

DEPARTMENT OF GENERAL SERVICES

Items to be presented to the Board of Public Works

December 21, 2011

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DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

A/E SERVICE CONTRACT MODIFICATION

ITEM 1-AE-MOD

DEPARTMENT OF NATURAL RESOURCES Tuckahoe State Park
Queen Anne, MD (Caroline County)

CONTRACT NO. AND TITLE Project No. P-055-081-010;
001B8900575 / COB89264
Upper Chesapeake Rail Trail Connector
ADPICS NO. COE00022

ORIGINAL PROCUREMENT METHOD Maryland Architectural and Engineering
Services Act

ORIGINAL CONTRACT APPROVED DGS/DPRB 03/11/2008; Item 11-E-008

CONTRACTOR Whitman, Requardt & Associates, LLP.
Baltimore, MD

CONTRACT DESCRIPTION This project provides for design services to
create an approximately 2.5 mile long ADA accessible multi-use trail within Tuckahoe State
Park to serve as a trail spur from the proposed Atkins Arboretum Trailhead/Visitors Center and
the future Upper Chesapeake Rail Trail.

MODIFICATION DESCRIPTION This modification provides for additional
design services to survey the agricultural areas that the proposed trail transverses to determine if
they need to be classified as farmed wetlands; and to provide a new trail alignment around a
designated non-tidal wetlands area. The original trail alignment used boardwalks to cross the
wetlands. Additionally, it changes funding sources to MCCBL Bond funds. A prior modification
for this contract took the amount over the DGS Delegated authority without BPW approval.
DGS therefore requests approval for this procurement action exceeding \$200,000.00, funding
change and additional design services.

TERM OF ORIGINAL CONTRACT 365 days from NTP

TERM OF MODIFICATION Same

AMOUNT OF ORIGINAL CONTRACT \$199,778.00

AMOUNT OF MODIFICATION \$31,384.00

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT

ITEM 2-M

DEPARTMENT OF PUBLIC SAFETY AND
CORRECTIONAL SERVICES

Baltimore City Correctional Center
Baltimore MD

CONTRACT NO. AND TITLE

Project No. KL-901-110-001;
Replace CCTV System
ADPICS NO. 001B2400289

DESCRIPTION

Approval requested for a contract to replace the non-functioning closed circuit television system at the facility. The new system will include new cameras, monitors, conduit, wiring and all miscellaneous materials to allow for security monitoring at the Baltimore City Correctional Center (BCCC).

PROCUREMENT METHOD

Competitive Sealed Bids (SBR) REBID

BIDS OR PROPOSALS

Only one acceptable bid received

AWARD

Pinnacle Intergrated/DBA/P2 ABC Controls
Exton, PA (SBR # SB10-7395)

TERM

120 Calendar Days from NTP

AMOUNT

\$289,900.00

MBE PARTICIPATION

25 %

PERFORMANCE BOND

100% of full contract amount

HIRING AGREEMENT ELIGIBLE

No

REMARKS

A notice of availability of a Invitation for Bids (IFB) was posted on the DGS Web Site, Bid Board and *eMaryland Marketplace.com*. Only one acceptable bid was received.

The existing CCTV System at the facility is over thirty (30) years old, is not fully functional and does not have the capability to record. The new system has the capability to view all areas necessary, record all monitored actions and provide the facility with a complete, reliable and safe means to monitor inmate activity. Failure to replace the system presents a major security risk.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT

ITEM 2-M (Cont.)

The recommended contractor has committed to providing 25% Minority Business Enterprise Subcontractor participation in this project by utilizing a certified MBE subcontractor.

There were two additional bids received that were deemed not susceptible of being selected for award, the price proposals were returned unopened.

FUND SOURCE

MCCBL 2010/Item 010 (Provide funds for the State Capital Facility Renewal Program-Statewide)

RESIDENT BUSINESS

No

TAX COMPLIANCE NO.

11-2262-0001

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT

ITEM 3-M

DEPARTMENT OF GENERAL SERVICE

Elkton District Court and Multi- Purpose
Center (DC/MSC)

CONTRACT NO. AND TITLE

Unarmed Uniformed Guard Services Elkton
(DC/MSC)
ADPICS NO. 001B2400263

DESCRIPTION

Approval is requested for a contract to
provide unarmed uniformed guard services at the Elkton DC/MSC located at 170 E. Main St.
Elkton, MD 21921.

PROCUREMENT METHOD

Competitive Sealed Bids (SBR)

BIDS OR PROPOSALS

KR Contracting, Inc., Hagerstown, MD	\$306,424.80
Twenty-Nine Sixteen Protective, Lutherville, MD	\$306,687.60
Triad Security Services, Inc., Silver Spring, MD	\$312,469.20
Eelon Security Inc., Suitland, MD	\$348,735.60
Dunbar Guard Services, Baltimore, MD	\$372,650.40
Thru Christ Enterprises, Inc. DBA All Saint, Greensboro, NC	\$375,804.00

AMOUNT

AWARD

KR Contracting Inc.
Hagerstown, MD
(SBR# 11-1450)

TERM

1/01/2012-12/31/2014

AMOUNT

\$306,424.80

MBE PARTICIPATION

5%

PERFORMANCE BOND

No

HIRING AGREEMENT ELIGIBLE

Yes

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT

ITEM 3-M (Cont.)

REMARKS

A notice of availability of a Invitation for Bids (IFB) was posted on the DGS Web Site, Bid Board and *eMaryland Marketplace.com*. Copies of the solicitation were mailed or emailed to 230 prospective bidders, 83 of which were Maryland firms, and included 9 MBEs. A copy was also sent to the Governor's Office of Minority Affairs. Six (6) acceptable priced bids were received from perspective vendors of which one is a certified MBE and five (5) are SBR vendors.

This contract will provide unarmed uniformed guard services 24 hours a day, 7 days per week and 365 days a year over three, eight-hour shifts. A guard supervisor will man the first daily shift from 7:00 a.m. to 3:00 p.m. The contract also includes labor, equipment, supplies, training and uniforms necessary to perform the unarmed uniformed guard services.

The recommended awardee, KR Contracting, confirmed their bid price and is a certified SBR vendor. (SBR# 11-1450)

By letter dated August 22, 2011, the Maryland Rehabilitation and Employment Program have waived interest in the contract.

FUND SOURCE

Using Agency Operating Funds FY12-15
H00 2012 33501 0823
H00 2013 33501 0823
H00 2014 33501 0823
H00 2015 33501 0823

RESIDENT BUSINESS:

Yes

TAX COMPLIANCE NO.

11-2430-0110

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT

ITEM 4-M

DEPARTMENT OF GENERAL SERVICES Revenue (Tax) & Treasury Buildings and
Legislative Building

CONTRACT NO. AND TITLE Environmentally Safe Janitorial Services
Revenue (Tax) & Treasury Building and
Legislative Building
ADPICS NO. 001B2400317

CONTRACT DISCRIPTION Approval is requested for a contract to
provide environmentally safe janitorial services at the Revenue (Tax) & Treasury Buildings and
Legislative Building located at the following locations; 110 Carroll Street, 80 Calvert Street and
90 State Circle in Annapolis, MD 21240, for a period of three (3) years.

PROCUREMENT METHOD Competitive Sealed Proposals

BIDS OR PROPOSALS

<u>Offerors</u>	<u>Tech. Rank</u>	<u>Financial Price (Rank)</u>	<u>Overall Rank*</u>
East West, Falls Church, VA.	2	\$ 612,571.17 (1)	1
MultiCorp, Inc., Westminster, MD	1	\$1,244,780.40 (4)	2
C.J. Maintenance, Columbia, MD	3	\$ 693,217.46 (2)	3
Jani-King of Baltimore, Glen Burnie, MD	4	\$1,074,720.00 (3)	4

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

AWARD East West
Falls Church, VA
(MBE # 07-312/SBR #10-6238)

TERM 1/1/2012-12/31/2014

AMOUNT \$612,571.17 (3 Years)

MBE PARTICIPATION 100% (See Remarks below)

PERFORMANCE BOND Yes

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

MAINTENANCE CONTRACT MODIFICATION

ITEM 5-M-MOD

DEPARTMENT OF HUMAN RESOURCES Baltimore City Department of Social
Services (BCDSS)
Baltimore, MD

CONTRACT NO. AND TITLE Project No. 001B9200094;
Armed/Unarmed Guard Services
ADPICS NO. COE05984

ORIGINAL CONTRACT APPROVED 11/5/2008 DGS/BPW Item: 7-M

CONTRACTOR Watkins Security Agency, Inc.
Baltimore, MD

CONTRACT DESCRIPTION The contractor shall provide armed and
unarmed uniformed guard services for the Baltimore City Department of Social Services at 16
locations in Baltimore City for a period of three (3) years beginning January 1, 2009 through
December 31, 2011.

MODIFICATION DESCRIPTION Approval is requested for a modification to
extend the current contract for sixty (60) days to allow for the award of a new contract.

TERM OF ORIGINAL CONTRACT 1/1/2009-12/31/2011

TERM OF MODIFICATION 1/1/2012-2/29/2012

AMOUNT OF ORIGINAL CONTRACT \$7,010,058.22

AMOUNT OF MODIFICATION \$389,447.28 (60 days)

REVISED TOTAL CONTRACT AMOUNT \$7,399,505.50

PERCENT +/- (THIS MODIFICATION) 5.6%

OVERALL PERCENT +/- 5.6%

ORIGINAL PROCUREMENT METHOD Competitive Sealed Bids

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

GENERAL MISCELLANEOUS

ITEM 6-GM

REFERENCE

In accordance with provisions of the State Finance and Procurement Article, Section 8-301, Annotated Code of Maryland, the Board of Public Works approval is requested for the use of General Obligation Bond funding for the contract(s) noted below in the total amount of \$29,909.86 (1 item)

A. Department of Health and Mental Hygiene Western Maryland Hospital Center
Hagerstown, MD

DESCRIPTION

This project provides architectural and engineering design, construction administration services for the rehabilitation work to the existing patient patio concrete surface at the Western Maryland Hospital Center in order to comply with ADA access route requirements.

REMARKS

An approved list of consultants was developed for DGS to provide civil engineering services for construction projects through the State's SBReserve program. Under this process individual contract awards may not exceed \$25,000.00. Selected firms may be awarded more than one contract in rotation basis.

CONTRACT NO. & TITLE

Project No. DS-430-120-001;
Full ADA Access to Patient Patio

PROCUREMENT METHOD

Maryland Architectural and Engineering Services Act

AWARD

Kennedy, Porter & Associates, Inc.
Baltimore, MD

AMOUNT

\$24,909.86

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

GENERAL MISCELLANEOUS

ITEM 6-GM

FUND SOURCE

MCCBL 2010/Item 008 (Provide Funds to Design and Construct Handicapped Accessibility Modifications at State owned Facilities)

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REAL PROPERTY

ITEM 7-RP

DEPARTMENT OF AGRICULTURE

Maryland Agricultural Land Preservation Foundation (MALPF)
Agricultural Land Preservation Easements (Various Properties)

REFERENCE

Approval is requested for the Maryland Agricultural Land Preservation Foundation, Department of Agriculture, to accept option contracts for the purchase of agricultural preservation easements on the following properties:

SPECIAL CONDITIONS

Grantor relinquishes all rights to develop or subdivide the land for industrial, commercial, or residential use. Land shall be preserved solely for agricultural use in accordance with provisions of the Agricultural Article. No commercial signs or bill boards are permitted, and there shall be no dumping on land except as is necessary to normal farming operations. Grantor shall manage the property in accordance with sound agricultural practices. Grantee shall have the right to enter land for inspection. No public rights are granted. The term of these easements shall be in perpetuity pursuant to Agriculture Article Section 2-514.1.

A) As to item 1, pursuant and subject to the provisions of Agriculture Article Section 2-513, the Grantor has elected to reserve the right to apply for release of a lot to convey to himself or his children for the purpose of constructing a dwelling for personal use as follows: one lot of one acre or less if the subject property is at least 20 acres, but less than 70 acres, two lots of one acre or less if the subject property is at least 70 acres, but less than 120 acres, or three lots of one acre or less if the subject property is 120 acres or more.

B) As to items 2 through 8, pursuant and subject to the provisions of Agriculture Article Section 2-513, Grantor has elected to reserve to himself, and his assigns, the right to apply for release of one unrestricted lot, that may be conveyed to himself or others.

<u>Grantor</u>	<u>Property</u>	<u>Price</u>	
<u>FAMILY LOTS</u>			
<u>Charles County</u>			
1. Frances E. Warring, et al. 08-11-03	143.51 Ac	\$434,828.63	
		\$ 3,030.00/acre	
	(Appraised Value)	(Agricultural Value)	(Easement Value)
a. Hooper (fee)	\$ 917,000.00	\$79,457.11	\$ 837,542.89
b. Peters (fee)	\$ 731,000.00	\$79,457.11	\$ 651,542.89

Review Appraiser: Kelleher

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REAL PROPERTY

ITEM 7-RP (Cont.)

UNRESTRICTED LOTS

Caroline County

2. Wayne Wheatley, et al.	228.81Ac		\$546,586.51	
05-07-14	Less 1 acre		\$ 2,399.31/acre	
	Per dwelling			
	(Appraised Value)	(Agricultural Value)		(Easement Value)
a. Cadell (fee)	\$1,050,000.00	\$239,822.11		\$ 810,177.89
c. Cline (fee)	\$ 910,000.00	\$239,822.11		\$ 670,177.89

Review Appraiser: Kelleher

Charles County

3. Melissa Gibson	49.2 Ac		\$266,726.96	
08-11-04	Less 1 acre		\$ 5,533.75/acre	
	Per dwelling			
	(Appraised Value)	(Agricultural Value)		(Easement Value)
a. Hooper (fee)	\$294,000.00	\$27,273.04		\$266,726.96
b. Peters (fee)	\$265,000.00	\$27,273.04		\$237,726.96

Review Appraiser: Kelleher

4. Anna Stonestreet	200 Ac		\$1,194,000.00	
08-11-05	Less 1 acre		\$ 6,000.00/acre	
	Per dwelling			
	(Appraised Value)	(Agricultural Value)		(Easement Value)
a. Kelleher (staff)	\$1,393,000.00	\$73,753.33		\$1,319,246.67
b. Hooper (fee)	\$1,686,000.00	\$73,753.33		\$1,612,246.67
c. Peters (fee)	\$1,194,000.00	\$73,753.33		\$1,120,246.67

Review Appraiser: Kelleher

5. Wicomico Westfield, LLC	150.14 Ac		\$671,134.50	
08-11-07	Less 1 acre		\$ 4,500.00/acre	
	Per dwelling			
	(Appraised Value)	(Agricultural Value)		(Easement Value)
a Hooper (fee)	\$805,000.00	\$82,344.74		\$722,655.26
b. Peters (fee)	\$820,300.00	\$82,344.74		\$737,955.26

Review Appraiser: Kelleher

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REAL PROPERTY

ITEM 7-RP (Cont.)

REMARKS

1. The Department of Agriculture recommends acceptance of these contracts.

2. The Department of General Services has reviewed the appraisals and has recommended that each appraisal "a." listed above be the appraised value of the land on which the easement is to be acquired.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

LANDLORD LEASE**ITEM** 8-LL**BALTIMORE CITY COMMUNITY COLLEGE**

(Baltimore City, MD)

Tenant Professional Pharmacy Services, Inc.
2600 Liberty Heights Ave., Suite 135
Baltimore, MD 21215

Property Location 2600 Liberty Heights Avenue, Suite 135
Baltimore, MD 21215

<u>Space Type</u>	Office	<u>Lease Type</u>	New	<u>Square Feet</u>	678
<u>Duration</u>	1Year	<u>Effective</u>	1/1/2012		
<u>Annual Rent</u>	\$11,905.68	<u>Square Foot Rate</u>	\$17.56		

<u>Utilities Responsibility</u>	Landlord
<u>Custodial Responsibility</u>	Landlord
<u>Previous Board Action(s)</u>	N/A

Special Conditions

1. The Tenant shall maintain the Demised Premises, including all improvements constructed and situated on the Demised Premises, in a neat, orderly, safe, and habitable condition.
2. The Tenant shall defend and hold Landlord harmless against any and all claims of liability.
3. The Tenant shall pay as additional rent the sum of \$2,034.00 per annum for common area maintenance.
4. Tenant shall maintain at its expense insurance for not less than a minimum coverage of \$2,000,000.00 against loss or liability in connection with bodily injury, death, property damage or destruction to the Demised Premises.
5. Landlord has the right to termination this lease for convenience.
6. The lease incorporates four (4) use-in-common parking spaces.

Remarks

1. This space will be used by Professional Pharmacy Services, Inc. (“Neighbor Care”) for a professional retail pharmacy and related purposes, included but not limited to, the sale of legend drugs, over-the-counter drugs, pharmaceuticals, durable medical equipment and disposable supplies.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

LANDLORD LEASE

ITEM 8-LL (Cont.)

- 2. The approval of this lease will enable Professional Pharmacy Services, Inc. to continue to offer retail pharmacy services in the community.

- 3. The short term lease was requested by the Tenant to provide time to evaluate its current space needs.

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

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

LANDLORD LEASE**ITEM** 9-LL

DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES Westover, MD
(Somerset County)

Tenant ECOCORP, Inc.
1211 S. Eads Street, Ste. 803
Arlington, VA 22202

Property Location 30420 Revells Neck Rd.
Westover, MD 21890

<u>Space Type</u>	Land	<u>Type</u>	New	<u>Acre(s)</u>	4.2 +/-
<u>Duration</u>	30 Years	<u>Effective</u>	12/15/2011		
<u>Annual Rent</u>	\$100.00				

<u>Utilities Responsibility</u>	Tenant
<u>Custodial Responsibility</u>	Tenant
<u>Previous Board Action(s)</u>	N/A

Reference

The Department of Public Safety and Correctional Services is the owner of the land and currently operates and maintains a state correctional facility on the Property known as the Eastern Correctional Institution (ECI).

The Maryland Environmental Service (MES) solicited through a competitive solicitation process to procure renewable energy as a voluntary initiative to promote clean energy development to meet long term energy needs and to provide an alternative means to manage the nutrients contained in animal manure and food waste in an environmentally sound manner.

ECOCORP Inc., the successful respondent to MES, is seeking to enter into a ground lease agreement for land around ECI for the purposes of constructing and operating an Anaerobic Digester Facility which will supply a portion of the electrical power needs of ECI.

ECOCORP Inc. has entered into a Power Purchase Agreement (“PPA”) which details how MES will purchase power from the tenant. The Board of Public Works is now requested to approve the land lease with ECOCORP Inc.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

LANDLORD LEASE

ITEM 9-LL (Cont.)

SPECIAL CONDITIONS

1. The lease provides for a renewal term of thirty (30) years subject to BPW approval.
2. The Power Purchase Agreement (PPA) is incorporated and made part of the lease agreement. This lease is contingent upon the Tenant meeting all contingencies contained in the PPA including all local, state and federal permits and project financing.
3. The Lease contains a termination for convenience provision.
4. The Tenant shall have the right to pledge or encumber its leasehold interest in the Demised Premises or to execute a collateral assignment of its interest in the Lease as security for any financing to be obtained by Tenant in connection with the construction or operation of the project.
5. The Tenant shall maintain at its expense, throughout the Term insurance identical to the types and amounts set forth in the PPA during the term of this Lease.
6. The Lessee shall pay promptly when due, all taxes assessed in connection with the Tenant's use and occupancy of the Demised Premises, including but not limited to, federal and state income taxes, retail sales, employment, energy production taxes, fees, or other impositions, and Real Property taxes assessed against the Demised Premises.
7. The Tenant shall be responsible for, and shall indemnify and hold harmless the Landlord from any and all claims, action, causes of actions, suite, rights, judgments, damages, costs and expenses arising out of personal injuries or property damage relation to conditions on the property or off the property in connection with the Tenant's use of the property as an Anaerobic Digester Facility. Tenant further indemnify and hold harmless the State of Maryland, and the Department of Public Safety and Correctional Services and its members, officers, and employees against and from, any and all liability or claim of liability (including reasonable attorneys' fees) directly arising out of the Lessee's use, occupancy, conduct, operation or management of the Demised Premises during the Term.

Note: This item previously appeared on the DGS/BPW Agenda on 12-7-2011 as Item 11-LL and was withdrawn.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

TENANT LEASE**ITEM** 11-LT-OPT**DEPARTMENT OF AGRICULTURE**
(Forest Pest Management)Forest Hill, MD
Harford County**Master Landlord**Colgate Investments, a Maryland General Partnership
2101 Rock Spring Rd.
Forest Hill, MD 21050**Sub-Landlord**Harford County, Maryland, a body corporate and politic
220 S. Main St.
Bel Air, MD 21014**Property Location**2353 Rock Spring Rd., Suite #170
Forest Hill, MD 21050**Space Type** Office
Duration 1 Year, 5 Months
Annual Rent \$8,486.40**Lease Type** Renewal
Effective 1/1/2012
Square Foot Rate \$10.20
Prev Square Foot Rate \$10.00**Square Feet** 832**Utilities Responsibility**
Custodial Responsibility
Previous Board ActionsLandlord
Landlord
6/25/08-10-LT; 3/5/03 – 11-L**Fund Source**

100% General L00A14.02 PCA 42101

Special Conditions

1. The lease incorporates 12 parking spaces to accommodate State pickup trucks, vans and employees' personal vehicles.

Remarks

1. This space has been used by the Forest Pest Management Unit since 2003. The unit conducts gypsy moth monitoring, spraying and evaluation in Harford, Cecil, Kent and Baltimore Counties and Baltimore City. The office also is involved in the survey and detection of other forest pests.
2. The lease contains a termination for convenience clause.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

TENANT LEASE

ITEM 11-LT-OPT (Cont.)

3. Harford County is continuing the master lease agreement for the entire building which houses the County Farm Bureau, the County Extension Service, 4H offices and the Department of Agriculture. The rental rate reflects the actual rate paid by the County.
4. The master lease term was extended through May 31, 2013 and upon expiration the landlord, Colgate Investments, will retake the demises premises for its own use. The Department of Agriculture, Forest Pest Management will need to relocate.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

TENANT LEASE**ITEM** 12-LT-OPT**DEPARTMENT OF ASSESSMENTS & TAXATION**Oakland, MD
(Garrett County)**Landlord** Garrett County Commissioners
203 South 4th St.
Oakland, MD 21550**Property Location** 203 South 4th St.
Oakland, MD 21550

<u>Space Type</u>	Office	<u>Lease Type</u>	Renewal	<u>Square Feet</u>	2,243
<u>Duration</u>	6 months	<u>Effective</u>	1/1/2012		
<u>Monthly Rent</u>	\$2,865.43	<u>Square Foot Rate</u>	\$15.33		
<u>Previous Square Foot Rate</u>	\$14.85				

<u>Utilities Responsibility</u>	Landlord
<u>Custodial Responsibility</u>	Landlord
<u>Previous Board Action(s)</u>	12/12/1984-53-L; 9/20/1989-19-L; 7/26/1995-15-L; 2/21/2001-14-L; 3/15/2006-7-L

Fund Source 100% General Funds E50C00.02. PCA 26101 Obj. 1301

History/Administrative Review An administrative review of the lease file for this location revealed that the agency has continually occupied the leased space since 1985. The contractual six month lease holdover period expired on 9/30/2011. Now, therefore, the Board is requested to retroactively approve the leasing of this space for the 3 month period, from 10/1/2011 to 12/31/2011 pursuant to the State Finance and Procurement Article 11-204(c)(1). The total funds for the retroactive period are \$8,327.13.

Special Conditions

1. Tenant has the absolute right to extend the lease for a six (6) month period.
2. Landlord shall give Tenant written notice no later than 6/30/2012 if the Demised Premises is not available for the continued occupancy by the Tenant after the expiration of the six (6) month extension period.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

TENANT LEASE

ITEM 12-LT-OPT (Cont.)

Remarks

1. This space has been used since 1985 as the Garrett County assessment office. The assessment office is responsible for assessing all real property in Garrett County as well as assisting home and business owners in the assessment appeal process.
2. The lease contains a termination for convenience clause.
3. This is a short term lease to allow ample time to complete the Request for Proposal process for new office space.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

TENANT LEASE**ITEM** 13-LT-OPT**DEPARTMENT OF PUBLIC SAFETY AND** Baltimore, MD
CORRECTIONAL SERVICES**Landlord** Reisterstown Plaza Associates, LLC.
2901 Butterfield Rd.
Oak Brook, IL 60523**Property Location** 6776 Reisterstown Road Plaza
Baltimore, MD 21215

<u>Space Type</u>	Office	<u>Lease Type</u>	Renewal	<u>Square Feet</u>	130,766
<u>Duration</u>	10 years	<u>Commencement</u>	1/1/2012		
<u>Annual Rent</u>	\$1,641,113.30 (avg.)	<u>Square Foot Rate</u>	\$12.55 (avg.)		
		<u>Prev. Sq. Ft. Rate</u>	\$12.95		
		<u>Eff. Sq. Ft. Rate</u>	\$14.75 (avg.)		
		<u>Prev. Eff. Sq. Ft. Rate</u>	\$14.60		

Utilities Responsibility Tenant
Custodial Responsibility Landlord**Previous Board Action(s)** Item 8-L dated 2/11/04; Item 16-L dated 5/10/00; Item 8-L dated 12/6/95; Item 21-B-L dated 8/26/87; Item 53-L dated 12/17/86; Item 26-L dated 4/24/85.**Fund Source** Q00A01**Special Conditions**

1. The lease provides for escalations for janitorial services and real estate taxes.
2. The lease provides for 45 reserved parking spaces at no cost and ample use in common parking.
3. The contains the right to renew for 5 years subject to an 18 month prior notice, rental rate negotiations and Board of Public Works approval.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

TENANT LEASE

ITEM 13-LT-OPT (Cont.)

Remarks

1. The agency began its occupancy of the office space at this location in 1985. The space serves as the agency operation headquarters for Division of Corrections, Information Technology and Communications Division, Criminal Justice Information System, Division of Parole and Probations, Maryland Parole Commission, Division of Capital Construction and Facilities Maintenance and Human Resources Services.
2. The rental rate commences at \$11.04 per net usable square foot and increases by two percent (2%) annually resulting in an average annual rental rate of \$12.55 per net usable square over the term of the lease.
3. The landlord shall perform renovations valued at \$1,634,575.00 within the demised premises. The renovations include expanded emergency generator service, electronic card access to the premises, new restrooms, and construction of new offices.
4. In addition to the \$1,634,575.00 provided by the landlord to renovate the demised premises, the landlord shall perform the base building improvements consisting of the replacement of 140 HVAC units over the first 5 years of the lease, window replacements at North Tower skywalks, roof replacement and renovations to the North Elevator Lobby.
5. Through negotiations, the Office of Real Estate achieved a cost avoidance of \$133,834.00 per year, or \$1,338,340.00 over the 10 year term of the lease.
6. The leased area increased by 2,381 net usable square feet (128,385 to 130,766) as a result of the CADD re-measurement of the space.
7. The lease contains a modified termination for convenience clause requiring a 12 month prior notice. The termination for convenience clause may not be exercised in the first three (3) years of the lease.
8. This space was acquired by sole source in accordance with the DGS Space Management Manual, Paragraph 6-605 E., as authorized by COMAR 21.02.05.05. The Department of General Services, in conjunction with the using Agency, recommends the approval of this item.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

TENANT LEASE**ITEM** 14-LT-OPT**MARYLAND DEPARTMENT OF TRANSPORTATION**

Maryland Aviation Administration (MAA)
Linthicum, MD
(Anne Arundel County)

Landlord RPH Industrial, LLC.
8280 Greensboro Dr., Suite 550
McLean, VA 22120

Property Location 991 Corporate Boulevard, First Floor
Linthicum, MD 21090

<u>Space Type</u>	Office	<u>Lease Type</u>	New	<u>Square Feet</u>	45,394
<u>Duration</u>	10 years	<u>Effective</u>	1/1/2012		
<u>Annual Rent</u>	\$692,258.50	<u>Square Foot Rate</u>	\$15.25		
		<u>Prev. Sq. Ft. Rate</u>	\$15.25		
		<u>Eff. Square Foot Rate</u>	\$16.95		
		<u>Prev. Eff. Sq. Foot Rate</u>	\$16.95		

Utilities Responsibility Tenant
Custodial Responsibility Landlord
Previous Board Action(s) 12/15/99-21-L; 8/10/05-10-L; 7/28/10-13-LT-OPT

Fund Source J06I000102 43269 1370 – 100% Special

Special Conditions

1. The lease includes one (1) renewal option for five (5) years.
2. The lease contains escalations for real estate taxes and janitorial expenses.
3. The lease provides for use-in-common parking spaces free of charge.

Remarks

1. The agency currently utilizes 34,892 net usable square feet to house various divisions of the MAA at this location. Adjacent space consisting of 10,457 net usable square feet is available to accommodate the desired expansion of the space for the MAA Office of Finance at this location. Upon acceptance and commencement of the 10,457 net usable square feet, the original lease of 34,892 shall terminate and a new lease for 45,349 net usable square feet will become effective.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

TENANT LEASE

ITEM 14-LT-OPT (Cont.)

2. The MAA Offices of Finance and Human Resources were relocated from leased space (901 Elkridge Landing Road) in January 2010 to locations in the BWI Marshall Terminal Building as a cost-savings measure. The Office of Finance was relocated to an area of the Terminal that will now be impacted by the construction/expansion occurring related to the B/C Connector, presented to the Board of Public works for approval on December 7, 2011. The B/C Connector project was not foreseen when the relocation occurred. No space currently exists in the Terminal Building to relocate the Office of Finance.
3. Through negotiations, the Office of Real Estate secured eight (8) months of rent abatement on the 10,457 new usable square feet resulting in a rent savings of \$106,312.83.
4. Landlord is responsible for performing work to meet LEED Silver criteria for commercial interiors including, among other items, low-flow water closets and urinals, occupancy sensor lights, LED exit lights, and programmable thermostats.
5. The lease contains a termination for convenience clause.
6. This space was acquired by sole source in accordance with the DGS Space Management Manual, Paragraph 6-605 E., as authorized by COMAR 21.02.05.05. The Department of General Services, in conjunction with the using Agency, recommends the approval of this item.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 15-CGL

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

Board of Trustees of Stevenson University (Baltimore County)

MICUA - Stevenson University

“To assist in the planning, design, construction, renovation, and capital equipping of the former gymnasium on Stevenson University's Greenspring Campus or the acquisition, planning, design, construction, and renovation of a 28-acre site adjacent to the Owings Mills Campus, The Owings Mills campus currently houses a 150,000 square foot main building and an 18,000 square foot Tech Center surrounded by 532 parking spaces.”

\$3,000,000.00

Maryland Consolidated Capital Bond Loan of 2010 (MICUA - Chapter 483, Acts of 2010 and as amended by Chapter 396, Acts of 2011) *DGS Item G010, SL-052-100-038*

MATCHING FUND The MCCBL requires the grant recipient to provide a matching fund no later than 6/1/2012 and the Board of Public Works to certify the matching fund. The Board of Trustees of Stevenson University has submitted documentation that it has \$33,250,000.00 in Revenue Bonds to meet the matching fund requirement for this project.

<u>BACKGROUND</u>	Total Project	\$10,500,000.00
	10-G010 (This Action)	\$ 3,000,000.00
	Local Cost	\$ 7,500,000.00

REMARKS

- (1) This action is in accordance with the enabling legislation and complies with the tax-exempt bond provisions of the Internal Revenue Code.
- (2) The grant recipient shall consult with the Maryland Historical Trust pursuant to Sections 5A-325 to 328, State Finance and Procurement Article, Annotated Code of Maryland, and convey a perpetual preservation easement pursuant to the terms of the enabling legislation.
- (3) The Comptroller may not disburse State funds until after the Comptroller verifies that the grant recipient has expended the matching fund and the required amount for reimbursement.

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

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 16-CGL

DEPARTMENT OF HEALTH AND MENTAL HYGIENE

NAME OF GRANTEE/BORROWER

Way Station, Inc.
230 West Patrick St.
Frederick, MD 21705-3826

PROJECT NO. AND TITLE

Project No. MHA-CB-09807-01;
Acquisition of: 205 South Jefferson St.
Frederick, MD 21701

DESCRIPTION

Approval is requested for a State grant of \$521,550.00 to assist Way Station, Inc., a nonprofit organization, in the cost of acquiring a single, garden style apartment building housing 7 two bedroom units. The contract price is \$692,000.00, and the home will provide housing for fourteen (14) individuals with severe mental illness and co-occurring developmental disabilities. Two appraisals were obtained for the property; both have been reviewed by the DGS. The appraisals are as follows:

APPRAISALS

\$715,000.00 William G. Bowen, Inc., Hagerstown, MD

\$700,000.00 Brady Appraisal Services, Walkersville, MD

\$692,000.00 William T. Beach, DGS Appraisal Review

Based on these appraisals, DGS approved the fair market value of the real estate at \$692,000.00. Way Station, Inc. has a contract of sale to purchase this property for \$692,000.00

Eligible project costs are \$695,400.00. This includes \$692,000.00 for acquisition and \$3,400.00 for appraisals. These costs will be funded as follows:

AMOUNT

\$695,400.00*

FUND SOURCES

\$173,850.00 (25%) Applicant's Share
\$521,550.00 (75%) State's Share (MCCBL
2009, Community Health Facilities Fund)

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 16-CGL (Cont.)

REMARKS

*The State is participating in 75% of the acquisition cost of 692,000.00, as well as 75% of the cost of the appraisals (\$3,400.00). State participation is limited to the lesser of the value approved by the Department of General Services, based upon the appraisals or the actual acquisition cost.

Established in 1978 Way Station, Inc. provides a comprehensive continuum of care including: crisis intervention, outpatient treatment, mobile treatment, psychiatric rehabilitation, housing, and supported employment services to low-income individuals including veterans, with serious mental illness. Way Station, Inc., serves over 7,000 individuals in six Maryland counties.

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 Frederick County.

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.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION