

DEPARTMENT OF GENERAL SERVICES

Items to be presented to the Board of Public Works

April 3, 2013

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DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

GENERAL MISCELLANEOUS

ITEM 1-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 \$92,033.00 (2 items).

A. Maryland Department of Veterans Affairs War Memorial Building
Baltimore, MD

DESCRIPTION

Approval for a project provides design services to provide the complete modernization of the existing elevator. The work will include ADA compliance, HVAC, Power, Emergency Power, Fire Alarm System, Boards and Controllers, hoists and any other appurtenances associated with serving the elevator.

REMARKS

The firm is to perform Mechanical and Electrical Engineering and Elevator Consulting to include Construction documents, Bidding & Negotiations, and Construction phases. There are no schematic, design developments, or post construction services required.

Request for Price Proposal solicited for task order against the Department of General Services Indefinite Quantity Contract DGS-08-004-IQC to Provide Mechanical, Electrical, and Plumbing Engineering Services to the Department of General Services for Multiple Construction Projects with Fees Less than \$200,000.00 and Greater than \$25,000.00. Request for Price Proposal was solicited from the next eligible firm in rotation.

CONTRACT NO. TITLE

Project No. WM- 101-130-001;
Elevator Modernization

PROCUREMENT METHOD

Maryland Architectural and Engineering Services Act

AWARD

Gipe Associates, Inc.
Baltimore, MD

AMOUNT

\$43,681.00

MBE PARTICIPATION

0%

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

GENERAL MISCELLANEOUS

ITEM 1-GM (Cont.)

FUND SOURCE

MCCBL 2012/Item 007 (Provide funds for the State Capital Facilities Renewal Program-Statewide)

B. Maryland State Police

Maryland State Police Headquarters
Compound
Pikesville, MD

DESCRIPTION

Approval for a project that provides A/E Design Services to provide a site survey, construction drawings and specifications for the work that includes replacement of three (3) transformers, two (2) oil switches, 13,000 volt feeders, switchgear heaters and preventive maintenance to existing equipment. The A/E firm will perform electrical engineering and cost estimating to include construction documents, bidding and negotiations, and construction phases. There are no schematic, design developments, or post construction services required.

REMARKS

A request for a Price Proposal was solicited for a task order against the Department of General Services Indefinite Quantity Contract (DGS-.08-004-IQC) to provide mechanical, electrical, and plumbing engineering services to DGS for multiple construction projects with fees less than \$200,000.00 and Greater than \$25,000.00. A request for a Price Proposal was solicited from the next eligible firm in rotation.

CONTRACT NO. TITLE

Project No. PZ-000-130-001,
Replace Electrical Distribution System

PROCUREMENT METHOD

Maryland Architectural and Engineering Services Act

AWARD

Mueller Associates, Inc.
Baltimore, MD

AMOUNT

\$48,352.00

MBE PARTICIPATION

0%

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

GENERAL MISCELLANEOUS

ITEM 1-GM (Cont.)

FUND SOURCE

MCCBL 2012/Iem 007 (Provide funds for
the State Capital Facilities Renewal
Program-Statewide)

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 3-LT (Cont.)

2. The lease contains a termination for convenience clause.

3. 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** 4-LT-OPT**DEPARTMENT OF HUMAN RESOURCES**Child Support Enforcement
Towson, MD (Baltimore County)**Landlord** Baltimore County, MD
400 Washington Ave.
Towson, MD 21204**Property Location** 401 Bosley Ave.
Towson, MD 21204

<u>Space Type</u>	Office	<u>Lease Type</u>	Renewal	<u>Square Feet</u>	1,031
<u>Duration</u>	5 Years	<u>Effective</u>	5/1/2013		
<u>Annual Rent</u>	\$17,527.00	<u>Square Foot Rate</u>	\$17.00		
		<u>Prev. Sq. Ft. Rate</u>	\$17.00		

Utilities Responsibility Landlord
Custodial Responsibility Landlord**Previous Board Actions** 4/30/2008 Item 11-LT; 10/16/2002 Item 13-LT.**Fund Sources** General 34% N00G0006 7F33 1351 GF010
Federal 66% N00G0006 7F33 1351 GF010**Remarks**

1. The agency has been in this space since November 2002.
2. The agency handles interviews on all arrest warrants pertaining to Child Support, provide pre-trial meeting space for attorneys and their clients in the courthouse and for conferences and interviews with respondents to Child Support issues.
3. The lease contains a termination for convenience clause.

 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** 5-LT-OPT**JUDICIARY OF MARYLAND**Commissioner's Office
Westminster, MD (Carroll County)**Landlord**County Commissioners of Carroll County
225 North Center St.
Westminster, MD 21157**Property Location**Carroll County Detention Center, Room 314
100 North Court St.
Westminster, MD 21157

<u>Space Type</u>	Office	<u>Lease Type</u>	Renewal	<u>Square Feet</u>	240
<u>Duration</u>	5 Years	<u>Effective</u>	5/1/2013		
<u>Annual Rent</u>	\$600.00	<u>Sq. Ft. Rate</u>	\$2.50		
		<u>Prev. Sq. Ft. Rate</u>	\$2.50		

Utilities Responsibility
Custodial Responsibility
Previous Board Actions

Landlord
Landlord
4/16/2003 – 13-L

Fund Source
Special Conditions

100% General - COO 13 PCA 00004 01 AOBJ 1301
The lease incorporates 1 reserved parking space.**Remarks**

1. The Commissioner's Office is located within the Detention Center. The Commissioner is a judicial officer who provides administrative services for the intake; issuing charging documents, summonses and warrants; setting and accepting bonds or determining conditions of pre-trial release for arrested persons. Commissioner's office is open for service on 24/7, 365 day per year schedule.
2. The lease contains a termination for convenience clause.

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 6-LT-OPT (Cont.)

2. The lease contains a termination for convenience clause.

3. This short term renewal is requested to protect the State's tenancy while negotiations continue for a long term lease renewal for DHMH at this location.

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.

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 7-CGL

MARYLAND HIGHER EDUCATION COMMISSION

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

*Howard Community College
New Health Sciences Building – Furniture & Equipment
Furnish and equip a new 112,692 GSF Health Sciences Building to support the health sciences disciplines of nursing and allied health.
\$3,300,000.00
Maryland Consolidated Capital Bond Loan of 2011, Item 014. CC-14-MC08/10/11-413*

MATCHING FUND Howard Community College – \$3,300,000.00 Cost sharing is 50% State share, 50% local share and is in accordance with Section 11-105(j) of the Education Article.

<u>BACKGROUND</u>	<u>Total Amount</u>	<u>State Share</u>	<u>Local Share</u>
Total Project	\$48,470,000.00	\$24,235,000.00	\$24,235,000.00
This Action	\$ 6,600,000.00	\$ 3,300,000.00	\$ 3,300,000.00
Previous Action – 30-CGL, 9/21/11	\$18,932,000.00	\$ 9,466,000.00	\$ 9,466,000.00
Previous Action – 20-CGL, 4/06/11	\$18,930,000.00	\$ 9,465,000.00	\$ 9,465,000.00
Previous Action – 14-CGL, 11/4/09	\$ 4,008,000.00	\$ 2,004,000.00	\$ 2,004,000.00

REMARKS

- (1) This action is in accordance with MHEC Construction and Space Allocation regulations, *COMAR 13B.07*.
- (2) The Maryland Higher Education Commission, the Department of Budget and Management and the Department of General Services recommend approval. All contracts will be awarded by Howard 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.

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 9-CGL (Cont.)

Grace encountered financial difficulties and was facing possible foreclosure by its original mortgagor. Hope has offered to buy Grace’s outstanding mortgage note, deed of trust and all other documents evidencing or securing Grace’s original mortgage. As part of the transaction, Hope will take ownership of the Property, through its assignee, Hope Health Properties, LLC. Hope will release Grace from its obligations under Grace’s mortgage and provide Grace with a minimum 10 year lease for a portion of the Property so that it can continue to operate its outreach programs.

Hope intends to finance the transaction through a loan with M&T Bank (“M&T”) to be secured by an indemnity deed of trust for the benefit of M&T covering the Property (“Deed of Trust”). As a condition of the loan, the M&T is requiring that the State consent to the recording of a Deed of Trust to secure the loan, and the waiver of Grant Agreement condition “Disposition of Property” to the extent that the waiver would apply to the interest of M&T in the grant funded property or to any purchaser at any foreclosure sale instituted pursuant to a default under the Deed of Trust.

Hope Health Properties, LLC intends to lease a portion of the Property back to Grace to continue its operations providing community outreach and human services programs including, community garden, farmer market, senior wellness program, childcare, out of school programs, nutrition program, wellness workshops and healthy cooking classes, housing program, and fundraising activities. Hope intends to use the remaining portion of the property for their programs including parenting support groups, family groups, child and adolescent counselling, parent counselling, psycho-educational group, individual, family and group therapy, community outreach and other activities related to youth and family services.

The Department of General Services recommends approving the transfer of the grant-funded Property to Hope Health Systems Inc., consenting to the recording of a Deed of Trust to secure a loan financing the Property, and waiving the Grant Agreement condition “Disposition of Property” to the extent that the waiver would apply to the interest of M&T in the grant funded Property or to any purchaser at any foreclosure sale instituted pursuant to a default under the Deed of Trust. This recommendation is based on:

- (1) Grace continuing its operations under a minimum 10 year lease during which time the bonds that funded the grants will no longer be outstanding, and the grant project will have reached its 15 year minimum useful life, and

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

CAPITAL GRANTS AND LOANS

ITEM 9-CGL (Cont.)

- (2) Indication that M&T would terminate the transaction if a waiver of “Disposition of Property” was not approved, resulting in the likely sale of the property at foreclosure by Grace’s original mortgagor.

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

APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	