not beyond the total park acreage or area to which it applies, as evident from the master plan for State parks and recreation as adopted by the Department of Natural Resources.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CONSTRUCTION CONTRACT

ITEM 1-C

DEPARTMENT OF HUMAN RESOURCES Caroline County Social Services
Caroline County, Maryland

CONTRACT NO. AND TITLE Project No. BC-781-020-003
Adpics No. 001B4900183
Partial Renovations of the First Floor
Denton Multi-Service Center

DESCRIPTION - This project provides for the renovation of approximately 8,800 gsf of existing office space. The Base Bid includes: selective demolition; removal of existing floor finishes; removal of existing ceiling tile and selective removal of existing ceiling grid; construction of new partitions including painting; installation of new doors, frames and hardware, and relocation of existing doors and frames; installation of new vinyl composition tile and carpet; installation of new ceiling grid and tile; fabrication and installation of new counters and cabinets; re-working of the mechanical and electrical systems.

Alternate #1: Removal and replacement of existing mold contaminated drywall and insulation.

PROCUREMENT METHOD Competitive Sealed Bidding

BIDS OR PROPOSALS

	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Total</u> <u>(Base Bid +Alternate #1)</u>
Harper and Sons, Inc. - Easton, MD	\$208,500.00	\$36,581.60	\$245,081.60
R. D. Merideth General Contractors - Salisbury, MD	\$319,550.00	\$57,410.00	\$376,960.00
Site Construction, Inc. - Lanham, MD	\$417,900.00	\$31,793.00	\$449,693.00

AWARD Harper and Sons, Inc.

AMOUNT \$245,081.60

PERFORMANCE BOND 100% of Full Contract Amount

FUND SOURCE N00 03 E7500 0005 0811 (DHR Operating Funds) - \$208,500.00
Item 010, MCCBL 03 - \$ 36,581.60

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CONSTRUCTION CONTRACT

ITEM 1-C

REMARKS

The Government estimate for this project is \$244,255.00

This project will provide renovated office space for the Caroline County Social Services Administration, allowing personnel to provide necessary services in a more customer-friendly atmosphere. The existing office space is original to the building, constructed in 1981, and is in need of the renovation work.

In addition to the general renovation work, this contract also includes the remediation of mold-contaminated insulation and drywall which was discovered during renovation of the District Court area of the building. The remainder of the building has been remediated under separate contracts.

This solicitation was advertised in the Maryland Contract Weekly and on eMaryland Marketplace (eMM) and bid through eMM. Three (3) responsive and responsible bids were received.

The Minority Business Enterprise goal for this project is 25%.

The Office of the State Comptroller has verified, under Control Number 03-1799-1111, that the recommended contractor **has no known deficiencies** in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractor **is** a resident business under the guidelines of BPW Advisory P-003-95 Revised.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

bc781020003 bpw.wpd

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT

ITEM 2-M

DEPARTMENT OF GENERAL SERVICES Arbutus/Catonsville DC/MSC
Catonsville, Maryland

CONTRACT NO. AND TITLE Adpics No.'s: 001IT814476; 001B4900244
Unarmed Uniformed Guard Service

DESCRIPTION - Board of Public Works approval is requested to provide unarmed uniformed guard service for the Arbutus/Catonsville District Court/Multi-Service Center for a period of one (1) year beginning November 1, 2003 through October 31, 2004 with two (2), one (1) year renewal options.

PROCUREMENT METHOD Competitive Sealed Bidding

<u>BIDS OR PROPOSALS</u>	<u>BASE BID</u>
Internal Intelligence Service - Baltimore, MD	\$106,954.40
Central Security Investigations Agency - Baltimore, MD	\$107,277.20
Abacus Corporation - Baltimore, MD	\$111,150.80
Unicorn Guard and Security Services - Washington, DC	\$112,980.00
Safe Sites Security Co., Inc. - Owings Mills, MD	\$116,853.60
Crown Security System, Inc. - Baltimore, MD	\$127,506.00
Amazing Security & Investigations, LLC - Silver Springs, MD	\$128,366.80
Admiral Security Services, Div. of RCI - Baltimore, MD	\$132,886.00
SASI, Inc. T/A Security Patrol Services - Baltimore, MD	\$134,500.00
Commando K-9 Detectives - Clinton, MD	\$144,291.60
Elite People Protective Services Inc. - Baltimore, MD	\$153,330.00
The Wackenhut Corporation - Baltimore, MD	\$185,287.20
Expert Security Services, Inc. - Linthicum, MD	\$202,288.00

AWARD Internal Intelligence Services
Baltimore, Maryland

AMOUNT \$106,954.40 (11/1/03 - 10/31/04)
\$106,954.40 (11/1/04 - 10/31/05) - 1st year renewal option
\$106,954.40 (11/1/05 - 10/31/06) - 2nd year renewal option
\$320,863.20 Total for 3-year period

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT

ITEM 2-M

FUND SOURCE H00 04 33461 0823 - \$ 71,302.92
 H00 05 33461 0823 - \$106,954.40
 H00 06 33461 0823 - \$106,954.40
 H00 07 33461 0823 - \$ 35,651.48

REMARKS

This project was advertised in the Maryland Contract Weekly, posted on the DGS Bulletin Board and solicited through eMaryland Marketplace. Thirteen (13) responsive and responsible bids were received, including four (4) MBEs and two (2) no bids.

The Board's approval of this contract also constitutes the Board's designation of the contract as an eligible contract for hiring agreements as set forth in Section 13-224 State Finance and Procurement Article. This agreement provides appropriate job opportunities to job-ready welfare recipients of at least a six month duration. The job opportunities are to be provided by contractors doing business with the State of Maryland.

By approving this contract, the Board grants DGS the authority to approve the unilateral exercise of the renewal options at the scheduled times as provided for in the contract and directs that the exercise of each option renewal be reported on a DGS PAAR.

The Office of the State Comptroller has verified, under **Control Number 03-1914-1111**, that the recommended contractor **has no known deficiencies** in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractor **IS** a resident business under the guidelines of BPW Advisory P-003-95 Revised.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion ✓

Without Discussion

bpwbook102903.wpd

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REAL PROPERTY CONVEYANCE SERVICES

ITEM 3-RP

BOARD OF TRUSTEES FOR THE STATE
RETIREMENT AND PENSION SYSTEM

Camp Creek Marketplace
Fulton County, Georgia
(Southwest of Atlanta)

REFERENCE

Board of Public Works approval is requested to permit the Board of Trustees for the State Retirement and Pension System (the "Board of Trustees") to:

1. Acquire for investment purposes an interest (approximating 95%) in NAP Camp Creek Marketplace LLC, an Ohio limited liability company (the "Ownership Entity"), which will own a newly-developed shopping center (the "Property") pursuant to an amended and restated limited liability company operating agreement (the "Restated Operating Agreement"), and;
2. Consummate the transactions contemplated under the new member admission agreement (the "Member Admission Agreement") pursuant to which the Board of Trustees (or its wholly-owned subsidiary entity) will buy into and be admitted to the Ownership Entity.

The Member Admission Agreement, Restated Operating Agreement, other Ownership Entity documents, financing documents, membership interest transfer documents, title and survey are subject to legal review.

SPECIAL CONDITIONS

1. Ownership Structure - The Board of Trustees (or its wholly-owned title holding corporation or single member limited liability company) will be an equity member in the Ownership Entity, along with North American Properties Atlanta II, LLC and the other existing members in the Ownership Entity (collectively, the "NAP Members"). The Board of Trustees or its designee will also be the managing member of the Ownership Entity. The Restated Operating Agreement will give the Board of Trustees effective control over the day-to-day operation and management of the Property and the Ownership Entity.
2. Initial Investment Structure - The Board of Trustees will initially contribute approximately \$35,100,000 - \$36,500,000 to the Ownership Entity's capital and receive a membership interest of approximately 95% - 98% in the Ownership Entity. In consideration for its 2% - 5% membership interest in the Ownership Entity, the NAP Members will contribute approximately \$2,300,000 to the capital of the Ownership Entity. The Board of Trustees (or its designated entity) will receive an 8.25% return on its equity investment as will the NAP Members. All remaining net cash flows will be split on a 98%/2% basis between the Board of Trustees (or its designated entity) and the 8
NAP Members.

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REAL PROPERTY CONVEYANCE SERVICES

ITEM 3-RP

SPECIAL CONDITIONS

3. **Financing Structure** - The Ownership Entity shall obtain a permanent mortgage of not less than \$42,800,000 from a third party source. The term of the loan will not be less than 7 years. The loan will bear a commercially acceptable rate of interest (currently in the range of 5% to 6%, but subject to final negotiation with lenders), and the loan-to-value ratio may not exceed 55%. Due to the timing of this investment, it is possible that the Retirement System may have to provide the Ownership Entity with a bridge loan to complete this transaction. The term of the Bridge Loan will be no longer than 6 months. This loan will be secured by the Property and will also bear a commercially acceptable rate of interest.

OWNERSHIP NAP Camp Creek Marketplace LLC, the Ownership Entity

EXISTING MEMBERS North American Properties Atlanta II, LLC; and
Mark C. Toro, Stephen R. Lam and Kevin P. Riley, each individually

**NEW MEMBER/
NEW MANAGER** State of Maryland to the use of the Board of Trustees for the State
Retirement and Pension System (or its designated entity)

PROPERTY 54.79+/- acres improved with a single-story, Class A shopping
center containing approximately 433,000 net rentable square feet as
well as over 1,200 surface parking spaces. The property is located
along Camp Creek Parkway just west of Route I-285 in the
southwestern portion of the Atlanta, Georgia metropolitan region

PRICE \$80,200,000

APPRAISED VALUE \$80,500,000 - Lipman Frizzell and Mitchell (9/2003)
\$80,400,000 - Integra Realty Resources (9/2003)

FUND SOURCE (SPECIAL) Retirement System Account M405 (Real Estate Cash Account)

REMARKS

1. The Property which will be owned by the Ownership Entity was developed into a shopping center during 2002-2003 and is in excellent condition. The Property has a very favorable location in the heart of Fulton County, Georgia along the Atlanta beltway at Camp Creek Parkway, approximately 8 miles southwest of downtown Atlanta. The property is currently 95% leased with minimal roll-over through 2008. The tenant roster includes a high concentration (approximately 77%) of strong national retailers. The five largest tenants are BJ's Wholesale Club, Barnes and Noble, Linens N' Things, Marshalls and Ross Dress For Less.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REAL PROPERTY CONVEYANCE SERVICES

ITEM 3-RP

REMARKS

2. Phase I Environmental Studies and Engineering Studies including ADA reviews, of the facility, have been conducted on the property by ATC and Property Conditions Assessments, respectively. These studies are being reviewed by the Department of General Services. The letter of intent provides, and the Member Admission Agreement will provide, that closing is contingent upon approval by the Board of Public Works.

3. (a) On or about April 30, 1991, the Board of Trustees entered into an investment management contract with LaSalle Investment Management (formerly Alex Brown Kleinwort Benson Realty Advisors Corporation) under which the Board of Trustees authorized LaSalle to serve as the Board of Trustees' investment manager for the Board's direct equity real estate investment program. LaSalle, as the Board's advisor, agreed to act in a fiduciary capacity to identify and acquire real property that satisfied the investment criteria set forth in the System's investment program. In addition, LaSalle was granted full discretion to manage the real estate portfolio subject to the guidelines established by the Board of Trustees.
- (b) LaSalle has advised the Board of Trustees that:
 - (i) it has engaged in extensive due diligence, concluded that (A) it is prudent and appropriate for the Retirement System to utilize the financing structure outlined above in "Special Conditions" and (B) this transaction satisfies each of the other investment criteria set forth in the Board's direct equity real estate investment program, and, therefore, it has recommended that the Board of Trustees acquire an interest in the Ownership Entity and consummate the transactions contemplated under the letter of intent and related term sheet and the Member Admission Agreement and the Restated Operating Agreement;
 - (ii) The Retirement System (or its designated entity) or an agent thereof will manage the Property on a day-to-day basis, and will serve as Manager/Managing Member of the Ownership Entity, thereby effectively controlling the operations and management of both the Property and the Ownership Entity;
 - (iii) it will require the Ownership Entity to purchase commercial insurance to protect the System's interest in the property (including: replacement cost for property and, via participation in a \$200 million umbrella, protection for general liability) and that all tenants are obligated to carry insurance which LaSalle has reviewed and believes is adequate; and
 - (iv) it has prepared an exit strategy for the property, and at this time plans to retain the property for up to 10 years (but intends to review the exit strategy annually to determine whether this projection should be changed).

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REAL PROPERTY CONVEYANCE SERVICES

ITEM 3-RP

REMARKS

3. (c) (i) In view of the foregoing, the Real Estate Subcommittee of the Board of Trustees unanimously approved the Board of Trustees' acquisition of an interest in the Ownership Entity at a regularly scheduled meeting on September 12, 2003 and directed LaSalle to structure the terms of this investment in accordance with the guidelines established by the Board of Trustees.
- (ii) Thus, the Board of Trustees requests that the Board of Public Works approve (1) the Board of Trustees' acquisition of an interest in the Ownership Entity in accordance with the terms of the Member Admission Agreement and Restated Operating Agreement, (2) consummation of the transactions contemplated under the Member Admission Agreement and Restated Operating Agreement, and (3) the oversight and management by LaSalle of this investment for the account of the Board of Trustees in accordance with the terms and conditions of the Board of Trustees' direct equity real estate investment program.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

campcreekbpw.wpd

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REVENUE LEASE

ITEM 4-L

Special Conditions

6. Tenant shall indemnify and hold harmless the State of Maryland and the Department of Health and Mental Hygiene against any and all liability or claim of liability (including reasonable attorney's fees, arising out of Tenant's use and occupancy, conduct, operation or management of the premises during the Term).
7. Landlord may terminate this lease during any renewal term whenever the Landlord determines that termination is in the best interest of the Landlord.
8. In accordance with COMAR 14.24.05, the State Clearinghouse has completed a review under project number MD20030902-0992 dated October 7, 2003 and recommends this lease for approval.

Remarks

1. Healthy U of Delmarva Inc. is a community-wide project supported by volunteers located in Wicomico, Worcester and Somerset Counties of Maryland. Its purpose is to promote healthy lifestyles through dissemination of health information, delivery of incentives to encourage community residents to attend health risk reduction programs and support for activities that encourage tobacco cessation, exercise, proper diet and nutrition and weight loss.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

File No: tba

1029healthy.je

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REVENUE LEASE

ITEM 5-L

DEPARTMENT OF HEALTH & MENTAL HYGIENE
(Planning and Capital Finance)

Salisbury
Wicomico County

Tenant Coastal Hospice & Home Health Agency
P.O. Box 1733
Salisbury, Maryland 21802

Property Location Deers Head Hospital Center
Unit II West
Salisbury, Maryland 21802

<u>Space Type</u>	Hospice Unit	<u>Lease Type</u>	New	<u>Square Feet</u>	7,874
<u>Duration</u>	5 Years	<u>Effective</u>	November 3, 2003		
<u>Annual Rent</u>	\$1.00				

Utilities Responsibility Tenant

Custodial Responsibility Tenant

Special Conditions

1. The tenant shall occupy and use the space for and only for a (14) bed inpatient hospice unit and associated clinical and administrative offices.
2. Tenant shall be responsible for all maintenance of the property.
3. The lease may be renewed by mutual agreement by the parties for two (2) additional terms of five (5) years each, subject to Board of Public Works approval.
4. Tenant shall be responsible for obtaining all permits, licenses, inspections and approvals required for its use and occupancy of the premises.
5. Tenant shall maintain at its expense, throughout the term, insurance against loss or liability in connection with bodily injury, death, property damage or destruction, occurring within the Demised Premises. General Comprehensive Liability insurance will have a minimum coverage of \$1,000,000 combined single limit per occurrence and shall contain broad form GCL Endorsement or its equivalent.

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REVENUE LEASE

ITEM 5-L

Special Conditions

6. Tenant shall indemnify and hold harmless the State of Maryland and the Department of Health and Mental Hygiene against any and all liability or claim of liability (including reasonable attorney's fees, arising out of Tenant's use and occupancy, conduct, operation or management of the premises during the Term).
7. Landlord may terminate this lease during any renewal term whenever the Landlord determines that termination is in the best interest of the Landlord.
8. In accordance with COMAR 14.24.05, the State Clearinghouse has completed a review under project number MD20021107-1258 dated December 13, 2002 and recommends this lease for approval.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

File No: 3949

1029coas.je

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

LEASE

ITEM 6-L

DEPARTMENT OF THE JUDICIARY
(District Court Commissioners Office)

Leonardtown
St. Mary's County

Landlord County Commissioners for St. Mary's County
23115 Leonard Hall Drive
Leonardtown, Maryland 20650

Property Location 41880 Baldrige Street
Leonardtown, Maryland 20650

<u>Space Type</u>	Office	<u>Lease Type</u>	New	<u>Square Feet</u>	427
<u>Duration</u>	5 Years	<u>Effective</u>	November 1, 2003		
<u>Annual Rent</u>	\$1.00				

<u>Utilities Responsibility</u>	Landlord
<u>Custodial Responsibility</u>	Landlord
<u>Fund Source</u>	General 100%-22.01.00.004.13

Special Conditions

1. This space is used by the District Court Commissioners office located within the Detention Center. Commissioners set bail, issue peace orders and arrest warrants. The location, within the detention center, reduces costs and risks associated with the transportation of detainees.
2. The lease incorporates five (5) use-in-common parking spaces.
3. The lease contains a termination for convenience clause with one (1) year notice by either party.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

File No: 3392

1025bald.pw

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 7-CGL

HISTORIC ANNAPOLIS, INC.

Shiplap House
18 Pinkney Street
Annapolis, MD 21401

PROJECT NO. AND TITLE

SL-028-871-038
Annapolis History Center Renovations
(Preservation Keep)

DESCRIPTION

In accordance with the provisions of the General Construction Loan of 1987 for Preservation Keep, Chapter 597, Acts of 1987 and as amended by Chapter 328, Acts of 2001, which provided a grant of \$650,000 to Historic Annapolis, Inc. for the reconstruction, renovation, restoration, and capital equipping of a museum, known as "Preservation Keep," Board of Public Works approval is requested for capital expenditures procured and approved by the Historic Annapolis Foundation for labor costs associated with archaeological investigation services at 99 Main Street in Annapolis. Work included demolition of a 24-inch concrete floor and site excavation.

PROCUREMENT METHOD

Small Procurement

AWARD

AMOUNT

1. Gwynneth Anderson - Frederick, MD	\$350.00
2. Milagros Ruiz - North Potomac, MD	\$320.00
3. Claudia Rossel - Potomac, MD	\$150.00
4. Michael McAndrews - Annapolis, MD	\$380.00
5. Jessica Shamoo - Columbia, MD	\$230.00

TOTAL CONTRACTS

\$1,430.00

FUND SOURCE

\$1,430.00 - Item 011, General Construction Loan of
1987 and as amended

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 7-CGL

REMARKS

No State funds will be disbursed until after such time as the Maryland Historical Trust has advised the Board that it has completed its review of the project. After the grantee has met this requirement, all future invoices will be submitted to the Department of General Services, who will disburse the State portion in amounts equal to the invoices submitted.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion ✓

Without Discussion

preservation2.fv

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 8-CGL

COUNTY EXECUTIVE AND
COUNTY COUNCIL OF
ANNE ARUNDEL COUNTY

44 Calvert Street
Annapolis, MD 21404

PROJECT NO. AND TITLE

SL-053-971-038
Restoration of Former School into Community
Center/Chesapeake Center
Hammonds Lane, Brooklyn Park

DESCRIPTION

In accordance with the provisions of the Capital Appropriations (Fiscal Year 2001) - Brooklyn Park Middle School and Community Center/Chesapeake Center for the Creative Arts Loan of 2000, DGS Item 006, Chapter 204, Acts of 2000, which provided a grant of \$1,250,000 to the County Executive and County Council of Anne Arundel County for the construction, renovation, and equipping of the Chesapeake Center for the Creative Arts located at the Brooklyn Park Middle School, Board of Public Works approval is requested for capital expenditures procured and approved by Anne Arundel County for the following contracts.

A. Contract for construction management services for the renovations of the Brooklyn Park Middle School. Services include pre-construction and construction phases.

PROCUREMENT METHOD

Qualification Based Selection

FIRMS

SCORE

Barton Malow Co. - Linthicum, MD	86.6
Jacobs Facilities - Arlington, VA	84.0
Oak Contracting Corp. - Towson, MD	79.8
J. Vinton Schafer & Sons, Inc. - White Marsh, MD	73.2

AWARD

Barton Malow Co.

AMOUNT

\$2,251,731.00

REMARKS

Thirteen firms submitted RFP's and were evaluated and scored on the following criteria: Experience, Project Personnel, Project Controls, Project Approach, Services, Firm Overview, References and Minority Business Enterprise. A short list of the four (4) highest scored firms were interviewed and scored. Barton Malow Co. received the highest evaluated score and a price was then negotiated.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 8-CGL

B. Contract to provide A/E services include schematic, design development, construction documents, bidding and construction phase including geotechnical report and surveying

PROCUREMENT METHOD Anne Arundel County Open-End Contract #4824

AWARD Grimm and Parker, P.C.
Calverton, MD

AMOUNT \$ 939,700.00

TOTAL CONTRACTS \$3,191,431.00

TOTAL AWARD AMOUNT \$1,148,915.16*


*The total award amount reflects that portion of the project that is eligible under the terms of the grant. The remaining portion was utilized for the renovation of the Brooklyn Park Middle School which was funded through Anne Arundel County.

FUND SOURCE \$ 291,453.30 - CA (Fiscal Year 2001), Item 006
\$ 857,461.86 - Anne Arundel County

REMARKS

No State funds will be disbursed until after such time as the Maryland Historical Trust has advised the Board that it has completed its review of the project. After the grantee has met this requirement, all future invoices will be submitted to the Department of General Services, who will disburse the State portion in amounts equal to the invoices submitted.

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

 Approved

Disapproved

Deferred

Withdrawn

With Discussion

 Without Discussion

brookpark.fv

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 9-CGL

BEL ALTON HIGH SCHOOL
ALUMNI RESTORATION
COMMITTEE

P. O. Box 2614
LaPlata, Charles County

PROJECT NO. AND TITLE

SL-047-951-038
Renovation of Bel Alton High School
US. Route 301, Bel Alton, Charles County

DESCRIPTION

In accordance with the provisions of the Charles County - Bel Alton High School Loan of 1996, Chapter 130, Acts of 1996, which provided a matching grant of \$250,000, to the Bel Alton High School Alumni Restoration Committee, a public and private partnership consisting of alumni of the School, officials in the Charles County government, community organizations and advocates, and members of the private sector, for the repair, renovation, rehabilitation, and equipping of the Bel Alton School in Charles County, to be used as multi-service center in which employment training and support services will be offered to citizens of Charles County, Board of Public Works approval is requested for capital expenditures toward the following contracts and contract modifications procured and approved by the Bel Alton High School Alumni Restoration Committee.

A. Modification to well drilling contract to include drilling an additional 70 feet, provide an additional 12 feet of screen gravel, additional 35 feet of additional casing, and larger capacity pump.

CONTRACTOR

A. C. Schultes of Maryland, Inc. - Edgewater, MD

MODIFICATION AMOUNT

\$6,286

Original Contract Amount:	\$86,750
Previous Modification:	-0-
This Modification:	<u>\$ 6,286</u>
Revised Contract Amount:	\$93,036

Percentage Increase:	7.2% (individually and cumulatively)
-----------------------------	--------------------------------------

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 10-CGL

JAMES B. RICHARDSON
FOUNDATION, INC.

401 High Street
Cambridge, Dorchester County

PROJECT NO. AND TITLE

SL-014-941-038
Renovate facilities for Maritime Museum

DESCRIPTION

In accordance with the provisions of the Dorchester County - Historical Museum Loan of 1994, Chapter 153, Acts of 1994, which provided a matching grant of \$300,000 to the James B. Richardson Foundation, Inc. for the design, renovation, construction, acquisition, and capital equipping of a building located at 401 High Street in Cambridge to be used as a historical museum, Board of Public Works approval is requested for capital expenditures toward the following contract procured and approved by the James B. Richardson Foundation for renovation of the third floor including new walls, floors, windows, doors, plumbing including bathroom fixtures, electrical system, and painting.

PROCUREMENT METHOD

Negotiated

AWARD

Dorchester Service Associates (DSA)
Cambridge, MD

AMOUNT

\$37,698.77

FUND SOURCE

\$33,954.30 - Dorchester County Historical
Museum Loan of 1994

\$ 3,744.47 - James B. Richardson Foundation,
Inc.

REMARKS

The contractor was competitively selected on an earlier phase of the renovation of the third floor which provided for a new HVAC and duct work. This was presented to the BPW as Item 14-CGL, DGS Agenda 07/16/03. Since the contractor has provided satisfactory service to date, the grantee selected them to complete the renovation.

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 10-CGL

REMARKS

No State funds will be disbursed until after such time as the Maryland Historical Trust has advised the Board that it has completed its review of the project.

No State funds will be disbursed until the grantee has presented suitable evidence to the Comptroller that it has expended the required matching funds for this project. After the grantee has met this requirement, all future invoices will be submitted to the Comptroller, who will disburse the State portion in amounts equal to the invoices submitted.

Bonds have been sold to support this transaction.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

richfoundpg.fv

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 11-CGL

CITY OF FREDERICK

104 North Court Street
Frederick, MD 21701

PROJECT NO. AND TITLE

SL-023-871-138
Carroll Creek Flood Control Project

DESCRIPTION

In accordance with the provisions of the Carroll Creek Project Loan of 1987, Chapter 409, Acts of 1987, which provided a matching grant of \$2,000,000 to the City of Frederick for the purpose of assisting in the construction of Phase III of the Carroll Creek Project, between South Market Street and South Carroll Street, in the City of Frederick, Frederick County, Board of Public Works approval is requested for capital expenditures procured and approved by the City of Frederick for an A/E contract to provide complete final creekscape and streetscape design and construction plans for the Carroll Creek Project and specific intersecting roadways including Maxwell Avenue, S. East, Wisner, and Water Streets in Frederick.

PROCUREMENT METHOD

Qualification Based Selection

FIRMS

SCORE

LDR/HNTB Corporation - Columbia, MD	87.7
URS Corporation - Gaithersburg, MD	86.3
Wallace Roberts & Todd, LLC - Philadelphia, PA	84.6
Lardner/Kline Landscape Architects, P.C. - Alexandria, VA	81.3
EDAW - Alexandria, VA	81.1
Mahan Rykiel Associates - Baltimore, MD	72.0
RTKL Associates, Inc. - Washington, DC	68.2
OCULUS - Washington, DC	64.9
John E. Harms, Jr. & Associates, Inc. - Pasadena, MD	62.2
The RBA Group - Columbia, MD	55.0
Herbert Rowland & Grubic, Inc. - Gettysburg, PA	54.8
Parker Rodrigues, Inc. - Alexandria, VA	47.4

AWARD

LDR/HNTB Corporation

AMOUNT

\$366,300

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 11-CGL

FUND SOURCE

\$ 67,290*- Carroll Creek Project Loan of 1987
\$ 299,010 - City of Frederick

*The contract cost is \$366,300. Of this amount, the City of Frederick will fund that portion of the project from Bentz to Market Streets and Carroll to Highland Streets. The State will fund from Market to Carroll Streets. Only \$67,290 is eligible for State funding

REMARKS

Twelve firms submitted qualification proposals. The Selection Committee evaluated the qualifications of each firm. Each firm was evaluated on the following criteria and point system. Ability, capacity, skill, reputation and experience of the firm (15 points); Successful completion of at least five projects (15 points); Experience and creative sensitivity within an historic district (15 points); Time frame (10 points); Experience of project manager and staff (15 points); Capability and experience of sub consultants (10 points); Overall approach (10 points) and Experience of former clients (10 points). The top five firms were then interviewed. The City of Frederick felt that LDR/HNTB Corporation was the best qualified firm and a contract price was then negotiated.

No State funds will be disbursed until after such time as the Maryland Historical Trust has advised the Board that it has completed its review of the project.

No State funds will be disbursed until the grantee has presented suitable evidence to the Comptroller that it has expended the required matching funds for this project. After the grantee has met this requirement, all future invoices will be submitted to the Comptroller, who will disburse the State portion in amounts equal to the invoices submitted.

Bonds have been sold to support this transaction.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion ✓

Without Discussion

carrollcrk.fv

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 12-CGL

THE CHELSEA SCHOOL

711 Pershing Drive
Silver Spring, Montgomery County

PROJECT NO. AND TITLE

SL-052-971-038
Renovation of the Chelsea School

DESCRIPTION

In accordance with the provisions of Montgomery County - The Chelsea School Loan of 1997, Chapter 378, Acts of 1997, which provided a matching grant of \$400,000 to The Chelsea School for the acquisition, planning, design, repair, renovation, reconstruction, and construction of and for the provision of capital equipment for a classroom building and gymnasium and for the demolition of, and lead abatement work on the annex. Board of Public Works approval is requested for capital expenditures toward the following contract procured and approved by The Chelsea School, for site improvements including grading, relocate utilities, furnishing top soil, and paving.

PROCUREMENT METHOD

Competitive Sealed Bidding

BIDDERS

AMOUNT

Fort Myer Construction Co. - Washington, DC	\$ 90,000
Riley & Sons Construction Co. - Fort Washington, MD	\$119,680
Smith Haines, Inc. - Rockville, MD	\$154,900

AWARD

Fort Myer Construction Co.

AMOUNT

\$90,000

FUND SOURCE

\$45,000 - Montgomery County - The Chelsea
School Loan of 1997

\$45,000 - The Chelsea School

REMARKS

No State funds will be disbursed until after such time as the Maryland Historical Trust has advised the Board that it has completed its review of the project.

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 12-CGL

REMARKS

No State funds will be disbursed until the grantee has presented suitable evidence to the Comptroller that it has expended the required matching funds for this project. After the grantee has met this requirement, all future invoices will be submitted to the Comptroller, who will disburse the State portion in amounts equal to the invoices submitted.

Bonds have been sold to support this transaction.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

chelseapg4.fv

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 13-CGL

BOARD OF TRUSTEES OF
FREDERICK COMMUNITY COLLEGE

7932 Oposumtown Pike
Frederick, MD

PROJECT NO. AND TITLE

SL-085-001-038
Construct an Addition to the Carl and Norma
Miller Children's Center
Frederick Community College

DESCRIPTION

In accordance with the provisions of the Capital Appropriation (Fiscal Year 2001) - Carl and Norma Miller Children's Center Loan of 2000, DGS Item 038, Chapter 204, Acts of 2000, which provided a grant of \$767,000 to the Board of Trustees of Frederick Community College for the design, construction, and equipping of an addition to the Carl and Norma Miller Children's Center, Board of Public Works approval is requested for capital expenditures toward the following contract procured and approved by Frederick Community College for the construction of an addition of approximately 3,540 sq. ft. plus related site improvements including expansion of existing play area and additional parking. The addition will contain classrooms, offices, and storage areas.

PROCUREMENT METHOD

Competitive Sealed Bidding

BIDDERS

AMOUNT

Waynesboro Construction Co., Inc. - Frederick, MD	\$ 978,600
GRC General Contractors, Inc. - Westminster, MD	\$1,006,811
Roy C. Kline Contractors, LLC - Smithsburg, MD	\$1,037,072
Blackstone Group, LLC - Newark, NJ	\$1,044,900
Bruchey Builders, Inc. - Frederick, MD	\$1,062,400
Callas Contractors, Inc. - Hagerstown, MD	\$1,078,100
King Construction, Inc. - Baltimore, MD	\$1,096,000
The McAlister-Schwartz Co. - Woodbine, MD	\$1,137,500
Southway Builders, Inc. - Baltimore, MD	\$1,177,900
Warner Construction - Frederick, MD	\$1,219,133
Trison Construction, Inc. - Silver Spring, MD	\$1,222,000
Cassidy Construction, Inc. - Glenn Dale, MD	\$1,228,000
Howard Shockey & Sons, Inc. - Winchester, VA	\$1,235,135

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 14-CGL

MARYLAND HIGHER
EDUCATION COMMISSION

NAME OF GRANTEE/BORROWER

Chesapeake College
Wye Mills, Maryland

AUTHORITY

Procedures and Guidelines adopted by
MHEC 06/02/92 and approved by BPW
06/17/92

PROJECT NO. AND TITLE

CC-12-MC99/00/02-322
Dorchester Administration Building
Renovation-Voice/Data Cable Installation

DESCRIPTION - Board of Public Works approval is requested for a State allocation in the amount of \$19,940 to Chesapeake College for the installation of voice/data cabling for the Dorchester Administration Building Renovation project. Also, the College seeks approval to expend funds for the following contracts:

PROCUREMENT METHOD

Small Procurement

	<u>Amount</u>
A. <u>Removal of two secondary cable termination points</u> Corsica Telecom - Centreville, MD	\$ 5,100
B. <u>Relocation of Verizon owned fiber optic equipment</u> Verizon - Cockeysville, MD	\$ 9,983
C. <u>Relocation of campus telephone switch</u> Siemens Enterprise Networks, LLC - Chicago, IL	\$11,504
<u>TOTAL A+ B+ C</u>	\$26,587

Continued

- 31 -

BPW -10/29/03

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS**ITEM** 15-CGL (Revised)**MARYLAND HIGHER
EDUCATION COMMISSION****NAME OF GRANTEE/BORROWER** Garrett College
McHenry, Maryland**AUTHORITY** Procedures and Guidelines adopted by MHEC 06/02/92
and approved by BPW 06/17/92**PROJECT NO. AND TITLE** CC-15-MC02-364
Learning Resource Center / A/E Design Award**DESCRIPTION**

Board of Public Works approval is requested for a State allocation in the amount of \$160,590 to Garrett College for the design of the new Learning Resource Center project. Also, the College seeks approval to expend funds for an architectural-engineering contract award to Cochran, Stephenson & Donkervoet, Inc. of Baltimore, Maryland.

The proposed project involves the design of a new 18,000 gsf Learning Resource Center. The center will house the Library, the Learning Assistance Program, testing room and offices.

PROCUREMENT METHOD Maryland Architectural and Engineering
Services Act

<u>PROPOSALS</u>	<u>Score</u>
Cochran, Stephenson & Donkervoet, Inc. - Baltimore, MD	254
Heery International Inc. - Washington, DC	246
Burt Hill Kosar Rittleman Associates - Pittsburgh, PA	200
Altman & Alman Architects - Uniontown, PA	171
BMGM Architects - Hagerstown, MD	153

AWARD Cochran, Stephenson & Donkervoet, Inc.**AMOUNT** \$265,000

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 15-CGL

FUND SOURCE

\$104,410 (39.4%) - Local Share
\$160,590 (60.6%) - State Share
Item 123 Maryland Consolidated Capital Bond
Loan of 2002. Cost sharing is in accordance with
Section 11-105(j) of the Education Article.

REMARKS

This project was advertised in the Republican and the Cumberland Times and also mailed directly to (24) firms. A total of 38 firms responded with Expressions of Interest.

The College's architectural selection committee reviewed the submissions and developed a short list of the five firms. The five firms were invited for an interview and oral presentation. The firms were evaluated based on experience and qualifications of design team, experience with similar projects, references, and past performance of completing projects on schedule and within budget. The evaluation committee selected Cochran, Stephenson & Donkervoet, Inc. of Baltimore, Maryland as the design consultant and negotiated a design fee.

The Maryland Department of Budget and Management has reviewed the Facilities Program for this project and recommends approval. The Maryland Department of General Services has also reviewed the Facilities Program and recommends approval as well as contract award. The Maryland Higher Education Commission recommends approval of this request. There are no federal funds involved. All contracts will be awarded by Garrett College and signed by local authorities.

No State funds will be disbursed until after such time as the loan recipient has presented suitable evidence to the Comptroller that it has expended its portion of the required matching funds for this project. After the loan recipient has met this requirement, all future invoices will be submitted to the Comptroller, who shall disburse the State portion in amounts equal to the invoices submitted.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

bpwbook102903.wpd

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 16-CGL

MARYLAND HIGHER
EDUCATION COMMISSION

NAME OF GRANTEE/BORROWER

Howard Community College
Columbia, Maryland

AUTHORITY

Procedures and Guidelines adopted
by MHEC 06/02/92 and approved by
BPW 06/17/92

PROJECT NO. AND TITLE

CC-14-MC02-368
Student Services Building/
A/E Design Award

DESCRIPTION

Board of Public Works approval is requested for a State allocation in the amount of \$715,750 to Howard Community College for the design of the new Student Services Building project. Also, the College seeks approval to expend funds for an architectural-engineering contract award to Design Collective, Inc. of Baltimore, Maryland.

The proposed project involves the design of the 89,544 GSF Student Services Building centralizing all services for enrolled students.

PROCUREMENT METHOD

Maryland Architectural and
Engineering Services Act

PROPOSALS

	<u>Score</u>
Design Collective, Inc. - Baltimore, MD	96.13
Cho Benn Holback & Associates, Inc. - Baltimore, MD	89.67
Murphy & Dittenhafer, Inc. - Baltimore, MD	84.70
George Vaeth Associates, Inc. - Columbia, MD	72.02

AWARD

Design Collective, Inc.

AMOUNT

\$1,431,500

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 16-CGL

FUND SOURCE

\$715,750 (50%) - Local Share
\$715,750 (50%) - State Share
Item 123 Maryland Consolidated
Capital Bond Loan of 2002. Cost
sharing is in accordance with Section
11-105(j) of the Education Article.

REMARKS


The project was advertised in the Columbia Flyer and Howard County Times. A total of 19 firms responded with Expressions of Interest.

The College's architectural selection committee reviewed the submissions and developed a short list of four firms. The four firms were invited for an interview and oral presentation. The firms were evaluated based on experience and qualifications of design team, experience with similar projects, references, past performance of completing projects on schedule and within budget, and special qualifications and experience with projects using Construction Management at risk. The evaluation committee selected Design Collective, Inc. of Baltimore, MD as the design consultant and negotiated a design fee.

The Maryland Department of Budget and Management has reviewed the Facilities Program for this project and recommends approval. The Maryland Department of General Services has also reviewed the Facilities Program and recommends approval as well as contract award. The Maryland Higher Education Commission recommends approval of this request. There are no federal funds involved. All contracts will be awarded by Howard Community College and signed by local authorities.

No State funds will be disbursed until after such time as the loan recipient has presented suitable evidence to the Comptroller that it has expended its portion of the required matching funds for this project. After the loan recipient has met this requirement, all future invoices will be submitted to the Comptroller, who shall disburse the State portion in amounts equal to the invoices submitted.

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

 Approved

Disapproved

Deferred

Withdrawn

With Discussion

 Without Discussion

bpwbook102903.wpd

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 17-CGL

MARYLAND HIGHER
EDUCATION COMMISSION

NAME OF GRANTEE/BORROWER

Howard Community College
Columbia, Maryland

AUTHORITY

Procedures and Guidelines adopted
by MHEC 06/02/92 and approved by
BPW 06/17/92

PROJECT NO. AND TITLE

CC-14-MC00-367
Exterior Lighting Replacement/
A/E Design Award

DESCRIPTION

Board of Public Works approval is requested for a State allocation in the amount of \$12,400 to Howard Community College for the design of the Exterior Lighting Replacement project. Also, the College seeks approval to expend funds for an architectural-engineering contract award to Mueller Associates, Inc. of Baltimore, Maryland.

The proposed project involves the design of major improvements to the exterior lighting for parking lots, roadways and pathways throughout the entire campus

PROCUREMENT METHOD

Competitive Sealed Bidding

PROPOSALS

Mueller Associates, Inc. - Baltimore, MD
Burdette Kohler, Murphy - Baltimore, MD
Leach Wallace Associates - Baltimore, MD

Amount

\$24,800
\$27,800
\$38,000

AWARD

Mueller Associates, Inc.

AMOUNT

\$24,800

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 17-CGL

FUND SOURCE

\$12,400 (50%) - Local Share
\$12,400 (50%) - State Share
Item 123 Maryland Consolidated Capital Bond
Loan of 2002. Cost sharing is in accordance with
Section 11-105(j) of the Education Article.

REMARKS

The project consists of the design for the replacement of lighting for the main entrance road and parking lots #4,5,7,8,9 and 10 as well as replacement of all campus pathway lighting fixtures and existing lighting circuits as well as lighting fixtures for the Library building loading dock.

The Maryland Department of Budget and Management has reviewed the Facilities Program for this project and recommends approval. The Maryland Department of General Services has also reviewed the Facilities Program and recommends approval as well as contract award. The Maryland Higher Education Commission recommends approval of this request. There are no federal funds involved. All contracts will be awarded by Howard Community College and signed by local authorities.

No State funds will be disbursed until after such time as the loan recipient has presented suitable evidence to the Comptroller that it has expended its portion of the required matching funds for this project. After the loan recipient has met this requirement, all future invoices will be submitted to the Comptroller, who shall disburse the State portion in amounts equal to the invoices submitted.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

bpwbook102903.wpd

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 18-CGL

MARYLAND HIGHER
EDUCATION COMMISSION

NAME OF GRANTEE/BORROWER College of Southern Maryland
Leonardtown, Maryland

AUTHORITY Procedures and Guidelines adopted by
MHEC 06/02/92 and approved by
BPW 06/17/92

PROJECT NO. AND TITLE CC-09-MC96/01/02-285
New Classroom Building
Phase II Campus Development
Furniture and Equipment

DESCRIPTION - On April 24, 2002, the Board of Public Works approved as Item 27-CGL a furniture and equipment allowance of \$945,000 (State Share of \$708,750) for purchasing furniture and equipment for the College of Southern Maryland's new Classroom Building at its Leonardtown campus. Approval is now requested to expend funds in the amount of \$676,349 for the following furniture and equipment contracts:

A. Desks, chairs, conference tables, file cabinets, bookcases

PROCUREMENT METHOD Preference
AWARD State Use Industries, Jessup MD
AMOUNT \$366,024

B. Telecommunications switches, routers and network electronics

PROCUREMENT METHOD Intergovernmental Cooperative Purchasing
(MCC502-013 Washington Co. Public School Contract)

AWARD Presidio Corporation - Lanham, MD
AMOUNT \$253,781

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 18-CGL

C. Network server equipment

PROCUREMENT METHOD

Intergovernmental Cooperative Purchasing
(MEEC USMSC2001-06)
Dell Corporation - Atlanta, GA
\$59,857

AWARD
AMOUNT

D. Ceiling mounted projectors

PROCUREMENT METHOD

Intergovernmental Cooperative Purchasing
(DBM-2020 State Contract)
Logicom, Inc.- Falls Church, VA
\$99,022

AWARD
AMOUNT

E. PBX equipment

PROCUREMENT METHOD

Intergovernmental Cooperative Purchasing
(AST-9406-PBX State Contract)
Verizon - Baltimore, MD
\$82,248

AWARD
AMOUNT

F. Fiber patch cables for network electronics

PROCUREMENT METHOD

Small Procurement
Infinity Cable Products - Compton, CA
\$4,502

AWARD
AMOUNT

G. WAN router for network electronics

PROCUREMENT METHOD

Small Procurement
Digital Warehouse - Maspeth, NY
\$2,405

AWARD
AMOUNT

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 18-CGL

H. Instructor workstations

PROCUREMENT METHOD

Small Procurement

AWARD

Smart Desks - Lutherville, MD

AMOUNT

\$24,495

I. LAN backup server

PROCUREMENT METHOD

Small Procurement

AWARD

Breece Hill - Louisville, CO

AMOUNT

\$9,464

TOTAL CONTRACTS (A + I)

\$901,798

FUND SOURCE

\$225,449 (25%) -Local Share

\$676,349 (75%) -State Share

Item 123, Maryland Consolidated Capital Bond Loan of 2002. Cost sharing is in accordance with Section 11-105(j) of the Education Article

REMARKS

This project provides for a 48,000 gsf classroom building for the Leonardtown campus. In addition to classrooms, the building will also house specialized laboratories, staff offices and support facilities.

The Maryland Department of Budget and Management has reviewed the College's request for State financial participation and recommends approval. The Maryland Department of General Services recommends contract awards. The Maryland Higher Education Commission recommends approval of this request. There are no federal funds involved. All contracts will be awarded by the College of Southern Maryland and signed by local authorities.

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 18-CGL

REMARKS

No State funds will be disbursed until after such time as the loan recipient has presented suitable evidence to the Comptroller that it has expended its portion of the required matching funds for this project. After the loan recipient has met this requirement, all future invoices will be submitted to the Comptroller, who shall disburse the State portion in amounts equal to the invoices submitted.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion ✓

Without Discussion

bpwbook102903.wpd

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 19-CGL

DEPARTMENT OF HEALTH
AND MENTAL HYGIENE

NAME OF GRANTEE/BORROWER

Echo House, Inc.
1705 West Fayette Street
Baltimore, Maryland 21223

PROJECT NO. AND TITLE

ADAA-CB-041 Echo House Multi-Service Center

DESCRIPTION

Board of Public Works approval is requested for a State grant of \$101,250 to assist Echo House, Inc., a nonprofit corporation, in the cost of designing a two-story 24,000 sq. ft. building. The building will be constructed on land donated by Baltimore City at the intersection of West Fayette and North Mount Streets. This ½ acre lot is directly across the street from Echo House's present facility located at 1705 West Fayette Street. The new building will function as a center for adolescent, adult, and senior drug counseling programs.

Board approval is also requested for the following architectural and engineering services for the design of the building. Services include schematics, design development, and construction documents. The estimated construction costs are \$2,700,000 (approximately \$112 per square foot).

PROCUREMENT METHOD

Competitive Bidding

PROPOSALS

AMOUNT

Battistone Design - Baltimore, Maryland	\$135,000
Marshall Craft Associates - Baltimore, Maryland	\$137,300

AWARD

Battistone Design

AMOUNT

\$135,000

Continued

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 19-CGL

FUND SOURCE

\$33,750 (25%) - Applicant's Share
Baltimore City

\$101,250 (75%) - State's Share
Maryland Consolidated Capital
Bond Loan 2002, Community
Health Facilities Funds

REMARKS

Echo House, Inc., was founded in 1964. The agency has grown substantially and the main facility cannot accommodate all agency staff and programs. Services are scattered at several different locations, including a 5,400 sq. ft. three-story row house, a Salvation Army facility, and Bon Secours Hospital. The construction of a new building will permit Echo House to consolidate all of its programs into one building, which will improve operating efficiency and allow Echo House to increase the number of its drug-abuse clients from 1,500 to 2,000. GED classes, job and vocational training, and education classes will also be available in the new facility.

In accordance with Subtitle 6 of the Health General Article of the Annotated Code of Maryland, the Board's approval is further contingent upon the State's right of recovery being included in the Deed(s) or otherwise recorded among the Land Records of Baltimore City .

No State funds will be disbursed until after such time as the loan recipient has presented suitable evidence to the Comptroller that it has expended its portion of the required matching funds for the project. After the loan recipient has met this requirement, all future invoices will be submitted to the Comptroller, who shall disburse the State portion in amounts equal to the invoices submitted.

Bonds to support this transaction have been sold, and monies are available.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

Echo.wpd;gu43

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 20-CGL

DEPARTMENT OF HEALTH
AND MENTAL HYGIENE

NAME OF GRANTEE/BORROWER

People Encouraging People, Inc.
800 Wyman Park Drive
Baltimore, Maryland 21211

PROJECT NO. AND TITLE

MHA-CB06507-PEP-Acquisition & Renovation
5907 Gwynn Oak Avenue
Baltimore, Maryland 21207

DESCRIPTION

Board of Public Works approval is requested for a State grant of \$167,000 to assist People Encouraging People, Inc. (PEP), a nonprofit organization, in the cost of renovating a seven-unit apartment building at 5907 Gwynn Oak Avenue, Baltimore, Maryland. Approval of this grant, in combination with a \$201,225 grant approved at the Board meeting on February 5, 2003, will make a total grant award of \$368,225 approved for this project. These units will provide housing for 10 young adults (17-25 years of age) with psychiatric illness who are in transition from adolescence to adulthood.

Board approval is also requested for the following contracts:

A. Remove and install 53 new double-hung windows with welded frames.

PROCUREMENT METHOD

Competitive Sealed Bidding

BIDDERS

AMOUNT

Rohe Construction - Baltimore, MD

\$18,680

Elite Construction & Remodeling Co.- Baltimore, MD

\$22,500

AWARD

Rohe Construction

AMOUNT

\$18,680

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 20-CGL

B. Patch and point-up existing masonry walls, install new 8" thick brick wall, remove and replace concrete deck and steps, replace concrete walks, repair parking lot.

PROCUREMENT METHOD

Competitive Sealed Bidding

BIDDERS

AMOUNT

Phoenix Power System - Baltimore, MD

\$33,000

Dag Construction Corporation - Baltimore, MD

\$36,000

AWARD

Phoenix Power System

AMOUNT

\$33,000

C. For each apartment, replace all interior doors; repair and paint all ceilings and walls; remove existing wood shelving and provide new vinyl-coated steel rod shelving; replace disposers with new 1/3 HP. disposers; remove existing wall hung lavatories and install new vanity cabinets; remove and install recessed medicine cabinets; remove and replace existing shower rods; install new kitchen cabinets, wall and base, with counter top, sink and faucet; install new vinyl flooring in kitchens; refinish hardwood flooring; repair existing wood substrate, patch ceramic tile flooring, and install underlayment and new vinyl-tile flooring in bathrooms.

PROCUREMENT METHOD

Competitive Sealed Bidding

BIDDERS

AMOUNT

Hightower Construction and Installing Co. - Baltimore, MD

\$71,598

Design Construction - Baltimore, MD

\$74,200

E.A. Potter Development Services - Severn, MD

\$75,500

AWARD

Hightower Construction and Installing Co

AMOUNT

\$71,598

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 20-CGL

D. Remove and replace 10 existing doors with 1-1/2 hour fire-rated doors.

PROCUREMENT METHOD Competitive Sealed Bidding

BIDDERS

Dag Construction Corporation - Baltimore, MD	\$37,250
Phoenix Power System's Inc. - Glen Burnie, MD	\$39,000

<u>AWARD</u>	Dag Construction Corporation
<u>AMOUNT</u>	\$37,250

E. Reglaze 7 tubs and wall tile.

PROCUREMENT METHOD Competitive Sealed Bidding

<u>BIDDERS</u>	<u>AMOUNT</u>
Buck's Reglazing - Neavitt, MD	\$3,005
Dream Maker Bath and Kitchen - Baltimore, MD	\$5,250

<u>AWARD</u>	Buck's Reglazing
<u>AMOUNT</u>	\$3,005

F. Upgrade electrical system with 400 ampere, 220-volt service; remove and replace all electric outlets, switches, and light fixtures; furnish and install four station intercom system, carbon monoxide detectors, smoke detectors, security and emergency lighting.

PROCUREMENT METHOD Competitive Sealed Bidding

<u>BIDDERS</u>	<u>AMOUNT</u>
Cannon Electrical Service - Randallstown, MD	\$22,600
Milton Electric Co. - Baltimore, MD	\$22,851

<u>AWARD</u>	Cannon Electrical Service
<u>AMOUNT</u>	\$22,600

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 20-CGL

G. Remove and replace seven existing tub/shower faucets and seven toilet bowls and tanks; clean out main sewer line; replace all pipes as needed in basement and bathrooms; furnish and install cut-off valves; and flush out complete water supply system and check sanitary drains in whole building.

PROCUREMENT METHOD

Competitive Sealed Bidding

BIDDERS

AMOUNT

Around Town Plumbing, Inc. - Baltimore, MD

\$7,350

Roto-Rooter Services Co. - Baltimore, MD

\$7,434

AWARD

Around Town Plumbing, Inc.

AMOUNT

\$7,350

H. Install footer drain system and two new sump pumps.

PROCUREMENT METHOD

Small Procurement

AWARD

The Guardian Corp., Baltimore, MD

AMOUNT

\$6,030

TOTAL OF CONTRACTS (A-H)

\$199,513

REMARKS

At its meeting on February 5, 2003, the Board approved a grant of \$201,225 to assist the applicant in the cost of acquiring the building. Settlement has now been completed.

People Encouraging People, Inc., which has been in existence for 23 years, provides rehabilitation, housing, case management, mobile treatment, and employment services to individuals with psychiatric disabilities. This project will allow PEP to expand its supported living services for young people with psychiatric illness. The target population for this program is transitional-age youth leaving residential schools and the Regional Institute for Children and Adolescents. PEP will provide the youth with community skills training, vocational assessment, case management, and support. The young people will also be in close physical proximity to PEP staff who will be available 24 hours per day to provide services as needed.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 20-CGL

REMARKS

Eligible project costs are \$222,667 consisting of \$199,513 for renovation; and \$23,154 for contingency. These costs will be funded as follows:

\$ 55,667 (25%) - Applicant's Share / Mortgage

\$167,000 (75%) - State's Share - Maryland Consolidated
Capital Bond Loan 2002, Community
Health Facilities Funds

No State funds will be disbursed until after such time as the loan recipient has presented suitable evidence to the Comptroller that it has expended its portion of the required matching funds for the project. After the loan recipient has met this requirement, all future invoices will be submitted to the Comptroller, who shall disburse the State portion in amounts equal to the invoices submitted.

Bonds to support this transaction have been sold, and monies are available.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

peprenov.wpd;gu43

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 21-CGL

DEPARTMENT OF HEALTH
AND MENTAL HYGIENE

NAME OF GRANTEE/BORROWER

Arc of Washington County
820 Florida Avenue
Hagerstown, Maryland 21740

PROJECT NO. AND TITLE

DDA-CB-01311 Arc of Washington
County - Medical Day Care Addition

DESCRIPTION

Board of Public Works approval is requested for a State grant of \$700,200 to assist the Arc of Washington County, Inc., a nonprofit corporation, in the construction of an addition to its existing 6,800-square-foot medical adult day care building at 820 Florida Avenue, Hagerstown, Maryland. Approval of this award, in combination with the \$49,875 approved at the Board's July 3, 2002 meeting, makes a total grant award of \$750,075 approved for this project. After the building addition is completed, the program will have a capacity for 113 slots, which is an increase of 48 slots over the current capacity of 65.

Board approval is also requested for the construction of a 6,000-square-foot addition to an existing building; alterations to the existing building, including the relocation and remodeling of the kitchen and related site work.

PROCUREMENT METHOD

Competitive Sealed Bidding

BIDDERS

Excel Construction, Inc. - Hagerstown, MD
Building Systems, Inc. - Hagerstown, MD
Rockwell Construction Co., Inc. - Mercersburg, PA
Brechtbill Hellman Construction Co., Inc. - Chambersburg, PA
Milton Stamper Builders - Hagerstown, MD
ECC, Inc. - Green Castle, PA
Callas Contractors, Inc. - Hagerstown, MD

BIDS

\$731,000
\$734,000
\$749,200
\$801,200
\$801,200
\$817,049
\$823,168

AWARD

Excel Construction, Inc.

AMOUNT

\$731,000

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 21-CGL

REMARKS

Eligible projects costs are \$933,600 consisting of \$731,000 for renovation; \$73,100 for contingency; \$4,500 for architect reimbursables; \$40,000 for fixed equipment; \$75,000 for moveable equipment; and \$10,000 for site survey and soil investigation.

These costs will be funded as follows:

\$233,400 (25%) - Applicant's Share
Cash Reserves

\$700,200 (75%) - State's Share - Maryland Consolidated
Capital Bond Loan 2001, Adult Day Care Funds

No State funds will be disbursed until after such time as the loan recipient has presented suitable evidence to the Comptroller that it has expended its portion of the required matching funds for the project. After the loan recipient has met this requirement, all future invoices will be submitted to the Comptroller, who shall disburse the State portion in amounts equal to the invoices submitted.

Bonds to support this transaction have been sold, and monies are available.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

archager.wpd;gu43B

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT

ITEM 22-M

DEPARTMENT OF NATURAL RESOURCES

Fort Washington Marina

CONTRACT NO. AND TITLE

Project No: F-017-030-010
Adpics No: 001B4900127
Replace & Install Pier Entrance Gates
Fort Washington Marina

DESCRIPTION - This contract provides for labor, materials, and equipment to remove the existing pier entrance gates, electrical lights, and install new entrance gates and electrical lighting systems.

PROCUREMENT METHOD

Competitive Sealed Bidding
(Single Bid Received)

BIDS OR PROPOSALS

Certified Maintenance Company, Inc., Huntington, Md.

AMOUNT

\$68,500

AWARD

Certified Maintenance Company

AMOUNT

\$68,500

FUND SOURCE

30.01.05 FY02E011 0342
08.09 PCA 28373 - DNR Waterway
Improvement Funds

REMARKS

The government estimate for this project was \$64,717.40.

This item was previously submitted to the Board of Public Works on September 3, 2003 as Item 2-M.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT

ITEM 22-M
REMARKS

Long Fence Company, the apparent low bidder, was declared non-responsive for failure to provide a price for the full scope of work, excluding several items such as the removal and installation of light posts and electrical work, which accounts for a substantial portion of the work.

This solicitation was advertised in the Maryland Contract Weekly and eMaryland Marketplace (eMM) and directly solicited to (17) prospective vendors. The bid due date was extended one week in order to increase competition. One (1) responsive and responsible bid was received. Reasons given by contractors who did not bid included the location of the project and their current workload schedule.

Minority Business Enterprise participation for this project is 25% to a woman-owned company.

The Office of the State Comptroller has verified, under Control Number 03-1269-0001, that the recommended contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, of Department of Assessments and Taxation, as applicable, that the Contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractor IS a resident business under the guideline of BPW Advisory P-003-95 Revised

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

Fortwashingtonpiergates.bt

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 23-CGL

**DEPARTMENT OF HEALTH
AND MENTAL HYGIENE**

NAME OF GRANTEE/BORROWER

The Arc of Baltimore
7215 York Road
Baltimore, Maryland 21212

PROJECT NO. AND TITLE

DDA-CB-01910-01
ARC of Baltimore - Homeland Day
Center Renovation

DESCRIPTION - Board of Public Works approval is requested for a State grant of \$698,000 to assist The Arc of Baltimore, a nonprofit organization, in the cost of renovating its building at 4800 York Road, Baltimore, Maryland. After the renovations are completed, the building, known as the Homeland Day Center, will be used to provide medical adult day care services to developmentally disabled adults.

Board approval is requested for the expenditure of capital funds for the following:

A. Total renovation of a 8,500-square-foot building and a courtyard/solarium addition.

PROCUREMENT METHOD

Competitive Sealed Bidding

BIDDERS

BIDS

Simon Construction Corporation - Washington, DC	\$ 760,494
North Point Builders, Inc. - Baltimore, MD	\$ 935,000
King Construction, Inc. - Baltimore, MD	\$ 936,508
J.A.K. Construction Co., Inc. - Baltimore, MD	\$ 952,000
John E. Day Associates, Inc. - Hunt Valley, MD	\$ 972,950
J.G. Reaves Contracting - Baltimore, MD	\$ 976,000
Black Stone Group - Newark, NJ	\$ 998,174
Knott Group, Inc. - Timonium, MD	\$1,004,000
Century Construction Co. - Timonium, MD	\$1,016,700
Boyd Contracting, Inc. - Mt. Airy, MD	\$1,018,800
Cassidy Construction, Inc. - Glen Dale, MD	\$1,031,000
CJF, Inc. - Hunt Valley, MD	\$1,064,300
MacKenzie Contracting Co., LLC - Lutherville, MD	\$1,074,535
Michael Group - Baltimore, MD	\$1,146,963

CAPITAL GRANTS AND LOANS

<u>AMOUNT</u>	\$760,494
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PROCUREMENT METHOD Small Procurement

1. Design, fabrication and installation of automatic wet pipe sprinkler system Fireline, Inc. - Baltimore, MD	\$18,200.00
2. Inspection Services Whitman, Requardt & Associates - Baltimore, MD	\$17,000.00
3. Install restricted access door system Eastern Lock and Key Service - Baltimore, MD	\$ 2,231.00
4. Furnish and install security system ASSCO Fire and Security - Baltimore, MD	\$ 974.00
5. Signage Innerface Sign System - Baltimore MD	\$ 1,229.00
Total	\$39,634.00

TOTAL CONTRACTS (A & B)	\$800,128
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Eligible project costs total \$930,667, consisting of \$800,128 for renovation, \$69,539 for contingency, \$15,000 for fixed equipment, \$40,000 for moveable equipment, and \$6,000 for permits. These costs will be funded as follows:

\$698,000 (75%) - State's Share
Maryland Consolidated Capital Bond Loan 2001,
Adult Day Care Funds

Reattached letter

Robert L. Ehrlich, Jr.
Governor

Michael S. Steele
Governor



file

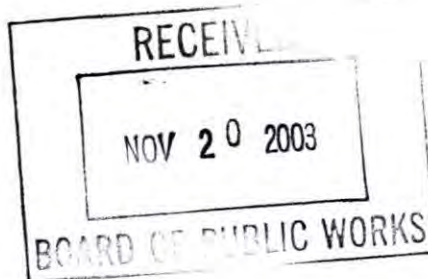
Boyd K. Rutherford
Secretary

Steve Cassard
Deputy Secretary

MARYLAND DEPARTMENT OF GENERAL SERVICES
OFFICE OF THE SECRETARY

November 19, 2003

Sheila McDonald, Esq.
Secretary to the Board of Public Works
Louis L. Goldstein Treasury Building, Room 213
Annapolis, Maryland 21401-1991



Dear Ms. McDonald:

SUBJECT: Changes to the October 29, 2003 and November 12, 2003 Board of Public Works
Agenda

This is to advise you of the following changes to the Department of General Services' Agenda
item previously approved by the Board of Public Works.

BPW October 29, 2003

Item 23-CGL

Pages 52-54

ARC of Baltimore – Homeland
Day Center Renovation

FROM:\$ 698,000.00 – State's Share

Maryland Consolidated Capital
Bond Loan 2001, Adult Day Care
Funds

TO:\$ 698,000.00 – State's Share

138,843.00 – Maryland Consolidated Capital
Bond Loan 2001, Adult Day Care
Funds

559,157.00 – Maryland Consolidated Capital
Bond Loan 2002, Adult Day Care
Funds

Reason: Not enough funds remaining in 2001 bond fund to cover encumbrance.

BPW November 12, 2003

Item 3-M

Pages 5-6

Unarmed Uniformed Guard
Walter P. Carter Center
Baltimore, Md.

FROM:\$ 180,834.16 – M00 07 MB24G 0877

TO:\$ 180,834.16 – M00 07 MB34G 0877

Reason: To correct typographical error.



Ms. Sheila McDonald

Page 2

BPW November 12, 2003

Item 26-CGL

Pages 43-45

Furnish and Install Master Control

Panel and Security Lighting

Courthouse

County Commissioners of

Calvert County

FROM:\$ 175,000.00 – MCCBL – Calvert County
Detention Center Loan of
2002

74,461.11 – MCCBL – Calvert County
Detention Center Loan of
2002

249,461.11 – Calvert County

TO:\$ 175,000.00 – MCCBL – Calvert County
Detention Center Loan of
2002


74,461.11 – MCCBL – Calvert County
Detention Center Loan of
2003

249,461.11 – Calvert County

Reason: To correct typographical error.

Thank you for your attention to this matter. If you need further information, please call me at (410) 767-4960 or have a member of your staff contact Dennis Flynn, Chief of Fiscal Services, at (410) 767-4230.

Sincerely yours,



Boyd K. Rutherford
Secretary

cc: The Honorable Robert L. Ehrlich, Jr.
The Honorable William Donald Schaefer
The Honorable Nancy K. Kopp

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 23-CGL

REMARKS

This project will permit the applicant to increase capacity to meet the medical needs of many individuals currently served by the applicant, as well as those from the Developmental Disabilities Administration waiting list. The renovations will create more spacious activity rooms, allowing for a variety of activities and greater participation by the individuals served. In addition, the environment will be made safer for people with dementia and Alzheimer's Disease. After the building renovation is completed, the program will have a capacity of 90 slots.

In accordance with Subtitle 7 of the Health General Article of the Annotated Code of Maryland, the Board's approval is further contingent upon the State's right of recovery being included in the Deed(s) or otherwise recorded among the Land Records of Baltimore City.

No State funds will be disbursed until after such time as the loan recipient has presented suitable evidence to the Comptroller that it has expended its portion of the required matching funds for the project. After the loan recipient has met this requirement, all future invoices will be submitted to the Comptroller, who shall disburse the State portion in amounts equal to the invoices submitted.

Bonds to support this transaction have been sold, and monies are available.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

thearcyk

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: Doldon Moore 410-260-7791

1. BOARD OF PUBLIC WORKS - WETLANDS LICENSES:

Approval is requested of the following application for wetlands licenses for projects involving dredging or filling or both in the navigable waters of Maryland. The Board of Public Works' Wetlands Administrator recommends that a license be granted as indicated. The Department of the Environment fully concurs with this recommendation.

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

ANNE ARUNDEL COUNTY

01-1413 TURKEY POINT MARINA/TODD HARPER – To reconfigure an existing marina by constructing additional piers, mooring piles, and covered boat slips - Mayo

BALTIMORE COUNTY

03-1688 BALTIMORE COUNTY DEPRM – To hydraulically maintenance dredge an entrance channel – Hart-Miller Islands

To mechanically maintenance dredge spur channels for the following properties at Bird River in Baltimore County.

Emergency license issued July 10, 2003, pursuant to §9-202(c)(2), Title 16, Environment Article. Public comment period ended September 15, 2003, with no project opposition expressed.

03-1043 BRIAN FULLERTON
03-1068 BOB BOWERS
03-1287 RICHARD MURRAY
03-1593 HENRY LASEK

CHARLES COUNTY

00-1316 ROBERT B. DONOHOE – To reauthorize a prior approved wetlands license which expired on June 1, 2003, to emplace 310 feet of stone revetment channelward of an existing bulkhead– Potomac River, Cuckold Creek at 11100 Dreamland Place at Banks O Dee

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: Doldon Moore 410-260-7791

1. BOARD OF PUBLIC WORKS - WETLANDS LICENSES: (cont'd)

DORCHESTER COUNTY

02-1514

PHILLIP L. JONES BOATYARD – To mechanically dredge a boat basin and to construct timber piers, finger piers, and mooring piles – Back Creek at 2560 Old House Point Road

Board of Public Works Action:

The above referenced item was:

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: Doldon Moore 410-260-7791

2. BOARD OF PUBLIC WORKS - WETLANDS LICENSE:

Approval is requested of the following application for wetlands license for a project involving dredging or filling or both in the navigable waters of Maryland. This case is classified as an extraordinary case because of the request to introduce non-native species into the Chesapeake Bay on an experimental basis. The Wetlands Administrator recommends that a license be granted as indicated. The Department of the Environment fully concurs with this recommendation.

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

MULTIPLE COUNTIES

04-0041 DR. KENNEDY PAYNTER, UNIVERSITY OF MARYLAND – To research growth, disease acquisition, and mortality characteristics of two oyster species in State tidal waters, namely the Severn River in Anne Arundel County, the Choptank River in Dorchester County, and the Patuxent River in Calvert County. Specifically, the authorized activity is to install 24 cages containing approximately 6,000 sterile triploid oysters of which 3,000 would be *Crassostrea virginica* (American Oyster) and 3,000 *Crassostrea ariakensis* (Suminoe Oyster).

- Application received July 7, 2003.
- Public comment period ended October 1, 2003.
- MDE Report and favorable Recommendation received October 7, 2003.

Board of Public Works Action:

The above referenced item was:

Approved

Disapproved

Deferred

Withdrawn

With Discussion ✓

Without Discussion

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: George Keller (410) 537-3746

3. MARYLAND DEPARTMENT OF THE ENVIRONMENT

Submission of a request by the Maryland Department of the Environment for approval of capital construction grants for the following projects, to be funded from proceeds of various general obligation bonds:

<u>Recipient</u>	<u>Project</u>	<u>County</u>	<u>Amount of Grant</u>
(A) Baltimore City	Dead Run Sewer System Improvements Supplemental Assistance Program (SWQH 01.03) New Grant MCCBL 2003	Baltimore City	\$ 174,000
(B) Town of Millington	Millington Water System Water Supply Financial Assistance Program (WSG 02.15) Grant Increase MCCBL 2003	Kent	\$ 130,000

MDE certifies that the proposed actions comply with the tax-exempt bond provisions of the Internal Revenue Code and do not constitute a change in use or private activity.

Comments of the State Clearinghouse have been reviewed by the Maryland Department of the Environment.

The MDE has determined these projects to be consistent with Maryland's Economic Growth, Resource Protection and Planning Policy, in accordance with Executive Order 01.01.1992.27; and Maryland's Smart Growth and Neighborhood Conservation Policy, in accordance with Executive Order 01.01.1998.04.

Board of Public Works Action:

Approved

Disapproved

With Discussion

The above referenced item was:

Deferred

Withdrawn

Without Discussion

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: George Keller 410-537-3574

4. MARYLAND DEPARTMENT OF THE ENVIRONMENT:

Submission of a request by the Maryland Department of the Environment for a **new loan** of up to \$ 1,350,000.00 from the Maryland Water Quality Revolving Loan Fund for:

<u>Recipient</u>	<u>Project</u>	<u>Amount of loan</u>
Allegany County	George's Creek & Bowling Green/Cresaptown I/I Study	\$ 1,350,000.00
	Total	\$ 1,350,000.00

MDE recommends that the Board approve a loan of up to \$ 1,350,000.00 to be repaid in a period not to exceed 20 years following project completion, at an interest rate of 10% of the Average of the Bond Buyer 11-Bond Index for the month preceding loan closing. The County will deliver its bond, along with its full faith and credit endorsement, to the Maryland Water Quality Financing Administration to secure this debt.

MDE has determined that this project is consistent with Maryland's Economic Growth, Resource Protection and Planning Policy, in accordance with Executive Order 01.01.1992.27; and Maryland's Smart Growth and Neighborhood Conservation Policy, in accordance with Executive Order 01.01.1998.04. MDE has reviewed the State Clearinghouse comments.

Authority: Sections 9-1601 through 9-1622, Environment Article, Maryland Code, known as the Maryland Water Quality Financing Administration Act.

Board of Public Works Action:

This above referenced item was:

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: George Harman 410-537-3856

5. MARYLAND DEPARTMENT OF THE ENVIRONMENT:

- A. Submission of a request by the Maryland Department of the Environment for approval of capital construction grants for the following projects, to be funded from proceeds of various general obligation bonds:

<u>Recipient</u>	<u>Project</u>	<u>County</u>	<u>Amount of Grant</u>
1. Allegany County Commissioners	Georges Creek Phase III Acquisitions CFM 02.03 Approval Legislative district: 1A MCCBL of 2001-01196	Allegany	\$ 0
2. Allegany County Commissioners	Allegany Co. Scattered Sites Acquisitions CFM 02.04 Approval/Grant Increase Legislative district: 1C MCCBL of 2001-01196	Allegany	\$ 13,437.50
3. Allegany County Commissioners	Mill Run/Georges Creek Acquisitions CFM 02.05 Approval/Grant Increase Legislative district: 1A MCCBL of 2001-01196	Allegany	\$ 35,625

- B. Submission of a request by the Maryland Department of the Environment for REVERSION of capital construction grants for the following projects, funded from proceeds of general obligation bonds:

<u>Recipient</u>	<u>Project</u>	<u>County</u>	<u>Amount of Reversion</u>
1. Kent County	Millington (Sandfield) Acquisitions CFM 01.06 MCCBL of 2001-01126 MCCBL of 2001-01196	Kent	\$8,370.00

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

5. MARYLAND DEPARTMENT OF THE ENVIRONMENT (Cont'd):

<u>Recipient</u>	<u>Project</u>	<u>County</u>	<u>Amount of Reversion</u>
2. Cecil County	Farr Creek Acquisitions CFM 01.12 MCCBL of 1998-98007	Cecil	\$1,174.83
3. Howard County	Harwood Park Acquisitions CFM 01.14 MCCBL of 2001-01196	Howard	\$ 324.77
4. Queen Anne's County	Millington (Sassafras Street) Acquisitions CFM 02.01 MCCBL of 2001-01196	Queen Anne's	\$8,016.25
5. Allegany County Commissioners	Feagles Acquisition CFM 02.08 MCCBL of 2001-01196	Allegany	\$10,200.00

MDE certifies that the proposed actions comply with the tax-exempt bond provisions of the Internal Revenue Code and do not constitute a change in use or private activity.

Comments of the State Clearinghouse have been reviewed by the Maryland Department of the Environment.

The MDE has determined these projects to be consistent with Maryland's Economic Growth, Resource Protection and Planning Policy, in accordance with Executive Order 01.01.1992.27; and Maryland's Smart Growth and Neighborhood Conservation Policy, in accordance with Executive Order 01.01.1998.04.

Board of Public Works Action:

Approved

Disapproved

With Discussion

The above referenced item was:

Deferred

Withdrawn

Without Discussion

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: John Bernstein 410-514-7900

6. DEPARTMENT OF NATURAL RESOURCES: Maryland Environmental Trust

The Maryland Environmental Trust requests Board of Public Works approval to ratify the following:

Donation of a perpetual conservation easement to the Maryland Environmental Trust and the Eastern Shore Land Conservancy by **Kent Family Farm, LLC** on its 223.649 acre property in Kent County.

The Assistant Attorney General has reviewed the above deed for legal form and sufficiency.

The Board of Trustees of the Maryland Environmental Trust has reviewed this easement donation offer and recommends ratification by the Board of Public Works.

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

Approved	Disapproved	Deferred	Withdrawn
With Discussion	Without Discussion		

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: John Bernstein (410) 514-7900

7. DEPARTMENT OF NATURAL RESOURCES Maryland Environmental Trust

Reference is made to Secretary's Agenda Item 6 (June 4, 2003) at which the Board of Public Works ratified the donation of a perpetual conservation easement on a 290-acre property in Dorchester County, made to MET and Chesapeake Wildlife Habitat, Inc. (CWH) by Riverbend Waterfowl, LLC. The Board accepted MET's two recommendations to revise the Item when it approved Secretary's Agenda Item 10 (August 20, 2003) and Secretary's Agenda Item 6 (October 1, 2003).

Since the Board's ratification and subsequent revisions, the parties have determined to reduce again the total acreage and also to modify the donor's certification made in the easement. MET recommends that the Board revise its previous ratification of this transaction.

Donor Name Riverbend Waterfowl, LLC

Acreage Previously: 245 acres **Revised: 236.3 acres**

Location Dorchester County, Maple Dam Road, on the Little Blackwater River, Map 71, Parcel 17, Election District 13. Adjacent to Blackwater National Wildlife Refuge.

Land Use

- Tidal wetlands, 26.3 acres
- Nontidal wetlands, 67.8 acres
- Forest area, 71.8 acres
- Vegetation area, 11.6 acres
- Residue/croplands, 48.8 acres
- Lots, 10 acres (includes 2.9 acres of forest area)
- Road, 2.9 acres
- No existing residences

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: John Bernstein (410) 514-7900

7. DEPARTMENT OF NATURAL RESOURCES (cont'd)
Maryland Environmental Trust

Reserved Rights

Previously the easement stated there were no mortgages or deeds of trust on the property. **Revised:** "Grantor certifies that all mortgages and deeds of trust, if any, affecting the Property are subordinate to, or shall become subordinate to, the rights of Grantee under this Conservation Easement. Grantor has provided, or shall provide, a copy of this Conservation Easement to all mortgagees, and to all beneficiaries and/or trustees of deeds of trust, already affecting the Property or which will affect the Property prior to the recording of this Conservation Easement, and shall also provide notice to Grantee of all such Liens. Each of the Lienholders has subordinated, or shall subordinate prior to recordation, the Liens to this Conservation Easement . . ."

Legal Form and Sufficiency

The Assistant Attorney General has reviewed the revised deed for legal form and sufficiency.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

Contact: Andrew Levine 410-576-6476

8. **BOARD OF PUBLIC WORKS:**

Office of the Attorney General

Debarment Agreement - Florentino Gregorio and C & F Construction Company

Recommendation: The Office of the Attorney General filed an Administrative Complaint and is recommending the Board approve a proposed debarment agreement with C&F Construction Company and its owner, Florentino Gregorio. If approved by the Board, the agreement would debar Mr. Gregorio and C & F Construction from contracting with the State for a period of one year.

Background: Mr. Gregorio is the owner and president of C & F Construction Co. C & F Construction entered into federally-funded highway construction contracts with the District of Columbia. From early 1997 through March 1998, Mr. Gregorio agreed with Joseph Mathis, then a project engineer for the D.C. Department of Public Works, that Mr. Mathis would falsify documents stating that C & F Construction had performed certain work when the work, in fact, had not been performed. Mr. Mathis and Mr. Gregorio split the resulting overpayments. Mr. Gregorio and C & F Construction also contributed money and equipment to Mr. Mathis and his part-time landscaping business.

In February 2002, Florentino Gregorio entered a guilty plea in the United States District Court for the District of Columbia to one count of "supplementing the salary" of a District of Columbia employee in violation of 18 USC §§ 209 and 216 and one count of "payment of a gratuity" in violation of 18 USC § 201(c)(1)(A). Mr. Gregorio was sentenced to one year's probation, ordered to pay \$41,000 in restitution, and to perform 300 hours of community service. Also, the Federal Highway Administration entered into a voluntary exclusion agreement with Florentino Gregorio and C & F Construction in 2002 in which they agreed to exclude themselves from bidding on or entering into contracts with the District of Columbia as a prime contractor for a period of one year. C & F Construction is currently a Maryland-certified Minority Business Enterprise.

Both Florentino Gregorio and C & F Construction are subject to debarment as a result of the criminal convictions. C & F Construction is subject to debarment based on the conviction of Mr. Gregorio because at the time he was an officer or controlling shareholder of C & F Construction.

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

8. **BOARD OF PUBLIC WORKS:**
Office of the Attorney General
Debarment Agreement - Florentino Gregorio and C & F Construction Company (cont'd)

Authority: The basis for the Attorney General's complaint is:

State Finance & Procurement, Maryland Code:
Section 16-203 Conviction of a criminal offense incident to obtaining,
attempting to obtain, or performing a public or private contract
Sections 16-305, 16-307 Debarment of business

The Attorney General has negotiated an agreement with Mr. Gregorio and C & F Construction. Approval of this item will debar Mr. Gregorio and C & F Construction Company for a period of one year from October 30, 2003 through October 29, 2004. During that time, they may not be considered for the award of, be awarded, or perform, directly or indirectly, a contract with the State.

Board of Public Works Action:

The above referenced item was

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

BOARD OF PUBLIC WORKS

October 29, 2003

Secretary's Agenda

APPENDIX

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

Individual reports enclosed.

BOARD OF PUBLIC WORKS

October 29, 2003

Appendix

Secretary's Agenda

Contact: Alice Brooks (410) 288-8401

REPORT OF EMERGENCY PROCUREMENT

ITEM: Appendix 1

MARYLAND TRANSPORTATION AUTHORITY:

CONTRACT NO. & TITLE: 131771
Procurement of Weapons OMB

DESCRIPTION: The company shall provide 450 .40-caliber semi-automatic pistols for the Maryland Transportation Authority Police.

PROCUREMENT METHOD: Emergency

AWARD: OMB Police Supply
Lenexa, Kansas

AMOUNT: \$184,050.00

FUND SOURCE: 100% Toll Revenues

REMARKS: Requesting immediate replacement of the Beretta Vertec .40 caliber pistol due to a critical malfunction of the weapon. Research of three potential vendors showed OMB Police Supply was able to meet the immediate timeframe at the lowest price.

The Office of the State Comptroller has verified that under Control No. 03-1986-0000 that the recommended contractor is not delinquent in the payment of its Maryland Tax obligations. Verification has also been obtained from the Comptroller's Office that the contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland. The contractor **IS NOT** a resident business under the guidelines of BPW Advisory P-003-95, Revised.

Board of Public Works Action:

Report Accepted:

With Discussion

Without Discussion

Report remanded to Dept./Agency

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

SERVICES CONTRACT

ITEM: 1-S **Agency Contact:** Jane Bailey (410) 767-7072

DEPARTMENT: Human Resources (DHR)

PROGRAM: Local Departments of Social Services Operations
Foster Care Maintenance Payments Program

DHR's Foster Care Maintenance Payments Program enables Maryland children who cannot remain in the care of their parents, legal guardians, or caretakers to receive care in alternate settings. In addition, DHR's local departments of social services provide services to families of children in foster care to facilitate stabilization and reintegration of the child back into the family when it is in the best interest of the child and facilitates the achievement of a permanent family situation for a child who is placed in foster care. The Program includes payments to foster family homes, group homes and residential facilities for neglected or dependent children and financial subsidies paid on behalf of special needs children when adoption without a subsidy has not proven feasible.

CONTRACT NOS. & TITLE: See Attachment;
Foster Care Maintenance Payments

ADPICS DOCUMENT ID NUMBER: N00B4200270

DESCRIPTION: **Request for approval of appropriated FY 2004 through 2006 funds for 22 foster care clients for 4 vendors. These contracts are for Residential Foster Care.**

TERM: 11/1/2003 - 6/30/2006

PROCUREMENT METHOD: Non-competitive Negotiated Procurement of Human, Social or Educational Services (See Requesting Agency Remarks below)

BIDS OR PROPOSALS: N/A

AWARDS: See Attachment

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 1-S (Cont)

INCUMBENTS: None

FUND SOURCE: 66% Gen.; 34% Fed. (Title IV-E)

APPROP. CODE: N00G0001

AMOUNT: **\$4,394,890** NTE (2Years, 8 Months;
see Attachment for details by contract)
(\$2,900,627 Gen.; \$1,494,263 Fed.; see
Requesting Agency Remarks below)

PERFORMANCE BOND: None

REQUESTING AGENCY REMARKS: This consolidated Agenda Item is a continuation of BPW Agenda Item 5-S of 6/4/2003 where the Board approved 155 foster care contracts for 4,231 clients for FY 2004 through FY 2006 (three Fiscal Years). This Agenda Item requests the Board's approval of 4 additional Residential Foster Care (RFC) contracts, serving 22 additional foster care clients, for a period of 2 years and 8 months (end of FY 2006). The Attachment lists all contracts awarded pursuant to this authorization, the amounts of the awards, and the number of foster care client slots with each provider under this program.

RFC programs are defined in COMAR 01.04.04.03B(17)(a) as "an entity that provides for children 24-hours-per-day care within a structured set of services and activities"

These additional contracts are needed to add programs for adolescent children, and children with severe and profound behavioral and/or medical needs. These are categories of foster children for which DHR does not currently have enough program resources to serve their highly specialized needs.

The Interagency Rates Committee (IRC) sets standardized rates for foster care services to be utilized by all State agencies providing these services. These rates are generally not finalized until June of each year. Accordingly, DHR is presenting these contracts utilizing estimated rates for the award amounts.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 1-S (Cont)

The award amounts were estimated utilizing FY 2004 annual rates approved by the IRC in June 2003 (for FY 2004), increasing them by 6.5% for FY 2005, then adding an additional 6.5% on top of that for FY 2006. The percentages of increase used in making these award estimates was selected in order to encompass any possible percentage of increase the IRC might actually select in the next two fiscal years.

In practice, the IRC awards rate increases well within these percentages. The rate page of each contract limits the amount that can be paid to each vendor. Not-to-Exceed (NTE) totals are incorporated by reference in the rate pages of each contract. In the interests of promoting administrative efficiency with respect to the processing of these contracts, DHR has selected a two years and 8 months term for these contracts per COMAR 21.14.01.06B.

The total award amount of \$4,394,890 assumes that each slot purchased will be occupied by a child 365 days during each of the fiscal years covered by these contracts. Based on history, this is unlikely to occur. These are reimbursement contracts. The vendors are paid solely for the actual children placed with them during the year, and then only based on the actual number of days each child is with the vendor.

The service providers in this request were obtained through a non-competitive negotiation process. The procurement law provides for procuring certain human, social and educational services under the State Finance and Procurement article Section 13-106 and COMAR 21.14.01.03G (Non-Competitive Negotiated Procurement of Human, Social or Educational Services).

The Governor's Office For Children, Youth and Families (GOCYF) is the single point of entry for private providers interested in supplying care under approved negotiated rates for youth of the various State agencies. These providers have rates that have been approved by the IRC.

Procurement with these service providers has complied with the Law's requirement for Non-Competitive Negotiation Procurement of Human, Social or Educational Services. In accordance with COMAR 21.14.01.04, below are reasons for this method of procurement:

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 1-S (Cont)

DHR's Procurement Officer and Secretary, have determined that although there are several potential service providers, the demand for providers exceeds the supply, thus making the Competitive Sealed Proposals procurement method for these services inappropriate.

The services are for group and treatment foster care and the licensing standards are found in COMAR 07.02.11; 07.02.13; 07.02.21; and 07.02.23.

Neither DHR nor GOCYF, on behalf of the Sub-cabinet, has the facilities or personnel to provide this type of service for approximately 4,253 youth (includes the additional 22 to be placed under these contracts) committed to DHR. Therefore, it is in the best interest of the State that DHR contracts for these services.

COMAR 21.14.01.04C requires that DHR give a public notice of its general requirements for these services through a Request for Expressions of Interest (REI). An REI for the current contracts was published in the *Contract Weekly* on January 19, 2003, and solicitation notices were published in *The Baltimore Sun* on January 19, 2003 and January 26, 2003, in accordance with COMAR 21.14.01.04C

The Office of the State Comptroller has verified, under the Control Numbers in the Attachment, that the recommended contractors have no known deficiencies in the payment of their Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or the Department of Assessments and Taxation, as applicable, that the contractors are appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractors **are all** resident businesses under the guidelines of BPW Advisory P-003-95 Revised.

DBM REMARKS: Furnishing of long-term services are required to meet State needs; estimated requirements cover the period of the contract and are reasonably firm and continuing; and a multi-year contract will serve the best interests of the State by promoting economies in State procurement.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 1-S (Cont)

Approval recommended.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION

ITEM: 1-S (Cont)

ATTACHMENT

6B
BPW 10/29/2003

AWARDS (Cont):

Contract#/Contractor
(Comptroller #)

#of Clients

Contract Amount

RFC/04-06/129

Autumn Homes, Inc.
Baltimore, MD
(03-1930-0111)

2

\$ 457,658

RFC/04-06/130

Comfort Homes Inc.
New Carrollton, MD
(03-1937-0000)

4

\$ 670,304

RFC/04-06/131

KOBA Institute
Silver Spring, MD
(03-1949-0111)

12

\$2,628,540

RFC/04-06/132

Youth Manor, Inc.
Riverdale, MD
(03-1936-0000)

4

\$ 638,388

22

\$4,394,890 Total

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

SERVICES CONTRACT

ITEM: 2-S **Agency Contact:** Marcus Filson (410) 230-3325

DEPARTMENT: Juvenile Services (DJS)

PROGRAM: Division of Residential Services (DRS)

DJS' DRS supervises residential facilities. The programs for these facilities include managing youth committed or detained by the court and youth in transition between State facilities and court placements. DRS also oversees the educational and health services provided by the Department's vendors.

CONTRACT NO. & TITLE: 02-JJ-104;
Operation and Management of the Mount
Clare House

ADPICS DOCUMENT ID NUMBER: V00B4200027

DESCRIPTION: **Contract for a residential special
treatment center for 12 severely, emotionally disturbed male youth, ages 15½ to 18 years, in
Baltimore City. This program is shared by the Departments of Juvenile Services, Health
and Mental Hygiene and Human Resources.**

TERM: 11/1/2003 - 9/30/2006 (W/2 one-year
renewal options)

PROCUREMENT METHOD: Competitive Sealed Proposals

BID OR PROPOSALS: See Attachment

AWARD: **First Home Care Corp.**
Portsmouth, VA

INCUMBENT: Same;
(7/20/98 - 10/31/2003; \$4,584,898)

FUND SOURCE: 100% Gen. **APPROP. CODE:** V00E0103

ACTION AGENDA

ITEM: 2-S (Cont)

<u>AMOUNTS:</u>	\$2,789,574 (35 Months; Base Contract)
	\$1,102,858 (12 Months; 1 st Renewal option)
	<u>\$1,135,944</u> (12 Months; 2 nd Renewal option)
	\$5,028,386 (59 Months)

PERFORMANCE BOND: None

REQUESTING AGENCY REMARKS: A notice of the availability of the Request For Proposals (RFP) was advertised in the *Maryland Contract Weekly* and posted on the DJS Web Page. Copies of the solicitation notice were mailed directly to 35 prospective vendors, 26 of which were Maryland firms, and included 1 MBE. A copy was also sent to the Governor's Office of Minority Affairs. There is a 25% MBE goal established for this contract.

Representatives from 12 different organizations attended the Pre-Proposal Conference. Five offers were received. Two of the offerors were determined to not have the capacity to perform the contract and were eliminated from further consideration.

The successful offeror, First Home Care Corporation ("First Home") , which is the incumbent contractor, received the highest technical ranking and the highest financial ranking based upon submitting the lowest financial offer. After Best and Final Offers, First Home's price was determined to be fair and reasonable. The award amount for a 35 month base period is less than the base-period financial amount, which is for 36 months. First Home is currently operating the Mount Clare House under a one-month contract pending Board approval.

The Office of the State Comptroller has verified, under Control Number 03-2015-1111, that the recommended contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or the Department of Assessments and Taxation, as applicable, that the contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractor is **not** a resident business under the guidelines of BPW Advisory P-003-95 Revised.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 2-S (Cont)

DBM REMARKS:

Furnishing of long-term services are required to meet State needs; estimated requirements cover the period of the contract and are reasonably firm and continuing; and a multi-year contract will serve the best interests of the State by promoting economies in State procurement.

By approving this contract, the Board grants DBM the authority to approve the unilateral exercise of the renewal option(s) at the scheduled times as provided for in the contract, and directs that the exercise of each option renewal be reported on a DBM PAAR.

Approval recommended.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN ✓

WITH DISCUSSION

WITHOUT DISCUSSION

ITEM: 2-S (Cont)

ATTACHMENT

10B
BPW 10/29/2003

BID OR PROPOSALS (Cont):

<u>Offeror</u>	<u>Tech. Ranking</u>	<u>Financial* Offer (Rank)</u>	<u>Overall Ranking</u>
First Home Care Corp. Portsmouth, VA	1	\$3,018,117 (1)	1
Community Solutions Hartford, CT,	2	\$3,468,168 (2)	2
North American Family Institute Danvers, MA	3	\$4,065,676 (3)	3

* Note: Financial offer was for a 36 month base contact.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

SERVICES CONTRACT RENEWAL OPTION

ITEM: 3-S-MOD **Agency Contact:** Gladys Gaskins (410) 767-4710

DEPARTMENT: Budget and Management (DBM)

PROGRAM: Employee Benefits Division (EBD)

DBM's EBD is responsible for administering health care plans and other related benefit programs for State employees and retirees, satellite agencies, Public Health Services Act continuation-of-coverage participants and contractual employees. Dental benefits are available through 2 plan options: 1) a Dental Health Maintenance Organization (DHMO) provider; and 2) a Dental Point-of-Service (DPOS) provider.

ORIGINAL CONTRACT NO.s & TITLE: F10B0200006 and F10B0200014;
Dental Benefits Network Contracts

ADPICS DOCUMENT ID NUMBERS: F10B4200003 (UCCI DHMO Claims)
F10B4200004 (UCCI DPOS Claims)
F10B4200005 (DBP DHMO Claims)

ORIGINAL CONTRACT APPROVED: 8/4/99 DBM BPW Agenda Item 6-S

ORIGINAL PROCUREMENT METHOD: Competitive Sealed Proposals

CONTRACTORS: **United Concordia Companies, Inc.**
(UCCI)
(For DHMO and DPOS Plans)
Towson, MD

Dental Benefit Providers, Inc.
(DBP)
(For a DHMO Plan only)
Bethesda, MD

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 3-S-MOD (Cont)

DESCRIPTION OF ORIGINAL CONTRACT: Multiple award contract to two vendors to provide a dental program for Maryland State employees, retirees and their dependents. Dental benefits will be available through 2 plan options: 1) a Dental Health Maintenance Organization (DHMO) provider; and 2) a dental Point-of-Service (DPOS) provider.

DESCRIPTION OF OPTION: Continue existing services by exercising the second of two one-year renewal options on the contract.

TERM OF ORIGINAL CONTRACT: 1/1/2000-12/31/2002 (W/2 one-year renewal options)

TERM OF THIS OPTION: 1/1/2004 -12/31/2004

FUND SOURCE: 50% Reimb.; 50% Employee/Retiree Contributions (see Requesting Agency Remarks below)

APPROP. CODE: F10A0240

ORIGINAL CONTRACT AMOUNTS: \$48,250,908 Est. (UCCI DHMO)
\$79,309,144 Est. (UCCI DPOS)
\$53,259,868 Est. (DBP DHMO)
(See Requesting Agency Remarks below)

MODIFICATIONS/OPTIONS TO DATE (AMOUNTS/PURPOSE):

Exercised the first of two one-year renewal options on the contracts.

Opt. #1 \$9,966,000 Est. (UCCI-DHMO)
\$6,160,000 Est. (UCCI-DPOS)
\$5,874,000 Est. (DBP - DHMO)

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 3-S-MOD (Cont)

AMOUNTS OF THIS OPTION: **\$9,611,800** Est. (1 Year; UCCI DHMO)
 \$9,116,800 Est. (1 Year; UCCI DPOS)
 \$5,735,400 Est. (1 Year; DBP DHMO)
 (See Requesting Agency Remarks below)

PERFORMANCE BOND: None

REVISED TOTAL CONTRACT AMOUNT: N/A (See Requesting Agency Remarks
below)

PERCENTAGE INCREASE (DECREASE)
OF RATES: N/A

REQUESTING AGENCY REMARKS: The DHMO and DPOS dental insurance plans provide coverage for State employees and retirees in a managed care setting. The DHMO is a closed panel of dentists who provide services to enrolled members. No reimbursement and/or discount is available to members who go outside of the plan. The DPOS has benefits for both in-network dental care and out-of network care (at a reduced benefit).

The original award contract amounts shown above were estimated. Calculations were based on the assumption that each DHMO and DPOS plan would enroll and provide benefits for the entire enrollment group, estimated to be 32,713 at the time of the RFP was issued in 1999. Actual payments to each plan over the 3-year contract term are a function of the actual number of employees who elect coverage for themselves and their dependents under each plan. The current dental plan census is 74,996 as of 1/1/2003. Enrollment is divided between carriers as follows:

United Concordia (DHMO)	33,996	individuals (45.3%)
United Concordia (DPOS)	23,537	individuals (31.4 %)
Dental Benefit Providers (DHMO)	17,463	individuals (23.3%)
	74,996	Total

The estimated costs for the first renewal option were based on projections from the actual costs associated with the then most recently completed benefit year, which was CY 2001. The estimated costs for this one-year renewal option are based on projections from the actual costs associated with the most recently completed benefit year, which was CY 2002.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 3-S-MOD (Cont)

The source of funds for this contract comes from transfers from employees' and retirees' health insurance non-budgeted accounts and actual member contributions.

This is the last renewal option on the contract. During the renewal period a solicitation for new services will be prepared using the competitive sealed proposals procurement method.

The Office of the State Comptroller has verified, under Control Numbers 03-1996-0000 (UCCI); and 03-1997-0111 (DBP), that the recommended contractors have no known deficiencies in the payment of their Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or the Department of Assessments and Taxation, as applicable, that the contractors are appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractors **are both** resident businesses under the guidelines of BPW Advisory P-003-95 Revised.

DBM REMARKS:

Approval recommended.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

SERVICES CONTRACT RENEWAL OPTION

ITEM: 4-S-MOD **Agency Contact:** Gladys Gaskins (410) 767-4710

DEPARTMENT: Budget and Management (DBM)

PROGRAM: Employee Benefits Division (EBD)

DBM's EBD is responsible for administering health care and other related benefit programs for State employees and retirees, satellite agencies, Public Health Services Act continuation-of - coverage participants, and contractual employees. Health Maintenance Organizations (HMOs) are pre-paid medical group practice plans that provide a comprehensive, pre-determined medical care benefits package. HMOs are one of the three types of medical plans offered by the State to its employees and retirees.

ORIGINAL CONTRACT NO. & TITLE: F10B0200005, F10B0200011,
F10B0200013;
Health Maintenance Organizations (HMOs)
Health Insurance Contracts

ADPICS DOCUMENT ID NUMBERS: F10B4200006 (CareFirst - Claims)
F10B4200007 (MAMSI - Claims)
F10B4200008 (Kaiser - Claims)

ORIGINAL CONTRACT APPROVED: 8/4/99 DBM BPW Agenda Item 9-S

ORIGINAL PROCUREMENT METHOD: Competitive Sealed Proposals

CONTRACTORS: **CareFirst of Maryland, Inc.**
(CareFirst)
Owings Mills, MD

MAMSI/Optimum Choice
(MAMSI)
Rockville, MD

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 4-S-MOD (Cont)

Kaiser Foundation Health Plan
(Kaiser)
Baltimore, MD

DESCRIPTION OF ORIGINAL CONTRACT: Multiple award contract for HMO health care provider plans for State employees, retirees and their dependents. HMOs are pre-paid medical group practice plans that provide a comprehensive, pre-determined medical care benefits package. HMO health insurance plans provide managed care health insurance coverage, allowing for a large selection of providers.

DESCRIPTION OF OPTION: **Continue existing services by exercising the second of two one-year renewal options on the contract.**

TERM OF ORIGINAL CONTRACT: 1/1/2000 - 12/31/2002 (W/2 one-year renewal options)

TERM OF OPTION: 1/1/2004 - 12/31/2004

FUND SOURCE: 85% Reimb.; 15% Employee/Retiree Contributions (see Requesting Agency Remarks below)

APPROP. CODE: F10A0240

ORIGINAL CONTRACT AMOUNTS: \$286,311,585 Est. (CareFirst)
\$259,153,699 Est. (MAMSI)
\$249,358,791 Est. (Kaiser)
(See Requesting Agency Remarks below)

MODIFICATIONS/OPTIONS TO DATE (AMOUNTS/PURPOSE):

Exercised the first of two one-year renewal options on the contract.

Opt.# 1 \$37,680,000 Est. (CareFirst)
\$20,400,000 Est. (MAMSI)
\$21,920,000 Est. (Kaiser)

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 4-S-MOD (Cont)

AMOUNTS OF THIS OPTION: \$33,994,543 Est. (1 Year; CareFirst)
\$21,247,324 Est. (1 year; MAMSI)
\$19,783,964 Est. (1 Year; Kaiser)
(See Requesting Agency Remarks below)

PERFORMANCE BOND: None

REVISED TOTAL CONTRACT AMOUNT: N/A

PERCENTAGE INCREASE (DECREASE)
OF RATES: N/A

REQUESTING AGENCY REMARKS: The State's HMO plans provide the lowest premiums and co-payments of the three types of medical plans offered by the State. The HMO plans provide health coverage in a managed care setting. Members must choose a primary care physician as part of each plan's offering. HMO plans are fully insured with firm, fixed premium rates. Approximately 90% of the premium cost goes to pay providers for the delivery of care; approximately 10% of the premium is retained by the contractor.

The contract amounts shown above for the three 3-year base contracts were reported on the original Agenda Item presented to the Board on 8/4/99. These amounts represent the estimated plan premium costs to provide HMO services over the three-year base contract period. Calculations for these amounts were based on the assumption that each HMO plan would enroll and provide benefits for the entire HMO enrollment group, which was estimated to be 22,689 at the time the RFP was issued in 1999. Actual payments to each plan over the 3-year contract term were a function of the actual number of employees who elected coverage for themselves and their dependents under each plan.

The current HMO census is 16,630, as of 1/1/2003, and is divided as follows:

CareFirst.....	7,438	individuals (44.7%)
MAMSI.....	4,500	individuals (27.1%)
Kaiser.....	4,692	individuals (28.2%)
	16,630	Total

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 4-S-MOD (Cont)

The estimated costs for the first renewal option were based on projections from the actual costs associated with the then most recently completed benefit year, which was CY 2001. The estimated costs for this one-year renewal option are based on projections from the actual costs associated with the most recently completed benefit year, which was CY 2002.

The original agenda item included a fourth plan, Prudential Health Care. Shortly after the beginning of the contract in January, 2000, Prudential Health Care Plan was purchased by Aetna US Healthcare and was no longer able to provide HMO services to State of Maryland members.

A fifth plan, George Washington University Health (GWU), was not included on the 8/4/99 Agenda due to a pending protest. However, GWU was approved by the Board of Public Works to provide HMO services on 9/15/99 in DBM BPW Agenda Item 30-S, after resolution of the protest. GWU has since discontinued providing HMO services to the State as of December 31, 2001.

The source of funds for this contract comes from transfers from employees' and retirees' health insurance non-budgeted accounts and actual member contributions.

This is the last renewal option on the contract. During the renewal period a solicitation for new services will be prepared using the competitive sealed proposals procurement method.

The Office of the State Comptroller has verified, under Control Numbers 03-2001-0011 (CareFirst); 03-1995-0111 (MAMSI); and 03-2002-1111 (Kaiser), that the recommended contractors have no known deficiencies in the payments of their Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or the Department of Assessments and Taxation, as applicable, that the contractors are appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractors **are all** resident businesses under the guidelines of BPW Advisory P-003-95 Revised.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 4-S-MOD (Cont)

DBM REMARKS:

Approval recommended.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

SERVICES CONTRACT RENEWAL OPTION

ITEM: 5-S-MOD **Agency Contact:** Gladys Gaskins (410) 767-4710

DEPARTMENT: Budget and Management (DBM)

PROGRAM: Employee Benefits Division (EBD)

DBM's EBD is responsible for administering health care and other related benefit programs for State employees and retirees, satellite agencies, Public Health Services Act continuation-of-coverage participants, and contractual employees. A Point-of-Service (POS) health plan allows members to choose to receive services from a participating or a non-participating network provider. The plan provides managed care health services while offering a large selection of providers from which to choose. POSs are one of the three types of medical plans offered by the State to its employees and retirees.

ORIGINAL CONTRACT NO.s & TITLE: F10B1200028, F10B1200030,
F10B1200032;
Point-of-Service Health Insurance Contracts

ADPICS DOCUMENT ID NUMBERS:
F10B4200009 (CareFirst – Admin)
F10B4200010 (CareFirst – Claims)
F10B4200011 (MAMSI – Admin)
F10B4200012 (MAMSI – Claims)
F10B4200013 (Aetna – Admin)
F10B4200015 (Aetna – Claims)

ORIGINAL CONTRACT APPROVED: 8/4/99 DBM BPW Agenda Item 7-S

ORIGINAL PROCUREMENT METHOD: Competitive Sealed Proposals

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 5-S-MOD (Cont)

CONTRACTORS:

CareFirst of Maryland, Inc.
(CareFirst)
Owings Mills, MD

MAMSI MD IPA
(MAMSI)
Rockville, MD

Aetna US Healthcare
(Aetna)
Blue Bell, PA
(Local office in Greenbelt, MD)

DESCRIPTION OF ORIGINAL CONTRACT: Multiple award contract for 3 Point-of-Service (POS) health care plans for State employees, retirees and their dependents. A POS health plan allows members to choose to receive services from a participating or a non-participating network provider. The plan provides managed care health services while offering a large selection of providers from which to choose. Costs for vendor administrative fees and capitated fees for Primary Care Providers (PCPs) are a firm fixed price for enrollees in the POS plans.

DESCRIPTION OF OPTION: **Continue existing services by exercising the second of two one-year renewal options on the contracts.**

TERM OF ORIGINAL CONTRACT: 1/1/2000 - 12/31/2002 (W/2 one-year renewal options)

TERM OF OPTION: 1/1/2004 - 12/31/2004

FUND SOURCE: 80% Reimb.; 20% Employee/Retiree Contributions (see Requesting Agency Remarks below)

APPROP. CODE: F10A0240

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 5-S-MOD (Cont)

ORIGINAL CONTRACT AMOUNTS: \$280,060,458 (Carefirst)
\$298,317,909 (MAMSI)
\$342,743,919 (Aetna)
(See Requesting Agency Remarks below)

MODIFICATIONS/OPTIONS TO DATE (AMOUNTS/PURPOSE):

Exercised the first of two one-year renewal options on the contracts.

Opt. # 1 \$63,705,000 Est. (CareFirst)
\$68,200,000 Est. (MAMSI)
\$23,095,000 Est. (Aetna)

AMOUNTS OF THIS OPTION: \$79,300,000 Est. (1 Year; CareFirst)
\$88,787,372 Est. (1 Year; MAMSI)
\$31,989,823 Est. (1 Year; Aetna)
(See Requesting Agency Remarks below)

PERFORMANCE BOND: None

REVISED TOTAL CONTRACT AMOUNT: N/A

PERCENTAGE INCREASE (DECREASE)
OF RATES: N/A

REQUESTING AGENCY REMARKS: The POS health insurance plan provides health insurance coverage for State employees and retirees in a managed care setting, allowing a wide range of member choice. The contract amounts shown above for the 3-year base contract were reported on the original agenda item presented to the Board on 8/4/99. These amounts represent the total of the plan's fixed administrative fees, fixed capitated payments, and projected fee-for-service claims.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 5-S-MOD (Cont)

Initial calculations were based on the assumption that each POS plan would enroll and provide benefits for the entire POS enrollment group, which was estimated to be 30,474 at the time the RFP was written in 1999. Actual payments to each plan over the 3-year base contract term were a function of the actual number of employees who elected coverage for themselves and their dependents under each plan.

The current POS census has grown to 37,412 as of 1/1/2003 and enrollment is divided as follows:

CareFirst.....	15,629	individuals (41.8%)
MAMSI	16,083	individuals (42.9%)
Aetna	5,700	individuals (15.3%)
	37,412	Total

The estimated costs for the first renewal option were based on projections from the actual costs associated with the then most recently completed benefit year, which was CY 2001. The estimated costs for this one-year renewal option are based on projections from the actual costs associated with the most recently completed benefit year, which was CY 2002.

The source of funds for this contract comes from transfers from employees' and retirees' health insurance non-budgeted accounts and actual member contributions.

This is the last renewal option on the contract. During the renewal period a solicitation for new services will be prepared using the competitive sealed proposals procurement method.

The Office of the State Comptroller has verified, under Control Numbers 03-2000-1111 (Carefirst); 03-1998-0111 (MAMSI); and 03-1994-1110 (Aetna) that the recommended contractors have no known deficiencies in the payments of their Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or the Department of Assessments and Taxation, as applicable, that the contractors are appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractors **are all** resident businesses under the guidelines of BPW Advisory P-003-95 Revised.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 5-S-MOD (Cont)

DBM REMARKS: Approval recommended.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

SERVICES CONTRACT RENEWAL OPTION

ITEM: 6-S-MOD **Agency Contact:** Gladys Gaskins (410) 767-4710

DEPARTMENT: Budget and Management (DBM)

PROGRAM: Employee Benefits Division (EBD)

DBM's EBD is responsible for administering health care and other related benefit programs for State employees and retirees, satellite agencies, public Health Services Act continuation-of-coverage participants, and contractual employees. A Preferred Provider Organization (PPO) is a group of hospitals and physicians that contract on a fee-for service basis with employers to provide comprehensive medical services. PPOs are one of the three types of medical plans offered by the State to its employees and retirees.

ORIGINAL CONTRACT NOS. & TITLE: F10B1200023 and F10B1200025
Preferred Provider Organizations (PPO)
Health Care Contracts.

ADPICS DOCUMENT ID NUMBERS: F10B4200015 (CareFirst – Admin)
F10B4200016 (CareFirst - Claims)
F10B4200017 (MAMSI – Admin)
F10B4200018 (MAMSI – Claims)

ORIGINAL CONTRACT APPROVED: 8/4/99 DBM BPW Agenda Item 8-S

ORIGINAL PROCUREMENT METHOD: Competitive Sealed Proposals

CONTRACTORS: **Carefirst of Maryland, Inc.**
(CareFirst)
Owings Mills, MD

MAMSI/MHL Eagle
(MAMSI)
Rockville, MD

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 6-S-MOD (Cont)

DESCRIPTION OF ORIGINAL CONTRACT: Multiple award contract to provide PPO health care benefits to State employees, retirees and their dependents. A PPO is a group of hospitals and physicians that contract on a fee-for-service basis with employers to provide comprehensive medical services. Providers exchange discounted services for increased volume. Participants' out-of-pocket costs are usually lower than under a fee-for-service plan. The PPO health care plan offers the largest selection of health care providers for enrollees with limited management of care.

DESCRIPTION OF OPTION: Continue existing services by exercising the second of two one-year renewal options on the contracts

TERM OF ORIGINAL CONTRACT: 1/1/2000 - 12/31/2002 (W/2 one-year renewal options)

TERM OF OPTION: 1/1/2004 - 12/31/2004

FUND SOURCE: 80% Reim.; 20% Employee/Retiree Contributions

APPROP. CODE: F10A0240

ORIGINAL CONTRACT AMOUNTS: \$550,760,204 (Carefirst)
\$554,066,344 (MAMSI)
(See Requesting Agency Remarks below)

MODIFICATIONS/OPTIONS TO DATE (AMOUNTS/PURPOSE):

Exercised the first of two one-year renewal options on the contracts.

Opt. # 1 \$202,275,000 Est. (CareFirst)
\$ 22,725,000 Est. (MAMSI)

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 6-S-MOD (Cont)

AMOUNTS OF THIS OPTION: **\$241,509,990** Est. (1 Year; CareFirst)
 \$ 23,059,960 Est. (1 Year; MAMSI)
 (See Requesting Agency Remarks below)

PERFORMANCE BOND: None

REVISED TOTAL CONTRACT AMOUNT: N/A

PERCENTAGE INCREASE (DECREASE)
OF RATES: N/A

REQUESTING AGENCY REMARKS: The PPO health insurance plan provides the premium level of health insurance coverage for State employees and retirees, allowing the widest range of member choice. The contract amounts shown above for the 3-year base contract were reported on the original agenda item presented to the Board on 8/4/99.

These amounts represented the total of the plan's fixed administrative fees, fixed capitated payments and projected fee-for-service claims. Calculations were based on the assumption that each PPO plan would enroll and provide benefits for the entire PPO enrollment group, which was estimated to be 40,992 at the time the RFP was issued in 1999.

Actual payments to each plan over the 3-year base contract term were a function of the actual number of employees who elected coverage for themselves and their dependents under each plan. The current PPO census is 49,578 as of 1/1/2003 and enrollment is divided as follows:

CareFirst	44,810	individuals (90.38%)
MAMSI	4,768	individuals (9.62%)
	49,578	Total

The estimated costs for the first renewal option were based on projections from the actual costs associated with the then most recently completed benefit year, which was CY 2001. The estimated costs for this one-year renewal option are based on projections from the actual costs associated with the most recently completed benefit year, which was CY 2002.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 6-S-MOD (Cont)

The source of funds for this contract comes from transfers from employees' and retirees' health insurance non-budgeted accounts and actual member contributions.

This is the last renewal option on the contract. During the renewal period a solicitation for new services will be prepared using the competitive sealed proposals procurement method.

The Office of the State Comptroller has verified, under Control Numbers 03-200-1111 (CareFirst); and 03-199-0001 (MAMSI), that the recommended contractors have no known deficiencies in the payments of their Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or the Department of Assessments and Taxation, as applicable, that the contractors are appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractors **are both** resident businesses under the guidelines of BPW Advisory P-003-95 Revised.

DBM REMARKS:

Approval recommended.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

SERVICES CONTRACT MODIFICATION

ITEM: 7-S-MOD **Agency Contact:** Jane Bailey (410) 767-7072

DEPARTMENT: Human Resources (DHR)

PROGRAM: Local Departments of Social Services Operations
Foster Care Maintenance Payments Program

DHR's Foster Care Maintenance Payments Program enables Maryland children who cannot remain in the care of their parents, legal guardians, or caretakers to receive care in alternate settings. In addition, DHR's local departments of social services provide services to families of children in foster care to facilitate stabilization and reintegration of the child back into the family when it is in the best interest of the child and facilitates the achievement of a permanent family situation for a child who is placed in foster care. The Program includes payments to foster family homes, group homes and residential facilities for neglected or dependent children and financial subsidies paid on behalf of special needs children when adoption without a subsidy has not proven feasible.

ORIGINAL CONTRACT NO.s & TITLE: SSA/RFC/04-06/001, SSA/TFC/04-06/015;
Foster Care Maintenance Payments

ADPICS DOCUMENT ID NUMBER: CO758869

ORIGINAL CONTRACTS APPROVED: 6/4/2003 DBM BPW Agenda Item 5-S

ORIGINAL PROCUREMENT METHOD: Non-competitive Negotiated Procurement of
Human, Social or Educational Services (See
Requesting Agency Remarks below)

CONTRACTORS: **Adolescent Residential Community
Homes, Inc.**
Baltimore, MD
Foundations for Home and Community
Washington, DC
(Local Office in Hughesville, MD)

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 7-S-MOD (Cont)

DESCRIPTION OF ORIGINAL CONTRACT: Request for approval of appropriated FY 2004 through 2006 funds for 4,231 foster care clients. These contracts are for residential foster care, non-residential foster care and treatment foster care. The total number of contracted vendors is 155.

DESCRIPTION OF MODIFICATION: Increase the number of child care slots available under contracts to two vendors based upon a demonstrated need for the particular services of these vendors.

TERM OF ORIGINAL CONTRACT: 7/1/2003 - 6/30/2006

TERM OF MODIFICATION: 11/1/2003 - 6/30/2006

FUND SOURCE: 66% Gen.; 34% Fed. (Title IV-E)

APPROP. CODE: N00G0001

ORIGINAL CONTRACT AMOUNT: \$725,814,423 NTE

MODIFICATIONS/OPTIONS TO DATE
(AMOUNTS/PURPOSE): None

AMOUNTS OF THIS MODIFICATION: **\$6,749,780** NTE Grand Total (2 Years, 8 Months; see Attachment for details by contractor; \$4,454,855 Gen.; \$2,294,925 Fed.)

PERFORMANCE BOND: None

REVISED TOTAL CONTRACT
AMOUNT: \$732,564,203 NTE

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 7-S-MOD (Cont)

PERCENTAGE INCREASE/DECREASE
FROM ORIGINAL CONTRACT
(THIS MODIFICATION):

0.9%

PERFORMANCE BOND:

None

REQUESTING AGENCY REMARKS: The increases in the number of child care slots to which this modification refers are for a Residential Foster Care (RFC) program operated by one vendor (Adolescent Residential Community Homes, Inc.), and a Treatment Foster Care (TFC) program operated by the other vendor (Foundations for Home and Community). RFC programs are defined in COMAR 01.04.04.03B(17)(a) as "an entity that provides for children 24-hour-per-day care within a structured set of services and activities" TFC programs are defined in COMAR 07.02.21.03B(17) as "a 24-hour substitute care program, operated by a licensed child placement agency or local department of social services, for children with a serious emotional, behavioral, medical, or psychological condition."

The programs in which the additional slots are to be purchased through this modification request serve adolescent males (RFC), in one case, and (TFC) children with severe medical conditions, in the other. The number of foster care children in both of these categories are on the increase. The modification to the contracts is being made to advance the goal of ensuring DHR's present and future ability to place children falling into these categories in appropriate foster care settings that ensure the safety and well-being of the children.

The Office of the State Comptroller has verified, under the Control Numbers in the Attachment, that the recommended contractors have no known deficiencies in the payment of their Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or the Department of Assessments and Taxation, as applicable, that the contractors are appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractors **are both** resident businesses under the guidelines of BPW Advisory P-003-95 Revised.

DBM REMARKS: Furnishing of long-term services are required to meet State needs; estimated requirements cover the period of the contract and are reasonably firm and continuing; and a multi-year contract will serve the best interests of the State by promoting economies in State procurement.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 7-S-MOD (Cont)

Approval recommended.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

ITEM: 7-S-MOD (Cont)

ATTACHMENT

33B
BPW 10/29/2003

<u>Contract#/Contractor</u> <u>(Comp. Control #)</u>	<u>No. of Slots</u> <u>(Current)</u>	<u>Contract Amount</u> <u>(Current)</u>	<u>Addtl. # of</u> <u>Slots</u>	<u>Mod.</u> <u>Amount</u>	<u>Revised #</u> <u>of Slots</u>	<u>Revised Total</u> <u>Contract Amount</u>
SSA/RFC/04-06/001a1 Adolescent Residential Community Homes, Inc. Capital Heights, MD (03-1957-0111)	4	\$ 798,516	10	\$1,748,940	14	\$2,547,456
SSA/TFC/04-06/015a1 Foundations for Home & Community Washington, DC (Local Office in Hughesville, MD) (03-1931-1110)	30	\$4,247,040	40	\$5,000,840	70	\$9,247,880
GRAND TOTALS		\$5,045,556		\$6,749,780		

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

GENERAL MISCELLANEOUS

ITEM: 8-GM **Agency Contact:** James C. DiPaula (410) 260-7041

DEPARTMENT: Budget and Management (DBM)

PROGRAM: Re-employment of Individuals Who Retired Under Senate Bill 1 (SB1), Chapter 353, Acts of 1996

AMOUNT OF REQUEST: See Attachment

APPROP. CODE: D05E01

DESCRIPTION: The Secretary of Budget and Management recommends the re-hire of one new individual who retired under SB1. SB1 limits to 2% (or a maximum of 40 individuals) the number of retirees in the Executive Branch who may be re-employed subject to the approval of the Board of Public Works. Attached is a listing of this SB1 contractual re-employment request.

REQUESTING AGENCY REMARKS: The BPW has approved re-employing a total of 27 SB1 retirees to date on a contractual basis. With this new hire, 28 SB1 retirees will still have been re-employed, leaving a maximum of 12 additional retirees who may be re-employed.

DBM REMARKS: Approval recommended. The respective agency has certified fund availability to effectuate this contractual re-employment request.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION

ITEM: 8-GM (Cont)

ATTACHMENT

35B
BPW 10/29/2003

Department	Name	Position	Effective Date	Hourly Rate/ Maximum	Contract Duration	Comments
University System of Maryland	Robert C. Gray	Lecturer, College Level	10/29/03 – 10/28/04	\$2,200 per course \$6,600 per year	1 Year	<u>New Contract</u> – Mr. Gray will teach one to two career and technology education courses each semester for in-service teachers pursuing certification at the MD Center for Career and Technology Education Studies located at the Baltimore Museum of Industry. Mr. Gray served as the State Specialist for Career and Technology Education for the State Department of Education prior to his retirement. There is a critical shortage of teachers in this field of study.

35B
ITEM: 8-GM
(Cont.)
BPW 10/29/2003

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA**INFORMATION TECHNOLOGY CONTRACT****ITEM:** 9-IT **Agency Contact:** James Wallace (410) 767-1194**DEPARTMENT:** Assessments and Taxation (DAT)**PROGRAM:** Charter Unit

DAT's Charter Unit Program is responsible for operating 6 mainframe computer business applications, including the Maryland Business Entity System (MBES). These computer driven applications generate approximately \$175 million yearly in revenue to the State and \$600 million in local revenue. The Program provides for a central repository of all records of business entity formation and filings (charters, limited liability companies, limited partnerships and business trusts).

CONTRACT NO. & TITLE: DAT-0065;
Laser Printing Document Output
Management System and Support Services**ADPICS DOCUMENT ID NUMBER:** E50B4200013**DESCRIPTION:** **Provide DAT with computer-driven laser printing outsourcing services that will address the printed forms requirements of DAT's Maryland Business Entity System (MBES). These services will also be provided to DAT's Real Property, Personal Property and Tax Credit Programs.****TERM:** 11/11/2003 - 11/10/2006 (W/2 one-year
renewal options)**PROCUREMENT METHOD:** Competitive Sealed Proposals**BIDS OR PROPOSALS:** Only one offer received**AWARD:** **Xerox Corporation**
Towson, MD**INCUMBENT:** Same;
(11/1/98 - 11/10/2003; \$961,888)

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 9-IT (Cont)

FUND SOURCE: 100% Gen.

APPROP. CODE: E50C0010

AMOUNTS:

\$633,840 NTE (3 Years; Base Contract; see
Requesting Agency
Remarks below)

\$118,968 NTE (1 Year; 1st Renewal Opt.)

\$118,968 NTE (1 Year; 2nd Renewal Opt.)

\$871,776 NTE Total (5 Years)

PERFORMANCE BOND:

None

REQUESTING AGENCY REMARKS:

A notice of the availability of the Request For Proposals (RFP) was advertised in the *Maryland Contract Weekly* and at *eMaryland Marketplace.com* (a total of 103 vendors viewed the IFB through the Internet, of which 22 were MBEs). Copies of the solicitation notice were mailed directly to 24 prospective vendors, 18 of which were Maryland firms, and included 5 MBEs. A copy was also sent to the Governor's Office of Minority Affairs.

There is a 4.2% MBE goal established for this contract. The recommended offeror will be sub-contracting with MBE contractor Digital Intelligence Systems, Inc., Chantilly, VA for equipment.

DAT held a pre-proposal conference for interested offerors. The following five offerors expressed interest in the RFP and attended the pre-proposal conference:

1. IBM
2. Xerox Corporation
3. Lanier Corporation
4. IT-CNP Inc.
5. Quasar Inc.

The incumbent contractor, Xerox Corporation ("Xerox"), was the only offeror to submit a proposal by the RFP due date. The following reasons were given by offerors who had previously expressed interest in the RFP or who attended the pre-bid conference but decided not to submit proposals: other commitments precluded participation at this time; the scope of work was beyond their present capacity; could not provide facility operations at this time; and not interested in this type of work.

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 9-IT (Cont)

The RFP Evaluation team reviewed the technical proposal submitted by Xerox and found it to meet all the technical specifications of the RFP. Xerox was also deemed a responsible vendor.

Xerox's financial proposal was then reviewed and found to be too costly for the Department to afford in light of the current State budget situation and the Department's cost containment efforts. The Xerox proposal included leasing all new equipment both at its off-site facility and at certain DAT offices. It also included new software that would enhance the existing forms processing capabilities; provide for flexible programming; forms development; and system scalability.

At this point, the Department began to look at what options were available with regard to being able to continue with this service in light of the fact that it could not afford the new offer. Since the Department had received only one offer, it negotiated a change to reduce the price. The vendor's response to the request for a change-in-price included housing the computer printing operations in a State facility at 301 West Preston Street, Baltimore and purchasing all equipment.

With these changes the vendor was able to provide more competitive pricing. A total of \$160,267 of the base three-year period contract award of \$633,840 will be financed by the State Treasurer's Office for the purchased equipment in this contract. The new contract will reduce the Department's expenses by approximately 10.2 % over the life of this new contract compared to the old contract.

The purpose of this contract is to continue to provide DAT with computer-driven laser printing outsourcing services that will address the printed forms requirements of DAT's Maryland Business Entity System (MBES). These services will also be continued to be provided to DAT's Real Property, Personal Property and Tax Credit Programs.

These service began in 1998, as part of DAT's original implementation of its computerized MBES (an on-line, interactive database management system running at the Annapolis Data Center -ADC), DAT's printing requirements for MBES was outsourced to an off site location at the contractor's Inner Harbor facility in Baltimore City for printing, stuffing, and mailing. Through a contract modification request under this prior contract, DAT expanded its electronically driven laser forms capability to its other Divisions (Real Property, Personal Property and Tax Credit Programs).

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 9-IT (Cont)

The outsourcing of the computer generated forms printing has ensured better forms quality, reduced production time and increased customer service levels by providing an enhanced presentation of easy-to-read MBES information while reducing costs. All printing is laser generated and mailed within one day of receipt of the computerized data from DAT.

The above listed improvements have been significant for DAT. For example, there is no inventory of forms as they are generated electronically as required. If forms are changed due to law or regulation changes, the changed information is electronically incorporated into the forms in a timely manner. Costly pre-printed carbon-copy forms have been entirely eliminated and DAT has been able to take advantage of redesigned forms that are reduced to standard sized mailers. The extra postage needed to mail bulky, over-sized, multi-part carbon forms have been eliminated.

The Office of the State Comptroller has verified, under Control Number 03-1867-1111, that the recommended contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or the Department of Assessments and Taxation, as applicable, that the contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractor is a resident business under the guidelines of BPW Advisory P-003-95 Revised.

DBM REMARKS: Furnishing of long-term services are required to meet State needs; estimated requirements cover the period of the contract and are reasonably firm and continuing; and a multi-year contract will serve the best interests of the State by promoting economies in State procurement.

By approving this contract, the Board grants DBM the authority to approve the unilateral exercise of the renewal option(s) at the scheduled times as provided for in the contract, and directs that the exercise of each option renewal be reported on a DBM PAAR.

Approval recommended.

Note: This Item appeared as Item 5-IT on the 10/15/2003 DBM BPW Agenda and was withdrawn.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA

ITEM: 10-GM (Cont)

REQUESTING AGENCY REMARKS: A total of 7 GOCCP positions are requested for the purpose of ending GOCCP's present arrangement using Faculty Research Associate positions with the University of Maryland at College Park (UMCP) which has been providing various services for GOCCP. The conversion to GOCCP positions will save the State money, as UMCP charges an administrative fee of 8% to administer contracts and also has a higher fringe-benefits rate.

The 7 requested positions are supported entirely by Federal funds. The positions are mandated by either Federal law (the Executive Associate III, acting as a Compliance Auditor); or Executive Order (the Executive Aide V, acting as the Director, Maryland Drug and Alcohol Council); or are otherwise made necessary by Federal or State statutes (the first Executive Assistant I, Executive Department; acting as the Juvenile Mental Health Coordinator; and the second Executive Assistant I, Executive Department; acting as a Senior Research Associate).

Funds from the following grants will support the 7 positions: Byrne Memorial Formula Grant; Juvenile Accountability Incentive Block Grant; and the Juvenile Justice Delinquency Prevention Formula grant. Existing State General Fund support and contributions from local departments will serve as the Federal match requirement, allowing the seven positions to receive full funding from Federal sources.

DBM REMARKS: The Secretary of DBM and the agency's appointing authority have certified that funds are available from non-State sources for each of the 7 positions established that are outside of the Rule of 250. If the Board approves this request, a total of 37 positions will have been approved from outside the Rule of 250 for FY 2004.

Approval Recommended.

Note: This Item appeared as Item 14-GM on the 10/15/2003 DBM BPW Agenda and was withdrawn.

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

APPROVED

DISAPPROVED

DEFERRED WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

SUPPLEMENT C

UNIVERSITY SYSTEM OF MARYLAND

October 29, 2003

Contact Person: James Salt 301-445-1987
 USM Rep: Valerie Rolandelli

CONSTRUCTION CONTRACT:**ITEM:** 1-C**DEPARTMENT:** University of Maryland, College Park for the University of Maryland, Eastern Shore, Princess Anne, Somerset County**CONTRACT NO. & TITLE:** RFP No. 81530-B, Project No.E-900128, Coastal Ecology Teaching and Research Laboratory**DESCRIPTION:** Contractor shall furnish all labor, equipment, materials, and supervision required to construct the Coastal Ecology Teaching and Research Laboratory located at Assateague Island National Seashore, Berlin. The work includes constructing a new teaching and research laboratory facility.**PROCUREMENT METHOD:** Competitive Sealed Proposals (one proposal received)**PROPOSAL:** Total Price

Konover Construction Corporation Columbia	\$3,050,000
----------------------------------------------	-------------

AWARD: Konover Construction Corporation**AMOUNT:** \$3,050,000**PERFORMANCE BOND:** Secured with a performance bond equal to the contract amount.

<u>FUND SOURCE:</u>	MCCBL 2002 – Item 199	\$705,000
	USDA Funds	\$1,085,702
	HUD Grant Funds	<u>\$1,259,298</u>
	Total	\$3,050,000

SUPPLEMENT C

UNIVERSITY SYSTEM OF MARYLAND

October 29, 2003

CONSTRUCTION CONTRACT:ITEM: 1-C (continued)TERM OF CONTRACT: 365 calendar days following Notice to Proceed.REMARKS:

This project was advertised in the *Contract Weekly*, *eMarylandMarketPlace*, Dodge Reports, Blue Reports, and Construction Market Data. Sixteen contractors expressed interest in this project and picked up copies of the plans and specifications. One contractor submitted technical and price proposals. The firm was found to be technically acceptable and was considered for final evaluation. The contractor has committed to achieving fifteen percent (15%) minority business participation.

The Office of the State Comptroller has verified under Control Number 03-0817-0000 that the recommended contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office that the contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The Contractor **IS** a resident business under the guidelines of BPW Advisory P-003-95.

REMARKS: Facilities Management/Department of Architecture, Engineering, and Construction at the University of Maryland College Park will manage the contractor's work with support from the University's Department of Procurement and Supply.

BOARD OF PUBLIC WORKS

THE ABOVE REFERENCED ITEM WAS:

APPROVED DISAPPROVED

DEFERRED WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

SUPPLEMENT C

UNIVERSITY SYSTEM OF MARYLAND

October 29, 2003

Contact Person: James Salt – 301-445-1987
USM Rep: Valerie Rolandelli

CONTRACT MODIFICATION: Service

ITEM: 2-S MOD

DEPARTMENT: University of Maryland University College

CONTRACT NO. & TITLE: UC37390, Professional Management, Staffing and Operating Services for the UMUC Inn and Conference Center (I&CC).

DESCRIPTION: Approval is requested to extend Marriott's current service contract for two months, until 12/31/03. UMUC issued this summer a Request for Proposals for a new contract for the Inn and Conference Center operating services. An unexpected number of proposals was received and evaluations took longer than planned. The extension to the current contract is needed to finish negotiations on the new contract and to seek Board of Regents approval.

AWARD: Marriott Corporation
Corporate Headquarters
Marriott Drive, Dept. 51/922.01
Washington, D.C. 20058

AMOUNT: Gross revenue for the two-month period of the extension projected to be \$1 million dollars

TERM OF CONTRACT: The original contract, as approved by the Board of Public Works on (Oct. 22, 1997, Item 10-S) was for five years. On August 7, 2002 the Board approved a one-year extension of the contract until October 31, 2003. The terms of this contract extension are consistent with those previously approved.

FUND SOURCE: 30.02.30.00 (Current Unrestricted Funds)
Subobject H99

SUPPLEMENT C

UNIVERSITY SYSTEM OF MARYLAND

October 29, 2003

CONTRACT MODIFICATION: Service**ITEM:** 2-S MOD (continued)**DEPARTMENT:** University of Maryland University College**CONTRACT NO. & TITLE:** UC37390, Professional Management, Staffing and Operating Services for the UMUC Inn and Conference Center.

REMARKS: The source of funds for this contract is the University's self-support operating budget of the Facilities Services Department. This is a management fee contract with an allowable annual fee to the Marriott Corporation of \$130,000 (\$10,833/month) plus an average monthly incentive fee of 4% of Inn and Conference Center revenue which is derived from revenue generated under the contract.

The Office of the State Comptroller had verified under Control Number Control #03-2023-1001 that the recommended contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office that the contractor is appropriately registered to conduct business within the state to the extent required by the laws of Maryland.

The Contractor **IS** a resident business under the guidelines of the BPW Advisory 8-003-95 (Revised).

BOARD OF PUBLIC WORKS

THE ABOVE REFERENCED ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

SUPPLEMENT C

UNIVERSITY SYSTEM OF MARYLAND

October 29, 2003

Contact Person: James Salt 301-445-1987
USM Rep: Valerie Rolandelli

GENERAL MISCELLANEOUSITEM: 3-GMDEPARTMENT: University of Maryland, College ParkCONTRACT NO. & TITLE: Request for Approval of the Riggs Alumni Center Financing and Space Lease at University of Maryland, College Park.

DESCRIPTION: Reference is made to University Item 2-GM (March 19, 2003) in which the Board of Public Works approved the University of Maryland, College Park, as landlord, has entering into a 40-year ground lease for the purpose of constructing a 69,000 square foot \$26.5 million alumni center on campus. The Alumni Association is the ground tenant under the Ground Lease. UMCP is contributing \$8 million to the project as prepaid rent to the Alumni Association, on a triple net basis for a term of 40 years, for approximately 25,000 sq. ft. of the building.

The University System now seeks approval of its \$8 million financing from RREIC Holdings Inc., a wholly-owned subsidiary of Riggs Bank, N.A. In addition, the University requests approval of its 25,000 sq. ft. lease from the Alumni Association.

AUTHORITY: Section 12-104 (b)(8) of the Education Article of the Maryland Code.AMOUNT: \$8,000,000

TERM OF CONTRACT: The Promissory Note and Loan and Financing Agreement with RREIC Holdings Inc. will have a 19-year amortization with annual principal payments starting January 1, 2006 and maturing January 1, 2024. The space lease of 25,000 square feet in the 69,000 square foot facility is coterminous with the ground lease.

REMARKS: The Board of Regents approved this transaction at its meeting on Oct. 17, 2003.

BOARD OF PUBLIC WORKS

THE ABOVE REFERENCED ITEM WAS:

APPROVED DISAPPROVED

DEFERRED WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

SUPPLEMENT C

UNIVERSITY SYSTEM OF MARYLAND

October 29, 2003

Contact Person: James Salt 301-445-1987

USM Rep: Valerie Rolandelli

REAL PROPERTY: Acquisition by Purchase**ITEM:** 4-RP**DEPARTMENT:** University of Maryland, Baltimore**DESCRIPTION:** The Board of Public Works is requested to approve purchase of these Baltimore City properties:

- 800-946 West Baltimore Street
- 3-15 North Poppleton Street
- 803-927 West Fairmont Avenue
- 2-16 North Fremont Avenue
- 800-812 West Fairmont Avenue
- 801-809 W. Fayette Street
- 4-16 North Poppleton Street
- 3-11 North Schroeder Street
- 3-13 North Amity Street
- 6-16 North Amity Street

These properties comprise approximately 4.7 acres. Title to the property will be transferred to the State of Maryland for the use of the University System of Maryland on behalf of its constituent institution, University of Maryland, Baltimore (UMB).

GRANTOR: Mayor and City Council of Baltimore**GRANTEE:** State of Maryland for the use of the University System of Maryland on behalf of its constituent institution, University of Maryland, Baltimore.**APPRAISED VALUE:** The property was appraised for \$1,415,000 in the first quarter of 2003. The appraisal was prepared by Crawford Appraisal Company of Towson**ASSESSED VALUE:** Not available.**PRICE:** Nominal Consideration (one dollar), subject to increase on a sliding scale **up to the appraised value**, in the event of failure to develop the property as specified in the purchase agreement.

SUPPLEMENT C

UNIVERSITY SYSTEM OF MARYLAND

October 29, 2003

REAL PROPERTY: Acquisition by Purchase**ITEM:** 4-RP (continued)**DEPARTMENT:** University of Maryland, Baltimore**FUND SOURCE:** Not applicable**PROPERTY:** Baltimore City has designated this vacant property for improvement as a research park**SPECIAL CONDITIONS:** Title and transfer documents are subject to legal review and approval. Settlement on most of the property is to occur within 60 days of Board of Public Works approval. A few parcels will go to settlement after completion of street closings and other legal matters.**REMARKS:**

1. The property is generally between Fayette and Baltimore Streets just west of Martin Luther King Jr. Boulevard, which borders the western boundary of the UMB campus.
2. Baltimore City will convey the property under a land disposition agreement requiring the property's development as a research park. [See related Item 5-GM concerning park development through a nonprofit organization that will lease the property.] The City and the University intend that the park's principal tenants will be business employers, with the majority of the park space subject to real estate taxes. The acquisition is not for campus expansion.
3. Acquisition of the property was approved by the Board of Regents at its meeting on February 21, 2003.

BOARD OF PUBLIC WORKS

THE ABOVE REFERENCED ITEM WAS:

APPROVED DISAPPROVED

DEFERRED WITHDRAWN

WITH DISCUSSION ✓

WITHOUT DISCUSSION 119

SUPPLEMENT C

UNIVERSITY SYSTEM OF MARYLAND

October 29, 2003

Contact Person: James Salt 301-445-1987

USM Rep: Valerie Rolandelli

GENERAL MISCELLANEOUS**ITEM:** 5-GM**DEPARTMENT:** University of Maryland, Baltimore**CONTRACT NO. & TITLE:** Ground lease to UMB Health Sciences Research Park Corporation to develop parcel as the UMB Health Sciences Research Park.

DESCRIPTION: Reference is made to Item 4-RP on today's agenda in which the University of Maryland, Baltimore seeks approval to acquire and develop from Baltimore City a 4.7 acre tract of vacant land immediately west of the UMB campus. The City, which has owned most of the land for over 20 years, originally acquired it as part of urban renewal initiatives. In order to insure that the property is developed as a research park, the City will convey it to UMB for nominal consideration. The land will be subject to covenants requiring its development consistent with City-approved urban renewal plans and zoning requirements.

This Item seeks approval of UMB leasing the property to UMB Health Sciences Research Park Corporation (RPC). UMB, with the Board of Regents authorization, has established this nonprofit business entity to lease and develop the research park. This entity will lease the land from UMB and contract with developers to build office and laboratory facilities. UMB will lease the land to RPC, subject to all City covenants to ensure development of the park. RPC will sublease parcels to developers as they are identified. The developer for the first building is in final negotiations with RPC at this time.

AMOUNT: In the first 10 years of the term, RPC will not make payments to UMB in consideration for the lease. Starting in the eleventh year, RPC will divide net income with UMB. However, net income may not be realized that early in the lease term, due to the need for significant investments in park infrastructure, marketing expenses, and other RPC costs.

PERFORMANCE BOND: The lease will require that performance bonds be secured as to all construction on the park property.

TERM OF CONTRACT: 60 year ground lease. RPC, by the terms of the Land Disposition Agreement with the City, will be required to develop at least 50% of the land within twelve years.

SUPPLEMENT C

UNIVERSITY SYSTEM OF MARYLAND

October 29, 2003

GENERAL MISCELLANEOUSITEM: 5-GM (continued)DEPARTMENT: University of Maryland, BaltimoreCONTRACT NO. & TITLE: Ground lease to UMB Health Sciences Research Park Corporation to develop parcel as the UMB Health Sciences Research Park.

FUND SOURCE: The expenses associated with constructing park improvements will be borne by developers contracting with RPC. RPC and UMB have sought and are seeking grants to defray some expenses, especially expenses associated with a business incubator expected to be located in the first building in the park. Expenses associated with the creation of RPC, the preparation of a Land Disposition Agreement, and the ground lease have been paid from donations to UMB. Actual operating expenses will be borne by the research park tenants and the developer.

REMARKS:

1. The University System of Maryland Board of Regents approved this transaction at its meeting on September 12, 2003.
2. RPC expects to sublease the easternmost section of the land to a developer within a few weeks after the ground lease is signed. The first building should be complete in early 2005. Approximately half of that space will be leased in the commercial market by the building developer. The remainder will be leased to UMB, which will establish a business incubator in the building.
3. Construction of park buildings is entirely the responsibility of RPC and its contractors, and will not require UMB funds or construction management resources.
4. The land is rough, unimproved property. The land is an eyesore in its present condition. Its improvement as a research park will benefit UMB and the City. The City has approved park development plans and the design of the first building in the park.

BOARD OF PUBLIC WORKS

THE ABOVE REFERENCED ITEM WAS:

APPROVED DISAPPROVED

DEFERRED **WITHDRAWN** ✓

WITH DISCUSSION

WITHOUT DISCUSSION

SUPPLEMENT F

MORGAN STATE UNIVERSITY

October 29, 2003

Contact: Churchill B. Wortherly (443) 885-3074

EQUIPMENT CONTRACT**ITEM:** 1-E**CONTRACT No. & TITLE:** DCM 79786C Purchase of Four Packaged
Firetube Boilers**DESCRIPTION:** Fabricate, test and deliver to Morgan State
University Main Heating Plant four horizontal 600 Horsepower packaged firetube boilers with
trim, dual fuel burners (natural gas and No. 6 oil), fuel trains, and burner controls.**PROCUREMENT METHOD:** Competitive Sealed Bid**BIDS:**

<u>Bidders</u>	<u>Bid Price</u>
English Boiler and Tube, Inc.	\$ 549,897.00
Aeys Technologies	\$ 590,000.00
United Energy Products	\$ 598,000.00
Warden & Shewell	\$ 609,988.00
Tate Engineering	\$ 705,480.00

AWARD: English Boiler & Tube, Inc.
Richmond ,VA. 23231**AMOUNT:** \$ 549,897.00
This contract does not contain a Performance Bond
requirement.**FUND SOURCE:** Revenue Bonds

SUPPLEMENT F

MORGAN STATE UNIVERSITY

October 29, 2003

EQUIPMENT CONTRACTITEM: 1-E (cont'd)REQUESTING AGENCY REMARKS:

The University is purchasing four 600-boiler horsepower packaged firetube boilers. These boilers will replace for the existing inadequate boilers. Boiler No. 1 and No. 2 are in poor condition and are 10 years beyond their life expectancy. Boiler No. 3 has been decommissioned due to the need of major costly repairs. Boiler No. 4 is oversized for the current peak campus load.

The invitation for bid was advertised in the *Maryland Contract Weekly* on July 1, 2003. Notices and solicitation packages were forwarded to eight firms. Five bids were received.

The Engineer of Record has reviewed the bids and finds that the low bidder meets the specified requirements. The MSU Design and Construction Management Department finds the low bid price to be fair and reasonable. The Design and Construction Management Department of Morgan State University will manage this contract.

The Office the State Comptroller has verified, under Control Number 03-1693-0000, that the recommended contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the contractor is appropriately registered to conduct business within the State to the extent required by Maryland law.

The contractor **IS NOT** a resident business under the guidelines of BPW Advisory P-003-95 Revised.

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

☒ Approved☐ Disapproved☐ Deferred☐ Withdrawn☐ With Discussion☒ Without Discussion

SUPPLEMENT F

MORGAN STATE UNIVERSITY

October 29, 2003

Contact: Churchill B. Worthierly (443) 885-3074

EQUIPMENT**ITEM:** 2-E**CONTRACT NO. & TITLE:** A-19819
Modulated Differential Scanning Calorimeter and
Micro-Thermal Analyzer System**DESCRIPTION:** Purchase a modulated differential scanning
calorimeter with mass flow control system and
micro-thermal analyzer system**TERM:** N/A**PROCUREMENT METHOD:** Sole Source**AWARD:** T A Instruments
New Castle, DE 19720**AMOUNT:** \$219,765.00

This contract does not contain a Performance Bond requirement.

FUND SOURCE: 100% Capital Funding**REQUESTING AGENCY REMARKS:**

This is a Sole Source Procurement of a Modulated Differential Scanning Calorimeter with Mass Flow Control System and a Micro-Thermal Analyzer System for the Chemistry Department. T/A Instruments is the only manufacturer that manufactures a nanoscope scanning probe microscope, and microthermal analyzer that meet the requirements of our researchers focusing on the development of biological and chemical sensors based on microfluidic and sol-gel technologies. Laser ablation techniques are being developed in our labs to fabricate novel microfluidic devices from polymer substrates. This type of detailed information is important to the development of microfluidic and sol-gel based sensors. T/A Instruments is also the only manufacturer that manufactures a Modulated Differential Scanning Calorimeter (MDSC) with this modulated capability and is protected by five different patents. This equipment is compatible with our existing MDSC, which is currently over utilized. In addition, it uses the same software and accessories as current model.

SUPPLEMENT F

MORGAN STATE UNIVERSITY

October 29, 2003

EQUIPMENT:ITEM: 2-E (cont'd)REQUESTING AGENCY REMARKS (cont'd)

Our current research efforts to develop biological and chemical sensors for bioenvironmental applications require an additional Modulated Differential Scanning Calorimeter. The capability to separate overlapping reversing and non-reversing components of the total heat flow during chemical reactions is a critical aspect of our research. The MDSC that fits the required specification parameters is TA instruments Model Q100 MDSC. The department has reviewed the price and finds that quoted price is fair and reasonable.

The Office of the State Comptroller has verified, under Control Number 03-1864-0010 that the recommended contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland.

The contractor **IS NOT** a resident business under the guidelines of BPW Advisory P-003-95 Revised.

Board of Public Works Action:

Approved Disapproved
With Discussion

The above referenced item was:

Deferred Withdrawn
Without Discussion

SUPPLEMENT F

MORGAN STATE UNIVERSITY

October 29, 2003

Churchill B. Wortherly (443) 885-3074

EQUIPMENT**ITEM:** 3-E**CONTRACT NO. & TITLE:** 04/COM00007-E Ultracentrifuge, Floor Model**DESCRIPTION:** Ultracentrifuge, Floor Model
Beckman Optima L100XP**PROCUREMENT METHOD:** Competitive Sealed Bids**BIDS:**

<u>Bidders</u>	<u>Total Price</u>
Government Scientific Source	\$ 59,921.05
Beckman Coulter, Inc.	\$ 62,100.00
Kendro Laboratory Products	\$ 64,745.55
Victory Global Solutions	\$110,124.00

AWARD: Government Scientific Source
8460 Tyco Road
Vienna, VA 22182**AMOUNT:** \$59,921.05

This contract does not contain a Performance Bond requirement.

FUND SOURCE: Capital Equipment**REQUESTING AGENCY REMARKS:**This solicitation was advertised in the *Maryland Contract Weekly* on August 19, 2003. Request for Quotations were sent to five vendors. Four quotations were received.

SUPPLEMENT F

MORGAN STATE UNIVERSITY

October 29, 2003

Churchill B. Worthierly (443) 885-3074

EQUIPMENT**ITEM: 3-E**


The Optima™ L100XP ultracentrifuge will greatly enhance the rate of scientific discovery at Morgan State University by providing a robust fractionation and purification capability that is required by our research groups. Ultracentrifugation is an integral step in experimental protocols that require sub-cellular fractionation, viral isolation and the analysis and purification of macromolecules such as nucleic acids and proteins. The ultracentrifuge will be housed within the Molecular and Cell Biology Core Laboratory in the New Academic Research Facility and Greenhouse. It will be used by personnel working in the following biomedical and academic research programs: HIV/AIDS Research, Stress and Cardiovascular Diseases Research, Neurodevelopment/Neurodisorders Research and Environmental Health and Toxicology Research. The equipment will also be used to train undergraduate and postgraduate students at Morgan State University.

The Biology Department has reviewed the bids and determined the pricing for this equipment to be fair and reasonable. The Procurement Officer concurs.

The Office of the State Comptroller has verified, under Control Number 03-2006-1110, that the recommended contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the contractor is appropriately registered to conduct business within the State to the extent required by Maryland law.

The contractor **IS NOT** a resident business under the guidelines of BPW Advisory P-003-95 Revised.

Board of Public Works Action:

Approved **Disapproved**
 **With Discussion**

The above referenced item was:

Deferred **Withdrawn**
 **Without Discussion**

SUPPLEMENT F

MORGAN STATE UNIVERSITY

October 29, 2003

Churchill B. Worthery (443) 885-3074

SERVICE CONTRACT**ITEM:** 4-S**CONTRACT NO. & TITLE:** B02211 Student Health Insurance for Full-Time Undergraduate Students**DESCRIPTION:** Insurance coverage for full-time undergraduate students for 2002-2003 and 2003-2004 academic years.**TERM:** 11/1/2002 – 8/31/2003 (Year 1 Renewal Option)
9/1/2003 – 10/31/2004 (Year 2 Renewal Option)**ENCUMBANT:** Student Resources
St. Petersburg, FL**AMOUNT:** \$442,300.00 (Year 1 Renewal Option)
\$473,950.00 (Year 2 Renewal Option)**FUND SOURCE:** 100% Non-Budgeted (Student Fees)**APPROPRIATION CODE:** 36.13.00.49**REQUESTING AGENCY REMARKS:**

Reference is made to Item 4-S (Secretary's Agenda Supplement F, Dec. 15, 1999), in which the Board of Public Works approved a contract between Morgan State University and Educational Finance Group (now "Student Resources") for health insurance for full-time undergraduate students. The Board approved a three-year contract term with provision for 2/one-year renewals.

The University did not bring to the Board a request to exercise the renewal options. The University now requests retroactive approval of the first and second year renewal options.

SUPPLEMENT F

MORGAN STATE UNIVERSITY

October 29, 2003

SERVICE CONTRACTITEM: 4-S (Cont'd)REQUESTING AGENCY REMARKS: (cont'd)

The Office of the State Comptroller has verified, under Control Number 03-1816-0110, that the recommended contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the contractor is appropriately registered to conduct business within the State to the extent required by Maryland law.

The contractor **IS NOT** a resident business under the guidelines of BPW Advisory P-003-95 Revised.

Board of Public Works Action:

Approved

Disapproved

With Discussion

The above referenced item was:

Deferred

Withdrawn

Without Discussion

Ricky Smith 410-545-0402

BPW -- 10/29/03

DEPARTMENT OF TRANSPORTATION

ACTION AGENDA

CONSTRUCTION CONTRACT

ITEM: 1-C

STATE HIGHWAY ADMINISTRATION

CONTRACT NO. & TITLE: SM6855129
Construction of a New Salt Storage Facility
at SHA's Leonardtown Shop in St. Mary's County
ADPICS NO. SM6855129

DESCRIPTION: This contract is for the construction of a pre-engineered salt storage facility at SHA's Leonardtown Maintenance Facility at the intersection of Leonardtown Road (MD 5) and Sunnyside Road in St. Mary's County.

PROCUREMENT METHOD: **Competitive Sealed Bidding**

AWARD: John L. Mattingly Construction Co., Inc.
White Plains, MD

- This Solicitation was advertised in The Maryland Contract Weekly, The Daily Record, The Afro-American, and on SHA's Internet Web Page.
- Ten (10) contractors, six (6) of which were from Maryland, purchased bid documents.
- 10% of the work will be performed by MDOT Certified MBE firms with 1% to be performed by African-American owned firm and 1% to be performed by Woman owned firm.

AMOUNT: \$359,000.00

A Performance and Payment Bonds, for 100% of the award amount, exists for this contract.

CONTINUED

ITEM: 1-C
Continued

BPW -- 10/29/03

FUND SOURCE:

100% Special Funds Budgeted to SHA

Appropriation Code: B0101

Object/Subobject: 14 / X30

Title of Program: State System Construction
& Equipment

BIDS:

John L. Mattingly \$359,000.00
White Plains, MD

H & H Contractors, Inc. \$377,000.00
Beltsville, MD

Engineering Management Services, Inc. \$955,000.00
Great Falls, VA

REMARKS: The Engineer's Estimate for this work is \$430,778.00.

Shingles used in roofing carry a manufacturer's guarantee for a minimum of 25 years, and the Contractor will guarantee the installation of the roof for a period of two (2) years after the building is turned over to SHA.

"The Office of the State Comptroller has verified, under Control Number 03-1848-1111, that the recommended contractor has **no known deficiencies** in the payment of their Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the contractor is appropriately registered to conduct business within the State, to the extent required by the laws of Maryland."

The Contractor is a resident business under the guidelines of BPW Advisory P 003-95 **Revised**.

This Item was previously submitted and withdrawn as Item 2-C, from the 10/15/03 BPW Agenda.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

Received

Joe Nessel - (410) 859-7726

BPW - 10/29/03

DEPARTMENT OF TRANSPORTATIONACTION AGENDACONTRACT MODIFICATION: (Construction)ITEM: 2-C-MODMARYLAND AVIATION ADMINISTRATION: Baltimore/Washington International Airport (BWI)ORIGINAL CONTRACT NO. & TITLE: MAA-CO-02-028
Bus Maintenance Facility at BWI
ADPICS NO. CO156279ORIGINAL CONTRACT APPROVED: Item No. 31-EX, DOT Agenda 01/22/03CONTRACTOR: James W. Ancel
Towson, MDMODIFICATION: Change Order No. 1 provides for acceleration and incentive payments to the contractor to open the New Bus Maintenance Facility on December 15, 2003 commensurate with the opening date of the New Consolidated Rental Car Facility at BWI. Weather related delays have delayed the Bus Maintenance Facility opening to late January 2004. Accelerating the contractor through a combined acceleration/incentive arrangement, will negate the need for a temporary maintenance/operations facility, and provide a higher level of service for the shuttle bus operation to the new rental car facility.AMOUNT: \$200,000.00FUND SOURCE: 100% Customer Facility Charge Bond RevenueORIGINAL CONTRACT AMOUNT: \$6,738,020.00REVISED CONTRACT AMOUNT: \$6,938,020.00PERCENTAGE INCREASE: 3%

CONTINUED

ITEM: 2-C-MOD
Continued

BPW—10/29/03

REMARKS: The New Consolidated Rental Car Facility consists of an 8,400 space, two-level garage, 46,000 of Customer Service Building & five (5) bays Bus Maintenance and Operation Facility. The new facility consolidates all rental car agencies activities at one location served by free shuttle bus service to and from the Airport.

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

Approved	Disapproved	Deferred	Withdrawn ✓
With Discussion	Without Discussion	Received	

Ricky Smith (410) 545-0402

BPW – 10/29/03

DEPARTMENT OF TRANSPORTATION

ACTION AGENDA

ARCHITECTURAL/ENGINEERING SERVICES

ITEM: 3-AE

STATE HIGHWAY ADMINISTRATION

CONTRACT NO. & TITLE: BCS 2001-01 C
Geotechnical Engineering Services, Statewide
ADPICS NO. SBCS0101C

DESCRIPTION: This is the last of three (3) open-end contracts to provide geotechnical engineering services, statewide, for a period of three (3) years. Project services will consist of individual assignments on an as-needed basis.

The Consultant will conduct surface/subsurface geotechnical exploration, perform geotechnical evaluations and develop geotechnical/foundation engineering reports.

PROCUREMENT METHOD: **Maryland Architectural and Engineering Services Act**; recommendation approved by the Transportation Professional Services Selection Board on September 4, 2003.

AWARD: URS Corporation
Hunt Valley, MD

- The Solicitation was advertised in The Daily Record, The Maryland Contract Weekly and SHA web page.
- A total of eight (8) engineering consultant firms submitted technical proposals for this project, all of which are Maryland firms.
- 15% of the work will be performed by MDOT Certified DBE firms.

AMOUNT: \$800,000.00 each

TERM: Three (3) years (ending November 1, 2006)

CONTINUED

ITEM: 3-AE

BPW - 10/29/03

Continued

FUND SOURCE:

Federal and Special Funds Budgeted to SHA

Appropriation Code: B0101

Object/Subobject: 1430

Title of Program: State Systems Construction
and EquipmentPROPOSALS:

	<u>Technical Proposal Rating</u>	<u>Technical Ranking</u>	<u>Negotiated Price</u>
Rummel, Klepper & Kahl, LLP Baltimore, MD	600	1	Contract A BPW Approval 9/17/03
Michael Baker, Jr., Inc. Glen Burnie, MD	587	2	Contract B BPW Approval 9/17/03
URS Corporation Hunt Valley, MD	563	3	\$800,000.00
Schnabel Engineering, Inc. Baltimore, MD	561	4	N/A
EBA Engineering, Inc./ Gannett Fleming, Inc. Baltimore, MD	551	5	N/A
Hillis-Carnes, Inc. Annapolis Junction, MD	519	6	N/A
E2SI/STV Incorporated Baltimore, MD	508	7	N/A
RJM Engineering, Inc. Columbia, MD	501	8	N/A

REMARKS: This contract was one (1) of the three (3) contracts previously presented at the BPW meeting September 17, 2003, as part of MDOT Agenda Item 4-AE. This particular contract was withdrawn pending final execution of the Agreement by URS Corporation, which is now completed.

CONTINUED

ITEM: 3-AE
Continued

BPW - 10/29/03

"The Office of the State Comptroller has verified under Control No. 03-1691-1111, that the recommended Contractors have **no known deficiencies** in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the Contractors are appropriately registered to conduct business within the State to the extent required by the laws of Maryland."

The Prime Consultants are resident businesses under the guidelines of BPW Advisory P 003-95 **Revised**.

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

<u>Approved</u>	Disapproved	Deferred	Withdrawn
With Discussion	<u>Without Discussion</u>		Received

Ricky D. Smith 410-545-0402

BPW – 10/29/03

DEPARTMENT OF TRANSPORTATION

ACTION AGENDA

ARCHITECTURAL/ENGINEERING SERVICES

ITEM: 4-AE

STATE HIGHWAY ADMINISTRATION

CONTRACT NO. & TITLE: BCS 2003-09 A
Landscape Inspection/Landscape Architecture
Design Services, Statewide
ADPICS NO. SBCS0309A

DESCRIPTION: This is the first of three (3) open-end contracts to provide landscape architectural design and landscape inspection services, statewide, each for a period of four (4) years. Project services will consist of individual project assignments on an as-needed basis.

The Consultant will provide landscape architectural design and landscape inspection services for specific landscape construction, landscape maintenance and vegetation management projects.

PROCUREMENT METHOD: **Maryland Architectural and Engineering Services Act**; recommendation approved by the Transportation Professional Services Selection Board on September 4, 2003.

AWARD: Johnson, Mirmiran & Thompson, Inc.
Baltimore, MD

- The Solicitation was advertised in The Daily Record, The Maryland Contract Weekly and SHA web page.
- A total of eight (8) engineering consultant firms submitted technical proposals for this project, all of which are Maryland firms.
- 12% of the work is being performed by an MDOT Certified DBE firm.

AMOUNT: \$1,000,000.00

CONTINUED

ITEM: 4-AE

BPW -10/29/03

Continued

TERM: Four (4) years (ending October 1, 2007)

FUND SOURCE: Federal and Special Funds Budgeted to SHA

Appropriation Code: B0101

Object/Subobject: 1430

Title of Program: State Systems Construction
and EquipmentPROPOSALS:

	<u>Technical Proposal Rating</u>	<u>Technical Ranking</u>	<u>Negotiated Price</u>
Johnson, Mirmiran & Thompson, Baltimore, MD	459	1	\$1,000,000.00
Development Facilitators, Inc. Severna Park, MD	445	2	Contract B
Earth Engineering and Sciences, Inc./ Daft-McCune-Walker, Inc. Baltimore, MD	415	3	Contract C
Straughan Environmental Services, Inc. Towson, MD	383	4	N/A
Greenhorne & O'Mara, Inc. Greenbelt, MD	358	5	N/A
KCI Technologies, Inc. Hunt Valley, MD	352	6	N/A
Rummel, Klepper & Kahl, LLP Baltimore, MD	350	7	N/A
John E. Harms, Jr. & Associates, Inc. Pasadena, MD	320	8	N/A
Herbert, Rowland & Grubic, Inc./ F.A. Bartlett Tree Expert Company Gettysburg, PA		Declined to Submit	

CONTINUED

ITEM: 4-AE

BPW - 10/29/03

Continued

REMARKS:

"The Office of the State Comptroller has verified under the Control Number 03-1604-1111, that the recommended Contractor has no known deficiencies in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the Contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland."

The Prime Consultant is a resident business under the guidelines of BPW Advisory P 003-95 **Revised**.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

Received

Ricky D. Smith 410-545-0402

BPW – 10/29/03

DEPARTMENT OF TRANSPORTATION

ACTION AGENDA

ARCHITECTURAL/ENGINEERING SERVICES

ITEM: 5-AE

STATE HIGHWAY ADMINISTRATION

CONTRACT NO. & TITLE: BCS 2003-10 A
Pavement Design Services, Statewide
ADPICS NO. SBCS0310A

DESCRIPTION: This is the first of two (2) open-end contracts to provide pavement design services, statewide, for a three (3) year period and will consist of individual project assignments on an as-needed basis.

The Consultant shall provide pavement design services which may include but not be limited to: pavement design recommendations, geotechnical soil/subgrade recommendations, material engineering support to other SHA offices, material laboratory testing, pavement field testing and special material studies as they related to the performance and design of Maryland's pavements.

PROCUREMENT METHOD: **Maryland Architectural and Engineering Services Act**; recommendation approved by the Transportation Professional Services Selection Board on October 2, 2003.

AWARD: Applied Research Associates, Inc. – ERES
Consultants Division
Columbia, MD

- The Solicitation was advertised in The Daily Record, The Maryland Contract Weekly and SHA Web Page.
- A total of five (5) engineering consultant firms submitted technical proposals for this project, all of which are Maryland firms.
- 18% of the work is being performed by MDOT certified DBE firms.

AMOUNT: \$3,000,000.00

CONTINUED

ITEM: 5-AE

BPW - 10/29/03

Continued

TERM: Three (3) years (ending November 1, 2006)

FUND SOURCE: Federal and Special Funds Budgeted to SHA

Appropriation Code: B0101

Object/Subobject: 1430

Title of Program: State Systems Construction
and EquipmentPROPOSALS:

	<u>Technical Proposal Rating</u>	<u>Technical Ranking</u>	<u>Negotiated Price</u>
Applied Research Associates, Inc. - ERES Consultants Division Columbia, MD	386	1	\$3,000,000.00
Axiom Decision Systems, Inc./ Schnabel Engineering, Inc. Columbia, MD	383	2	Contract B
EBA Engineering, Inc. Baltimore, MD	373	3	N/A
MACTEC Engineering and Consulting , Inc. Beltsville, MD	370	4	N/A
The Louis Berger Group, Inc. Baltimore, MD	312	5	N/A

REMARKS: "The Office of the State Comptroller has verified under Control No. 03-1840-0111 that the recommended Contractor has **no known deficiencies** in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the Contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland."

The Prime Consultant is a resident business under the guidelines of BPW Advisory P 003-95 **Revised**.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

Received

Ricky D. Smith 410-545-0402

BPW – 10/29/03

DEPARTMENT OF TRANSPORTATION

ACTION AGENDA

ARCHITECTURAL/ENGINEERING SERVICES

ITEM: 6-AE

STATE HIGHWAY ADMINISTRATION

CONTRACT NO. & TITLE: BCS 2003-12 A & B
Construction Contract Claims Review and
Analysis Services Statewide ADPICS NO(s).:
SBCS0312A and SBCS0312B

DESCRIPTION: These are two (2) open-end contracts to provide construction contract claims review and analysis services, statewide, each for a period of three (3) years. Project services will consist of individual project assignments on an as-needed basis.

The Consultant will perform the examination, evaluation and verification of construction contract claims.

PROCUREMENT METHOD: **Maryland Architectural and Engineering Services Act**; recommendation approved by the Transportation Professional Services Selection Board on October 2, 2003.

AWARD: Johnson, Mirmiran & Thompson, Inc. Contract A
Baltimore, MD (17% DBE Participation)

Alpha Corporation Contract B
Baltimore, MD (17% DBE Participation)

- The Solicitation was advertised in The Daily Record, The Maryland Contract Weekly and SHA web page.
- A total of six (6) engineering consultant firms submitted technical proposals for this project, of which five (5) are Maryland firms.

AMOUNT: \$1,000,000.00 each

TERM: Three (3) years (ending November 1, 2006)

CONTINUED
142

ITEM: 6-AE
Continued

BPW - 10/29/03

FUND SOURCE:

Federal and Special Funds budgeted to SHA

Appropriation Code: B0101

Object/Subobject: 1430

Title of Program: State Systems Construction
and Equipment

PROPOSALS:

	<u>Technical Proposal Rating</u>	<u>Technical Ranking</u>	<u>Negotiated Price</u>	
Johnson, Mirmiran & Thompson, Inc. Baltimore, MD	413	1	\$1,000,000.00	"A"
Alpha Corporation Baltimore, MD	389	2	\$1,000,000.00	"B"
Construction Dynamics Group, Inc. Columbia, MD	381	3	N/A	
Trauner Consulting Services, Inc. Philadelphia, PA	356	4	N/A	
Wallace, Montgomery & Associates, LLP/ Earth Engineering & Sciences, Inc. Towson, MD	351	5	N/A	
McDonough Bolyard Peck, Inc. Columbia, MD	343	6	N/A	

REMARKS: "The Office of the State Comptroller has verified under Control Numbers listed below that the recommended Contractors have **no known deficiencies** in the payment of its Maryland tax obligations. Verification has also been obtained from the Comptroller's Office, or Department of Assessments and Taxation, as applicable, that the Contractors are appropriately registered to conduct business within the State to the extent required by the laws of Maryland."

	<u>Control Numbers</u>
Johnson, Mirmiran & Thompson, Inc.	03-1813-1111
Alpha Corporation	03-1878-1111

CONTINUED

ITEM: 6-AE
Continued

BPW – 10/29/03

The Prime Consultants are resident businesses under the guidelines of BPW Advisory P 003-95 **Revised**.

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

Approved*

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

Received

* - Item approved with the exception of Contract A (Johnson, Mirmiran & Thompson, Inc.) which was **WITHDRAWN**.

Terry Niswonger (410) 288-8413

BPW – 10/29/03

2nd REVISIONDEPARTMENT OF TRANSPORTATIONACTION AGENDAGENERAL/MISCELLANEOUSITEM: 7-GMMARYLAND TRANSPORTATION AUTHORITY

CONTRACT NO. & TITLE: 80331232
Rental, Upgrade and Maintenance of the Mobile-Vision In-Car Video System

DESCRIPTION: To provide rental, refurbishment, department upgrade and maintenance for the in-car video recording systems for the MdTA Police. Mobile-Vision, Inc. installed the system in thirty-two patrol cars. These systems operate 24 hours per day and need to be upgraded to take advantage of new technological advancements offered by the original equipment manufacturer.

PROCUREMENT METHOD: **Sole Source**

AWARD: Mobile-Vision, Inc.
Boonton, NJ

AMOUNT: \$215,000.00/2 Years

FUND SOURCE: 100% Toll Revenues

REMARKS: Mobile-Vision's equipment is currently in the patrol cars and the officers have been trained on this system. While a new procurement is being prepared to purchase a new system for the police vehicles, it is advisable to have everything be compatible. Mobile-Vision is the sole manufacturer of this equipment and the only company authorized to maintain it.

"The Office of the State Comptroller has verified that under Control No. **03-1879-0000** that the recommended contractor is not delinquent in the payment of its Maryland Tax obligations. Verification has also been obtained from the Comptroller's Office that the contractor is appropriately registered to conduct business within the State to the extent required by the laws of Maryland. The contractor is **not** a resident business under the guidelines of BPW Advisory P-003-95, **Revised**.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

Received **145**

DEPARTMENT OF TRANSPORTATIONACTION AGENDA APPENDIXEXPEDITED PROCUREMENT REQUEST:ITEM: 8-EXMARYLAND AVIATION ADMINISTRATION: Baltimore/Washington International
Airport (BWI)CONTRACT NO. & TITLE: MAA-CO-04-014
Baggage Room Modifications for relocation
of America West Airline at BWI
ADPICS NO. MAACO04014DESCRIPTION: This contract provides for modifications to the baggage handling systems for US Airways, America West and Continental Airlines to accommodate the relocation of America West Airlines. The vacated facilities will be used by Air Tran Airways (Air Tran) to expand its facilities to accommodate new air service planned for early Spring 2004. Work includes installation of new baggage belt from the ticket counters to the baggage make up area, and realignment/expansion of baggage carousels and security screening equipment.PROCUREMENT METHOD: **Competitive Sealed Bidding**
(Direct Solicitation)AMOUNT: \$2,000,000.00FUND SOURCE: 100% Special FundsAppropriation Code: 29.09.00.03
Object/Subobject: 1455
Title of Program: Airport Facilities
Capital Equipment

CONTINUED

ITEM: 8-EX
Continued

BPW—10/29/03

REMARKS:

The baggage handling system modifications to US Airways, America West and Continental Airlines are required to accommodate the relocation of America West to an area adjacent to US Airways which, in turn, provides additional space for Air Tran Airways at its current location. These improvements will also improve the efficiency of baggage handling and screening for these airlines.

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

Approved

Disapproved

Deferred

Withdrawn

With Discussion

Without Discussion

Received

Joe Nessel 410-859-7726

BPW--10/29/03

DEPARTMENT OF TRANSPORTATIONACTION AGENDALEASEITEM: 9-LMARYLAND AVIATION ADMINISTRATION: Baltimore/Washington International
Airport (BWI)NATURE OF REQUEST: This lease grants to the Maryland Transportation Authority (the Authority) leasehold interests in the land and improvements at BWI as a condition precedent to the issuance of bonds to finance up to \$75,000,000 in capital improvements, including issuance costs, bond insurance and liquidity providers.

The leasehold includes:

- Upper level terminal roadway extension and terminal access/return roadway;
- Upper level terminal roadway widening and pedestrian overpasses;
- Runway 15 R parallel taxiway and aircraft parking ramp;
- Common use terminal equipment and improvements for the International terminal.

TERM: From the effective date of the lease,
December 1, 2003 until December 1, 2014LESSEE: Maryland Transportation AuthorityREVENUE: None

CONTINUED

ITEM: 9-L
Continued

BPW - 10/29/03

REMARKS: This lease is required to comply with statutory mandates and the financing requirements of the Authority's Trust Agreement regarding the bonds to be issued to finance the BWI capital improvements, and is consistent with previous bond financings by the Authority of BWI facility improvements in 1994 and 2002.

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

Approved

Disapproved

Deferred

Withdrawn ✓

With Discussion

Without Discussion

Received

INDEX

October 29, 2003

Assessments & Taxation, Department of.....	107
Aviation Administration	132,146-149
Budget & Management, Department of.....	82,86,91,96,105
Chesapeake College	32
Environment, Department of	61
Environmental Trust, Maryland	65-67
Executive Department	
Crime Control & Prevention	111
Garrett Community College.....	34
General Services, Department of	
Capital Expenditures	
Brooklyn Park Middle School and Community Center/ Chesapeake Center for the Creative Arts (Anne Arundel)	19
Bel Alton High School (Charles)	21
Historical Museum (Dorchester)	24
Carroll Creek Project (Frederick).....	26
Chelsea School (Montgomery).....	28
Carl and Norma Miller Children's Center (Frederick).....	30
Public Buildings and Grounds, Baltimore	6
Health & Mental Hygiene, Department of.....	44,46,51,55
Developmental Disabilities Administration	
Holly Center	12,14
Higher Education Commission, Maryland	
Community Colleges	
Chesapeake College	32
College of Southern Maryland	40
Garrett Community College	34
Howard Community College.....	36,38
Highway Administration.....	130,134-144
Historic Annapolis, Inc.	17
Holly Center.....	12,14
Howard Community College	36,38
Human Resources, Department of	72,100
Social Services Administration.....	4
Judiciary.....	16
Juvenile Services, Department of	78
Maryland, University System of	
Maryland, University of	
Baltimore Campus.....	118120
College Park Campus	117
Eastern Shore Campus.....	113
University College.....	115

INDEX
October 29, 2003
(cont'd)

Morgan State University	122
Natural Resources, Department of	53
Environmental Trust.....	65,67
Public Works, Board of	
Debarment.....	68
Wetlands Administration	58
Retirement & Pension System	8
Social Services Administration.....	4
Transportation, Department of	
Aviation Administration	132,146-149
Highway Administration.....	130,134-144
Transportation Authority, Maryland	71,145
Wetlands Administration	58

There being no further business, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Sheila McDonald", is written over the printed name.

Sheila C. McDonald, Esq.
Executive Secretary