

DEPARTMENT OF GENERAL SERVICES

Items to be presented to the Board of Public Works

March 21, 2012

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Real Property	13 and 14
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**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**MAINTENANCE CONTRACT****ITEM** 1-M**DEPARTMENT GENERAL SERVICES**Public Defender Office Building  
201 St. Paul Place  
Baltimore MD 21202**CONTRACT NO. AND TITLE**Project No. BB-591-111-001;  
Generator Installation  
ADPICS NO. 001B2400438**DESCRIPTION**

This project provides for the furnishing and installing of a 125 kilo-watt emergency generator located in the mechanical penthouse of the seven (7) story office building. Work includes installing natural gas pipe along with a pump to fuel the generator.

**PROCUREMENT METHOD**

Competitive Sealed Bids

**BIDS OR PROPOSALS****AMOUNT**

Arica Consulting and Contracting, LLC Jessup, MD	\$258,995.00
Denver-Eleck Inc. Essex, MD	\$310,000.00
Urban Frances, LLC Baltimore, MD	\$310,900.00
Dvorak, LLC Baltimore, MD	\$316,700.00
District Veterans Contacting, Inc. Washington DC	\$438,074.00

**AWARD**Arica Consulting and Contracting  
Jessup, MD**AMOUNT**

\$258,995.00

**TERM**

150 Days from Notice To Proceed

**MBE PARTICIPATION**

25%

**PERFORMANCE BOND**

100% of Full Contract Amount

**REMARKS**

A notice of availability of an Invitation for Bids (IFB) was posted on the DGS Web Site, Bid Board and *eMaryland Marketplace.com*. Of the 25% MBE goal, 7 % was for African American and 4% was for Asian American.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**MAINTENANCE CONTRACT**

**ITEM**           1-M (Cont.)

The Procurement Office has evaluated the bids and determined that the low bidder Arica Consulting and Contracting, Inc. is a responsive and responsible bidder.

Currently the Public Defender has no emergency generator. There is no electrical emergency power backup, including no emergency lighting. This project would allow for reliable means of providing emergency power.

Some of these devices served include emergency lights, elevator recalls, fire alarm panel and hot water circulating pumps.

The government estimate for this project is \$356,113.00

**FUND SOURCE**

MCCBL 2010/Item 010 (Provide funds for the State Capitol Facilities Renewal Program)

**RESIDENT BUSINESS**

Yes

**TAX COMPLIANCE NO.**

12-0370-1111

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION





**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL MISCELLANEOUS**

**ITEM**            3-GM

**REFERENCE**

In accordance with provisions of the State Finance and Procurement Article, Section 8-301, Annotated Code of Maryland, the Board of Public Works approval is requested for the use of General Obligation Bond funding for the contract(s) noted below. Any modifications listed below reflect the change in funding from POS funds to General Obligation Bond funds (MCCBL) also noted below. Total amount of funds used is \$350,453.50 (5 items).

The two fund sources for any particular item will be designated as either:  
MCCBL 2010/Item 016 (Provide funds to construct capital improvements such as planned Maintenance and repair projects at public use facilities on State-Owned property)  
MCCBL 2011/Item 008 (Provide funds to construct capital improvements such as planned Maintenance and repair projects at public use facilities on State-Owned property)

**Department of Natural Resources**

A. Janes Island State Park  
Crisfield, MD

**DESCRIPTION**

This project requires the contractor to provide all materials, equipment, supplies, etc., to resurface the Camp Loop and Cabin Access Roads at Janes Island State Park in Somerset County.

**REMARKS**

A notice of availability of an Invitation for Bids (IFB) was posted on the DGS Web Site, Bid Board and *eMaryland Marketplace.com*.

The project estimate was \$231,825.00. This project was included on the FY-11 Critical maintenance program, and was in the priority schedule within the budgeted funding. DNR prepared the specifications and two vendors attended the prebid. Two vendors bid on the project with one vendors under the project estimate. The awarded vendor was evaluated and confirmed his bid.

**CONTRACT NO. AND TITLE**

Project No. P-057-120-010;  
Resurface Camp Loop & Cabin access Road

**PROCUREMENT METHOD**

Competitive Sealed Bids

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL MISCELLANEOUS**

**ITEM**            3-GM (Cont.)

**AWARD**                                    American Paving Corporation  
Salisbury, MD

**AMOUNT**                                \$193,142.00

**TERM**                                     60 Calendar Days

**MBE PARTICIPATION**                15%

**FUND SOURCE**                        MCCBL 2011/Item 008

B. Point Lookout State Park  
St. Mary's County, MD

**DESCRIPTION**                            This project provides architectural and engineering services for interior and exterior renovation of the existing bath house in order to meet ADA requirements, to add toilet stalls, and provide privacy for toilets, shower stalls and changing areas. The renovations shall upgrade energy efficiency and provide low maintenance finishes on the interior and exterior of the facility.

**REMARKS**                                 Request for Pricing was issued against Indefinite Quantity Contract (IQC) DGS-10-100-IQC to obtain Architectural and Engineering services for multiple construction projects with fees less than \$200,000 for Point Lookout State Park Project No. P-065-121-010 in accordance with A/E regulations. Solicitation was issued to Morris & Ritchie Associates, Inc., as the next firm in rotation. Award is being executed out of rotation, however, due to the cancellation of prior task order. Including this project the aggregate of awards against DGS-10-100-IQC to Morris & Ritchie Associates, Inc. is \$77,599.50. The expiration date of this contract (DGS-10-100-IQC) is October 7, 2012.

**CONTRACT NO. & TITLE**                        Project No. P-065-121-010;  
Renovate Day Use Bath House

**PROCUREMENT METHOD**                        Maryland Architectural and Engineering Services Act

**AWARD**                                        Morris & Ritchie Associates, Inc.  
Towson, MD







**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL MISCELLANEOUS**

**ITEM**            3-GM (Cont.)

E. Wye Island Natural Resources Management Area  
Queenstown, MD (Queen Anne’s County)

**DESCRIPTION**    This project is to replace the existing boiler and 2 circulating pumps for the Lodge. Demolition, removal and disposal of existing oil-fired water boiler and associated flue, fuel, piping, pump, expansion tank, controls and electrical connections, hot water storage tank circulating pump w/associated controls and wiring.

**REMARKS**     Also included with the above work will be to furnish & install high efficiency oil-fired water boiler with new flue pipe and connections to stack. Furnish & install new circulating pump with new controls for new boiler and tie to existing T775G Controller. Furnish & install new expansion tank w/new fittings for new boiler, and new circulating pump for existing hot water storage tank w/all necessary controls and tie to existing Controller. Also included is site restoration and cleanup.

**CONTRACT NO. & TITLE**    Project No. G-018-120-010;  
Replace Lodge Boiler

**PROCUREMENT METHOD**    Small Procurement

**AWARD**     BMC Services, LLC  
Baltimore, MD

**AMOUNT**     \$12,000.00

**FUND SOURCE**     MCCBL 2011 Item 008

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

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL/MISCELLANEOUS**

**ITEM**            4-GM

**REFERENCE**

Capital Projects Unencumbered Balances

**DESCRIPTION**

In accordance with State Finance and Procurement Article, Section 8-129, Annotated Code of Maryland, Board of Public Works approval is requested for the transfer of unencumbered balances for funds associated with completed Capital Projects.

The Departments of General Services and Budget and Management (Office of Capital Budgeting) have reviewed the unencumbered balances and recommend approval of the following actions:

Transfer spending authority to the Construction Contingency Fund of \$398,052.19, transfer of cash to the General Fund \$76,870.00 and canceled Federal Funds \$676,000.00. An itemized listing of completed projects is provided below.

**MARYLAND CONSOLIDATED CAPITAL BOND LOAN OF 2003**

**Chapter 204 of the 2003 Laws of Maryland**

**ST. MARY'S COLLEGE OF MD**

			<u>Original Authorization</u>
032	Duct Bank	\$ 9,660.62	\$2,500,000.00
	Total MCCBL 2003	\$ 9,660.62	

**MARYLAND CONSOLIDATED CAPITAL BOND LOAN OF 2004**

**Chapter 432 of the 2004 Laws of Maryland**

**HISTORIC ST. MARY'S CITY COMMISSION**

002	Academic Building	\$ 6,704.00	\$5,700,000.00
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**DEPARTMENT OF NATURAL RESOURCES**

014	Gunpowder Falls State Park	\$ 1,869.68	\$2,500,000.00
	Total MCCBL 2004	\$ 8,573.68	

**MARYLAND CONSOLIDATED CAPITAL BOND LOAN OF 2005**

**Chapter 445 of the 2005 Laws of Maryland**

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

027	Archaeological Equipment Facility	\$ 13,080.00	\$ 151,000.00
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**BALTIMORE CITY COMMUNITY COLLEGE**

914	Fine Arts and Administrative Wing	\$216,816.00	\$ 216,816.00
	Total MCCBL 2005	\$229,896.00	

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL/MISCELLANEOUS**

**ITEM**            4-GM (Cont.)

**MARYLAND CONSOLIDATED CAPITAL BOND LOAN OF 2006**

**Chapter 046 of the 2006 Laws of Maryland**

**HISTORIC ST. MARY'S CITY COMMISSION**

008	St. John's Archaeological Site Exhibits	\$ 6,203.00	\$1,330,000.00
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**ST. MARY'S COLLEGE OF MD**

018	Student Services Building	\$ 64,322.05	\$8,600,000.00
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	Total MCCBL 2006	\$ 70,525.05	
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**MARYLAND CONSOLIDATED CAPITAL BOND LOAN OF 2007**

**Chapter 488 of the 2007 Laws of Maryland**

**HISTORIC ST. MARY'S CITY COMMISSION**

033	St. John's Archaeological Site Exhibits	\$ 51,044.12	\$ 650,000.00
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**MARYLAND SCHOOL FOR THE DEAF**

043	Elementary/Family Ed. & Student Svs. Complex	\$ 740.35	\$1,250,000.00
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044	Cafeteria/Student Center	\$ 18,309.21	\$ 447,000.00
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	Total MCCBL 2007	\$ 70,093.68	
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**MARYLAND CONSOLIDATED CAPITAL BOND LOAN OF 2008**

**Chapter 336 of the 2008 Laws of Maryland**

**MARYLAND SCHOOL FOR THE DEAF**

019	Main Parking Lot and Athletic Field	\$ 9,303.16	\$ 122,000.00
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	Total MCCBL 2008	\$ 9,303.16	
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<b>Total transfer of spending authority to the Construction Contingency Fund</b>	<b>\$ 398,052.19</b>	
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**CAPITAL APPROPRIATION 2002**

**Chapter 102 of the 2001 Laws of Maryland**

**DEPARTMENT OF JUVENILE JUSTICE**

059	E. Shore Detention Center	\$ 13,000.00	\$2,900,000.00
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**MARYLAND PUBLIC TELEVISION**

102	Advanced Television Equipment	\$ 3,870.00	\$7,630,000.00
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	Total CA 2002	\$ 16,870.00	
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**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**GENERAL/MISCELLANEOUS**

**ITEM**            4-GM (Cont.)

**CAPITAL APPROPRIATION 2010**

**Chapter 484 of the 2009 Laws of Maryland**

**DEPARTMENT OF VETERANS AFFAIRS**

004	Eastern Shore Veterans Cemetery-Design	\$ 35,000.00	\$35,000.00
005	Rocky Gap Cemetery-Design	\$ 25,000.00	\$25,000.00
	Total CA 2010	\$ 60,000.00	
	<b>Total cash transferred to the General Fund and canceled spending authority</b>	<b>\$ 76,870.00</b>	

**CAPITAL APPROPRIATION 2010**

**Chapter 484 of the 2009 Laws of Maryland**

**DEPARTMENT OF VETERANS AFFAIRS**

006	Eastern Shore Veterans Cemetery-Construction	\$ 431,000.00	\$431,000.00
007	Rocky Gap Cemetery-Construction	\$ 245,000.00	\$245,000.00
	Total CA 2010	\$ 676,000.00	
	<b>Total Federal Funds canceled</b>	<b>\$ 676,000.00</b>	

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**REAL PROPERTY**

**ITEM**            5-RP

**MILITARY DEPARTMENT**

Maryland Solar, LLC  
0.811 acres utility easement  
Roxbury Road, Hagerstown, MD  
(Washington County)  
File No. 00-8479

**REFERENCE**

Approval is requested to grant a temporary utility easement to Maryland Solar, LLC consisting of 0.811 acres for the purpose of constructing, inspecting, operating and maintaining underground power cable necessary for its solar operations on adjacent State land. Reference is made item 12-LL approved by the Board of Public Works on 7/27/11, in which Maryland Solar, LLC entered into a 20 year ground lease agreement for approximately 250 acres of land around the Maryland Correctional Institute for the development and operation of a solar renewal energy facility. The requested temporary easement will run with the existing 20 year ground lease term and two potential 5 year renewal terms, not to exceed 30 years.

**OWNERSHIP**

State Military Department

**GRANTEE**

Maryland Solar, LLC

**PROPERTY**

0.811 acres temporary utility easement

**PRICE**

\$19,000.00

**APPRAISED VALUES**

\$ 5,700.00-1/14/2012 James L. Randall – Fee Appraiser  
\$19,000.00-3/5/2012 William T. Beach – Staff Appraiser  
\$25,600.00-12/15/2011 Richard L. Bowers – Fee Appraiser

**REMARKS**

1. The Military Department agrees with the transaction.
2. The Clearinghouse conducted an intergovernmental review of the project under MD20111104-0834 and has recommended granting a temporary utility easement in the amount of 0.811 acres to Maryland Solar, LLC.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**REAL PROPERTY**

**ITEM**        5-RP (Cont.)

3.        The final easement plats lists total acreage of 0.811 acres.

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

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**LANDLORD LEASE****ITEM** 6-LL-OPT**DEPARTMENT OF HEALTH AND MENTAL HYGIENE**

Office of Capital Planning (Allegany County)

**Tenant** Friends Aware, Inc.  
1601 Holland St.  
Cumberland, MD 21502

**Property Location** 600 Furnace St.  
Cumberland, MD 21502

**Space Type** Residential Dwelling **Type** Renewal  
**Duration** 5 years **Effective** 4/14/2012  
**Annual Rent** \$1.00

**Utilities Responsibility** Tenant  
**Custodial Responsibility** Tenant  
**Previous Board Action(s)** 4/4/2007 item 5-LL, 1/23/2002 item 13-L,  
2/4/1998 item 21-L

**Special Conditions**

1. The Tenant has occupied this facility since February 1998 as a group home for clients with developmental disabilities.
2. The Tenant shall be responsible for obtaining all permits, licenses, inspections and approvals required for its and occupancy of the premises.
3. The 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 \$1,000,000.00 combined single limit per occurrence and shall contain broad form GCL Endorsement or its equivalent.
4. The Tenant shall indemnify and hold harmless the State of Maryland and Maryland Department of Health and Mental Hygiene against any and all liability or claim of liability (including reasonable attorney's fees), arising out of licensee's use and occupancy, conduct operation or management of the premises during the Term.



**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**LANDLORD LEASE**

**ITEM**        6-LL-OPT (Cont.)

- 5.        The Tenant is responsible for all maintenance of the property.
- 6.        This lease contains a termination for convenience clause.

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

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**LANDLORD LEASE****ITEM** 7-LL-OPT**DEPARTMENT OF HEALTH AND MENTAL HYGIENE**

Office of Capital Planning (Allegany County)

**Tenant** Friends Aware, Inc.  
1601 Holland St.  
Cumberland, MD 21502

**Property Location** 228 South 1<sup>st</sup> St.  
LaVale, MD 21502

**Space Type** Residential Dwelling. **Type** Renewal  
**Duration** 5 years **Effective** 4/4/2012  
**Annual Rent** \$1.00

**Utilities Responsibility** Tenant  
**Custodial Responsibility** Tenant  
**Previous Board Action(s)** 4/4/2007 Item 6-LL, 4/24/2002 Item 9-L,  
3/4/1998 Item 18-L

**Special Conditions**

1. The Tenant has occupied this facility since March 1998 as a group home for clients with developmental disabilities.
2. The Tenant shall be responsible for obtaining all permits, licenses, inspections and approvals required for its and occupancy of the premises.
3. The 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 \$1,000,000.00 combined single limit per occurrence and shall contain broad form GCL Endorsement or its equivalent.
4. The Tenant shall indemnify and hold harmless the State of Maryland and Maryland Department of Health and Mental Hygiene against any and all liability or claim of liability (including reasonable attorney's fees), arising out of licensee's use and occupancy, conduct operation or management of the premises during the Term.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**LANDLORD LEASE**

**ITEM**        7-LL-OPT (Cont.)

- 5.        The Tenant is responsible for all maintenance of the property.
- 6.        This lease contains a termination for convenience clause.

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

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE****ITEM** 8-LT

**MARYLAND INSTITUTE FOR EMERGENCY** Hagerstown  
**MEDICAL SERVICES SYSTEMS** Washington County

**Landlord** Potomac Plaza, LLC  
550 Highland St., Suite 303  
Frederick, MD 21701

**Property Location** 44 North Potomac St., Suite 200  
Hagerstown, MD 21740

<b><u>Space Type</u></b>	Office	<b><u>Lease Type</u></b>	New	<b><u>Square Feet</u></b>	1,050
<b><u>Duration</u></b>	10 Years	<b><u>Effective</u></b>	4/1/2012		
<b><u>Annual Rent</u></b>	\$14,700.00	<b><u>Square Foot Rate</u></b>	\$14.00		
		<b><u>Effective Square Foot Rate</u></b>	\$15.25		

**Utilities Responsibility** Landlord  
**Custodial Responsibility** Tenant  
**Previous Board Action(s)** N/A

**Fund Source** 100% Special Funds D53 23 27 00

**History/Background** Reference is made to Board of Public Works Action Agenda Item 14-LT of July 16, 2008, wherein the Board approved a lease for a five (5) year term for 1,060 net usable square feet of office space located at 201 S. Cleveland Ave., Suite 209, Hagerstown, MD 21740 for the Maryland Institute for Emergency Medical Services Systems (MIEMSS). Though the lease term was approved for five (5) years, the Agency had to vacate due to the Landlord's inability to sustain operational readiness for the Demised Premises. The Landlord is experiencing financial difficulty which precluded it from satisfying its obligations under the terms of the lease agreement. Therefore; the Board of Public Works is respectfully requested to approve this lease so that the mission of MIEMSS can continue its operation in Washington County.

**Special Conditions**

1. The lease incorporates two (2) use-in-common parking spaces at a cost of \$46.00 per space per month.
2. The lease contains one (1) option renewal for five (5) years.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE**

**ITEM**        8-LT (Cont.)

**Remarks**

1.     This space will be used as a regional training office of the Emergency Medical Services (EMS) pre-hospital providers. It will also be used to store patient care equipment awaiting pick up and dissemination.
2.     The lease contains a termination for convenience clause.
3.     In accordance with the State Finance and Procurement Article, Section(s) 13-105 and 4-318, this space is exempt from publicly advertising. The Department of General Services, in conjunction with the using Agency, recommends the approval of this Item.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE****ITEM** 9-LT-OPT

**MARYLAND INSTITUTE FOR EMERGENCY** Region IV Headquarters  
**MEDICAL SERVICES SYSTEMS** Easton, MD  
(Talbot County)

**Landlord** Eastern Shore Retirement Associates Limited Partnership  
702 Idlewild Ave.  
Easton, MD 21601

**Property Location** 301 Bay St., Ste. #6  
Easton, MD 21601

<b><u>Space Type</u></b>	Office	<b><u>Lease Type</u></b>	Renewal	<b><u>Square Feet</u></b>	1,100
<b><u>Duration</u></b>	5 Years	<b><u>Effective</u></b>	4/1/2012		
<b><u>Annual Rent</u></b>	\$16,720.00 (Avg.)	<b><u>Square Foot Rate</u></b>		\$15.20 (Avg.)	
		<b><u>Effective Sq. Ft. Rate</u></b>		\$17.20 (Avg.)	
		<b><u>Previous Sq. Ft. Rate</u></b>		\$15.25	
		<b><u>Previous Eff. Sq. Ft. Rate</u></b>		\$17.25	

**Utilities Responsibility** Tenant  
**Custodial Responsibility** Landlord  
**Previous Board Action(s)** 6/12/1996-22-L, 9/19/2001-14-L, 8/30/2006-19-LT  
**Fund Source** 100% Special, D53 23 27 00

**Special Conditions** The lease provides for escalations on increases in real estate taxes, cleaning services and supplies, and snow/ice removal.

**Remarks**

- This agency has utilized this space since 10/1/1996. This agency interacts with public safety organizations of the state, federal and local governments linking the state emergency medical service providers throughout the State. The agency, among other activities, establishes advance life support services, provides continuing educational programs, conducts certification examinations and evaluates emergency service systems response.
- The rental rate for lease years 1-3 is \$15.00 per net usable square foot and \$15.50 per net usable square foot for lease years 4-5.

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE**

**ITEM**           9-LT-OPT (Cont.)

3. Through negotiations the Department of General Services secured a rental cost savings of \$4,400.00 over the option term by reducing the stated option renewal rate by \$.80 per square foot.
4. The lease contains a termination for convenience clause.
5. This space was acquired by sole source in accordance with the DGS Space Management Manual, Paragraph 6-605 E., as authorized by COMAR 21.02.05.05. The Department of General Services, in conjunction with the using Agency, recommends the approval of this item.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE****ITEM** 10-LT-MOD**DEPARTMENT OF LABOR LICENSING  
AND REGULATION**Maryland Occupational Safety and Health  
Easton, MD  
(Talbot County)**Landlord** Eastern Shore Retirement Associates Limited Partnership  
702 Idlewild Ave.  
Easton, MD 21601**Property Location** 301 Bay St., Suite 203  
Easton, MD 21601

<b><u>Space Type</u></b>	Office	<b><u>Lease Type</u></b>	Extension	<b><u>Square Feet</u></b>	2,400
<b><u>Duration</u></b>	1 Year	<b><u>Effective</u></b>	4/1/2012		
<b><u>Annual Rent</u></b>	\$36,600.00	<b><u>Square Foot Rate</u></b>	\$15.25		
		<b><u>Effective Sq. Ft. Rate</u></b>	\$17.25		
		<b><u>Previous Sq. Ft. Rate</u></b>	\$15.25		
		<b><u>Previous Eff. Sq. Ft. Rate</u></b>	\$17.25		

**Utilities Responsibility** Tenant**Custodial Responsibility** Landlord**Previous Board Action(s)** 9/19/2001 – 13-L, 8/30/2006 – 20-LT**Fund Source** 46% Federal 54% Special PCA 4N175 4N173**Special Condition** The lease provides for escalations on increases in real estate taxes, cleaning services and supplies, and snow/ice removal.**Remarks**

- This space will be used by the Department of Labor, Licensing and Regulation's Maryland Occupational Safety & Health Compliance Unit. This unit will inspect places of employment and issue citations and penalties for violations of established occupational standards. The Compliance Unit also responds to fatalities, accidents, employee complaints about safety and health as well as responding to referrals from other State or local government agencies



**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**TENANT LEASE**

**ITEM**            10-LT-MOD (Cont.)

2.        The extension will provide additional time for the Tenant and the Landlord to continue negotiations for a new longer term lease which will incorporate new tenant improvements built out to modern energy efficient office standards well as an expansion of space to accommodate the agency's increasing work load.
3.        The lease contains a termination for convenience clause.
4.        This space was acquired by sole source in accordance with the DGS Space Management Manual, Paragraph 6-605 E., as authorized by COMAR 21.02.05.05. The Department of General Services, in conjunction with the using Agency, recommends the approval of this item.

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**DEPARTMENT OF GENERAL SERVICES**  
**ACTION AGENDA**

**CAPITAL GRANTS AND LOANS**

**ITEM**            11-CGL

**MARYLAND HIGHER EDUCATION COMMISSION**

**RECOMMENDATION**     That the Board of Public Works authorize that funds be encumbered for the following grant:

**Frederick Community College**

Science/Tech Hall Building C Renovation/Expansion – Design

Renovate 5,997 GSF of the existing Science/Tech Hall as well as construct a two story addition to provide additional lab, lecture and office space for the science disciplines.

**\$462,000.00**

Maryland Consolidated Capital Bond Loan of 2011, Item #014 - \$462,000.00

CC-06-MC11-418

**MATCHING FUND**            Frederick Community College \$344,283.00

Cost sharing is 56.3% State share, 43.7% local share and is in accordance with Section 11-105(j) of the Education Article.

<b><u>BACKGROUND</u></b>	<b><u>Total Amount</u></b>	<b><u>State Share</u></b>	<b><u>Local Share</u></b>
Total Project	\$806,283.00	\$462,000.00	\$344,283.00
This Action	\$806,283.00	\$462,000.00	\$344,283.00

**REMARKS**

(1)     This action is in accordance with Procedures and Guidelines adopted by MHEC 6/2/1992 and approved by the Board on 6/17/1992.

(2)     The Maryland Higher Education Commission, the Department of Budget and Management and the Department of General Services recommends approval. All contracts will be awarded by Frederick Community College and signed by local authorities.

(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.

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

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	