

DEPARTMENT OF GENERAL SERVICES

Items to be presented to the Board of Public Works

January 4, 2012

	Pages
AE Services Contract	1 thru 4
General Miscellaneous	5 thru 9
Real Property	10 thru 13
Leases	14
Capital Grants and Loans	15 and 16

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

A/E SERVICE CONTRACT

ITEM 1-AE

DEPARTMENT OF GENERAL SERVICES Statewide

CONTRACT NO. AND TITLE Project No. DGS-11-5.0-HAZMAT;
Professional Services Agreement to Provide
Asbestos, Lead, and Mold Abatement
Hazardous Materials Design and
Engineering Services for Multiple
Construction Projects with Fees
\$200,000.00 or Less
ADPICS NO. See below

DESCRIPTION Approval is requested for 4 Indefinite
Quantity Contracts to provide asbestos, lead, and mold abatement/hazardous materials design
and engineering services on an as needed basis. The proposed agreement will be effective for 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 \$200,000.00.

PROCUREMENT METHOD Maryland Architectural and Engineering
Services Act

<u>BIDS OR PROPOSALS</u>	<u>Qualification and Tech. Scores</u>	<u>Project Limit</u>	<u>Contract Limit</u>
KCI Technologies, Inc. Sparks, MD	90%	\$200,000.00	\$200,000.00
Aerosol Monitoring & Analysis, Inc. Hanover, MD w/RMF Engineering, Inc. Baltimore, MD (JV)	90%	\$200,000.00	\$200,000.00
Arc Environmental, Inc. Baltimore, MD w/EBL Engineers, LLC. (JV) Baltimore, MD	88%	\$200,000.00	\$200,000.00
EBA Engineering, Inc. Baltimore, MD	87%	\$200,000.00	\$200,000.00
Aria Environmental, Inc. Woodbine, MD w/Whitney Bailey Cox & Magnani, LLC. (JV) Baltimore, MD	82%	N/A	N/A
URS - Germantown, MD	79%	N/A	N/A

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

A/E SERVICE CONTRACT

ITEM 1-AE (Cont.)

<u>BIDS OR PROPOSALS (Cont.)</u>	<u>Qualification and Tech. Scores</u>	<u>Project Limit</u>	<u>Contract Limit</u>
Green Street Environmental Baltimore, MD w/Urban Green Environmental, LLC. (JV) Baltimore, MD	74%	N/A	N/A

AWARDS

KCI Technologies, Inc.
Aerosol Monitoring & Analysis, Inc.
w/RMF Engineering, Inc. (JV)
Arc Environmental, Inc.
w/EBL Engineers, Inc. (JV)
EBA Engineering, Inc.

AMOUNT

\$200,000.00 Est. (2 year base contract per
firm)
\$200,000.00 Est. (2-year renewal option
per firm)
\$400,000.00 Est Total Per Firm (4 Years
per firm)
\$1,600,000.00 Est. Total 4 firms (4 Years)

TERM

1/7/2012-1/6/2014 (W/1 two-year renewal
option)

MBE PARTICIPATION

See Remarks below*

REMARKS

Four (4) of the seven (7) firms which
submitted technical proposals achieved the minimum qualifying score of 85% and were
recommended by the Qualification Committee for price proposal negotiations.

*Each firm has structured its team to meet the State's established MBE goal which will be set for
each project based upon the proposed fee and services required for the project.

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

A/E SERVICE CONTRACT

ITEM 1-AE (Cont.)

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/task order awarded under the proposed agreement will be negotiated and the task order will be approved and executed by the State individually. Projects/task orders 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 indefinite quantity contract list being used, the fees paid or payable for work assignments previously issued.

The consultant firms shall provide services in the disciplines of Architecture; Structural Engineering, Electrical Engineering, and Mechanical Engineering. In addition, the consultant firms shall provide the following specialists: Certified Industrial Hygienist; Accredited Project Designer (Lead); Industrial Hygienist; Accredited Project Designer (Asbestos); Certified Safety Professional; Inspector (Asbestos); Certified Hazardous Materials Manager; Risk Assessor; Estimator; and Specification Writer.

The services performed shall be consistent with prudent professional architectural and engineering practices and in accordance with the latest State of Maryland Codes, Regulations, and Department of General Services' design standards.

A contractual agreement of this nature is necessary to enable the State to fulfill its ongoing construction and renovation responsibility in a cost effective and timely manner.

FUND SOURCES

Using Agency Funds

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

A/E SERVICE CONTRACT

ITEM 1-AE (Cont.)

TAX COMPLIANCE AND ADPICS NOS.

<u>Contractor</u>	<u>Tax Compliance No.</u>	<u>ADPICS No</u>
Aerosol Monitoring & Analysis, Inc. w/RMF Engineering, Inc. (JV)	11-2861-1111	001B2400362
KCI Technologies, Inc.	11-2863-1110	001B2400363
Arc Environmental, Inc. w/EBL Engineers, Inc. (JV)	11-2864-0111	001B2400364
EBA Engineering, Inc.	11-2866-1111	001B2400365

RESIDENT BUSINESSES

Yes for all

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 2-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 \$57,944.00 (1 item)

Department of General Services

Salisbury Readiness Center
Salisbury, MD

DESCRIPTION

Approval for construction inspection and testing services to verify that the construction for Salisbury Readiness Center in Wicomico County is in accordance with the construction documents and specifications.

REMARKS

DGS-07-200-IQC was developed to provide A/E services for construction scheduling and claims analysis for multiple construction projects with fees \$200,000.00 or less. Under this agreement individual contract awards may not exceed \$200,000.00. Selected firms may be awarded more than one contract; however, the total amount for contracts awarded to any one firm may not exceed \$200,000.00.

CONTRACT NO. & TITLE

Project No. M-561-100-004;
Salisbury Readiness Center

PROCUREMENT METHOD

Maryland Architectural and Engineering Services Act

AWARD

Sidhu Associates, Inc. Hunt Valley, MD

AMOUNT

\$57,944.00

FUND SOURCE

MCCBL 2009/Item 011 (Provide funds to design and construct renovations and additions to the Salisbury Armory.)

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 \$159,070.00 (5 items).

The two fund sources for any particular item will be designated as either:
MCCBL 2010/Item 011 (Provide funds to construct capital improvements such as planned Maintenance and repair projects at public use facilities on State-Owned property)
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. Gunpowder Falls State Park
Baltimore, MD

DESCRIPTION

Approval for a contract provide all labor, materials, supplies, equipment, tools, insurance, etc., necessary to remove and replace existing Main Breaker panel, fluorescent lighting, miscellaneous exterior lighting, electrical outlets, switches, door hardware, exterior windows, ceiling fans and overhead garage doors; including the installation of a new Bath Exhaust Fan and miscellaneous repairs to the existing hinged personnel doors of the Facility Maintenance Shop that are located with the Hammerman Area of Gunpowder Falls State Park, 7200 Quarters Road, Baltimore, MD.

REMARKS

The contract duration is 90 calendar days. Sufficient funds are available. Four (4) bids were received. There is a 5% MBE sub-goal, no split for this contract.

CONTRACT NO. AND TITLE

Project No. P-032-110-010;
Maintenance Shop Renovations

PROCUREMENT METHOD

Competitive Sealed Bids

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

GENERAL MISCELLANEOUS

ITEM 3-GM (Cont.)

E. Department of Natural Resources

Point Lookout State Park
St. Mary's County

DESCRIPTION

This item is to encumber funds for the reference project. DNR has already issued the contract. This award was approved under authority delegated to DNR by the Secretary of DGS.

The project is removal and disposal of two (2) (middle and most distant) existing wooden safety ladders to include all existing hardware. Fabricate two (2) new custom designed stainless steel safety ladders. Install two new stainless steel safety ladders. Remove and replace one (1) (closest to land) additional ladder as specified.

REMARKS

A bid was submitted by Bob Andrews Construction, Inc. Their bid was considered "non-responsive" by Jordan Loran, Procurement Officer, because they are not a licensed Marine Contractor as specified

CONTRACT NO. AND TITLE

Project No. P-065-122-010;
Replace Safety Ladders Point Lookout
Fishing Pier

PROCUREMENT METHOD

Small Procurement

AWARD

E.A. & J.O. Crandell, Inc.
West River, MD

AMOUNT

\$39,900.00

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

REAL PROPERTY**ITEM** 4-RP**MARYLAND DEPARTMENT OF TRANSPORTATION**

Maryland Aviation Administration (MAA)

MSP, Barrack“P” - 6800 Aviation Blvd.

Glen Burnie, MD 21061 (Anne Arundel County) DGS File 00-4234

REFERENCE

Approval is requested to transfer the land and improvements of property under the authority of the Maryland Aviation Administration (MAA) of the Maryland Department of Transportation (MDOT), located at 6800 Aviation Blvd., Glen Burnie, MD 21061 to the Maryland Department of State Police (MDSP) in accordance with State Finance & Procurement Section 10-304. Barrack “P” was constructed by MDSP in 1978, and has been leasing the property from MAA since 1978. The lease has recently expired, and per Federal Aviation Administration (FAA) regulations, MAA cannot extend the original lease. All transfer documents are subject to approval by the Attorney General’s Office.

GRANTOR

Maryland Aviation Administration

GRANTEE

Maryland Department of State Police

PROPERTY

2.376 acres +/- improved

PRICE

\$760,000.00

APPRAISED VALUES

\$760,000.00 (8/9/10) George Peabody – Fee Appraiser

Reviewed by William T. Caffrey, Jr., Chief, Appraisal Review Division, SHA

\$1,069,200.00 (8/17/10) Karen Belinko – Fee Appraiser

Reviewed by William T. Caffrey, Jr., Chief, Appraisal Review Division, SHA

FUND SOURCE

MCCBL 2011/Item 016 (Provide funds to acquire land owned by the Maryland Aviation Administration and currently occupied by the Maryland State Police in Glen Burnie-Anne Arundel County)

DEPARTMENT OF GENERAL SERVICES
ACTION AGENDA

REAL PROPERTY

ITEM 4-RP (Cont)

REMARKS

1. Both MAA and MDSP approve of the transfer.

2. The Clearinghouse conducted an intergovernmental review of the project under MD 20110811-0637 and recommended the transfer of the land upon which Barrack “P” is situated at 6800 Aviation Boulevard in Glen Burnie to the Maryland Department of State Police. The Maryland Department of State Police stated that capital funding will be provided for the project.

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**DEPARTMENT OF HEALTH AND MENTAL HYGEINE**

Former Frederick County Group Home
13 W. Third St.
Frederick, MD
File # 8244

REFERENCE

Approval is requested to declare surplus property located at 13 W. Third St., Frederick, MD. The dwelling was formerly used by The Department of Health and Mental Hygiene (DHMH) as an assisted living/group home for emotionally challenged youths. The subject parcel is approximately 0.12 ac +/- and is improved with a two story residential dwelling. The house has 5,094 square feet of living area with a living room, dining room, kitchen, four bedrooms and three full baths. The unit is in great disrepair having been vacant for the last seven years. DHMH and The State Clearinghouse have approved this action.

GRANTOR

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

PROPERTY

13 W. Third St.
Frederick, MD

REMARKS

1. The Clearinghouse conducted an intergovernmental review of the project under MD20081203-1094 and has recommended to declare the former group home, located at 13 W. Third Street in the City of Frederick, surplus to the needs of the State of Maryland, and offer the property for public sale.
2. The Department of Health and Mental Hygiene recommends 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

REAL PROPERTY

ITEM 6-RP

DEPARTMENT OF HEALTH AND MENTAL HYGEINE

Former Frederick County Group Home
127 E. Patrick St.
Frederick, MD
File # 8386

REFERENCE

Approval is requested to declare surplus property located at 127 E. Patrick St., Frederick, MD. The dwelling was formerly used by The Department of Health and Mental Hygiene (DHMH) as an assisted living/group home for emotionally challenged youths. The subject parcel is approximately 0.087 ac +/- and is improved with a three story residential dwelling. The house has 2,752 square feet of living area with a living room, dining room, kitchen, five bedrooms and four full baths. The unit is in great disrepair having been vacant for the last seven years. DHMH and The State Clearinghouse have approved this action.

GRANTOR

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

PROPERTY

127 E. Patrick St.

REMARKS

1. The Clearinghouse conducted an intergovernmental review of the project under MD20091124-1501 and has recommended to declare the single family home, formerly leased as a group home on +/- 0.087 acres and located at 127 East Patrick Street in the City of Frederick, surplus to the needs of the State of Maryland, and offer to sell the real property on the open market.

2. The Department of Health and Mental Hygiene recommends 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 8-CGL

DEPARTMENT OF HEALTH AND MENTAL HYGIENE

NAME OF GRANTEE/BORROWER

Main Street Housing, Inc.
1521 South Edgewood Street
Baltimore, MD 21227

PROJECT NO. AND TITLE

Project No. MHA-CB-20907-02;
Acquisition: 10 Woodward Ct.
Annapolis, MD 21403

DESCRIPTION

Approval is requested for a State grant of \$139,800.00 to assist Main Street Housing, Inc., a nonprofit organization, in the cost of acquiring a two-bedroom home at 10 Woodward, Annapolis, MD 21403. The contract price is \$218,000.00, and the home will provide housing for two mentally ill individuals. Two appraisals were obtained for this property; both have been reviewed by DGS.

APPRAISALS

\$218,000.00 Erin M. Monroe, Severna Park, MD
\$220,000.00 Brian D. McGraw, Baltimore, MD

Based on the review of these appraisals, the Department of General Services approved the fair market value of the real estate at \$218,000.00 - \$220,000.00.

Eligible project costs are \$218,800.00. This includes \$218,000.00 for acquisition and \$800.00 for appraisals. These costs will be funded as follows:

AWARD

\$218,800.00*

FUND SOURCES

\$79,000.00 (36.1%) – Applicant’s Share
Department of Housing and Community
Development Deferred Payment Loan
\$139,800 (63.9%) State’s Share MCCBL
2009, Community Health Facilities Funds

