



DEPARTMENT OF GENERAL SERVICES

Items to be presented to the Board of Public Works

November 6, 2013

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

**CONSTRUCTION CONTRACT**

**ITEM**           1-C

**DEPARTMENT OF HEALTH AND MENTAL HYGIENE**

Deer's Head Hospital Center  
351 Deer's Head Hospital Rd.  
Salisbury, MD 21802

**CONTRACT NO. AND TITLE**

Project No. H-453-131-001;  
Refurbish West Elevator  
ADPICS NO. 001B4400202

**DESCRIPTION**

Approval is requested for a contract that provides services for complete elevator system upgrades, upgrade of electrical systems and components serving the elevator, upgrade associated elevator machine room HVAC systems, upgrades to existing fire alarm systems, demolition of existing elevator equipment, associated fire stopping, patching, repairs and work shall include replacement of one elevator as well as replacement of an existing panel board at the Deer's Head Hospital Center in Salisbury, MD.

**PROCUREMENT METHOD**

Competitive Sealed Bids

**BIDS OR PROPOSALS**

Only one bid received

**AWARD**

Delaware Elevator, Inc.,  
Salisbury, MD.

**AMOUNT**

\$252,560.00

**TERM**

210 Days from Notice to Proceed

**MBE PARTICIPATION**

16%

**PERFORMANCE BOND**

100% of Full Contract Amount

**HIRING AGREEMENT ELIGIBLE**

No

**REMARKS**

A notice of availability of an Invitation to Bid (ITB) was posted on DGS's Web Site, Bid Board, and *eMaryland Marketplace.com*. 439 potential bidders were contacted. The recommended awardee, Delaware Elevator, Inc., confirmed its bid. The MBE goal of 15% for this project was exceeded. The Government estimate is \$420,000.00.

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

**CONSTRUCTION CONTRACT**

**ITEM**        1-C (Cont.)

Bids were originally due on 7/30/2013. It was extended to 8/16/2013 in an attempt to receive additional response.

The other prospective bidders were contacted to determine their reason for not submitting a bid. Three companies indicated the location of this project is outside their territory. One company is a start-up company and the scope of work is outside their capability. A fifth company stated they could not compete with Delaware Elevator in this area.

Delaware Elevator's bid was significantly lower than the engineer's estimate but after the cost breakdown was evaluated, the bid was determined to be acceptable. A few factors for the difference in the estimate and bid are: the estimate was very conservative given the location of the project, Delaware Elevator has a local branch near the facility, they recently refurbished the other elevators at the facility and they currently have the maintenance contract on the other elevators.

It is evident that other prospective bidders had ample opportunity to respond to this solicitation and it is in the best interest of the State to award this contract to the single responsive and responsible bidder.

The elevator is currently out of service and not repairable which is negatively impacting the facility's ability to serve their patients.

**FUND SOURCES**

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

**RESIDENT BUSINESS**

Yes

**MD TAX CLEARANCE**

13-2326-1111

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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**

**CONSTRUCTION CONTRACT MODIFICATION**

**ITEM**            2-C-MOD

**DEPARTMENT OF NATURAL RESOURCES**    Ocean City, MD

**CONTRACT NO. AND TITLE**                    Project No. F-024-100-003;  
Dune Vegetation Maintenance and Fence  
Repair  
ADPICS NO. COF34212

**ORIGINAL CONTRACT APPROVED**            3/24/2010 DGS/BPW Item 4-M

**CONTRACTOR**                                    Environmental Quality Resources, LLC  
Arbutus, MD

**CONTRACT DESCRIPTION**                    This project requires the contractor to provide all materials, equipment, supplies, etc., in performing all operations in connection with removing/replacing Dune fencing, repairing Dune crossovers and re-establishing Dune vegetation, including 1,200 sections of rope fence, 9,000 sections of sand fence, 4,500 lf of clay crossovers, 120,000 sq yd. of beach grass and trimming 60,000 sq yd of beach grass. This project has been bid as a three year project.

**MODIFICATION DESCRIPTION**            Change Order covers the cost for additional quantities that were needed to complete the contract as described under the base contract. The unit price items needed to complete the base contract work are as follows:

- Remove and replace rope fence (ea)
- Remove and replace sand fence (ea)
- Wood handrail at vehicle crossing (lf)
- Re-alignment of pedestrian crossing (ea)

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In addition, DNR requested the purchase of additional materials for future use; they are as follows:

- 4" x 4" x 8' Posts (ea)
- Sand Fence Rolls (ea)

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**TERM OF ORIGINAL CONTRACT**            180 Calendar Days per year from 4/1/2010-  
3/31/2012

**TERM OF MODIFICATION**                    0 Calendar Days

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

**CONSTRUCTION CONTRACT MODIFICATION**

<b><u>ITEM</u></b>	2-C-MOD (Cont.)
<b><u>AMOUNT OF ORIGINAL CONTRACT</u></b>	\$830,910.30 (3 Years)
<b><u>AMOUNT OF MODIFICATION</u></b>	\$75,995.60
<b><u>PRIOR MODIFICATIONS/OPTIONS</u></b>	\$89,913.82 (CO #2 added 915 calendar days to align BPO and bid documents.)
<b><u>REVISED TOTAL CONTRACT AMOUNT</u></b>	\$996,819.72
<b><u>PERCENT +/- (THIS MODIFICATION)</u></b>	0.091%
<b><u>OVERALL PERCENT +/-</u></b>	1.199%
<b><u>ORIGINAL PROCUREMENT METHOD</u></b>	Competitive Sealed Bids
<b><u>ORIGINAL MBE PARTICIPATION</u></b>	20%
<b><u>MBE COMPLIANCE</u></b>	46%
<b><u>REMARKS:</u></b>	The base contract provided unit price costs to perform work as described in the base contract. However, the base contract did not provide enough unit quantities for the work that was needed to be performed over the entire three year period. In addition, DNR requested the purchase of additional materials for future use as it relates to the work performed under this contract.
<b><u>FUND SOURCE</u></b>	\$37,997.80 POS 04 Item 384 \$37,997.80 KOO-2013.08.09 IO553
<b><u>RESIDENT BUSINESS</u></b>	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**

**A/E SERVICE CONTRACT****ITEM** 3-AE**DEPARTMENT OF GENERAL SERVICES** Statewide

**CONTRACT NO. AND TITLE** Project No. DGS-12-200-IQC;  
Professional Services Agreement to to  
Provide Construction, Inspection, and  
Testing Services (CITS) for Multiple  
Construction Projects with Fees Less than  
\$200,000.00  
ADPICS NO. See below

**DESCRIPTION** Approval is requested for an Indefinite  
Quantity Contract to provide construction, inspection, and testing services (CITS) to DGS on an  
as needed basis. The proposed agreement will be effective for two (2) years with 1 two-year  
renewal option. Individual projects awarded under this agreement may not exceed \$200,000.00.  
However, the selected firms may be awarded more than one project. The aggregate fee for the  
total of projects awarded to any firm may not exceed \$500,000.00

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

<b><u>BIDS OR PROPOSALS</u></b>	<b><u>Qualification and Tech. Scores</u></b>	<b><u>Project Limit</u></b>	<b><u>Contract Limit</u></b>
Alpha Corporation Baltimore, MD	92%	\$200,000.00	\$500,000.00
KCI Technologies Sparks, MD	90%	\$200,000.00	\$500,000.00
Specialized Engineering. Frederick, MD	—	N/A	N/A
Sidhu Associates, Inc. Hunt Valley, MD	—	N/A	N/A

**AWARDS** Alpha Corporation  
Baltimore, MD  
KCI Technologies  
Sparks, MD

**AMOUNT** \$ 500,000.00 Est. (Per firm base contract)  
\$ 500,000.00 Est. (Per firm-2-year renewal  
option)  
\$1,000,000.00 Est. Total Per Firm (4 years)  
\$4,000,000.00 Est Total

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

**A/E SERVICE CONTRACT**

**ITEM**           3-AE (Cont.)

**MBE PARTICIPATION**

Actual participation goals to be set on a task order basis

**REMARKS**

At the July 18, 2013 public meeting of the General Professional Services Selection Board, the Chairman of the Qualification Committee reported that two (2) of the four (4) firms which submitted technical proposals achieved the minimum qualifying score of 85% and were potentially eligible to provide the required services. The Committee asked the Board to authorize the request of price proposals from the top two (2) scoring firms.

The Request for Technical Proposals issued for this IQC stated a maximum of six (6) qualified firms would be selected for contract award. The price proposal submitted by each firm reflected billing rates for each discipline required for this contract. The billing rates were inclusive of direct salaries, fringe benefits, overhead, profit, materials, and all other costs, direct and indirect.

The fee for each project awarded under the proposed agreement shall be negotiated and the contract will be approved and executed by the State individually. Projects will normally be awarded on a rotating basis beginning with the number one ranked firm. Once the project award process has been initiated with a firm in the normal rotation, the next opportunity for project award will go to the next firm in the rotation unless the unit issuing the assignment finds that: the firm is unable to perform the assignment; the hours or fees proposed by the firm for services needed cannot successfully be negotiated to an amount the State considers fair and reasonable; another firm has special experience or qualifications, including geographic proximity to the site for which services are needed, that make it in the best interest of the State to give the assignment to another firm; or assignment to another firm would tend to balance to a greater extent, among firms on the IQC list being used, the fees paid or payable for work assignments previously issued.

At the September 20, 2013 public meeting of the General Professional Services Selection Board, the Chairman of the Negotiation Committee certified to the General Board that the negotiations were conducted in accordance with the regulations governing the Negotiation Committee and that the price proposals were determined to be fair, competitive, and reasonable. The price proposals and the scope of services represented by the price proposals were reviewed by the General Professional Services Selection Board. The price proposals were accepted by the General Board as fair, competitive, and reasonable as required by Title 13-308 of the State Finance and Procurement Article, Annotated Code of Maryland.

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

**A/E SERVICE CONTRACT**

**ITEM**            3-AE (Cont.)

The Negotiation Committee's recommendation was approved by the General Professional Services Selection Board on September 20, 2013 with the exception that the contract will not include the option for a second 2-year term, and is recommended to the Board for approval.

None of the recommended firms is an MDOT certified MBE firm. A 29% MBE participation goal has been assigned to each of the two contracts awarded under this action. Each project/task order to be assigned under the terms of this indefinite delivery contract will be reviewed to determine the MBE participation to be achieved on that project.

**FUND SOURCES**

Various

**RESIDENT BUSINESSES**

Yes for all

**MD TAX CLEARANCE**

Alpha Corporation.  
KCI Technologies Sparks, MD

**TAX COMPLIANCE**

13-2581-1111  
13-2594-1110

**ADPICS NOS.**

001B4400225  
001B4400226

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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**

**A/E SERVICE CONTRACT**

**ITEM**            4-AE

**DEPARTMENT OF GENERAL SERVICES**    Anne Arundel County, MD

**CONTRACT NO. & TITLE**                    Project No. BA-988-130-001  
 Design a Lobby Addition and New  
 One-Story Parking Deck for the  
 Murphy Court of Appeals Building,  
 Annapolis, MD  
 ADPICS NO.001B4400233

**DESCRIPTION**                                    Approval requested to provide  
 architectural/engineering design, and construction administration services for the construction of  
 a new lobby addition onto the front of the building, design a one story parking deck onto the  
 west side of the building, and renovate the lobby, all to provide increased security and make the  
 building very accessible for handicapped visitors and employees.

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

<b><u>BIDS OR PROPOSALS</u></b>	<b><u>Qualification</u></b>
Bushey Feight Morin / Ricci Green Joint Venture Hagerstown, MD	94%
The Lukmire Partnership Rockville, MD	88%
Richter Cornbrooks Gribble Architects Baltimore, MD	85%
Collimore Architects Baltimore, MD	—
Bignell Watkins Hasser Annapolis, MD	—

**AWARD**    Bushey Feight Morin / Ricci Green  
 JointVenture Hagerstown, MD

**AMOUNT**                                        \$323,264.00

**TERM**    8 Months

**MBE PARTICIPATION**                    30% (6% African American, 1% VSBE)

**PERFORMANCE BOND**                    N/A







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

**MAINTENANCE CONTRACT**

**ITEM**           6-M

**DEPARTMENT OF GENERAL SERVICES**

George M. Taylor District Court/Multi-  
Service Center (DCMSC)  
Glen Burnie, MD

**CONTRACT NO. AND TITLE**

Project No. 001IT819241;  
Janitorial Services  
ADPICS NO. 001B4400178

**DESCRIPTION**

Approval is requested for a contract to provide  
janitorial services for the George M. Taylor District Court/Multi-Service Center, Glen Burnie, MD.

**PROCUREMENT METHOD**

Competitive Sealed Bids  
(Small Business Reserve)

**BIDS OR PROPOSALS**

	<b><u>AMOUNT</u></b>
Power Cleaning Professionals, Inc., Balto., MD	\$203,940.00
ACCLAIM USA, INC., Upper Marlboro, MD	\$215,515.98
Shine Brite Finishings, Waldorf, MD	\$287,732.64
Multicorp, Westminster, MD	\$293,097.00
Alianza Building Services, Inc., Gaithersburg, MD	\$340,442.30
G&LB Enterprises, Inc., Pikesville, MD	\$384,026.16
Cleaning 2 Perfection, LLC, Suitland, MD	\$386,058.00
WeKleen, Inc., Waldorf, MD	\$388,237.19
Makro Services, Inc., Gaithersburg, MD	\$394,693.16
LSI 3 Properties, LLC, Baltimore, MD	\$432,778.79
Environmental Facilities Services, Inc. Bethesda, MD	\$560,959.78

**AWARD**

Power Cleaning Professionals, Inc.  
Baltimore, MD  
(SBR# 12-8032)

**TERM**

11/14/2013 – 11/13/2016 (W2 one year  
renewal options)











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

**MAINTENANCE CONTRACT**

**ITEM**           8-M

**DEPARTMENT OF GENERAL SERVICES**     Mary E. W. Risteau District Court/Multi-  
Service Center  
Bel Air, MD

**CONTRACT NO. AND TITLE**                     Janitorial Services;  
ADPICS NO.001B4400177

**DESCRIPTION**                                     Approval is requested to provide janitorial  
services for the Mary E. W. Risteau DC/MS at 2, South Bond St., Bel Air, MD.

**PROCUREMENT METHOD**                         Competitive Sealed Bids  
(Small Business Reserve)

<b><u>BIDS OR PROPOSALS</u></b>	<b><u>AMOUNT</u></b>
City Solutions LLC, Glenn Dale, MD	\$179,975.76
Power Cleaning Professionals Inc., Baltimore, MD	\$191,082.00
ReadyClean Industrial Services Inc., Baltimore, MD	\$255,267.00
Multicorp, Westminster, MD	\$261,000.00
Preferred Cleaning LLC, Perryville, MD	\$303,732.00
Makro Services Inc., Gaithersburg, MD	\$392,087.91
Alianza Building Services Inc., Gaithersburg, MD	\$392,204.94
Janus Janitorial Service Inc., Laurel, MD	\$458,010.00
MSP Superior Services Inc., Finksburg, MD	\$466,266.00
Cleaning 2 Perfection LLC, Suitland, MD	\$563,946.12

**AWARD**   City Solutions LLC  
Glenn Dale, MD  
(SBR #SB12-2775)

**AMOUNT**   \$179,975.76 (3 Years)  
\$ 59,991.92 (1<sup>st</sup> Renewal Option)  
\$ 59,991.92 (2<sup>nd</sup> Renewal Option)  
\$299,959.60 Total 5 years

**MBE PARTICIPATION**                             5%



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

**MAINTENANCE CONTRACT**

**ITEM**           9-M

**MILITARY DEPARTMENT**

Catonsville Readiness Center  
130 Mellor Ave.  
Catonsville, MD 21228

**CONTRACT NO. AND TITLE**

Project No. M-130-130-001;  
Roof Replacement  
ADPICS NO. 001B4400200

**DESCRIPTION**

Approval is requested for a contract that consists of the removal of the existing Built-Up roofing system (BUR) down to the structural metal decking, demolition of existing flashings and concrete roof hatch curb, roof blocking, roof access ladders, counter/vent flashing. Install new single ply Thermoplastic Polyolefin membrane (TPO) 20-year no dollar limit (NDL) roof system with new metal copings, splash blocks, downspouts, scuppers, leader heads, a metal deck infill at the abandoned roof access hatch, and cleaning of the below grade drainage system at the Catonsville Readiness Center, Catonsville, MD.

**PROCUREMENT METHOD**

Competitive Sealed Bids

**BIDS OR PROPOSALS**

<b><u>BIDS OR PROPOSALS</u></b>	<b><u>AMOUNT</u></b>
J&K Contracting, Inc., Capitol Heights, MD	\$285,000.00
Summerlin Contractors, LLC, Gaithersburg, MD	\$301,000.00
Elite Sheet Metal Works, Inc., Beltsville, MD	\$312,752.00
Simpson Unlimited, Inc., Manassas, VA	\$318,294.00
Island Contracting, Inc., Greenbelt, MD	\$332,200.00
Autumn Contracting, Inc., Springfield, VA	\$337,961.00
Citiroof Corporation, Columbia, MD	\$355,000.00
Northeast Contracting Corporation, Lorton, VA	\$355,718.00
Air Tech Solutions, Inc., Stafford, VA	\$384,000.00
Roofing and Sustainable Systems, Inc., Baltimore, MD	\$469,000.00
Ruff Roofers, Inc., Baltimore, MD	\$472,750.00
Dimensions Construction Remodelers, Inc., Hyattsville, MD	\$484,000.00

**AWARD**

J&K Contracting, Inc.  
Capitol Heights, MD



















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

**GENERAL MISCELLANEOUS**

**ITEM**        13-GM (Cont.)

**FUND SOURCE**

\$260,020.94 MCCBL 2009/Item 034  
(Provide funds for a detailed design of a new  
72 bed detention center)  
\$680,607.86 MCCBL 2013/Item023  
(Provide funds to design & construct a new  
detention center at the Cheltenham Youth  
Facility)

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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**            14-RP

**BOARD OF PUBLIC WORKS**

Pinebluff, Parcels “A, B & C”  
1541 Riverside Drive, Salisbury  
19.4 improved acres  
Wicomico County, File # 8503

**REFERENCE**

Approval is requested to declare surplus Parcels A, B and C of the Pine Bluff Property including 19.4 improved acres, located at 1541 Riverside Drive, Salisbury, Wicomico County. Title and transfer documents are subject to legal review.

**PROPERTY**

19.4 +/- acres improved

**OWNERSHIP**

State of Maryland, to the use of the Board of Public Works

**REMARKS**

1. The Department of General Services on behalf of the Board of Public Works has determined that this property is excess to the State’s needs.
2. The Clearinghouse conducted an intergovernmental review of the project under MD20120821-0622 and has recommended to declare the Pine Bluff Parcels A, B and C, that consists of +/- 19.4 acres and are located at 1541 Riverside Drive in Salisbury, surplus to the State, and to offer the Parcels for public sale.
3. Reference is made to prior BPW approval dated 8/1/12 for item 6 LL-MOD, wherein approval was given to revise a 1977 ground lease and lease Pine Bluff parcels A, B and C to Pine Bluff Estates, LLC; and BPW approval dated 10/5/77 for item L-A-3 for the original 60 year ground lease.
4. Negotiations are currently underway with the Lessee under the ground lease for the sale of this property. The final agreement of sale will be submitted for BPW approval.

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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**            15-RP

**DEPARTMENT OF HEALTH AND MENTAL HYGIENE**

former DDA Pinebluff Office  
1500 Riverside Drive, Salisbury  
0.4591 improved acres +/-  
Wicomico County, File # 8504

**REFERENCE**

Approval is requested to declare surplus a former DHMH – Developmental Disabilities Administration Office (DDA) located at 1541 Riverside Drive, Salisbury, MD. The DDA vacated the office in September 2012, and negotiations have been on-going with a prospective purchaser for this property. Title and transfer documents are subject to legal review.

**PROPERTY**

0.4591 +/- acres improved

**OWNERSHIP**

State of Maryland, to the use of the Department of Health and Mental Hygiene

**REMARKS**

1. The Clearinghouse conducted an intergovernmental review of the project under MD20120808-0575 and has recommended to declare the property surplus and to offer it for sale.
2. The Department of Health and Mental Hygiene agrees with this request.

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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** 17-LT (Cont.)

**Remarks**

The agency’s relocation is required to provide adequate space for the Public Defender’s ongoing growth and expansion. This site offers the Public Defender greater convenience to downtown Hagerstown’s amenities and is in walking distance of the court house.

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The space will be built out to the Department of General Services Performance Standards and Specifications.

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The lease contains a termination for convenience clause.

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In accordance with the State Finance and Procurement Article, Annotated Code of Maryland the above space request was advertised in the Capital Gazette, Daily Record, E-Maryland Marketplace and the DGS website. 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

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

WITH DISCUSSION

WITHOUT DISCUSSION

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

**TENANT LEASE**

**ITEM** 18-LT-OPT

**MARYLAND DEPARTMENT OF TRANSPORTATION** Baltimore City  
(Maryland Transit Administration Police)

**Landlord** 901, LLC  
c/o David S. Brown Enterprises  
100 Painters Mill Rd. Suite 900  
Owings Mills, MD 21117

**Property Location** 1040 Park Avenue, Suite 306  
Baltimore, MD 21201

<b><u>Space Type</u></b>	Office	<b><u>Lease Type</u></b>	Renewal	<b><u>Square Feet</u></b>	8,180
<b><u>Duration</u></b>	5 Years	<b><u>Effective</u></b>	12/1/2013		
<b><u>Annual Rent</u></b>	\$153,293.20 (Avg.)	<b><u>Square Foot Rate</u></b>	\$18.74 (Avg.)		
		<b><u>Effective Sq. Ft. Rate</u></b>	\$21.29 (Avg.)		

**Utilities Responsibility** Tenant  
**Custodial Responsibility** Landlord

**Previous Board Action(s)** 10/20/10 Item 11-LT; 6/18/03 Item 17-L

**Fund Source** 100% Special J05 H0101 OBJ 1361 PCA 03020

**Special Conditions**

The lease provides 104 use-in-common parking spaces at no cost to the State.

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Through negotiations the Department of General Services secured a renewal rate of \$18.84 per net usable square foot for years (1) through three (3) and \$19.04 for years four (4) and five (5) achieving an average rental rate of \$18.74 over the term.

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The lease contains one (1) five (5) year renewal option, with the rental rate to be negotiated.

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The lease provides for the annual pass through of expenses for janitorial and snow removal over a base year.

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**TENANT LEASE**





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

**TENANT LEASE**

**ITEM**      19-LT-OPT (Cont.)

Through negotiations the Department of General Services was able to renew and extend the lease and secure a rental cost avoidance of \$85,762.40 over the first five (5) years of the lease by reducing the Landlord’s stated renewal rental rate of \$18.00 by \$2.36 per net usable square foot.

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This lease contains a termination for convenience clause.

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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** 20-LT-OPT

**MARYLAND DEPARTMENT OF TRANSPORTATION** Baltimore City  
(State Highway Administration Headquarters)

**Landlord** Mayor and City Council of Baltimore City  
200 N. Holliday St., Room 304  
Baltimore, MD 21202

**Property Location** Right-of-Way under Interstate 83  
Bounded by Guilford Ave., Madison St. and the Fallsway  
Baltimore, MD 21202

<b><u>Space Type</u></b>	Surface Parking	<b><u>Lease Type</u></b>	Renewal	<b><u>Number of Spaces</u></b>	477
<b><u>Duration</u></b>	4 Years	<b><u>Effective</u></b>	1/1/2014		
<b><u>Annual Rent</u></b>	\$266,253.75 (1 <sup>st</sup> & 2 <sup>nd</sup> Yr.) \$272,910.09 (3 <sup>rd</sup> & 4 <sup>th</sup> Yr.)	<b><u>Rate Per Space Per Month</u></b>		\$46.52 (1 <sup>st</sup> & 2 <sup>nd</sup> Yr.) \$47.68 (3 <sup>rd</sup> & 4 <sup>th</sup> Yr.)	
		<b><u>Prev. Rt. Per Space Per Month</u></b>		\$46.52	

**Utilities Responsibility** Landlord  
**Custodial Responsibility** Tenant

**Previous Board Action(s)** 12/7/11 Item 16-LT; 1/20/10 Item 11-LT; 12/12/07 Item 11-LT; 12/14/05 Item 16-LT; 12/17/03 Item 13-L; 7/11/01 Item 28-L

**Fund Source** 100% Special J02B0101 B0102 OBJ 13 1301

**Remarks**

1. These spaces are used by employees of the State Highway Administration Headquarters located at 707 N. Calvert Street and 211 E. Madison Street.
2. The lease provides for an option to renew for a 4 year term.
3. The lease contains a termination for convenience clause.



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

**TENANT LEASE**

**ITEM**      20-LT-OPT (Cont.)

4.      The agency is in compliance with the 1:3 ratio established for this area.

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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** 21-LT-MOD

**MARYLAND DEPARTMENT OF TRANSPORTATION** Columbia, MD  
(Motor Vehicle Administration) Howard County

**Landlord** Columbia Business Center Green, LLC  
8601 Robert Fulton Dr., Suite 200  
Columbia, MD 21046

**Property Location** 6490 Dobbin Rd.  
Columbia, MD 21045

<b><u>Space Type</u></b>	Office	<b><u>Lease Type</u></b>	Renewal/ Additional	<b><u>Square Feet</u></b>	4,588
<b><u>Duration</u></b>	10 Years	<b><u>Effective</u></b>	1/1/2014		
<b><u>Annual Rent</u></b>	\$113,082.00 Avg.	<b><u>Square Foot Rate</u></b>		\$24.65 Avg.	
		<b><u>Prev. Square Foot Rate</u></b>		\$23.00 Avg.	
		<b><u>Eff. Square Foot Rate</u></b>		\$28.15 Avg.	
		<b><u>Prev. Eff. Sq. Foot Rate</u></b>		\$27.50 Avg.	

**Utilities Responsibility** Tenant  
**Custodial Responsibility** Tenant  
**Previous Board Action(s)** 1/26/2011 – 13-LT-OPT; 9/21/2005 – 22-L;  
9/20/2000 – 19-L; 8/9/1995 – 32-L  
**Fund Source** 100% Special J04E0001 1301

**Special Conditions**

1. This lease provides for the pass through of real estate tax expenses over a base year.
2. The rental rate for year one of the lease is \$21.50 per net usable square foot and escalates annually at 3%, resulting in an average rental rate of \$24.65 over the term of the lease.

**Remarks**

This office opened in 1988 for driver services only. Annual customer transactions have grown to 166,336 in FY 2013. While MVA has an aggressive program to reduce walk-in customers by increasing services on-line and through the use of self-service kiosks, the driver's license law test as well as some titling/registration transactions must be administered at a walk in office. Offering these services at the four (4) Baltimore/Washington area express offices will improve customer service however require additional space. It is estimated that the annual transaction at the Columbia office will increase by 20% with these additional services.

**TENANT LEASE**

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

**ITEM**      21-LT-MOD (Cont.)

This lease action is inclusive of an early renewal and the acquisition of additional space. The existing office, which contains 3,300 net usable square feet, is severely overcrowded. The additional 1,288 net usable square feet will provide the required additional customer servicing areas, customer service counters, computerized law test stations and additional waiting areas to provide effective customer service.

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Through negotiations, the Department of General Services Office of Real Estate was able to roll the current rental rate back to 2011 rates – an initial reduction of \$1.50 per net usable square foot.

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- 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**

**CAPITAL GRANTS AND LOANS**

**ITEM**            22-CGL

**MARYLAND HIGHER EDUCATION COMMISSION**

**RECOMMENDATION**

That the Board of Public Works authorize

that funds be encumbered for the following grant:

***Prince George’s Community College***

*Queen Anne Academic Center Renovation and Addition - Design*

*The proposed project involves renovation of the 22,852 NASF/ 33,455 GSF building, constructed in 1967, and construction of a 75,321 NASF/136,545 GSF addition. The completed project will provide contemporary facilities and space for the Performing Arts, Visual Arts, and Communications departments, support Workforce Development, Student Services, and community outreach programs and needs lacking on campus, and upgrade/replace building systems to meet current ADA, environmental, fire and safety standards.*

***\$1,417,000.00***

*Maryland Consolidated Capital Bond Loan of 2012, Item #019.*

*CC-08-MC12-437*

**MATCHING FUND**

Prince George’s Community College – \$1,082,118.00

Cost sharing is 56.7% State share, 43.3% local share and is in accordance with Section 11-105(j) of the Education Article.

**BACKGROUND**

	<u>Total Amount</u>	<u>State Share</u>	<u>Local Share</u>
Total Project	\$2,499,118.00	\$1,417,000.00	\$1,082,118.00
This Action	\$2,499,118.00	\$1,417,000.00	\$1,082,118.00

**REMARKS :**

This action is in accordance with MHEC Construction and Space Allocation regulations, COMAR 13B.07.

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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 Prince George’s Community College and signed by local authorities.

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