

DEPARTMENT OF GENERAL SERVICES

Items to be presented to the Board of Public Works

October 31, 2012

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

**CONSTRUCTION CONTRACT MODIFICATION**

**ITEM**            1-C-MOD

**DEPARTMENT OF JUVENILE SERVICES**      Baltimore City Juvenile Justice Center  
Baltimore, MD

**CONTRACT NO. AND TITLE**                      Project No. DB-024-130-001;  
Demolish damaged buildings  
358-364 N. Gay St.  
ADPICS NO. COE62207

**ORIGINAL CONTRACT APPROVED**              Secretary's Agenda; BPW 10/3/2012  
Emergency-Appendix 2

**CONTRACTOR**                                      The Berg Corporation  
Baltimore, MD

**DESCRIPTION**                                      Demolish and dispose buildings at 358, 360  
and 362-364 North Gay Street.

**MODIFICATION DESCRIPTION**              This change order is to cover the cost of  
compensating the Contractor for removing and legally disposing the non-friable asbestos  
material from the project site in accordance with Maryland Department of the Environment  
(MDE).

**TERM OF ORIGINAL CONTRACT**              45 Calendar Days

**TERM OF MODIFICATION**                      30 Calendar Days

**AMOUNT OF ORIGINAL CONTRACT**              \$271,000.00

**AMOUNT OF MODIFICATION**                      \$93,800.99

**PRIOR MODIFICATIONS/OPTIONS**              None

**REVISED TOTAL CONTRACT AMOUNT**              \$364,800.99

**PERCENT +/- (THIS MODIFICATION)**              34.61%

**OVERALL PERCENT**                              34.61%

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

**CONSTRUCTION CONTRACT MODIFICATION**

**ITEM**            1-C-MOD (Cont.)

**ORIGINAL PROCUREMENT METHOD**          Emergency Procurement

**ORIGINAL MBE PARTICIPATION**            0%

**REMARKS**    The contract time will be extended by thirty (30) non-compensable calendar days. This work is necessary because of health and environmental concerns and is requested by MDE to remove and legally dispose non-friable asbestos containing material from the job site.

**FUND SOURCE**    MCCBL 2007/Item 035 \$    300.65  
MCCBL 2009/Item 035 \$93,500.34  
(Capital Facilities Renewal Program)

**RESIDENT BUSINESS**                                        Yes

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

APPROVED                      DISAPPROVED                      DEFERRED                      WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

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

**CONSTRUCTION CONTRACT MODIFICATION**

**ITEM**            2-C-MOD

**DEPARTMENT OF GENERAL SERVICES**      Lowe House of Delegates Office Building  
Annapolis, MD

**CONTRACT NO. AND TITLE**                      Project No. BA-659-075-003;  
Renovations to the Thomas Hunter Lowe  
House of Delegates Office Building  
ADPICS NO. COE62073

**ORIGINAL CONTRACT APPROVED**              1/26/2011 DGS/BPW Item 1-C

**CONTRACTOR**                                      Coakley and Williams Construction  
Gaithersburg, MD

**DESCRIPTION**                                      Approval is requested for a contract for the  
construction and renovations to the Thomas Hunter Lowe House of Delegates Office Building.  
The renovation was designed to achieve a LEED (Leadership in Energy and Environmental  
Design) Silver Certified Rating under the LEED Commercial Interiors (LEED CI) criteria.

**MODIFICATION DESCRIPTION**                      Approval for a contract modification that  
covers the costs of the following items:

- A)      Credit to the contract for Allowance #2: Removal, Re-installation and UL certification of the Lightning Protection System. <\$92,886.00>
- B)      Remove the existing sump pump station in the lower level garage mechanical room and replace with new explosion proof system. Work includes: two sump pumps, all associated electric, controls and discharge piping. \$89,641.00.

**TERM OF ORIGINAL CONTRACT**                      270 Calendar Days

**TERM OF MODIFICATION**                              30 Calendar Days

**AMOUNT OF ORIGINAL CONTRACT**                      \$9,929,000.00

**AMOUNT OF MODIFICATION**                              <\$3,245.00>

**PRIOR MODIFICATIONS/OPTIONS**                      \$293,057.00

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

**CONSTRUCTION CONTRACT MODIFICATION**

**ITEM**            2-C-MOD (Cont)

**REVISED TOTAL CONTRACT AMOUNT**        \$10,218,812.00

**PERCENT +/- (THIS MODIFICATION)**        (0.03%)

**OVERALL PERCENT**                                2.91%

**ORIGINAL PROCUREMENT METHOD**            Competitive Sealed Bids

**ORIGINAL MBE PARTICIPATION**                37%

**MBE COMPLIANCE**                                29.13%

**REMARKS**    The contract time will be unchanged.

Modification Item A - The contractor fulfilled the contract requirements and provided a UL Certified Lightning Protection System. The contractor provided a cost breakdown for the work performed and compared with an allowance, netted a credit to the State.

Modification Item B - The work is necessary because the existing piping in the wells and the discharge piping is corroded and compromised. Therefore, it is necessary to remove and replace the system.

**FUND SOURCE**    MCCBL 2011/Item 002 (Provide funds to design and construct alterations and renovations to the Lowe House Office Building)

**RESIDENT BUSINESS**                                Yes

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION



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

**MAINTENANCE CONTRACT**

**ITEM** 3-M (Cont.)

**AMOUNT** \$246,075.00

**MBE PARTICIPATION** 20% (7% African-American, 4% Asian-American sub goal)

**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*. Sixteen (16) bids were received, with six vendors under the project estimate. The project estimate was \$267,000.00. The recommended awardee was evaluated and confirmed its bid.

This project was included on the FY-12 POS maintenance program, and was in the priority schedule within the budgeted funding. DNR prepared the specifications and five vendors attended the pre-bid conference.

**FUND SOURCE** 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)

**RESIDENT BUSINESS** Yes

**MD TAX CLEARANCE** 12-1982-0111

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

APPROVED                      DISAPPROVED                      DEFERRED                      WITHDRAWN

   WITH DISCUSSION                      WITHOUT DISCUSSION

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

**MAINTENANCE CONTRACT****ITEM** 4-M

**DEPARTMENT OF NATURAL RESOURCES** Elk Neck State Park  
North East, MD  
(Cecil County)

**CONTRACT NO. AND TITLE** Project No. P-026-130-010;  
Renovate two shower buildings  
ADPICS NO. 001B3400186

**DESCRIPTION** Approval for a contract to provide all labor,  
equipment, materials, supplies, supervision and insurance, necessary to renovate two shower  
buildings at Elk Neck State Park in Cecil County.

**PROCUREMENT METHOD** Competitive Sealed Bids

<b><u>BIDS OR PROPOSALS</u></b>	<b><u>AMOUNT</u></b>
Bob Andrews Construction, Inc., White Marsh, MD	\$404,590.00
JLN Construction, Services, LLC, Baltimore, MD	\$448,770.00
Zane Development Company, LLC, College Park, MD	\$475,000.00
Colossal Contractors, Inc., Burtonsville, MD	\$481,374.00
Grubb Contractors, Inc., Rising Sun, MD	\$499,999.00
Tito Contractors, Inc., Washington, DC	\$512,885.00
Cooper Construction Services, Mt. Airy, MD	\$561,788.00

**AWARD** Bob Andrews Construction, Inc.  
White Marsh, MD

**AMOUNT** \$404,590.00

**TERM** 180 Calendar Days from NTP

**MBE PARTICIPATION** 25% (No sub-goal)

**PERFORMANCE BOND** 100% of full contract amount

**HIRING AGREEMENT ELIGIBLE** Yes



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

**MAINTENANCE CONTRACT**

**ITEM**           4-M (Cont.)

**REMARKS**

A notice of availability of an Invitation for Bids (IFB) was posted on the DGS Web Site, Bid Board and *eMaryland Marketplace.com*. Seven (7) bids were received, with one vendor under the project estimate. The project estimate was \$420,662.00. The recommended awardee was evaluated and confirmed its bid.

This project was included on the FY-13 POS maintenance program, and was in the priority schedule within the budgeted funding. DNR prepared the specifications and five vendors attended the prebid conference. A 25% MBE participation was provided in the documentation and was approved.

**FUND SOURCE**

MCCBL 2012/Item 013 (Provide funds to construct capital improvements such as planned maintenance and repair projects at public use facilities on State-owned property)

**RESIDENT BUSINESS**

Yes

**TAX COMPLIANCE NO.**

12-2000-0111

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

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

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

**MAINTENANCE CONTRACT MODIFICATION**

**ITEM**            5-M-MOD

**DEPARTMENT OF GENERAL SERVICES**

Annapolis State Office Complex  
Annapolis, MD

**CONTRACT NO. AND TITLE**

Project No. BA-000-070-001;  
Replace Steam & Condensate Piping  
Annapolis State Office Complex  
ADPICS NO. COE61750

**ORIGINAL CONTRACT APPROVED**

7/28/2010 DGS/BPW Item 2-M

**CONTRACTOR**

Ligon and Ligon, Inc.  
Baltimore, MD

**DESCRIPTION**

Approval is requested for a contract to provide for Phase II of the Underground Steam and condensate piping around the State Office Complex in Annapolis, MD. The existing system has reached the end of its service life and is leaking severely, creating the loss of energy to the system.

**MODIFICATION DESCRIPTION**

Approval for a change order that covers cost escalations for fuel, labor and material that are due to Ligon and Ligon and the major subcontractor M&M Welding and Fabricators.

**TERM OF ORIGINAL CONTRACT**

5/2/2011-5/1/2013 (See Remarks below)

**TERM OF MODIFICATION**

30 Calendar Days

**AMOUNT OF ORIGINAL CONTRACT**

\$990,000.00

**AMOUNT OF MODIFICATION**

\$81,578.00

**PRIOR MODIFICATIONS/OPTIONS**

\$276,508.64

**REVISED TOTAL CONTRACT AMOUNT**

\$1,348,086.64

**PERCENT +/- (THIS MODIFICATION)**

8.24%

**OVERALL PERCENT**

36.17%

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

**MAINTENANCE CONTRACT MODIFICATION**

**ITEM**            5-M-MOD (Cont.)

**ORIGINAL PROCUREMENT METHOD**            Competitive Sealed Bids

**ORIGINAL MBE PARTICIPATION**            42%

**MBE COMPLIANCE**            35.7%

**REMARKS**            The project was bid in April 2010, but was not approved to mobilize the sitework until May 2, 2011.

These added costs were incurred by the contractor's major subcontractor, the vast majority being the cost escalations for fuel to operate the temporary boilers needed for the project due to the requirements that work could not start on site until after the 2011 Legislative Session ended. The contractor as well as the sub-contractor bid the project in April 2010.

**FUND SOURCE**            MCCBL 2010/Item 010 (Capital Facilities Renewal Program-Statewide)

**RESIDENT BUSINESS**            Yes

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

APPROVED            DISAPPROVED            DEFERRED            WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

**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. 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 \$224,339.00 (5 items).

The fund sources for this particular item will be designated as:

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)

MCCBL 2012/Item 013 (Provide funds to construct capital improvements such as planned Maintenance and repair projects at public use facilities on State-Owned property)

**Department of Natural Resources**

- A.     Susquehanna State Park  
       Havre de Grace, MD (Harford County)

**DESCRIPTION**

This project is to remove abandoned underground gasoline storage tank to include piping and concrete dispenser pad.

**REMARKS**

Included in this work is the removal and disposal of contaminated water, gasoline, sludge and any contaminated soils. Test water wells. Site restoration and cleanup.

**CONTRACT NO. & TITLE**

Project No. P-000-121-410;  
Remove Gas Tank at Museum

**PROCUREMENT METHOD**

Small Procurement

**AWARD**

Civil Utility Construction Co., Inc.  
Aberdeen, MD

**AMOUNT**

\$5,200.00

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

**GENERAL MISCELLANEOUS**

**ITEM**           6-GM (Cont.)

**FUND SOURCE**

MCCBL 2011/Item 008

B.     Swallow Falls State Park  
       Oakland, MD (Garrett County)

**DESCRIPTION**

Approval for a contract to renovate the office building at Swallow Falls State Park.

Approval for a contract to renovate the

**REMARKS**

This project is to install approx. 800 sf of plastic vapor barrier to crawl space floor and interior walls. Install two (2) crawl space vents through CMU wall, two (2) electric crawl space ventilation fans, and flashing along the access ramp to the building's siding. Remove and replace approx. 200 sf of treated deck/ramp boards. Site restoration and cleanup.

**CONTRACT NO. & TITLE**

Project No. P-002-130-010;  
Renovate Office

**PROCUREMENT METHOD**

Small Procurement

**AWARD**

S.M.C., Inc.  
Mechanicsville, MD

**AMOUNT**

\$14,444.00

**FUND SOURCE**

MCCBL 2012/Item 013

C.     Herrington Manor State Park  
       Oakland, MD (Garrett County)

**DESCRIPTION**

Approval for a contract to make chimney repairs to various buildings at Herrington Manor State Park.

Approval for a contract to make chimney

**REMARKS**

This project is to install pre-manufactured stainless steel chimney caps to seventeen (17) cabin masonry flues. Repair and application of coating materials to twenty (20) cabin masonry crowns, approx. 250 sf. Remove and properly dispose of all excess materials and debris.

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

**GENERAL MISCELLANEOUS**

**ITEM**           6-GM (Cont.)

**CONTRACT NO. & TITLE**

Project No. P-003-130-010;  
Chimney Repairs

**PROCUREMENT METHOD**

Small Procurement

**AWARD**

Western Maryland Construction  
Solutions, LLC  
Frostburg, MD

**AMOUNT**

\$11,260.00

**FUND SOURCE**

MCCBL 2012/Item 013

D.     New Germany State Park  
       Grantsville, MD (Garrett County)

**DESCRIPTION**

Approval for a contract to make renovations and repairs to the School House Foundation at New Germany State Park.

**REMARKS**

This project is to install approx. 800 sf of plastic vapor barrier to crawl space floor and interior walls. Install five (5) crawl space vents through stone wall and two (2) electric crawl space ventilation fans. Re-point approx. 198 sf of stone walls. Install a 24" x 24" through the interior floor service/inspection manway, site restoration and cleanup.

**CONTRACT NO. & TITLE**

Project No. P-005-133-010;  
School House Foundation Renovation

**PROCUREMENT METHOD**

Small Procurement

**AWARD**

Ruby's Industrial Contracting, Inc.  
Frostburg, MD

**AMOUNT**

\$18,845.00

**FUND SOURCE**

MCCBL 2012/Item 013



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

**REAL PROPERTY****ITEM**           7-RP**MILITARY DEPARTMENT**

5.74 acres, North Point Blvd.,  
Baltimore County  
File # 00-4066

**REFERENCE**

Approval is requested for an agreement of sale to purchase 5.74 acres +/- of unimproved land on North Point Boulevard in Baltimore County from The Mayor and Council for Baltimore City. The property is located adjacent to the current Maryland Army National Guard's Dundalk Readiness Center, which is located at 2101 North Point Boulevard, Dundalk. The additional land is being purchased to accommodate the federally funded Dundalk Readiness Center addition and alteration.

Title will be vested in the Military Department. Title and transfer documents are subject to legal review.

**OWNERSHIP**

The Mayor and Council for Baltimore City

**GRANTEE**

State of Maryland, to the use of the Military Department

**PROPERTY**

5.74 acres +/- unimproved

**PRICE**

\$373,000.00 Total (\$65,000 per acre)

**FUND SOURCE**

MCCBL 2012/Item 011 (Provide funds for land acquisition, design, and construction of alterations and an addition to the Dundalk Readiness Center)

**APPRAISED VALUES**

\$373,000.00-Stephen H. Mueller, Fee Appraiser 10/25/11. Reviewed by David Kelleher.

\$350,000.00-James R. Turlington, Fee Appraiser 10/08/11. Reviewed by David Kelleher.

**SPECIAL CONDITION**

A land survey shall be completed to determine final acreage, and the sales price shall be adjusted based upon \$65,000 per acre. Total acreage to be acquired shall not exceed 5.74 acres.



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

**REAL PROPERTY**

**ITEM**           7-RP (Cont.)

**REMARKS**

- 1       Baltimore City Board of Estimates approved this transaction at a meeting held on October 3, 2012.
  
2.     The Military Department recommends approval of this item.

Note: This item previously appeared on the DGS/BPW Agenda on 9-19-2012 as Item 19-RP and was withdrawn.

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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**PROPERTY TAX ASSESSMENT APPEALS BOARD**Rockville, MD  
(Montgomery County)

**Landlord** Washington Real Estate Investment Trust  
6110 Executive Boulevard, Suite 600  
Rockville, MD 20852

**Property Location** 51 Monroe St., Suite 201  
Rockville, MD 20852

<b><u>Space Type</u></b>	Office	<b><u>Lease Type</u></b>	New	<b><u>Square Feet</u></b>
<b><u>Duration</u></b>	5 Years	<b><u>Effective</u></b>	11/15/2012	811
<b><u>Annual Rent</u></b>	\$22,708.00	<b><u>Square Foot Rate</u></b>	\$28.00	
		<b><u>Prev. Square Foot Rate</u></b>	\$28.00	

**Utilities Responsibility** Landlord  
**Custodial Responsibility** Landlord  
**Previous Board Action(s)** 8/9/2006 – 16-LT; 8/29/2001 – 23-L; 3/13/1996 – 18-L

**Fund Source** 100% General VOOE080 Aobj 1301

**Retro-Active Leases** Board of Public Works is requested to retroactively approve the leasing of this space for the eight month and 14 day period that lapsed period from 2/1/2012 to 11/14/2012 pursuant to the State Finance and Procurement Article 11-204(c)(1). The total funds for the retroactive period are \$16,021.76.

**Special Condition** The lease contains escalations/de-escalations for real estate taxes.

**Remarks**

1. Property Tax Appeals Board (PTAAB) has utilized this space since 1984 as an administrative and client contact office.
2. Through negotiations, the Department of General Services Office of Real Estate was able to retain the existing rental rate over the Landlord's asking rate of \$32.00 per net usable square foot.

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

**TENANT LEASE**

**ITEM**        8-LT (Cont.)

3.        This 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**

**TENANT LEASE****ITEM** 9-LT**MARYLAND STATE DEPARTMENT OF EDUCATION**

Office of Child Care  
Rockville, MD  
(Montgomery County)

**Landlord** Washington Real Estate Investment Trust  
6110 Executive Boulevard, Suite 600  
Rockville, MD 20852

**Property Location** 51 Monroe Street, Suite 200  
Rockville, MD 20852

<b><u>Space Type</u></b>	Office	<b><u>Lease Type</u></b>	New	<b><u>Square Feet</u></b>
<b><u>Duration</u></b>	5 Years	<b><u>Effective</u></b>	11/15/2012	4,234
<b><u>Annual Rent</u></b>	\$126,808.30	<b><u>Square Foot Rate</u></b>	\$29.95	
		<b><u>Prev. Square Foot Rate</u></b>	\$30.00	

**Utilities Responsibility** Landlord  
**Custodial Responsibility** Landlord  
**Previous Board Action(s)** 11/15/2006-11-LT; 08/29/2001-25-L; 03/13/1996-18-L

**Fund Source** R00J7521 – 30% Federal; R00J7522 – 40% Federal  
R00J7012 – 30% State

**Retro-Active Lease** Board of Public Works is requested to retroactively approve the leasing of this space for the three months and 14 day period that lapsed from 8/1/2012 to 11/14/2012 pursuant to the State Finance and Procurement Article 11-204(c)(1). The total funds for the retroactive period are \$36,694.67.

**Special Condition** This lease contains escalations/de-escalations for real estate taxes.

**Remarks**

1. The Office of Child Care (OCC) has utilized this space since 1984, as an administrative and client contact office. The OCC is responsible for licensing and monitoring all child care centers and family child care providers in Maryland.

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

**TENANT LEASE**

**ITEM**            9-LT (Cont.)

2.     The Landlord is making improvements to the space to enhance energy efficiency by installing occupancy sensors for lights, T-8 lights, and ensuring all faucet(s) have .5GPM flow controls.
3.     The landlord's original rental rate was \$32.00 per net usable square foot. Through negotiations, the Department of General Services Office of Real Estate secured cost avoidance by reducing the landlord's asking rent from \$32.00 per net usable square foot to \$29.95 per net usable 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**MARYLAND OFFICE OF THE PUBLIC DEFENDER**

(Baltimore City)

**Landlord** Rosser, LLC  
217 E. Redwood St.  
Baltimore, MD 21202

**Property Location** 201 E. Baltimore St.  
Baltimore, MD 21202

<b><u>Space Type</u></b>	Office	<b><u>Lease Type</u></b>	Extension	<b><u>Square Feet</u></b>
<b><u>Duration</u></b>	2 Years	<b><u>Effective</u></b>	11/1/2012	13,339
<b><u>Annual Rent</u></b>	\$243,169.97	<b><u>Square Foot Rate</u></b>	\$18.23	
		<b><u>Prev. Sq. Ft. Rate</u></b>	\$18.23	

**Utilities Responsibility** Lessor  
**Custodial Responsibility** Lessor  
**Previous Board Action(s)** 5/30/01 – 23-L, 4/21/04 – 6-L, 8/9/06 – 14-LT,  
10/19/11 – 13-LT-MOD

**Fund Source** 100% General C80 B000.01

**Special Condition** Lease contains escalations/de-escalations for cleaning services, utilities and real estate taxes.

**Remarks**

1. Since 1972, the Office of the Public Defender has been providing legal services to those unable to afford an attorney through twelve (12) district offices. The Baltimore district office has been at this location since 2001.
2. Through negotiations the Department of General Services was able to extend the existing term at the same rate which provides the Agency the ability to proceed with formulating a solicitation to relocate within the Baltimore CBD and efficiently consolidate its offices on 1 to 2 floors instead of its current configuration on 4 floors.
3. The lease contains a termination for convenience clause.

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

**TENANT LEASE**

**ITEM**          10-LT-MOD (Cont.)

4.          In accordance with the State Finance and Procurement Article, Annotated Code of Maryland, this space was handled by negotiating the renewal of an existing lease without solicitation of additional offers. 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

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

*Board of Directors of the House of the Good Shepherd, Inc. (Baltimore County)*  
*Good Shepherd Student Courtyard Renovation*  
*“For the planning, design, construction, repair, renovation, reconstruction, and capital equipping of the student courtyard at the Good Shepherd Center, located in Baltimore County.”*

***\$100,000.00***

*Maryland Consolidated Capital Bond Loan of 2011 (LSI-Chapter 396, Acts of 2011, DGS Item G047; (SL-040-110-038)*

**MATCHING FUND** The MCCBL requires the grant recipient to provide a matching fund no later than 6/1/2013 and the BPW to certify a matching fund. The Board of Directors of the House of the Good Shepherd, Inc., has submitted documentation that it has \$50,675.92 in a financial institution, and a \$50,000.00 grant from The Abell Foundation, for a total of \$100,675.92 to meet the matching fund requirement for this project.

**BACKGROUND**

Total Project	\$200,000.00
<b>11-G047 (This Action)</b>	<b>\$100,000.00</b>
Local Cost	\$100,000.00

**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.

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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**            12-CGL

**DEPARTMENT OF HEALTH AND MENTAL HYGIENE**

**NAME OF GRANTEE/BORROWER**

Key Point Health Services, Inc.  
135 North Parke St.  
Aberdeen, MD 21001

**PROJECT NO. AND TITLE**

Project No. MHA-CB-14508-03;  
Acquisition and Renovation of 60-62  
Liberty St., Aberdeen, MD 21001

**DESCRIPTION**

Approval is requested for the following:

(1) A State grant of \$119,925.00 to assist Key Point Health Services, Inc., a nonprofit organization, in the cost of acquiring a two-story duplex (2 units) house at 60-62 Liberty St., Aberdeen, MD 21001. The contract price is \$158,700.00. The homes will provide housing for six disabled individuals with psychiatric illness. Two appraisals were obtained for the property; both have been reviewed by the Department of General Services.

(2) A State grant of \$51,825.00 to assist Key Point Health Services, Inc., in the cost of renovating a two-story duplex (2 units) house at 60-62 Liberty St., Aberdeen, MD 21001. The homes, after renovations which will add one bedroom and a full bathroom to each unit in the duplex, will provide housing for six disabled individuals with psychiatric illness.

**APPRAISALS**

\$80,000.00	H. R. Bowerman Jr.	60 Liberty St.
\$80,000.00		62 Liberty St.
\$84,000.00	Carl M. Johnson	60 Liberty St.
\$84,000.00		62 Liberty St.

Based on these appraisals, DGS approved the fair market value of the real estate at \$80,000.00 for each of the units. Key Point Health Services, Inc. has a contract of sale to purchase both units for \$158,700.00.

Eligible acquisition costs are \$159,900.00. This includes \$158,700.00 for acquisition and \$1,200.00 for appraisals.

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

**CAPITAL GRANTS AND LOANS**

**ITEM**            12-CGL (Cont.)

**PROCUREMENT METHOD**

Competitive Sealed Bids

**BIDS OR PROPOSALS**

Renovo Group LLC, Baltimore, MD  
D.R. Curry Contracting, Aberdeen, MD

**AMOUNT**

\$34,550.00 (Per Unit)  
\$34,722.00 (Per Unit)

**AWARD**

Renovo Group LLC  
Baltimore, MD

**AMOUNTS**

\$159,900.00 (Acquisition)  
\$ 69,100.00 (Renovations)  
\$229,000.00\* Total

Eligible project costs are \$229,000.00. This amount includes \$159,900.00 for acquisition, and \$69,100.00 for renovations.

**REMARKS**

\* The State is participating in 75% of the total project cost of \$229,000.00. State participation is limited to the lesser of the value approved by DGS, based upon the appraisals or the actual acquisition cost.

For over 28 years, Key Point Health Services, Inc., has provided comprehensive psychosocial, housing, and supported-employment services to low-income individuals with serious and persistent mental illness. The purchase of this home will allow Key Point to provide housing for six psychiatrically disabled individuals.

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 Harford County.

No State funds will be disbursed until the grantee has presented suitable evidence to the Office of 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 Office of the Comptroller, who will disburse the State portion in amounts equal to the invoices submitted.

